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## What's Happening?

[More Events...](#)

TODAY	TOMORROW	FRIDAY
8:00 <a href="#">Study Hours in the Institute for Cultural Unity</a>	4:45 <a href="#">Zumba@ Fitness Classes</a> 8:00 <a href="#">Massage &amp; Therapy Dog Night @ Herrick Library</a>  <a href="#">Study Hours in the Institute for Cultural Unity</a>	

## MasterCard Training/Help Sessions 1-3 p.m.

We will be having the MasterCard required training and help session as well as the purchasing training on Wednesday, May 8 in the Banner Training room located at the side entrance of Howell Hall.

The entire session will be from 1-3 p.m.

1-1:45 p.m. will be designated for One Card Training for new cardholders.

1:45-2:15 p.m. will be for Mastercard Smartdata help.

2:15-3 p.m. will be designated for purchasing training.

We are hoping these extra sessions will be helpful and would appreciate any of your suggestions.

Thank you.

Submitted by: Susan Peck

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### Pool Closing (open swim/ lap swim)

The pool in McLane will be closing this Friday (May 10) after the 11:45 a.m.-1:15 p.m. lap swim. The pool will remain closed until the summer lifeguards are hired and scheduled (hopefully early June).

Submitted by: Brian Striker

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### Finals Stress Relief with Boffer/Nerf

Starting Wednesday, Alfred Boffer Club and Alfred Nerf Squad will meet every night of finals week so people can take out their stress on one another in a (relatively) safe environment. Every night we'll meet on the 2nd Floor of Powell Campus Center.

Boffer 6 - 7:30 P.M.

Nerf 7:30 - 9 P.M.

Link: [Boffer Website](#)

Submitted by: Tyler Beaulieu

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### Senior Shows

Senior Shows

Date: Saturday, May 11

Time: 4-7 P.M.

Location: Binns Merrill Hall, Harder Hall, Davis Gym

Cost to Attend: Free/Open to Public

Visitors from throughout Western New York and beyond are invited to Alfred Saturday the 11th for the opening of the annual Senior Shows, an exhibition of the work of the 101 graduating candidates for the Bachelor of Fine Arts degree from the School of Art & Design at Alfred University.

The AU Senior Shows, which are a requirement for graduation from Alfred University's acclaimed School of Art & Design, have become a major attraction for art lovers, who are drawn to Alfred for the opportunity to see work by some of the country's most promising young artists. The event promises to be an exciting multi-disciplinary display of talent.

Submitted by: Shelly Grant

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### Foster Lake water level low for a reason

Foster Lake has lower than normal lake levels this year in order to facilitate maintenance of lake's dam system. The maintenance activities have been reviewed by a licensed engineer and are required by the New York State Department of Environmental Conservation. The timing of when lake levels will return to normal is weather dependent.

Submitted by: Susan Goetschius

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### Powell Campus Center Staff - New Work Study Position

The Center for Student Involvement is seeking students to help manage the Powell Campus Center on week nights. This position will begin Fall 2013.

Please see the attached document for position details. Limited positions available.

Send resumes to Tricia Debertolis at [debertpa@alfred.edu](mailto:debertpa@alfred.edu).

Attachment: [Powell Campus Center Staff Information](#)

Submitted by: Craig Arno

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### Checklist for Reconciling Your One Card

1. Are your receipts in order?  
\*Your receipts should be in the same order in which they appear on the statement
2. Do you have any Missing Receipts?  
\*Are you able to obtain a copy of the receipt from the vendor?  
\*Do you need a Missing Receipt Form?  
\*If yes, contact Sue Peck or Kathy Price at 607-871-2698  
\*\*Make sure you sign and date it\*\*
3. Does the FOAP need to be changed?  
\* Did you make sure it's going to the correct Account (description of what was purchased)?  
\* If the FOAP is not in your drop down box, you will need to email the appropriate budget supervisor for approval. Attach the approval to your statement.
4. Does the receipt show what was purchased?  
\* If no, write down what you purchased.
5. Do any of your charges require a Travel Expense Report (TER)?  
\* If your trip has already taken place, then yes, you need a TER.  
\* For future travel, please provide a Travel Advance & Authorization Form (TAAF).  
\* Is the TER signed/approved?  
\* TER should be uploaded to the first travel related charged in Smartdata based on your credit card statement.
6. Were you charged tax?  
\* If yes, contact vendor to get the tax reimbursed.
7. Did you upload your receipts?
8. Did you review your transactions by checking the reviewed box?
9. Did you sign or initial your statement?
10. Turn your paperwork in by the 12th to your One Card Manager.

\*\*\*Do NOT turn in an incomplete statement\*\*\*

\*\*\*Do NOT send statements via email or inner office mail\*\*\*

If you have any questions, please contact Sue Peck or Kathy Price at 607-871-2698.

Submitted by: Kathy Price

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### Electronics Recycling Day May 11

The Hornell Area Humane Society is hosting an Electronics Recycling Day, Saturday, May 11 from 9 a.m. to noon in the Elm Street Parking Lot of the Alfred State College campus.

The Hornell Animal Shelter (and the environment) will benefit from your old, broken, and unused electronics. The attached flyer has all the details about what is accepted. Please consider a donation to help our four-legged friends.

Attachment: [Electronics Recycle Day](#)

Submitted by: Gayle Gebhard

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### **Alfred Station Fire Department Mother's Day Barbecue**

The Alfred Station Volunteer Fire Department will be holding its Annual Mother's Day Chicken Barbecue, Sunday, May 12 starting at noon and the Fire Hall.

The dinner consists of a half barbecued chicken, salad, roll, beans, and dessert. Cost is \$8.

You can eat in or take out; the meal is available on a first come-first served basis until sold out.

Submitted by: Deborah Clark

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### **Movie Matinee: 'The Longest Day' (1962)**

Wednesday, May 8 at 1:30 p.m.  
Nancy Howe Auditorium  
David A. Howe Public Library  
155 N. Main St., Wellsville  
585-593-3410

This epic film retells the Allied invasion of Normandy. The stellar cast includes John Wayne, Rod Steiger, Henry Fonda, Richard Burton, and Robert Mitchum. The movie won Oscars for special effects and cinematography.

The library-sponsored film is free and open to the general public.

Submitted by: Deborah Clark

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### **Free Hanging Folders**

Office & Procurement Services is giving away green hanging file folders. Feel free to stop down to Greene Hall and grab some. If you have questions, please call x2698.

Submitted by: Kathy Price

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