



Friday, August 14, 2020

[Submit](#)

[Employment](#)

[News](#)

[Calendar](#)

[Classifieds](#)

[Go Saxons](#)

In This Issue

Webmail users [click here](#)

Official News/General Announcements

- [Training documents for Toshiba MFP Devices across campus](#)
- [Music Lessons available to all students](#)
- [Years of Service Recognition](#)
- [HR/Payroll Department Appointments](#)
- [Requesting PPE and Cleaning Supplies for Office Spaces:](#)
- [Music Lessons available to all students](#)
- [MUSIC Courses and Private Lessons available to ALL Students](#)
- [FACULTY ROUNDTABLE: Online Testing & Grading](#)

What's Happening?

[More Events...](#)

TODAY

TOMORROW

SUNDAY

- [#SaxonFriday](#)

Training documents for Toshiba MFP Devices across campus

We are excited that most of the Toshiba MFP devices are installed across campus and that the fobs have been distributed based on information that was provided to us. Now that we are returning to campus, we wanted to get instructions out to everyone. As always, the AU Helpdesk will gladly respond if you are having issues with the equipment, but here is some information to help you get familiar with our new devices:

Attached are instruction sheets for using the PaperCut fobs and for the XMedius fax application.

There are also excellent video trainings available for the XMedius fax cloud platform available with links listed below:

- * Using the cloud interface to receive a fax: <https://youtu.be/VDH2wDR-...>
- * Using the cloud interface to send a fax: <https://youtu.be/TWNFJxVM...>
- * Using the cloud interface to check the delivery of a fax: <https://youtu.be/HfYLGG4K...>
- * How to send a fax from your email: <https://youtu.be/G-L2v1DQ...>

Please note that you should use your AU username and password when logging into the XMedius Cloud platform (see link below).

If your department would like further training, Toshiba is willing to come to campus and coordinate small group trainings (with masks and social distancing) in office spaces. Please reach out to Melissa Badeau in Procurement (badeau@alfred.edu) to let her know if you feel that would be helpful.

Link: [XMedius Cloud Interface \(use AU Username & Password to log in\)](#)

Attachment: [PaperCut Instruction Sheet](#)

Attachment: [XMedius usage at the MFP Device](#)

Submitted by: ITS & Procurement

[back to top](#)

Music Lessons available to all students

Attention Students:

Private Lessons are available to you regardless of your major or your level of experience.

Instruments are available. Lesson times will be arranged around your fall schedule between you and your instructor.

MUSC 101-01 Piano

MUSC 102-01 Voice Dr. Elizabeth Blades [new]

MUSC 102-02 Voice Mrs. Rebecca Weaver

MUSC 102-03 Voice Mr. Brandon Mellerski [new]

MUSC 103-01 Brass Dr. Raul Barcenos

MUSC 103-02 Brass Mr. Chris Lynn [new]

MUSC 104-01 Flute Mrs. Rachel Decker

MUSC 104-02 Winds/Sax Mr. Matt Amedio

MUSC 105-01 Violin/Viola Dr. Lisa Lantz

MUSC 105-02 Cello/Bass Mr. Rintaro Wada

MUSC 107-01 Guitar Dr. Ken Luk

MUSC 107-02 Mandolin Dr. Ken Luk

MUSC 106-01 Percussion Mr. Dustin Woodard

MUSC 133-01 Guzheng Dr. Daisy Wu

Chinese Guzheng instruments available

Submitted by: Lisa Lantz

[back to top](#)

Years of Service Recognition

The Employee Recognition Committee would like to announce Years of Service dates for the month of August 2020. The Committee will be observing years 1, 5, 10, 15, 20, 25, 30, 35, 40, 45, and 50.

The success of our organization is a direct result of your efforts and dedication. Your commitment to quality and personal and professional integrity is the differentiating factor that sets us apart from our competition.

On behalf of Alfred University, it is with great pride and admiration that we congratulate you on this service anniversary milestone.

Celebrating 1 Year of Service:

- 1- Heather Green- Admissions Receptionist
- 1- Ronald Demchak- Assistant Athletic Trainer
- 1- Olivia Costich- Hunt Seat Instructor/Trainer/Asst IHSA
- 15- Maureen Weiss- Assoc Prof Performance Design
- 15- Desmond Wallace- Asst Prof Political Science
- 15- Nicola Tulk- Asst Prof Theatre
- 15- Mina Sedaghat Jou- Asst Prof Education
- 15- Jason Morrison- Asst Prof Finance
- 15- Yavuz Keceli- Asst Prof Information Systems
- 15- Michelle Jaques-Leonard- Asst Prof Psychology
- 15- Molla Hasan- Asst Prof Mechanical Engineering
- 15- Shelly Freyn- Asst Prof Marketing
- 15- Timothy Ferdinands- Asst Prof Mathmetics
- 15- Angeline Felber- Instructor of Counseling
- 15- Jean Ellefson- Asst Prof Analytics
- 15- Raul Barcenos- Asst Prof Music
- 15-John Aulerich- Asst Prof Finance
- 15- Matthew Phillips- Head M/W Cross Country Coach

15- Eric Souther- Asst Prof Illustration Design
15- James Hansen- Asst Prof Art History

Celebrating 5 Years of Service:

