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**What's Happening?****More Events...**

TODAY	TOMORROW	WEDNESDAY
9:00 <a href="#">Tai Chi Workshop in Spring</a>	9:00 <a href="#">Tai Chi Workshop in Spring</a>	9:00 <a href="#">Tai Chi Workshop in Spring</a>
4:00 <a href="#">4/30 - Tennis AWAY at Keuka - 4pm</a>	1:00 <a href="#">Informal Dance Class Showing</a>	6:00 <a href="#">Finals Stress Relief w/Alfred Boffer</a>
5:00 <a href="#">Class of 2013 Senior Committee Inaugural Meeting</a>	<a href="#">Potato Bar and Kan Jam</a>	
	6:00 <a href="#">Finals Stress Relief w/Alfred Boffer</a>	
	8:30 <a href="#">International Folk Dancing</a>	

### Students in Distress - Who to Contact

Dear faculty and staff,

This is the time of year when stress and emotions run high among our students, and our mental health emergency response calls really start to pick up.

If you are concerned for the safety of a student, your 24/7 phone number is 607.871.2108. When Public Safety is not on duty, the call will go to 911. Those dispatchers have phone numbers for our RD on call, our Student Affairs incident coordinator, the counselor on call, the Dean of Students, etc., so please work with 911 just as you would our Public Safety staff.

The Wellness Center/Counseling Service reserves time at the end of the school year for crisis and walk-in needs. Please call 2300 during business hours to consult or refer a student. Counseling Service after-hours message has a recording on how to contact the Counselor on Call.

Thank you.

Submitted by: Kathy Woughter

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### Students - Where Do You Want Your Final Payroll Checks to Go?

The final two paychecks of the semester will be paid on 5/11 and 5/25. Checks will be available to be picked up in the Payroll Office in Greene Hall.

Any checks not picked up will be mailed to the home address on file.

If you need to make alternate arrangements to mail your check to a different address, please e-mail [payroll@alfred.edu](mailto:payroll@alfred.edu) or stop in the Payroll Office in Greene Hall.

Submitted by: Kathy Costello

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### Graduating Seniors Mailbox Key Returns

Graduating seniors are required to return their mailbox key to the PCC Mailroom by Friday, May 11 to avoid a non-refundable charge.

If you are attending Graduate School here at AU you must let the mailroom clerk know or your box may be re-assigned in the Fall.

Submitted by: Sue Peck

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### Charged Tax Via Internet Purchase?

With the ease of the Internet, shopping has become even easier. However, it's harder to maintain our tax exemption status. There are different ways you can get the tax charge removed or reimbursed.

If you are shopping online and notice there are taxes being charged, you can continue with the purchase and then contact the vendor via phone, email, or live chat. When contacting the vendor, please include your order number and our NYS Tax Exempt Form. When submitting the tax exemption form write the name of the vendor on the line under blanket certificate (check this box as well) and write in the date of purchase next to the Controller's signature.

Make sure you are using a current tax exemption certificate (one is attached).

If you do not feel comfortable continuing your purchase, you can cancel your order and contact the vendor prior to placing the order. You may have to submit a tax exempt form prior to ordering.

For questions concerning tax reimbursement, please contact Office & Procurement Services @ x2698.

Link: [NYS Tax Exempt Form](#)

Submitted by: Kathy Price

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### AU ITS Video Conferencing Guidelines

At Alfred University, video conferencing has become a popular, cost-effective resource for holding meetings and conferences. ITS is pleased to support video conference requests for meetings, guest speakers, and other events.

Because of the large volume of requests, users seeking video conferencing assistance must contact ITS five (5) business days prior to the video conference. This will allow ITS to continue providing high-quality service to the campus community.

A complete list of video conferencing guidelines is available on the Web.

Thank you for your support.

