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What's Happening?

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TODAY	TOMORROW	FRIDAY
11:00 Guest List: Ceramic Ware from the Gill Collection	11:00 Guest List: Ceramic Ware from the Gill Collection	11:00 Guest List: Ceramic Ware from the Gill Collection
· End-of-Semester Food and Clothing Drive	· End-of-Semester Food and Clothing Drive	· End-of-Semester Food and Clothing Drive

May Graduates Cap & Gown Pick-up

Graduates, you can now pick up your regalia at the AU Bookstore. Please bring picture ID. Congratulations!

Submitted by: Marcy Bradley

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Powell Mail Services Summer Hours

Mail Services located in Powell Campus Center summer hours are as follows: 8 a.m.-3:30 p.m., closed

noon-12:30 p.m., Monday-Friday.

Have a great summer.

Submitted by: Donna Sturdevant

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New Mail Process Form

In order for the University to keep up with USPS mailing standards, a new mail form has been created by Procurement Services. A contents section has been added for ongoing safety precautions. Please use this form for all of your metered mail requests.

Metered mail is processed on the first floor of Greene Hall in Procurement Services.

Attached is the new form. However, for your convenience, there will be new ones available at Procurement Services.

Attachment: [Mail_Process_Form.pdf](#)

Submitted by: Cheryl Foster

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ITS Equipment Lending Moving to ITS Helpdesk

ITS is pleased to announce that ITS Equipment Lending is relocating to the ITS Helpdesk on the lower level of Herrick Library.

This new, convenient location will allow us to provide a better quality of service to the campus community.

The Lending office in Perlman Hall will be closed May 16 through May 20. Lending services will be unavailable at this time. Lending will re-open at the ITS Helpdesk on Monday, May 23. All items borrowed the week of May 9 will be due on May 23.

If you have any questions, please contact Meghanne Freivald at 607.871.2363 or via email.

Submitted by: Meghanne Freivald

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Be Wise - Lock Rooms, Offices, Vehicles

The year-end exodus from campus is generally the time of year when belongings seem to disappear from rooms, offices, and cars that are not locked. Please take an extra moment to lock all rooms, offices, and vehicles.

If you see an suspicious activity please report it immediately to the Office of Public Safety at 607.871.2108 or 911.

John M.Dougherty
Office of Public Safety at Alfred University

Submitted by: Deborah Clark

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Summer 2016 Hours Announced

Starting Monday, May 16 and continuing through Friday, Aug. 12 the University will again follow a summer work schedule.

Official summer business hours for 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: [Summer Hours 2016](#)

Submitted by: Mark Guinan

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Graduate Students - Financial Aid Filing

If you will be a graduate student at AU for the 2016-17 academic year and use Federal Direct Loans, you will need to file the Free Application for Federal Student Aid (FAFSA) as soon as possible. You can complete the FAFSA at www.fafsa.gov.

Link: [Free Application for Federal Student Aid \(FAFSA\)](#)

Submitted by: Elena Wallace

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Farewell reception for Doreen Edwards

Dr. Doreen Edwards, dean of the Inamori School of Engineering and acting vice president for Statutory Affairs, is leaving Alfred University to become dean of the Kate Gleason School of Engineering at Rochester Institute of Technology.

Join us for a farewell reception for Dr. Edwards in the Discovery Room (Binns 244) immediately after Commencement Saturday, May 14, to wish her well in her new job.

Attachment: [Doreen Edwards' reception](#)

Submitted by: Susan Goetschius

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Carillon Recital May 14

This Saturday, May 14, Jennifer Lory-Moran from Lansing, NY will play the Commencement Day carillon recital on the Davis Memorial Carillon on the Alfred University campus.

Jennifer is the adviser to the Cornell University Chime Masters and has been studying carillon for several years.

Guests are welcome to climb the tower and watch the player. The recital runs from 4 to 5 p.m.

Submitted by: Laurel Buckwalter

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Flute, Piccolo, Saxophone, Clarinet Lessons, and Woodwind Ensemble

Flute, piccolo, clarinet, and saxophone lessons are available for the Fall Semester. Lessons are 30 minutes (MUSC 104) or 60 minutes (MUSC 304) per week.

Woodwind Ensemble (Flute Choir, Sax Quartet, etc., depending on instruments available) also available if interested. (MUSC 279 Chamber Music: Woodwind Ensemble)

Please feel free to contact Prof. Decker at deckerr@alfred.edu with any questions.

