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## TODAY

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## TOMORROW

## WEDNESDAY

## 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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## Video/Photo Requests

Are you looking to create an exciting video? Need a photo? Our videographer/ photographer is available to assist. We place top priority on providing images that support and enhance recruitment, retention and external support for the university. Showcasing newsworthy events and university sponsored events remains a priority. Lower priority is given to other events, which may not be covered unless the images are deemed appropriate for recruitment, marketing or media visibility. Portraits for faculty and staff may be scheduled by appointment.

Link: [Office of Marketing & Communication](#)

Submitted by: Jodi Bailey

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### HR/Payroll Department Appointments

Due to COVID-19, the HR/Payroll department can only see people by appointment. If you need an appointment, please contact the HR/Payroll individual that best suits your needs or if you are not sure, contact Kayleigh Jones at 607-871-2276. Most appointments will be virtual, unless HR determines physical presence is necessary.

Submitted by: Kim Wyant

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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 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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### **Open Position-Digital Fabrication Laboratory Specialist**

Please see the link below for more information on the open Digital Fabrication Laboratory Specialist position.

Link: [Digital Fabrication Laboratory Specialist Position](#)

Submitted by: Tamara Green

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### **Job Opening-Contact Tracer**

Please see the link below for information on the open Contact Tracer position.

Link: [Contact Tracer](#)

Submitted by: Tamara Green

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### **Mind over Matter: Weekly Wellness Center Tips**

It's hard to be social while staying socially distant. However, social well-being is linked towards mental health, so keeping in touch with people is even more vital during these times. Phone calls and social media do most of the heavy lifting, but it does not replace real in-person connection. Scientists have found that the brain produces more positive reactions during in-person conversations than virtual ones. While that may or may not be feasible, taking time to attend activities, classes, or events in-person can help fight the battle with mental illness. They will help maintain social connection and keep your mind active and engaged.

Submitted by: Garrett Martin

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### **Open Position-Admissions Counselor**

Please see the link below for more information on the open Admissions Counselor/Assistant Director of Admissions for Diversity & Partnership Initiatives position.

Link: [Admissions Counselor/Assistant Director of Admissions for Diversity & Partnership Initiatives](#)

Submitted by: Tamara Green

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### McLane Facilities Reopen on Monday

The McLane Pool and the Gibbs Fitness Center reopens on Monday, Oct. 19. The fitness center, which has been closed for several months due to safety concerns related to COVID-19, will be open weekdays from 8 a.m. to 9 p.m.

The swimming pool in the McLane Center will reopen for lap swimming next week, beginning Monday, October 19, and will be available only to current Alfred University students, faculty, and staff. Be prepared to show student, faculty, or staff ID.

The pool will be open during the following times: Weekdays, 11:15 a.m.-noon, 12:15-1 p.m., 8-8:45 p.m., and 9-9:45 p.m.; and Saturdays and Sundays, 3-3:45 p.m. and 4-4:45 p.m.

The use of both facilities will be restricted to active Alfred University students, faculty, and staff.

For more information on the facility reopening, and how to sign up to reserve time to use the facility, please see the Athletics Department press release linked below.

Link: [Reservation Sign-Up and Guidelines](#)

Submitted by: Nate Smith

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### Bring your Bag!

Effective 10/19/20, NYS is enforcing no plastic shopping bags can be given out at retailers. Please bring your bag with you to the bookstore! We do offer recycled bags for \$.99 or \$1.98 for purchase.

Link: <http://alfred.bncollege.com>

Submitted by: Marcy Bradley

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### Student Payroll

Students, it should be noted that, the payroll #23, that is paid on 11/13/2020, will be the last payroll that you are on campus to retrieve your paper checks from your Powell Campus Box.

During the #24 payroll we will begin forwarding your checks to your home address listed on file, if you need to update your address you should reach out to the Registrar to update your personal information.

If you want to avoid a paper check, you can sign up for Direct Deposit, and your checks will go directly into your bank account you can find that form here <https://my.alfred.edu/hum...> Please do not email this form, please hand deliver to Greene Hall or fax to 607-871-2318. No emailed forms will be accepted.

