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What's Happening?

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| TODAY | TOMORROW | WEDNESDAY |
|--|--|--|
| 6:30 Food Committee Meeting | 1:00 ***Walk-In Hours*** - Career Development Center | 1:00 ***Walk-In Hours*** - Career Development Center |
| · Tai Chi Group Sessions and Instruction | 7:00 1/31/12 - MBB HOME vs. Houghton at 7pm | · Tai Chi Group Sessions and Instruction |
| | 8:30 International Folk Dancing | |
| | · Tai Chi Group Sessions and Instruction | |

Today is the Last Day to Pick Up W-2 Forms

Today is the last day 2011 W-2 forms will be available to be picked up in the Business Office in Carnegie Hall.

**All W-2 forms not picked up today will be mailed to the home address on file on Tuesday, Jan. 31.

Please bring photo ID with you. If you would like a third party to pick up your form, you must send written permission with them.

If you have any questions, contact the Payroll Office by e-mail payroll@alfred.edu.

Submitted by: Kathy Costello

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Last Day to 'Drop'

Monday, Jan. 30 is the last day to drop a Spring Semester course. When Web registration closes at midnight on Jan. 30, you will no longer be able to drop a course (other than those scheduled to meet only in B-Block). Dropped courses do not appear on the transcript.

On Tuesday, Jan 31, the withdrawal period begins. Course Withdrawal continues through Monday, Feb. 13 for A-Block courses; through March 19 for courses that meet throughout the semester.

Withdrawal is accomplished by obtaining a withdrawal form (available at the Student Service Center in Seidlin Hall), getting it signed by your advisor and by the instructor of the course, and then returning the completed form to the SSC. Withdrawn courses appear on the transcript with a grade of "W." (This grade has no affect on GPA.)

Follow this link to the 2011-12 Academic Calendar which includes all registration/add/drop/withdrawal deadlines for the year.

Link: [2011 - 12 Academic Calendar](#)

Submitted by: Larry Casey

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Important Notice to All Employees (Including Student Employees)

In April 2011 The NYS Wage Theft Prevention Act (NYS Labor Law Section 195.1) was expanded to require all employers in New York State to send a statement of pay rate (either hourly pay plus OT premium rate or salary), the name, telephone number and physical address of the employer, day of the week when paid, payroll frequency and whether or not there are any allowances for meals, lodging, etc. used to determine gross pay.

This notice must be sent between Jan. 1 and Feb. 1 of each year and the employee is required to sign, acknowledging receipt of the notice, and return it to the Human Resources Office prior to Feb. 1.

In the next few days, every employee will receive a statement that complies with this law. Those statements will be sent via e-mail, or hard copy for those who do not have an e-mail address. Employees who receive more than one type of pay or who work multiple jobs will receive multiple statements to assure that all types of payments are accounted for.

If you receive more than one statement you must print, sign, and return each statement by the deadline. You will also be asked to certify that you received the notice in your principal language, or if that is not possible, in English because no form was available in your principle language. If English is not your principle language, contact Human Resources for further assistance.

Your cooperation is vital to ensure our compliance with this new law. Failure to meet this requirement could have severe financial and criminal penalties for the University and could result in disciplinary actions against employees who intentionally fail to meet their obligation in this mandated legal requirement.

Questions can be directed to Mark Guinan, Director of Human Resources at 607-871-2909 or Kathy Costello 607-871-2276.

Submitted by: Mark Guinan

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W.I.L.D. Winter in the Woods/Horse to Home

Don't hide from winter: come out and enjoy it! Join W.I.L.D. About Alfred on Saturday, Feb. 4 from 2 to 5 p.m. at the Equestrian Center for the official opening of the new winter trails.

This beginner-friendly trail system loops around the barn, woods, and hayfields and connects to Foster Lake. The Forest People will have cross-country skis and snowshoes to loan and a shuttle will be provided back and forth from Powell to the Equestrian Center. Hot chocolate and snacks will be available.

At dusk, all are welcome for a rugged nighttime snowshoe hike led by Mark McFadden from the Equestrian Center back down to campus; be sure to bring your flashlight.

This event is free and brought to you by W.I.L.D. About Alfred.

Submitted by: Jennifer Enke

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Do You Know When Your Gas Tank Orders are Due?

Please submit all Abbott gas tank orders by Wednesday at noon for next week delivery. Submit orders to procurement@alfred.edu.

If you have any questions regarding your Abbott order, please call Cheryl Foster at x2483. For more details and information, visit our Web site.

Link: [Gas Cylinder Orders](#)

Submitted by: Kathy Price

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January 2012 USPS Postage Increase

Beginning January 22 , 2012 the postage rates will be increasing. I have attached a listing of the current/new rates.

If you have any questions feel free to contact Office Services x2955.

