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What's Happening?

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TODAY	TOMORROW	SUNDAY
4:00 Alfred Co-Ed Track at St. John Fisher	10:00 Alfred Co-Ed Track at St. John Fisher	
6:00 Pink Winter from a Distance	11:00 Cohen Gallery Extended Hours	
	1:00 Alfred Men's Lacrosse VS. TBA	
	2:00 Vicki Eaklor Memorial	

	Service	
4:00	May Alfred Art Walk	
	BFA Thesis Exhibition	
	2018	
	BFA Thesis Exhibition	
	2018	

End of Fiscal Year Procurement Deadline

The end of the fiscal year is fast approaching. The last day to submit a purchase requisition to Procurement Services is Friday, May 25. After this date we may still be able to process your request in the current fiscal year, but we are unable to guarantee that the order will be delivered and invoiced by June 30.

Attached is a copy of the requisition form for your convenience.

Please contact Procurement at procurement@alfred.edu or ext. 2698 for questions or concerns.

Attachment: **Requisition**

Submitted by: Cheryl Foster

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General Commencement Ceremony Information

-- Students and guests may park in any valid parking spot the day of the ceremony. Shuttles are running from several locations to assist you with getting to the area and returning to your vehicles. -- Guest seating opens at 8:30 am. Please arrive early to locate parking and be seated prior to the start of the ceremony at 10 am.

-- Any person occupying a seat must present a ticket for admittance. There is no standing room area in the McLane Center for guests without tickets.

-- For those without tickets, an overflow area will be available in Holmes Auditorium, Harder Hall, where a live streaming video of Commencement will play.

-- A live stream video of Commencement will be available on the Alfred University website.

-- Children under the age of 3 years old who will sit in a lap during the entire ceremony do not require a ticket. Please note, due to strict fire regulations, strollers and car seats may not be taken into the McLane Center.

-- Guests with disabilities: seating on the floor (rather than bleachers) is available and guests may enter at the lower level of the McLane Center. We encourage you to make prior arrangements with Bonnie Dungan, Director of Summer and Parent Programs at dunganbj@alfred.edu or (607) 871-2612 should you require special arrangements.

-- Cell phones and other electronic equipment should be turned off or muted.

-- Due to fire regulations, guests are not permitted in the aisles during the ceremony at any time. Professional photographers will be taking photos of the graduates as they receive their diplomas and guests are asked to remain in their seats.

Submitted by: Susan Goetschius

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Tickets for the May 2018 Commencement Ceremony

Alfred University announces a new ticket policy for the upcoming 2018 Commencement Ceremony.

Graduating students will each be allotted five tickets to the May 12, 10 a.m., ceremony. The policy is being implemented to help establish a safe and secure venue in compliance with fire and safety codes. In past years, admission to the ceremony in the McLane Center was on a first-come, first-served basis.

Faculty and members of the 2018 graduating class will not need a ticket because they are part of the ceremony. Non-graduating students and University staff members will each be allotted one ticket.

Tickets will be available April 16 through May 11. Graduates, staff and students can pick up their tickets in the Powell Campus Bookstore on the second floor of the Powell Campus Center. December graduates walking in the May Commencement Ceremony may request a hold on tickets by March 28.

For questions regarding tickets for Commencement please contact Marcy Bradley in the Powell Campus Bookstore at BRADLEMK@alfred.edu or (607) 871-2350 or Meghan Dwyer in the Provost's Office at dwyer@alfred.edu or (607) 871-2137.

Submitted by: Susan Goetschius

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University Available Store Credit Cards

Due to a wave of recent inquiries, kindly note that Procurement Services and the Business Office does not have an "Alfred University One Card" available for 24-hour checkout. However, Procurement Services does have the following store credit cards available for 24-hour checkout:

- * Lowes
- * Sears
- * Wal-Mart
- * Wegmans

Be advised that Wal-Mart will only accept a tax-exempt card with the store credit card, or with an Alfred University issued One Card. Wal-Mart will not accept the tax-exempt card when paying with cash or personal credit cards per Wal-Mart store policy. Wal-Mart has also been receiving an influx of requests from individuals for tax-exempt cards, however they have notified us that these requests will be denied.

For questions or concerns, contact Procurement Services at ext. 2698 or procurement@alfred.edu.

