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TODAY

TOMORROW

WEDNESDAY

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

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TIAA Consultant & Virtual Counseling Sessions

A TIAA consultant will be conducting virtual retirement counseling sessions on Monday, August 24; Tuesday, September 8; and Wednesday, September 23. No matter where you are in life - just getting started or planning for retirement - a session can help you create a plan for your goals; and it is at no additional cost as a part of your retirement plan. To register for one of the virtual sessions, 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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Foster Lake Closure

Dear Foster Lake Community,

After consultation with the Allegany County Department of Health and the Alfred University Facilities organization we have decided that the Foster Lake recreational facility will remain closed until further notice. We do not have the resources which are required to open the facility for use and ensure the safety of the users according to New York State health codes and regulations. The Foster Lake manager, Dean Perry, is retiring on July 31, 2020 and new management of the facility will be established at a date yet to be determined.

Thank you for your patronage and support throughout this difficult time. Pass holder fees which have not been processed will be returned to the applicants. The existing paid pass holders will retain their existing status and their passes will be extended for the duration of the closure, however long that may be. If you have a specific question regarding Foster Lake you may contact the caretaker, Dave DeLany, via email at delany@alfred.edu.

Best regards,

Dean Perry

Submitted by: Dean Perry

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Ensemble Anthem Training Available

ITS is pleased to offer training for AU's lecture capture system, Ensemble Anthem. Ensemble Anthem can be used to record audio, video, and your screen. The following tasks will be illustrated:

- How to log into Ensemble
- How to download Anthem on your laptop
- Record a video/ screen capture
- Edit a video
- Upload a video to Ensemble
- Generate a URL for the video and place it in Canvas

The following sessions are available:

Thursday 8/13, 1:00 pm - 2:00 pm

Thursday 8/20, 1:00 - 2:00 pm

To sign up for one of these sessions and request the meeting link, please email Mari York at yorkm@alfred.edu.

Submitted by: Meghanne Freivald

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MUSIC Courses and 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
MUSC 120 Fundamentals of Music & Technology
MUSC 200 Music and Gaming
MUSC 225 Music History: Medieval to Mozart
MUSC 130 Beginning Piano
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 Barcenos: Barcenos@alfred.edu
Lisa Lantz: Lantz@alfred.edu

Submitted by: Lisa Lantz

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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 Barcenes- 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 Manger, 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

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Fall Course Schedule Changes

Changes to the fall schedule have been updated.

Changes students could see are:

- * Course/s changed to all online or a hybrid.
- * Location (building/room) of course/s changed to accommodate social distancing.

It is advised that all students view their class schedule to see how they were impacted. If class

schedule needs to be adjusted for more or less online options; be sure to consult advisor or dean's office.

Submitted by: Tammy Jursza Williams

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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

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Herrick and Scholes Library fall hours

Both Herrick Library and Scholes Library will reopen to AU students, staff and faculty on Sunday, August 23, at 2pm.

Library hours for the Fall:

Sunday 2:00 pm - 10:00 pm
Monday 8:00 am - 5:00 pm
Tuesday 8:00 am - 10:00 pm
Wednesday 8:00 am - 5:00 pm
Thursday 8:00 am - 10:00 pm
Friday 8:00 am - 5:00 pm
Saturday Closed

Additional information about fall semester services, including the full AU Libraries Reopening plan, can be found at:

<https://libguides.alfred....>

Questions can be emailed to: libraries@alfred.edu

Link: <https://libguides.alfred.edu/COVID>

Submitted by: Mechele Romanchock

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Zoom Training 8/18 - New Time

ITS is pleased to provide training for faculty who anticipate using Zoom for teaching in the fall. The following session is available:

Tuesday 8/18, 11:00 am - 12:00 pm (was originally scheduled for 1:00 pm).

The following tasks will be illustrated:

- Activation and management of accounts
- Security Settings
- Scheduling meetings
- General meeting controls
- Features useful for teaching (screen share, polling, recording)

To sign up for this session and request the meeting link, please contact Mari York at yorkm@alfred.edu. Additional times are available by appointment.

Submitted by: Meghanne Freivald

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McLane Parking Lot

Tuesday August 18th McLane Parking Lot will be closed for staff to sweep and repaint the parking lines. Thank you for your cooperation.

Submitted by: Richard Walker

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