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## What's Happening?

[More Events...](#)

TODAY	TOMORROW	SATURDAY
12:10 <a href="#">Bergren Forum</a>	9:15 <a href="#">M.S. Thesis Defense - Rajalekshmi Chockalingam</a>	11:00 <a href="#">Want to see 'SPAMALOT'?</a>
12:45 <a href="#">Alan Littell booksigning Thursday, April 26</a>	11:00 <a href="#">Ph.D. thesis defense -- Sreekumar Chockalingam</a>	7:00 <a href="#">The 13th Annual Alfie Awards</a>
3:00 <a href="#">Complimentary medicine workshop</a>		9:00 <a href="#">Zombies + Chocolate Covered Strawberries</a>
· <a href="#">Body-Mind Wellness Workshop!</a>	<a href="#">Pride Week</a>	· <a href="#">AWE Wrestlefest</a>
· <a href="#">Summer School Registration</a>	12:00 <a href="#">New Product Development Grill-Off</a>	
	12:20 <a href="#">Join us for our next</a>	

	<p>WMST Roundtable</p> <p>Geology talk on dinosaur egg!</p> <p>Amazing WMST Roundtable-Last of the year!</p> <p>1:00 Spring dance showing</p> <p>5:00 Another Sip and Swap</p> <p>6:00 Pickup Frisbee</p> <p>8:00 AU Concert Band in Concert</p> <p>Nevins movie -- 'Letters From Iwo Jima'</p> <p>Bowling Tournament</p> <p>10:00 Late Night at McLane reduces stress!</p> <p>11:00 Nevins Movie -- 'Letter from Iwo Jima'</p> <p>· Summer School Registration</p>	
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### SUNY Lifesaver CPR-AED Training

Training: SUNY Lifesaver CPR-AED

Date: Friday, April 27, 2007

Time: 9 a.m.-Noon

Location: Powell Campus Center, Knight Club

Limit: 6 participants per session

Fee: Students - \$7 to cover the cost of the face mask, the course is free to all faculty and staff.

We are inviting volunteers to attend adult and child CPR-AED training this Friday. We need to train at least 3 volunteers from each of the following areas/facilities; Main Lobby of Scholes Library, McMahon - 2nd floor, and Harder Hall - 2nd floor; however we welcome all faculty, staff, and students who wish to participate in the program. To sign-up or obtain more information please phone x3020 or email [perrydr@alfred.edu](mailto:perrydr@alfred.edu) at the EH&S office in 117 Myers Hall.

You may also view the schedule from our web site at: <http://our.alfred.edu/ind...>

You may download a copy of the CPR-AED training manual from our web site; just follow the instructions available online for unzipping the file.

Thank you from AU EH&S!

Link: [EH&S Web Site](#)

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### RHC

RHC is having elections for all of the officers positions. This Thursday @ 7 p.m. in Kenyon-Allen.

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## AU Bloodborne Pathogens Training Class

Date: Friday, April 27, 2007  
Time: 12:30-1:30 p.m.  
Location: Powell Campus Center, Knight Club  
Limit: 30-35  
Fee: Free

Who Needs BBP Training? Anyone with potential to come in contact with bodily fluids (Physical Plant, Custodians, Maintenance, Technicians, appropriate Faculty, and AU Rescue Squad)

Training Description: Liquid or semi-liquid blood or OPIM, contaminated items that would release blood or other bodily fluids contaminated with blood when compressed, contaminated sharps, pathological and microbiological waste containing blood or other bodily fluids contaminated with blood.

Training is provided to all employees who handle this type of contamination. It is to be disposed of at the Health Center under regulations guided by the NYSDEC as regulated medical waste.

Contact EH&S at x 2190, or 3020 or e-mail [perrydr@alfred.edu](mailto:perrydr@alfred.edu) to sign-up for this training.

Link: [EH&S Web Site](#)

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## Gather for teaching tips

Join your colleagues after the University Faculty meeting on Friday, April 27 in Howell Hall for some relaxing refreshment. Danielle Gagne and Gerar Edizel will start discussions about teaching.

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## Work-Study application deadline today!

WOMEN'S LEADERSHIP CENTER  
FALL 2007 WORK STUDY POSITION AVAILABLE  
JOIN OUR TEAM AS A...

### PUBLICITY INTERN

The Women's Leadership Center (WLC) seeks a dynamic and self-motivated intern to assist with writing, designing, and postering publicity materials for the WLC including flyers, newsletters, and reports. The intern will also perform general office duties such as creating/updating Excel spreadsheets, performing internet research, and assisting with events planning. They will work with the Director, Secretary, and Intern staff as part of a team.

The successful candidate will have strong writing skills, an interest in women's issues, good attention to detail, and professional etiquette. Design experience and familiarity with Publisher preferred. The Women's Leadership Center follows the Alfred University equal opportunity employment policy.

This position requires a commitment of approximately 6 hours per week, and is paid at minimum wage.

Deadline for applications: Thursday, April 26 by 4:30 p.m. Applications may be submitted electronically to [wlc@alfred.edu](mailto:wlc@alfred.edu), or in person. Interviews will be conducted the week of April 30.