Link: [Payroll Schedule](#)

Submitted by: Kayleigh Jones

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### **Payroll for Thanksgiving Week**

On the payroll schedule, it is published, that we will be paying all employees on 11/27/2020, however, this pay-day will be moved up to 11/25/2020 to accommodate the holiday per our policy.

It should be noted that payroll processing will be moved up due to the 11/25 pay-date. The electronic timesheet deadlines will remain in place, employees will submit their electronic timesheets by Monday 11/16 at noon and the Supervisors will have until Tuesday 11/17 at noon to approve it. Supervisors are encouraged to approve on Monday if they can.

All paper timesheets that may need to be turned in will need to be received by Wednesday 11/18 by 4:00pm, paper timesheets can be submitted to [payroll@alfred.edu](mailto:payroll@alfred.edu) from the Supervisor for processing.

Any questions, please reach out to [payroll@alfred.edu](mailto:payroll@alfred.edu)

Link: [Payroll Schedule](#)

Submitted by: Kayleigh Jones

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### **ATS & SSC Open Meeting with Marketing & Communication**

Administrative & Technical Specialists and Support Staff Councils invite you to our upcoming Open Meeting for October where our guests will be representatives from Marketing & Communication. The meeting will be on October 27th at 12:15pm. Information will include current protocols for press releases, how to get things published for departments, who to contact, how Marketing & Communication supports AU internally and externally, services offered, and any other updates they would like to share with us. The Zoom meeting link will be sent out over ATSC and SSC list serves. If you would like another copy of the link, please contact Sarah Ryneerson-Moody directly. If you want to provide questions ahead of time, please also send them to Sarah. A lot of information on what services our departments provide and the steps to request them are located on the MarComm website: <https://my.alfred.edu/mar...>

Submitted by: Sarah Ryneerson-Moody

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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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### **Update: Flu Clinic for Students**

Please note the time change of the student flu clinic on 10/29. It was changed from 11:30-1:30 to 12:30-2:30 PM.

The Wellness Center will hold a flu clinic for students to get their flu shot on Thursday, October 29th from 12:30 -2:30 PM in the Knight Club (3rd floor of the Powell Campus Center). The cost for students is \$15.00 charged to their student account.

Submitted by: Amanda Khodorkovskaya

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### **Glass Educators Exchange Visiting Artist Program**

This is an ongoing event.

Sculpture / dimensional Studies and the School of Art & Design have subscribed to a collaborative visiting artist series which will be open to the Alfred University Community.

The Glass Education Exchange(GEEX)asserts that the surest way to shape the future of glass education is to address its present.

In response to ongoing needs magnified by the impact of COVID-19 and the 2020 uprising, GEEX exists to connect communities and share/archive educational materialsin the collective field of glass. For more information on the GEEX platform, we invite you to navigate through our website

<https://geex.glass>

GEEX is thrilled to introduce our lecture series. GEEX Talks features outstanding artists within and beyond the field of glass.

The inaugural 2020-2021 cohort of featured lecturers includes:Therman Statom, Fumi Amano, Dr. Jane Cook, Charisse Pearlina Weston, and Tanya Agui iga.

For access to these events, please contact Professor Karen Donnellan [donnellan@alfred.edu](mailto:donnellan@alfred.edu)

Link: [Alfred University Event](#)

Submitted by: Arts Events

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### **Pumpkin Carving: 101 (Free Virtual Event)**

Join us for a virtual step-by-step pumpkin carving demo featuring Eric Jones '97. Eric starred alongside his Crave Digger teammates in the 10th season of The Food Network's Halloween Wars.

Eric's pumpkin creations are ghoulish, creepy and carved to perfection. He will share his pumpkin

carving skills with you virtually as he tutors President Zupan. No pumpkin carving talent required!  
Once registered, you'll receive a confirmation email providing all the info you need to join the action.  
Be sure to share your carving on social using #AUPumpkinCarving!

Link: [Register Today](#)

Submitted by: Jodi Bailey

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