Link: [AU Video Conferencing Guidelines](#)

Submitted by: Meghanne Freivald

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### Street Address Required by Federal Law for Retirement Plan Participants

As part of the USA PATRIOT Act, our Retirement Service Provider TIAA CREF is now required to have a residential street address on file for every participant. Their records indicate that there are participants in the Alfred University Retirement Plan for whom they have only a P.O. Box or business address on file. We are letting you know that they will be sending a letter in the coming weeks to these participants asking them to provide their residential street address.

Participants will have the chance to provide their residential street address online by logging into their account, calling TIAA CREF directly or by mailing or faxing in the Request for Residential Street Address form. This form and a postage-paid envelope will be enclosed with the letter.

This request is for verification purposes only and will not change the mailing address on file, unless the participant chooses to do so at this time.

Submitted by: Mark Guinan

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### **Class of 2013 Committee Now Forming - Meeting 4/30**

The Class of 2013 Senior Committee is now forming. We're looking for class representatives from all majors to help make 2013 an exciting year! It's your chance to be involved in the Senior Campaign, Senior Web Page, Design of the Class T-shirt, Homecoming, and Senior Week Events!

The committee meeting will be held Monday 4/30 @ 5 p.m. in PCC Nevins. Food provided...

Submitted by: Susan Gorman

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### **Get Your Senior T-Shirt**

Senior tees just arrived at the AU Bookstore! Designed by a fellow classmate, all proceeds go to the senior fund. Tees are \$12.

Submitted by: Marcy Bradley

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### **Congratulations to All Graduating Students!**

Please take a minute to fill out the Career Development Center's graduate survey. Whether you have your plans settled or not (e.g. employment or graduate school), we'd like to hear about it. The CDC uses this information to understand the job and grad school market for AU students. The info is confidential and is not reported in a personally identifiable way.

If you have questions about the survey or need career assistance of any kind, please contact us at 871.2164 or [cdc@alfred.edu](mailto:cdc@alfred.edu)

Link: [Graduate Survey](#)

Submitted by: Susan Meacham

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### **Capstone Project Unveiling at JLC**

Nicole Ramos will be hosting an unveiling of the art project "Leadership is..." on Tuesday May 1 at 6 p.m. at the Judson Leadership Center.

Dessert will be provided.

Please come and take a look!

Submitted by: Nicole Ramos

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### **Marleah Bouchard Dissertation Defense**

Marleah Bouchard will publicly defend her dissertation on Tuesday, May 1, 2012 at 11:30 a.m.-1:30 p.m. at the Powell Institute, 6 Sayles St., Alfred.

Title: Preschool Predictors of Kindergarten Math Achievement

The public is welcome to attend.

Submitted by: Gayle Gebhard

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### **Midnight Breakfast**

We are currently looking for faculty and staff who would like to work Midnight Breakfast on Tuesday, May 1, at Ade Dining Hall. Please contact me at [ss22@alfred.edu](mailto:ss22@alfred.edu) if interested.

Submitted by: Sadie Schu

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### **Exhibition Opportunity**

If you have a small work being edited out of your Senior Show (or otherwise made a great small work), consider donating it to Rochester Contemporary's benefit exhibition. Get a professional show on your resume, and support contemporary art in our region.

Read more at the link; sizes are specific and the deadline is approaching!

Link: [RoCo show specs](#)

Submitted by: Laurel Carpenter

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### **White Water Rafting - W.I.L.D. on the Water!**

Are you interested in going White Water Rafting before going home for the summer? Here is your chance...

On Sunday, May 6, the WILD committee will be sponsoring a trip to Letchworth State Park to go White Water Rafting.

The bus will leave from the Powell Campus Center at 10 a.m. (If the bus fills, you can provide your own ride and still join us.)

The cost is \$30 per person and you can bill it to your student account.

To sign up for this trip visit <http://www.my.alfred.edu/...>

Link: <http://www.my.alfred.edu/csi>

Submitted by: Jennifer Enke

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### Another Update to the Business Office Web Site

New Budget Adjustment and Journal Entry Forms are the newest additions to the updated Web site. Our goal is to make this site as useful to you as possible. If you have any comments or suggestions please contact Jason Warner @ x2771, or [warner@alfred.edu](mailto:warner@alfred.edu).