Submitted by: Rachel Decker

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Support Staff Council - All SS Employees Welcome

All support staff employees are welcome to come to any Support Staff Council meetings. We meet on the second Thursday at every month from 11 a.m. to noon. Our next meeting is Thursday, May 12 in the Powell Campus Center Board Room.

Submitted by: Cheryl Foster

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Percussion Ensemble

Alfred University is starting a Percussion Ensemble. If you are interested in joining please contact Professor Dustin Woodard for details at Woodard@alfred.edu.

Submitted by: Dustin Woodard

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AU Photo Library Online - Gallery Server Pro

AU has a new searchable photo library, Gallery Server Pro (<http://gsp.alfred.edu>), accessible to AU faculty/staff. This library contains a wide variety of downloadable AU images ranging from seasonal campus scenics, to classrooms/labs, to selected campus events. To access, please go to our.alfred.edu and scroll down the left-hand side to Faculty/Staff. Click on Faculty/Staff and scroll down to Gallery Server Pro.

Gallery Server images are cataloged by semester, by month and by topic, and as new photo assignments are completed, additional images will be cataloged and posted on a regular basis. The photos are extensively tagged to assist in searches for specific subjects.

NOTE: The images have been carefully selected from more extensive photo sessions that include alternative views and formats (landscape vs portrait). Those images are archived separately and you will need to contact Rick McLay, director of Creative Services at 2736 (mclay@alfred.edu) to inquire about those additional images. There is also a separate folder dedicated to faculty/staff portraits, many of which were completed the week of Aug. 17, 2015.

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), please contact Rick McLay (mclay@alfred.edu) or Judy Linza (linza@alfred.edu) with information on which images you are downloading, and where they are going to be used.

TO DOWNLOAD

Access to Gallery Server requires AU username/password to review images and to download in three formats: 1. Thumbnail (small image), 2. Web optimized (low resolution but full size), and 3. 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.

ADDING PHOTOS TO THE AU PHOTO LIBRARY

We welcome the opportunity to obtain images from faculty and staff. Though much effort goes into documenting as many things as possible on campus, it is impossible to cover it all. When there are events such as art shows, or special lab/classroom activities that faculty/staff are photographing, we would very much like to review those images so that the library is as comprehensive as possible. Please contact Rick McLay if you have images that you think should be considered for this.

ATHLETICS PHOTOS

Current images of athletics events are available at (<http://gosaxons.com>). By contractual arrangement with the professional photographer, there will be a charge for athletics images. Mark Whitehouse, AU's Sports Information director (whitehouse.alfred.edu), is the contact regarding usage.

If you have any questions or suggestions for photos you want cataloged and included, please contact Rick McLay at mclay@alfred.edu or Ext. 2736. If a student requests access, please contact Rick McLay.

Submitted by: Deborah Clark

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New Hires, Position Changes April 2016

New Hires:

David B. DeLany, Multi-trades, Physical Plant

Alexander R. MacCrea, locksmith, Multi-trades, Physical Plant

Matthew W. Wendt, barn assistant, Equestrian Center

Shannon D. Yocum, secretary, Environmental Studies/Biology/Physics/Astronomy, Science Center

Position Changes:

Amanda R. Armer, specialist, Accounts Payable, Carnegie Hall

Dean R. Perry, coordinator, Environmental Health & Safety, Myers Hall

Dale R. Watson, Multi-trades, Physical Plant

Submitted by: Deborah Clark

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Online Web Request Form and Web Standards

In order to ensure that requests for new web pages or changes to existing pages are directed to the appropriate individuals and handled in a timely manner, please use our online request form.

Please refer to our Web Standards, at <http://our.alfred.edu/web...>, for any questions.

This is the only request format that will be accepted. If you have questions regarding the form or its use please contact Webmaster, Judy Linza, at x2727 or e-mail webmaster@alfred.edu.

Link: [Online Web Request Form](#)

Submitted by: Judy Linza

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Allegany Senior Foundation - Swingin' to the Oldies Gala

Tickets are now being sold for the Allegany Senior Foundation's 6th Annual Swingin' to the Oldies Gala!

This year it is Saturday, May 21, 4 to 9 p.m., at the Alfred State College Activities Center, Wellsville. We will have dinner from L'Italia - served at 5:30 p.m., dancing to Jazz Ninjas, and a basket auction.

Tickets are \$15 each or 4 for \$50 and are available from any Allegany Senior Foundation member, from Cara at the Allegany County Office for the Aging Front Desk, or by calling the OFA Office at 585.268.9390.

We are also looking for basket donations and sponsors. All proceeds goes to Meals on Wheels in Allegany County.

Submitted by: Deborah Clark

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