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What's Happening?

More Events...

TODAY	TOMORROW	WEDNESDAY
12:00 CSI Staff Drop-In Consultation	12:00 Saxon Inn Open House	· Food and Clothing Drive
7:00 Women's Basketball @ home	8:00 Massage, Acupuncture & Therapy Dog Night!	
· Food and Clothing Drive	8:30 International Folk Dancing	
	· Food and Clothing Drive	

Student Worker's Final Paycheck for 2016

If you do not have direct deposit and want your final paycheck for calendar year 2016 mailed to your home address rather than to your campus address you must come to the HR/Payroll Office located in Greene Hall (next door to the Terra Cotta) and sign a request sheet. If you do not do so all checks will be sent to the campus address we have on file. The Deadline for these requests is Wednesday December 14, 2016

Submitted by: Mark Guinan

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Submit Invoices to Business Office by Friday Dec. 16

Due to the Holiday break, the last Accounts Payable check run of the year will be on Tuesday December 20th. Please have any invoices that require payment before January 5th to the Business Office by end of day Friday, December 16th.

The next Accounts Payable check run will not be until Thursday, January 5th.

If you have any questions or concerns, please call us at 871.2128.

Submitted by: Jodi Howe

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Special Presentation by Dr. Doris Moncke - Monday, 12/12

Who: Dr. Doris Mincke

What: "Glass Tools, Art and Technology - From the Stone Age to the Present"

When: Monday, December 12, 2016 at 5:00 pm

Where: McMahon 206

Open to everyone!!

Submitted by: Katie Decker

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Ted Morgan, professor emeritus of printmaking, dies

We regret to inform you of the death of Theodore "Ted" L. Morgan, 64, a member of the faculty at the Alfred University School of Art & Design for 35 years until his retirement in 2014 as a professor emeritus of Printmaking. Ted died Wednesday, Dec. 7, 2016, at Admiral's Pointe Nursing Home and Rehabilitation Center in Huron, OH, surrounded by his family.

Link: **Ted Morgan obituary**

Submitted by: Susan Goetschius

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Mailbox Keys

Graduating seniors and non returning students please remember to turn in your mailbox and print

keys to the mailroom before you leave for break. Best of luck in your future.

Submitted by: Debra Campbell

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Unity Tree

Alfred University's Unity Tree is up and on display in Powell. The Unity Tree is designed to celebrate our campus before we leave for break. Stop at the table on the 2nd floor of Powell between 11 am- 1 pm everyday to get your picture taken to hang on the tree. Write your wish for the new year, or just your name.

Submitted by: Center for Student Involvement

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FBI to conduct 'active shooter' training at Alfred University

Save the Date: The Alfred University Office of Public Safety will host a presentation by the Federal Bureau of Investigation on "Active Shooters: Pre-Attach Indicators and Behaviors," from 10 a.m.-noon Monday, Jan. 16, 2017, in Holmes Auditorium, Harder Hall. The session is open to all Alfred University administrators, faculty and staff, as well as area law enforcement and area secondary school administrators.

Attachment: **Active Shooter announcement**

Submitted by: Susan Goetschius

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2017 MostArts Festival Tickets on Sale

"The Magic Returns" next July 9-15 at the MostArts Festival. Applause Pass Tickets and Single Tickets are both on sale at **www.MostArts.Alfred.edu**... Bring your family and friends next summer. Makes a Great Stocking Stuffer !!!

Link: **2017 MostArts Festival Tickets on Sale**

Submitted by: Lisa Lantz

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Submit your History Papers

The university's history journal, the Kanakadea Review, is currently accepting submissions of history papers, to be placed in its 2017 issue. If you would like to submit, email **historyclub@alfred.edu**

Submitted by: Jonathan Makeley

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25% OFF all Fleece Sweatshirts and Pants & Cold Weather Accessories

Take 25% OFF all sweatshirts, sweatpants, and cold weather accessories at the AU Bookstore.
Sale now through Dec. 17th. Come take a look!

Submitted by: Marcy Bradley

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CHECK YOUR POWELL MAILBOX BEFORE BREAK!

Please make sure to check your Powell Campus Mailbox before you leave campus at the end of the
semester. Your mailbox may contain important Financial Aid information for next semester or possibly
a refund check from this semester that has yet to be cashed.

Submitted by: Chelsea Ames

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Saxon Inn Open House

The Saxon Inn will be hosting a open house on Tuesday, Dec. 13 from noon to 2:00 pm. Come tour
our guest rooms and view our newly renovated lobby and breakfast room. Enjoy warm beverages &
cookies. Enter to win a free night's stay and Saxon Inn tote bag. Whether you are new to campus or
have been enjoying the Inn for many years, we hope you are able to attend this event.

Attachment: **Saxon Inn Open House**

Submitted by: Judy Linza

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24-Hour Study Room Open in Scholes Library

The Scholes Library 24-Hour study room is now open! Newly equipped with printers, PCs and WiFi the
space is ready for Finals crunch time. Current students who wish to use the space should show their
AU ID at the Scholes Library front desk to obtain the security access code.

