



Friday, October 9, 2020

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## What's Happening?

[More Events...](#)

TODAY	TOMORROW	SUNDAY
11:00 <a href="#">How the Pandemic Kick Started Technology Adoption in Schools</a>  · <a href="#">#SaxonFriday</a>  · <a href="#">Last Day of ??A ?? Block</a>		

### Student Organizations Email Account Renewal

Each fall Student Organizations and Clubs need to update their email accounts with the current year's information by completing the online application at the following link: <https://my.alfred.edu/aut...>

Student Organization Leaders and Advisers please note that if you have not taken the steps to complete this process by the first week of October the student organization email account will expire.

If you need additional assistance with this process, please contact the ITS Helpdesk at 607.871.2222 or by email at [helpdesk@alfred.edu](mailto:helpdesk@alfred.edu).

Link: [Student Organization Email Account Application](#)

Submitted by: Karen Grice

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## Faculty Enrollment In MFA (October 13th, 14th and 15th)

In Spring semester 2019, ITS enrolled all students in email Multifactor Authentication (MFA)...and followed up by enrolling all non-faculty employees in MFA in Fall semester 2019.

On October 13th, 14th and 15th, we will enroll all Alfred University faculty in email Multifactor Authentication. Look for an email from the Helpdesk coming soon.

Multifactor Authentication (MFA) is a significant deterrent to unauthorized email access...even when the password has been compromised. MFA is often described as "Something you know, and something you own." The something you know is the password portion ...and in our particular case, something you own will be a mobile device.

During the enrollment process in mid-October, faculty will be redirected to a Web page that will require them to register a mobile number where they can receive a call, text or notification to a phone based authenticator application (perhaps the easiest method of MFA). The enrollment process will take only a few minutes and will require that the employee have their mobile phones available on the day of enrollment. After they have registered that phone, they will be sent a call, text message or authenticator application notification whenever they login from off-campus. If an employee is on-campus, there will be no need for an additional authentication (other than the password).

The entire process is similar to the way banks secure login attempts to online financial sites. If you would like to complete the process before the mid-October dates, please feel free to pre-enroll at: <https://my.alfred.edu/inf...>

If you have any questions, please feel free to contact the ITS Helpdesk at 871-2222 or [helpdesk@alfred.edu](mailto:helpdesk@alfred.edu).

Submitted by: Gary Roberts

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## Alfred University Food Pantry

The Alfred University Food Pantry has made it our mission to make food accessible for all. Come see what we have to offer!

Please stop in Fridays 3:00-5:30 or email [Hy8@alfred.edu](mailto:Hy8@alfred.edu) to set up an appointment.

Link: <https://my.alfred.edu/emergency-assistance/food-pantry.cfm>

Submitted by: Haleigh Youll

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## The Wellness Center's October Newsletter

Please see the Wellness Center's attached newsletter for information on student COVID-19 reminders, staying physically distant while socially connected, and the signs of a healthy relationship.

Attachment: [October Morning Reflection](#)

Submitted by: Amanda Khodorkovskaya

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## HR Tip of the Month

Did you know that as an employee of Alfred University you may qualify for Public Service Loan Forgiveness? Also known as student loan forgiveness, since you work for a qualifying non-for-profit employer.

Qualifying Factors:

- Must work at least 30 hours a week
- Your federal loans have to be Direct Loans to qualify
- Your loans must be paid under an income based repayment plan
- Have to make 120 on-time qualifying payments then the rest of your loans are forgiven
- Complete and submit the Employment Certification for Public Service Loan Forgiveness form yearly to your loan servicer to certify your employment
- Human Resources can certify your employment and verify employment dates

The website below will give you more information regarding Public Service Loan Forgiveness

<https://studentaid.ed.gov...>

You fill out the first page of the PSLF form, HR will fill out the second page, and the remaining pages are for your reference. The form can be located at <https://my.alfred.edu/hum...>

Feel free contact Kayleigh Jones, HR Generalist, with any questions at 607-871-2276 or by email [misner@alfred.edu](mailto:misner@alfred.edu)

Submitted by: Kayleigh Jones

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## Open Enrollment Virtual Meetings

Open Enrollment is the yearly period when employees enroll in any of AU's insurance plan(s), make changes to their current health insurance, life and accident coverages and Short -Term Disability enrollments, or to drop coverages if no longer needed. Once the Open Enrollment period has closed your ability to make changes is limited to "Life Events" until the next open enrollment period.