Link: [Business Office Website](#)

Submitted by: Jason Warner

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### Keep up with campus news over the summer

If you're interested in staying in touch with campus news, photos, construction updates, announcements of what's coming in 2012-13, and more, sign up for the Student Affairs Facebook page. Just search "student affairs of Alfred University."

Link: [Student Affairs facebook page](#)

Submitted by: Kathy Woughter

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### Student Senate Meeting Minutes 4/25/2012

Student Senate meeting minutes and attendance attached

Attachment: [Attendance2011-2012.xls](#)

Attachment: [SenateMinutes04-25-2012.doc](#)

Submitted by: Student Senate

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### Save the Date: Jim Moretti's Retirement Gathering

Please join us in wishing Jim well after so many years of service to AU. Our farewell reception is May 4, 3:30 - 5:30, in the Knight Club. RSVPs are requested so we can plan ahead; please email Kathy Woughter at [woughter@alfred.edu](mailto:woughter@alfred.edu).

Submitted by: Kathy Woughter

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### **Job Posting - Assistant Woodshop Technician**

Employment Opportunity  
NYS College of Ceramics  
PT Temporary

Link: [Temporary PT Assistant Woodshop Technician Posting](#)

Submitted by: Kathy Costello

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### **How to Impress College Professors**

For an article targeted to college-bound high-school students, a freelance writer is seeking tips from students, faculty, and recent grads of private colleges and universities on how to make a positive impression on professors.

The article will provide advice on getting off to a good start in the classroom and doing well with different professors. Email interviews preferred. Contact: Mark Rowh, [markrowh@verizon.net](mailto:markrowh@verizon.net)  
Deadline May 1.

Submitted by: Deborah Clark

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### **Free Binders to Give Away!**

Due to our "green" efforts in HR/PR, we find ourselves with a large number of binders that we don't use. If your office is in need of any type of 3-ring binder from 1/2" to 4" in size, you are welcome to take as many as you want. First come, first served till they are gone!

Submitted by: Kathy Costello

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### **Hornell Community Theatre Presents - 'Old Ringers'**

"Old Ringers," a hilarious, adult comedy, will be presented May 3-5 & 10-12, 2012 at 7:30 p.m. at the new Hornell Community Arts Center (formerly, Ponderosa) on Broadway in Hornell.

"Old Ringers," written by Joe Simonelli, follows a group of senior citizens struggling to make ends meet in an unpredictable economy.

Penny Smith will direct Hornell Community Theater's 13th production.

The show features the talents of Missy Logan, Debbie Bossie, Robin Kerr Wilson, Nancy Nisbet, Dawn Hopper, Chris Van Leeuwen, and John Ashworth.

"We have a nice mix of veteran actors and newcomers," said Smith. "They have been a pleasure to work with! I am also pleased to have Elena Wallace return as my Assistant Director."

Tickets for "Old Ringers" are \$10 and will be available only at the door.

Link: [Facebook Event Page](#)

Submitted by: Elena Wallace

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### **Lecture: Waterfalls of the Finger Lakes**

Speakers: John & Susan Babbitt  
Tuesday, May 1 at 7 p.m.  
Nancy Howe Auditorium  
David A. Howe Public Library  
155 N. Main St., Wellsville  
585-593-3410

Waterfalls. We love to look at their ever-changing landscape and hear their thundering roar or gentle splashing. Waterfalls have played an important role in the history and development of our country. Many battles occurred near the site of a waterfall. Villages and towns sprung up along the streams as early settlers used the power of the falling water to turn mills.

Retired schoolteachers John and Sue Babbitt have been hiking to and photographing many of our regional waterfalls. Sit back and take an armchair tour of these marvels in our area. They promise that you won't get wet!

This library-sponsored lecture is free and open to the general public.

Submitted by: Deborah Clark

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