Submitted by: Mechele Romanchock

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$5 Gift Options

If you are looking for a small going away gift for someone, a thank you, or a stocking stuffer, the Art-

0-Mat in the CSI office on the 1st floor of Powell is a repurposed cigarette machine that now dispenses small pieces of art. There are a variety of prints, blocks, jewelry and other small items available. They are great gifts because of their unique delivery and small stature. The money raised in the machine goes to the Drawn to Diversity program.

Submitted by: Eliza Ordway

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Multiple Lost Key Sets @ McLane Center

Multiple key sets found inside and outside of McLane over the semester. If you've lost your keys over the semester, come check secretaries at the upper level office between 8:30am-4:30pm.

Submitted by: Krystal Cooper

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Fac/Staff - Consider hosting homecooked dinner with students next semester.

Thank you to the dozen faculty and staff who opened their homes to students throughout the Fall semester. The CSI Office plans to continue this Thursday night dinner series into the spring, offering $50 incentives to help with groceries to host between 6-10 students at your homes. If interest, please send three possible Thursday dates to **csi@alfred.edu**

Submitted by: Center for Student Involvement

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Who improved AU? Nominate for Student Innovation Award!

As 2016 wraps up, please take a moment to look back to recognize students who shaped our campus and community. The Board of Trustees annually recognize Student Innovation - student-led efforts which improve our community while having the potential to make a lasting (sustainable) impact. Please send a few sentences to **csi@alfred.edu** about a student (or group of students) and initiative which made an impact.

Link: **csi@alfred.edu**

Submitted by: Center for Student Involvement

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Alfred University Gallery Server Pro - IMPORTANT UPDATE - NOV. 2016

AU's faculty/staff photo library, Gallery Server Pro (**http://gsp.alfred.edu**) has expanded over the past year!

Hundreds of images have been added since Gallery Server Pro (GSP) was originally launched in the fall of 2015, and new ones continue to be added almost daily.

Below is a refresher for all faculty/staff.

This searchable photo library contains a wide variety of downloadable AU images ranging from seasonal campus scenics, to classrooms/labs, selected campus events, official AU Faculty/Staff portraits, and much more.

GSP images are in folders cataloged by semester, by month and by topic, and as new photo assignments are completed, selected images are cataloged and posted on a regular basis. The photos are extensively tagged to assist in searches for specific subjects.

WHO CAN ACCESS GALLERY SERVER PRO?
GSP is accessible to any faculty or staff member who has been provided access by ITS. It is NOT accessible to students, or to the public.

TO ACCESS GALLERY SERVER PRO
1. Go to our.alfred.edu and hover over the left-hand side menu item "Faculty/Staff." The Gallery Server link is the 13th item listed in the fly-out menu.
2. Type in **http://gsp.alfred.edu** in your browser

Once GSP launches in your browser, you will need to enter your AU username (not full email) and email password.

IF YOU HAVE TROUBLE ACCESSING GSP
Those who haven't yet accessed GSP, must email Steven Bucklaew of ITS (**bucklaew@alfred.edu**) who will provide access and confirm it via email soon after he receives the request. It usually happens within minutes!

BEFORE YOU DOWNLOAD
The primary use of many of these images is for Admissions and University Relations marketing efforts in both printed and web formats. In order to keep track of downloads (except for faculty/staff portraits), we recommend you email Rick McLay (**mclay@alfred.edu**) or Judy Linza (**linza@alfred.edu**) with a brief description of which image(s) you are downloading, and where it is going to be used.

DOWNLOADING AN IMAGE
There are two recommended downloadable formats:
1. Web optimized (low resolution but full size), and 2. Original (high resolution). To download the image of your choice, use the download/share icon, which is the one on the left in the icon grouping above each image, and follow the directions.

ATHLETICS PHOTOS
Please contact Mark Whitehouse, AU's Sports Information director (whitehouse.alfred.edu) if you have any questions regarding access to and usage of athletics images.

If you have any questions about GSP, or if you have images that you would like to be considered for inclusion, please contact Rick McLay at **mclay@alfred.edu** or Ext. 2736.

Submitted by: Deborah Clark

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Access to the Digital Edition of the New York Times

Faculty, students, and staff have full access to NYTimes.com, thanks to a University-wide subscription supported by the libraries.

Go to the link below to activate your "Academic Pass" to NYTimes.com.

This service requires annual registration. If your pass has expired, simply go to the URL below to reactivate the pass.

Link: **Activate NYTimes.com Academic Pass**

Submitted by: Ellen Bahr

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Ride Board Reminder

If you are interested in carpooling to get to and from Alfred for the winter break, remember to post on our Ride Board. Go to my.alfred.edu and login to Boards@Alfred. Both students seeking a ride and drivers who can take riders are welcome to post.

Link: **Ride Board link**

Submitted by: Kathy Woughter

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