Please submit a cover letter, resume and the name of one faculty reference. For more information, contact the WLC: 607.871.2971.

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### Retirement party for Myers Hall faculty

Details: Please join us on Friday, May 4, for a retirement dinner party honoring the following Myers Hall faculty members who have served Alfred University for a combined 194.5 years. They are: George Ball (38.5 yrs.), Wesley Bentz (37 yrs.), Jim Curl (33 yrs.), Kathryn Curl (5 yrs.), Tom McDowell (23 yrs.), Robert Pipal (23 yrs.), and Robert Williams (35 yrs).

Upstairs Ade Hall - Reception 5:30-6:45 - Dinner 6:45-9 p.m.

The dinner menu will be a buffet featuring Chicken Cordon Bleu and Pasta Primavera. Wine will be served during dinner. There will be a cash bar at the reception prior to the dinner.

Cost will be \$20 per person. Payment must accompany reservation.

Send reservation with name(s), and check (made payable to Alfred University) to Cheryl Chaffee, Myers Hall, room 108, Alfred University, Alfred, NY 14802

Reservations need to be in by noon on Friday, April 27th.

Attachment: [response\\_card1.doc](#)

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### Poder Latino PRIDE!

It's getting MUY CALIENTE in the 2nd floor of Powell as Poder Latino joins Spectrum in celebrating PRIDE WEEK! Make sure to stop on by to celebrate and get some FREE STUFF!

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### Junior Discovery Day Admissions Open House

The Office of Admissions is hosting its final spring open house for high school juniors on Saturday, April 28. Registration starts in PCC at 8:30 a.m. and the day will conclude after lunch.

We are currently expecting 123 students and their families bringing in over 300 people to campus. For more information please phone Michelle at x2015.

Attachment: [DiscoveryDay2007.doc](#)

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### Stress Reduction Workshop

Just in time for spring semester stress! Calming the Anxious Mind: A Stress-Reduction Workshop will be held on Sunday, April 29, 7:30-9 p.m., in 301, Miller Center.

The workshop is free and will be conducted by Dr. Ben Howard, Professor of English Emeritus. Dr. Howard will introduce participants to the fundamentals of Zen meditative practice, including conscious breathing, contemplative movement, mindful walking, and seated meditation.

For more information please see the event calendar and the following attachment.

Attachment: [Stress Reduction Workshop](#)

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### School of Art and Design Foundations Exhibition

The School of Art and Design Foundations Program is cordially inviting you to our annual Foundations

Exhibition; the reception will be held on Saturday, April 28 from 1-4 p.m. in the Cohen Art Studio and the Foundations Studio on the second floor of Harder Hall.

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### Confusion with mailbox key returns

Only graduating seniors will be required to return their mailbox key to the PCC Mailroom to avoid a non-refundable fee.

Undergraduate students may keep their mailbox keys over the summer and until they graduate.

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### How to Camp

Gather a group of friends to enjoy a free night of camping!  
Campfire dinner and dessert included!

-Sign-up at the information desk (second floor of Powell)-

Date: Friday, April 27

Time: most likely we'll depart campus at 6 p.m.

Venue: Kathy Woughter's house (to be more accurate, Kathy's camp site on her property)

Transportation: provided, if needed (we will leave from Powell)

Camping equipment: provided, if needed

After you sign-up, you will get an e-mail with the specifics

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### Faculty / Staff sought for Midnight Breakfast

Each semester, AU faculty and staff serve food to weary-eyed students at the Midnight Breakfast. This year's event is Tuesday, May 1 from 10:30 p.m. until 12:01 a.m. in Ade Dining Hall (with volunteers showing up at 10:10 p.m.).

SAB is looking for 15 volunteers to help serve eggs, bacon, swipe meal cards, and more. E-mail Ashley Sheriff at [AES12@alfred.edu](mailto:AES12@alfred.edu) to volunteer.

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### The Acafellas Spring Concert

Come experience the last Acafellas show of the semester. Hear your old favorites and some new songs! The Lady Eight will also be performing. The show is at 7 p.m. this Sunday in Holmes Auditorium. Don't miss it!

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### Scheduled U Drive maintenance Sunday 4/29

The server used to provide access to the U drive, shared folders, and personal Web pages will be off-line for scheduled maintenance Sunday morning from approximately 7 a.m. through 10 a.m.

Please make copies of any files you may need during that time. We apologize for any inconvenience this may cause.

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### Paid, on-campus Internship opportunity, 07-08 year

The McComsey Career Development Center is accepting applications for its 2007-08 Gibbs Research Intern, responsible for researching and developing valuable student internship opportunities.

Interested students should submit a cover letter and resume to Kyle Torok, Internship & Co-op Coordinator, in hard copy or e-mail them to [torokk@alfred.edu](mailto:torokk@alfred.edu) by 4:30 p.m. Tuesday, May 1. Interviews will be scheduled for Friday, May 4. Please see the attachment for a full description. Attachment: [Gibbs Research Intern description](#)

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### Student payroll checks to be mailed

This is for students who wish for their May 4, May 18, and June 1 payroll checks to be mailed home.