Human Resources is pleased to announce there will be no plan changes. And that there will be no cost increases and a 3% cost decrease for Dental Coverage for the 2021 Plan year.

Open Enrollment sessions will be presented by Relph Benefit Advisors, all sessions will be virtual, please see the link below:

- Tuesday, October 13- 9:15am-10:00am
- Wednesday, October 14- 12:45pm-1:30pm
- Friday, October 16- 3:15pm-4:00pm

Join by Phone: 646-558-8656

Meeting URL: <https://aleragroup.zoom.u...>

Meeting ID: 585 703 9445

Spouses that are covered by AU insurance plans are welcome to attend these sessions as well.

The open enrollment window will open on October 26, 2020 and close on November 6, 2020. All AU and NYSCC employees should visit their PlanSource portal during this time to add/drop benefits. If you do not wish to change any benefits, all current benefits that were elected for the 2020 plan year will roll over, with the exception of the Medical and Dependent Care Flexible Spending accounts. Flexible spending accounts must be re-elected yearly. Employees will receive a separate email closer to the portal opening, with Log-On Instructions.

Please note that all changes made during the Open Enrollment window will be effective for 1/1/2021.

NYSCC employees, NYSHIP has not announced open enrollment dates, they will announce by the end of the year and you will receive a separate email from Kayleigh Jones regarding any changes for your Medical and Dental insurance coverages.

Submitted by: Kayleigh Jones

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### **Roundtable (Zoom): Is American Democracy in Peril?**

Discussion with President Zupan, Profs Westacott, Sluyter-Beltrao , Ostrower and you. Comments and questions welcome. Contact [ostrower@alfred.edu](mailto:ostrower@alfred.edu) for zoom link.  
Monday, Oct 12 at 5:15 PM

Submitted by: Gary Ostrower

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### **2021-22 Tuition Exchange Application Deadline is October 26, 2020**

Faculty and Staff - the Tuition Exchange Export Application deadline is October 26, 2020. If your child is planning to begin college (or transfer to another college) next year, 2021-22, you may wish to explore the schools participating in the Tuition Exchange (TE) Program. RENEWAL TE Export applications are also subject to the deadline of October 26, 2020.

Please read the attached TE Information Memo for application procedures and details on the program. Two application forms are required; specifically, the AU TE Export Application and the AU Human Resource (HR) TR/TE form (links and attachments, herewith).

Link: [AU HR TR/TE Application 2021-22](#)

Attachment: [TE Information Memo for Campus Community](#)

Attachment: [AU 2021-22 TE Export Application](#)

Submitted by: Catherine Schnurle

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### **CAREER DEVELOPMENT CENTER - HANDSHAKE OUTAGE**

This Friday evening at 9 pm, Handshake will be down in order for ITS to add an upgrade. Once available, sign-on will look a little different than usual.

At the login page, click student login, as usual, you then will be brought to an Alfred University page. Add your full email address and password and this will take you into Handshake. A screenshot is attached for reference.

This change will hopefully take care of any issues we have had in the past with single sign-on delays.

Please email [daciw@alfred.edu](mailto:daciw@alfred.edu) with any questions or issues with getting in.

Attachment: [Handshake Sign-in Screen Shot](#)

Submitted by: Faith Piatt

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### **Job Opening-Barn Assistant**

Please see the link below for more information on the Barn Assistant position.

Link: [Open Barn Assistant Position](#)

Submitted by: Tamara Green

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### **Job Opening-Boiler Tender/HVAC Technician**

Please see the link below for more information on the open Boiler Tender/HVAC Technician position.

Link: [Open Boiler Tender/HVAC Tech Position](#)

Submitted by: Tamara Green

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### **Open Position- Custodian**

Please see the link below for more information on the open Custodial position.

Link: [Open Custodial Position](#)

Submitted by: Tamara Green

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### **Student Affairs Job Opportunities**

Are you looking for work on campus?

Are you willing to help your fellow students?

Student Affairs is looking for student(s) who are eligible for work-study and interested in helping other students. We are looking for students who would be willing to deliver meals, packages and assist with laundry of students in isolation or quarantine. While, there will be no direct contact with students in isolation or quarantine, student workers would receive training and be given all necessary safety equipment. Student workers would be paid more than minimum rate. If interested, please contact Dr. Tamara Kenney, Dean of Student Wellbeing at [kenney@alfred.edu](mailto:kenney@alfred.edu).

Submitted by: Emma McDowell

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