Thank you!

Submitted by: Cheryl Foster

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Summer 2018 Hours Announced

Starting Monday, May 14 and continuing through Friday, Aug. 10 the University will again follow a summer work schedule.

Official summer business hours for most University offices will be 8 a.m. to 3:30 p.m. Please speak with your supervisor for your department's schedule.

Should you have any questions, please contact Mark Guinan in the Human Resources Department.

Attachment: [2018 Summer Hours](#)

Submitted by: Mark Guinan

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All Lending Equipment Due by May 7

Well it's that time of year again!

The end of the semester is upon us and summer break is just around the corner. With that comes the end of the terms for lending equipment. Students will need to return all lending equipment to the ITS Helpdesk by May 7, Faculty may use their equipment until May 9.

Fines will accrue for late equipment. If not returned, the fee could be the cost for replacement of the item and affect the ability to loan equipment in the future.

We appreciate your help with this and have a great summer break!

Fiat Lux!

Submitted by: Rich Booth

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2018-2019 Holiday Schedule Announced

Attached is the 2018-2019 Holiday Schedule for Alfred University. As in the past several days of the year are celebrated during the December-January Holiday to allow the employees to enjoy a full 10 days off. Please note that Memorial Day 2018 will be observed on Monday , May 28, 2018 and is considered the last Holiday of the 2017-18 year.

Attachment: [2018-2019 Alfred University Holiday Schedule](#)

Submitted by: Mark Guinan

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Mentorship vs. Supervision

This is the eighth training in an 8 month series targeted at any AU employee who has supervisory roles in their department. This training can also be especially helpful for any staff who support the supervisors in their department.

This training will encompass: understanding the difference between supervision and mentoring, benefits of developing a mentoring/coaching approach, and learning how to succeed as a supervisor.

Supervisors who may be new in their rolls or need a refresher are encouraged to come.

This training will be held from 12:15 p.m. - 1:00 p.m., Wednesday, May 9 and from 12:15 p.m. - 1:00 p.m., Tuesday, May 22 both located in the Kenyon/Allen Room. Please, feel free to bring your lunch, and learn with Human Resources.

Submitted by: Kayleigh Misner

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Drum Set / Percussion Lessons

If you are interested in taking drum set or percussion lessons please sign up for MUSC 106 or MUSC 306 Private Lessons-Percussion. Lessons are available for all ages and ability levels. If you have any questions feel free to contact Dustin Woodard at Woodard@Alfred.edu.

Submitted by: Dustin Woodard

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BFA Thesis Exhibition 2018

Saturday, May 5, 4:00 - 7:00 pm

School of Art and Design, NYSCC@Alfred University

Cost: Free and open to the public

Sponsored by: School of Art and Design

Please join us for the opening of the annual BFA Thesis Exhibitions, which showcase work by candidates for the Bachelor of Fine Arts degree from the School of Art and Design at the New York State College of Ceramics, Alfred University (AU). The exhibition will open at 4:00 pm - 7:00 pm on Saturday, May 5.

Each graduating senior will open their exhibition in sites throughout campus: the McGee Pavilion, Harder Hall, Binns-Merrill Hall and the Cohen Studios (located at 55 N. Main St., Alfred). Maps showing the location of the exhibitions will be available in Harder Hall.

The BFA Thesis Exhibitions, a requirement for graduation from the School of Art and Design, have become a major attraction for art lovers, who are drawn to Alfred for the opportunity to see and purchase work by some of the country's most promising young artists. Work on display represents a diverse number of mediums and genres, including ceramics, painting, sculpture, photography, printmaking, video, sonic arts, interactive media, graphic design, and drawing.

Work will remain on display through Saturday, May 12th at 3 p.m.

Submitted by: SOAD Events

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TIAA Consultant on Campus

A TIAA consultant will be conducting one-on-one, 45-minute, individual retirement counseling sessions on Tuesday, May 8, and Wednesday, June 13, in the Human Resources Conference Room in Greene Hall. Let her help you make financial decisions that are right for you. To schedule an appointment, employees should call TIAA at 1.800.732.8353 and remain on the line for assistance; or register at www.TIAA.org/schedulenow.