Please make sure you put your home address on your timesheet or e-mail Payroll with your home address stating which checks to be mailed.

Thanks for your cooperation and have a great summer.

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### Non-statutory early retirement options

Non-statutory employees, upon meeting certain age and service criteria, may be eligible to participate in one of the University's Early Retirement Plans. There are several options available to employees who meet certain requirements.

The basic option is the Standard Retirement Program, which allows for retirement at age 65. One of the most popular plans, retirement at age 62, states that employees are eligible to enroll at the beginning of the fiscal year (July 1 through June 30) in which they turn age 56. There are also options available that are specific to faculty.

If you wish to have early retirement option information sent to you, please e-mail [johnsong@alfred.edu](mailto:johnsong@alfred.edu) or phone the Human Resources Office at 607.871.2389.

Upon receiving copies of the options available, please review them carefully and note when, if applicable, you will need to enroll. Please contact the HR Office if you have questions about or need clarification of the plans, your eligibility, and /or enrollment timing and process.

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### Annual Credit Union meeting to be on AU Campus

Alfred Allegany Federal Credit Union Members:

Our annual meeting will be held on Thursday, May 3, 2007, at 4 p.m. in Howell Hall on the Alfred

University Campus.

There will be three positions open on the board of directors. We will elect people for those positions, have a short report on the business of the credit union, and even have time for some food.

Please spread the word to your colleagues and especially those that do not regularly come to campus. Encourage new members to come!

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#### **Only seniors required to return mailbox keys**

All graduating seniors who have a mailbox at the Powell Campus Center Mailroom are required to return their mailbox key to the mailroom by Friday, May 11, 2007 or they will be charged a non-refundable fee of \$10.

Only seniors are required to return their mailbox key to the mailroom at the end of the semester.

Congratulations Seniors!

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#### **Students staying over the summer -- Mailbox keys**

Any student staying over the summer who has a mailbox at the Powell Campus Center Mailroom must register with the Mailroom Clerk at the Mailroom by Friday, May 11, 2007 to continue to receive mail. Otherwise the box will be closed and mail will be forwarded to the home address.

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#### **Color photocopier available on campus**

To better serve the Alfred University community, Office Services, located in Greene Hall on the first floor, has acquired a color photo copier for campus copying.

The cost of single copies will be:

\$.60 for letter size  
\$.80 for legal size  
\$1.10 for ledger size

Please call x2698 for Frank DiRaimondo for a quote on larger copy jobs. Discounts available depending upon the number of copies to be made.

You may send your printing jobs and printing request forms electronically through e-mail to Frank DiRaimondo or Sue Peck to have your copy jobs processed.

If you have any questions, please give us a call.

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#### **Graduate assistant position in Student Activities**

Alfred University's Office of Student Activities is seeking candidates for a graduate assistantship.

The 20-hour/week position is created to provide weekend night supervision to the Powell Campus Center, the hub of campus life at Alfred University. The graduate student would supervise and/or support student managers, staff, and volunteers who are presenting numerous events in both the Nevins Theater (weekly film series) and our Knight Club (bands, comedians, novelty acts).

Attachment: [GA\\_student\\_activities.doc](#)

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### **New U.S. Postal Rates**

New U.S. Postal rates go into effect May 14, 2007. See the attachment below for details of the new rates.

Attachment: [New Rates in effect May 14, 2007](#)

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### **Sumeer community work positions in Alfred**

The Financial Aid Office is now accepting applications for Summer Federal College Work Study positions. To be eligible to apply you must meet the following criteria:

- Matriculated Student at Alfred University
- Expected to enroll for the 2007-08 academic year
- Filed a Free Application for Federal Student Aid for 2007-08

The positions will primarily be community service off-campus jobs within the Alfred area. If you are interested in applying you must contact Mrs. Crandall at the Office of Student Financial Aid, located in Alumni Hall.

AVAILABLE POSITIONS:

- Town of Alfred - community improvement
- Sports Camp (month of July) - Swim instructors, lifeguards, and Arts and Crafts

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### **Book Board**

Looking to sell some text books or want to buy a used one. Check out the book board by clicking the link below.

Link: [Book Board](#)

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### **Vacation accrual reminder**

We are nearing the end of our first year of benefit accrual. One of the positives to the new accrual system is allowing the employee to manage their own benefit time, no use it or lose it to deal with at the end of each year. However, the employee needs to plan according to how they desire to use their vacation time.

There will only be one more year of allowing a negative balance (up to the amount earned in a year). Starting July 1, 2008, only available benefit time can be used. If one were planning a vacation for late summer of 2008, they would need to manage how many days they have available going into 2008 and what their plans for time off are between now and then. An employee would be unable to use all of this year's accrual, take several weeks early in 2008, and still have enough time available late summer for time off.



Please think about your vacation plans for the rest of this year, and how you may need to manage your time to accommodate next year's vacation. If you have questions, please feel free to contact Human Resources.

Non-statutory Support Staff will be receiving an email with benefit day balances by the end of the week. Administrators should be reminded that March attendance reports are past due.

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