Attachment: [Postal_Rate_Changes_Jan_2012.doc](#)

Submitted by: Sue Peck

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Intramural One-Day Tournaments - Soccer and Basketball

Hey Everyone,
I know many of you are wanting to get back to some intramurals. The only day we have available are Sundays so I would like to run some one-day tournaments.

Please enter your roster by e-mailing me, Scott Miller, at millerst@alfred.edu.

Rosters are due by the 12th for Soccer and the 22nd for Basketball.

Feb. 19 12:30-7 p.m. 6v6 Soccer (open)

Feb. 26 10 a.m.-4 p.m. 5v5 Basketball (open)

Link: millerst@alfred.edu

Submitted by: Scott Miller

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Curating Campus Call for Art

Campus Life Council is looking for donations of artwork. We are working to permanently install work in the residence halls. Please send a photograph with medium and dimensions to CLC@alfred.edu

The first two halls up for Curating Campus are Brick and Cannon. If you are interested in helping pick art work, please also contact Sarah at CLC@alfred.edu Thank You in advance for your generous donations.

Link: [Campus Life Council on Facebook](#)

Submitted by: Sarah Shafer

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TIAA-CREF Consultant on Campus

You're invited! Jason Sciotti, Individual TIAA-CREF Consultant, will be conducting one-on-one, 45-minute, individual retirement counseling sessions on Tuesday, Feb. 14 in the Human Resources Conference Room in Greene Hall. Let him help you make financial decisions that are right for you.

To schedule an appointment with Jason, Non-Statutory employees should call TIAA-CREF at 1.877.209.3144 and Statutory employees should call TIAA-CREF at 1.800.732.8353; remain on the line for assistance.

Submitted by: Kim Wyant

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Do You Want to Be an Overnight Host?

The Admissions Office is looking for reliable freshmen and sophomore students who are willing to host accepted students through our Overnight Program during the 2012 spring semester.

Overnight hosts are encouraged to share their experiences with prospective students, involve them with campus activities, and show them why you love Alfred!

You do not need extensive experience with Admissions, just a welcoming attitude and a sincere desire to represent Alfred University.

Overnights begin Feb. 6 and conclude April 14. We are willing to work with your schedule and you will be rewarded for hosting!

If you are interested, please fill out the Overnight Host application and send it to Anne Geoppner at Geoppner@alfred.edu or drop it off in Alumni Hall ASAP.

Attachment: [Overnight_Host_Application_2012.doc](#)

Submitted by: Anne Geoppner

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Student Senate Meeting Minutes 1/25/2012

Student Senate meeting minutes and agenda attached.

Attachment: [Upload Failed](#)

Attachment: [Attendance_2011-2012.xls](#)

Submitted by: Student Senate

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NY Times Newspaper Subscription Available

Subscribe to the NY Times through the AU Bookstore. Papers arrive daily M-F, pick up at bookstore after 1:30 p.m. Subscription is from Jan. 24-May 4 for \$34.

Submitted by: Marcy Bradley

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Job Posting - Post Doctoral Fellowship

Employment Opportunity in the NYS College of Ceramics

Temporary Post Doctoral Position

Link: [Post Doc Position Posting](#)

Submitted by: Kathy Costello

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Internal Job Posting - Payroll Associate

Employment Opportunity
NYS College of Ceramics
Payroll Associate

Link: [Payroll Associate Posting](#)

Submitted by: Kathy Costello

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Get Out and Register to Vote

Alfred University stands behind the idea that we all benefit when a greater share of Americans register and vote. This year there will be an important general election on Nov. 6, 2012. If you are not already registered to vote, please consider doing so now.

Alfred University students often have a choice of registering and voting right here in Allegany County (if you have been a resident in your present address for at least 30 days before the election) or voting by absentee ballot in your home county or state. The choice is yours, but please plan to register and vote on Nov. 6.

You can download the registration form and get more information about voting in New York State, including instructions on how to vote by absentee ballot, at this Web site maintained by the NYS Board of Elections: <http://www.elections.ny.g...>

This Web site will also provide information about voting in the primaries.

For information about other states' registration deadlines and absentee ballot request deadlines you can visit <http://www.vote411.org/>.

Submitted by: Patricia Debertolis

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Family Movie: 'The Odd Couple'

Family Movie: The Odd Couple

Tuesday, January 31st at 6:45 pm at the Nancy Howe Auditorium at the David A. Howe Public Library, 155 N. Main St., Wellsville, 585-593-3410

The film adaptation of Neil Simon's stage play is about two very different divorced men living together. Stars in this popular 1968 comedy film include Jack Lemmon, Walter Matthau, John Fiedler, and Monica Evans. This library-sponsored movie is free and open to the general public on Tuesday, January 31st at 6:45 pm at the Nancy Howe Auditorium in Wellsville.

Submitted by: Susan Goetschius

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