Submitted by: Kim Wyant

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Vicki Eaklor Memorial Service

A memorial service for Dr. Vicki Eaklor will be held Saturday, May 5th at 2 pm in Susan Howell Hall. Please join in remembering and honoring an esteemed faculty member, colleague and friend.

Submitted by: Laurie McFadden

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TIAA Webinars

May Webinars offered by TIAA:

Tuesday, May 8 from 3:00 - 4:00 pm: Integrating healthcare into your retirement plan

Wednesday, May 9 from 12:00 pm - 1:00 pm: Washington Update- Policy making in the age of disruption

Thursday, May 10 from 12:00 - 1:00 pm: The 411 on 529 college savings plans

Thursday, May 10 from 3:00 pm - 4:00 pm: Transitioning from career to retirement

Tuesday, May 15 from 12:00 pm - 1:00 pm: How to use TIAA's Online Tools

Tuesday, May 15 from 3:00 pm - 4:00 pm: Navigating debt consolidation & understanding the mortgage process

Wednesday, May 16 from 12:00 pm - 1:00 pm: Demystifying life insurance

Wednesday, May 16 from 3:00 pm - 4:00 pm: Transitioning from career to retirement

Thursday, May 17 from 12:00 pm - 1:00 pm: How smart investors ride out market volatility

Thursday, May 17 from 3:00 pm - 4:00 pm: A financial guide for women

Tuesday, May 22 from 12:00 pm - 1:00 pm: Top 5 estate planning mistakes

All webinars are free and you can enjoy them from the comforts of your own office. Please see the attached flyer for more details.

Link: [TIAA Webinar Link](#)

Attachment: [Webinar Calendar](#)

Submitted by: Kayleigh Misner

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TransDermal, Ashley Kerr MFA Thesis Exhibition

Sculpture and Dimensional Studies Graduate, Ashley Kerr, will be having the opening reception for her MFA Thesis exhibition, TransDermal, in the Fosdick-Nelson Gallery on Friday, May 4, 6:00 pm - 9:00 pm. Works include an interactive video installation and sculpture dealing with skin, touch, and memory. Light refreshments will be served, open to the public.

Attachment: [TransDermal](#)

Submitted by: Ashley Kerr

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Alfred Art Walk

May 5 is a big day- a celebration of the showcase of Alfred University and Alfred State College graduating senior art students. The annual BFA Thesis Exhibitions, which showcase work by candidates

for the Bachelor of Fine Arts degree from the School of Art and Design at the New York State College of Ceramics, Alfred University, will be held from 4-7pm, and Alfred State College exhibitions are open throughout the day until 9pm. Main Street in Alfred and in Andover are joining in to make May 5 a true celebration of art in our region. For a complete and up to date listing of venues, please visit alfredartwalk.org

Two restaurants on Main Street in Alfred are generously offering deals to hungry Art Walkers: 10% off your meal at The Rosebush or 2 slices for \$3/buy one ice cream, get one for \$1 at Duke's Main Street Pizza.

Link: [AlfredArtWalk](#)

Attachment: [Art Walk Venues](#)

Submitted by: Caitlin Brown

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Disney Karaoke

Relax before finals with friends singing your favorite Disney songs!

Come Join Alfredian Dramatists!
Saturday, May 5 at 9:00 pm in the Knight Club

Link: [Facebook Event](#)

Attachment: [Disney Karaoke Poster](#)

Submitted by: Alfredian Dramatists

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May Years of Service Recognition

The Employee Recognition Committee would like to announce Years of Service dates for the month of April 2018. The Committee will be observing years 1, 5, 10, 15, 20, 25, 30, 35, 40, 45, and 50.

At Alfred University, we realize that our employees are our greatest asset, and we are delighted to honor your dedicated service and commitment to this organization. It is our employees who uphold our principles, demonstrate our vision of working for a better future for our University, deliver on our customer promise and make us the passionate organization we are today.

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:

May 6- Andrew Crowner- Boiler Tender/Night Watchman- Maintenance

May 15- Abigail Griffith- Director- Judson Leadership Center

May 16- Tamara Schweigart- Secretary, Division Health and Human Performance- Athletics

May 22- Brian Dalton- Vice President- Enrollment Management

Celebrating 5 Years of Service:

May 23- Daffney Clark- Temp Saxon Bartender- Saxon Corporation

May 28- Joshua Knight- Assistant Mechanic- Maintenance

Submitted by: Kayleigh Misner

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Extended hours this weekend at Cohen Gallery

Share Hope Zaccagni's #SaltandSteel and Tim Pauszek's #InCahootsWith your family and friends this weekend! Cohen Gallery will be open extended hours this Saturday, 11:00 am - 9:00 pm to celebrate BFA and MFA Thesis exhibitions + #AlfredArtWalk 4-7:00 pm.