10- Emma McDowell- Executive Asst, VP Student Affairs
15- Diana Maguire- Assoc Prof Management
15- Michele Lowry- Asst Prof Criminal Justice
15- Geoffrey Lippa- Asst Prof Biology
15- Steven Tidrow- Inamori Professor
15- Matthew Kelleher- Asst Prof Ceramics
17- Jeffrey Scharl- Assistant Director Admissions
24- Ann Rossington- Chemistry Tech
24- Jesse Plass- Gallery Preparator

Celebrating 10 Years of Service:

18- Rob Freeland- Supervisor, Heating Plant

Celebrating 15 Years of Service:

1- Kristen Vargason- Senior Assoc Director Transfer Admissions
22- Susan Weit- Regional Assoc Director Admissions
23- Jeffrey Sluyter-Beltrao- Assoc Prof Political Science
23- Joseph Petrillo- Professor Mathematics
28- Lynn Petrillo- Senior Lecturer English

Celebrating 20 Years of Service:

22- Kerry Kautzman- Assoc Prof Spanish
22- Jean Cardinale- Prof Biology
22- Sharon McConnell- Director Fosdick-Nelson Gallery

Celebrating 25 Years of Service:

14- Heather Yanda- Senior Lecturer English
23- Beth Ann Dobie- Provost & VP Academic Affairs

Celebrating 30 Years of Service:

6- Kimberly O'Rourke- Office Manager, Wellness Center
17- Kristen Karl- Manager, Saxon Inn
21- Susan Morehouse- Prof English

Celebrating 45 Years of Service:

25- Cathy Schnurle- Secretary, Financial Aid

Submitted by: Kayleigh Jones

[back to top](#)

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

[back to top](#)

Requesting PPE and Cleaning Supplies for Office Spaces:

As offices return to campus, we know that there are some questions regarding PPE and cleaning supplies. We have the following items available that can be requested by entering a work order in the QWare system:

- Disposable face masks, 50 pcs per box
- Desktop Hand Sanitizer
- Refilling hands free sanitizer dispensers, if there are any in your area
- Canister of disinfectant wipes
- Refill of disinfectant wipes canisters
- Disinfectant spray
- Paper Towels
- Face Shields (please limit requests for these as much as possible, we do not have a large inventory, and are trying to reserve them for areas that really require them.

*Please note, if your building is not listed in the menu, please specify, building, floor, and room number in the description on the work order.

These are the standard items that we have available. If you have other needs for your department, please work with Procurement. You can send your requests to them via email at procurement@alfred.edu

Link: [QWare Login \(use AU Username & Password\)](#)

Submitted by: Operations Task Force

[back to top](#)

Music Lessons available to all students

Attention Students:

Check out the Private Lessons available to you regardless of your major or your level of experience.

Instruments are available. Lesson times will be arranged around your fall schedule between you and your instructor.

MUSC 101-01 Piano Dr. Elizabeth Blades [new]

*MUSC 130-01 Class Piano still has openings

MUSC 102-01 Voice Dr. Elizabeth Blades [new]

MUSC 102-02 Voice Mrs. Rebecca Weaver

MUSC 102-03 Voice Mr. Brandon Mellerski [new]

MUSC 103-01 Brass Dr. Raul Barcenos

MUSC 103-02 Brass Mr. Chris Lynn [new]

MUSC 104-01 Flute Mrs. Rachel Decker

MUSC 104-02 Winds/Sax Mr. Matt Amedio

MUSC 105-01 Violin/Viola Dr. Lisa Lantz

MUSC 105-02 Cello/Bass Mr. Rintaro Wada

MUSC 107-01 Guitar Dr. Ken Luk

MUSC 107-02 Mandolin Dr. Ken Luk

MUSC 106-01 Percussion Mr. Dustin Woodard

MUSC 133-01 Guzheng Dr. Daisy Wu
Chinese Guzheng instruments available

Submitted by: Lisa Lantz

[back to top](#)

MUSIC Courses and Private Lessons available to ALL Students

AU Music Department Fall Courses

Private Lessons available to ALL Students from Beginners to Advanced:
Guitar, Mandolin, Piano, Strings, Winds, Brass, Percussion, Voice and the Chinese Guzheng

Courses and Ensembles for credit- No prerequisites

MUSC 110 Music Appreciation- online
MUSC 120 Fundamentals of Music & Technology
MUSC 200 Music and Gaming - online
MUSC 225 Music History: Medieval to Mozart -hybrid online and F2F
MUSC 130 Beginning Piano - online- keyboards provided
MUSC 132 Beginning Voice Class
MUSC 133 Music of the Guzheng

Ensembles are Free Overload credits
Open to All Students

MUSC 272 Chamber Singers
MUSC 273 Concert Band
MUSC 274 Jazz Ensemble
MUSC 275 Symphony Orchestra
MUSC 279 Chamber Music
Guzheng Ensemble- instruments available

NO Auditions, and Instruments are available- Contact Raul Barcenes: Barcenes@alfred.edu
Lisa Lantz: Lantz@alfred.edu

Submitted by: Lisa Lantz

[back to top](#)

FACULTY ROUNDTABLE: Online Testing & Grading

Thur. Aug. 13, 4-5pm: FACULTY ROUNDTABLE: "Online testing and grading," hosted by Jean Cardinale (biology) and John D'Angelo (chemistry). Zoom moderator: Meghan Jones
How do we assess student progress in class? Can traditional means of assessment (timed tests, presentations, etc.) be used effectively in an online environment? Join us in a roundtable discussion to think about how to assess student progress in an online course. Please send questions and topics in advance to Jean and John. The Zoom link is on the Canvas OFD site, or email Meghan Jones.

Submitted by: Eric Souther

[back to top](#)