Light refreshments will be served.

Attachment: [Poster design by Cohen Intern Olivia Piazza](#)

Submitted by: Cindy DeFelice

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TransDermal

Friday, May 4, 6:00 pm - 9:00 pm

Fosdick-Nelson Gallery

Cost: Free

Sponsored by: Division of Sculpture / Dimensional Studies

Sculpture and Dimensional Studies Graduate, Ashley Kerr, will be having the opening reception for her MFA Thesis exhibition, TransDermal, in the Fosdick-Nelson Gallery on Friday, May 4, 6:00 pm - 9:00 pm. Works include an interactive video installation and sculpture dealing with skin, touch, and memory. Light refreshments will be served, open to the public.

Submitted by: SOAD Events

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HR Tip of the Month

Did you know that if you need to be off for more than three days due to your own personal illness or a family member's illness that leave will need to be reported to the Human Resources office? Any leaves that are foreseeable need to be reported to the HR Office 30 days before leave. Anything that may come up that was not foreseeable, needs to be reported immediately to Human Resources.

Your leave could qualify as Family Medical Leave (FMLA), Short Term Disability, and/or the New York State Paid Family Leave (PFL). To determine which leave you qualify for and how much time you have in your banks, you need to contact Kayleigh Misner or Kim Wyant in the Human Resources office to discuss your options.

Finding the right forms are easy, please visit the updated HR website to view any forms that may be necessary for your leaves. There is also general information on the website that relates to the leaves and gives you an outline of what they can be used for.

Link: [HR Website](#)

Submitted by: Kayleigh Misner

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IART Senior Exhibition

EPOCHAL DREAMS
Genevieve Cromwell
BA Thesis Exhibition
May 5, 3:00 pm - 6:00 pm
The Brick Basement Studios
View upon request May 6-8

Submitted by: Dale Inglett

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Judy Scott's Retirement Reception

The College of Business will be holding a retirement reception to celebrate Judy Scott's 43 years of service to AU. The open house will be on Wednesday, May 9th from 2:30 pm - 4:30 pm in Olin 400. Please stop by and wish Judy happiness in her retirement that starts in June.

Submitted by: Theresa Gunn

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Gibbs Fitness Center & Joyce Walton Summer Hours

The Gibbs Fitness Center in McLane will be offline from May 14, 2018 - August 12, 2018 due to construction. Most equipment will be relocated into the Joyce Walton Center during this time for all members of the Alfred community to continue to utilize during this renovation period.

Any members wishing to purchase a summer membership may still do so by contacting Colleen Harvey (harveyc@alfred.edu) in the athletic department main office during normal business hours.

Hours of operation for the Joyce Walton Center will be as follows beginning 5/14/18:

Monday-Fridays 10:00 am - 6:00 pm
Saturdays-Sundays 12:00 pm - 4:00 pm

Submitted by: Tony Aquilina

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Joyce Walton & Gibbs Fitness Center Senior Week Hours of Operation

Hours of Operation are below for Gibbs Fitness Center & Joyce Walton Health & Wellness Center the week of 5/7-5/12:

Monday 5/7-Friday 5/11: open 10:00 am - 6:00 pm
Saturday 5/12: Fitness Center CLOSED, JWC- open 10:00 am - 6:00 pm
Sunday, 5/13: open 12:00 pm - 4:00 pm

Submitted by: Tony Aquilina

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A NEW PLAY about CONSENT! F.R.I.E.S. and it is free

F.R.I.E.S. A play about consent, created by Becky Prophet's Performance Lab class.
Friday May 4, 4:00 pm
Powell Campus Center
The Knight Club
F.R.I.E.S. is free and so important to see!

Submitted by: Becky Prophet

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Pool hours for week of May 7th-11th

The pool will be open from 11:30 am - 1:00 pm on May 7-11.

Submitted by: Brian Striker

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