

[Submit](#)
[Employment](#)
[News](#)
[Calendar](#)
[Classifieds](#)
[Spiritual Life](#)

In This Issue

Webmail users [click here](#)

- [VP/University Relations candidates-Open Meetings](#)
- [New - CDC Online Appointment Request Form](#)
- [Athletics Department: Locker clean-out](#)
- [Credit Union vacation checks ready for pick-up](#)
- [Customer Appreciation Days @ AU Bookstore](#)
- [CA\\$H for your textbooks now-May 12 @bookstore](#)
- [Limited Parking at McMahon until further notice](#)
- [Only seniors required to return mailbox keys](#)
- [Students staying over the summer -- Mailbox keys](#)
- [Student payroll checks to be mailed](#)
- [New U.S. Postal Rates](#)
- [Payroll announces Banner Direct Deposit feature](#)
- [There's still time to enroll in summer classes!](#)
- [Notice of internal posting](#)
- [Notice of internal posting](#)
- [Summer Glass: Electroforming/lampworking](#)
- [AU pocket folders](#)

What's Happening?

[More Events...](#)

| TODAY | TOMORROW | SATURDAY |
|---|--|-----------------------------------|
| 4:00 Annual Credit Union Meeting here on AU campus · Equestrian Show | 5:30 Retirement Party for Myers Hall faculty members 7:00 MFA Thesis Exhibition Opening: Sarah Britten-Jones · Equestrian Show | · Equestrian Show |

VP/University Relations candidates-Open Meetings

The search for a Vice President for University Relations is in the final phase. Three candidates are visiting campus. The last one is due this week. All faculty, staff, and students still have an opportunity to attend the Open Meeting for the candidate. You will be able to meet the finalist and also participate in a question-and-answer session.

Evaluation forms will be available for each candidate and should be submitted to the President's Office. The next finalist and Open Meeting is:

Friday, May 4; 12:10 - 1:10 p.m. (Nevins Theater, Powell Campus Center)

Dr. Scott D. Ward, Director of Development/Campaign Director, University of Maryland School of Medicine

See resume for Dr. Ward below.

Attachment: [WARD,_Scott_CV\[1\]1.doc](#)

[back to top](#)

[Send Email Reminder](#)

New - CDC Online Appointment Request Form

The Career Development Center is pleased to announce a new online appointment request form.

Simply click on the "Need to Schedule an Appointment" link on the Career Development Center Web site; complete the online request form.

Every effort will be made to process requests within one business day.

Link: [Career Development Center Web Site](#)

[back to top](#)

[Send Email Reminder](#)

Athletics Department: Locker clean-out

Please empty your locker at McLane or re-register it for another year by e-mailing me at kernanj@alfred.edu

[back to top](#)

[Send Email Reminder](#)

Credit Union vacation checks ready for pick-up

Vacation checks are now printed and available in the credit union office. If they are not picked up by the close of business on Friday, May 4, they will be sent out by U.S. mail Friday afternoon. Thank you.

[back to top](#)

[Send Email Reminder](#)

Customer Appreciation Days @ AU Bookstore

Get your Alfred sweatshirt or Alfred flip flops before break! Customer appreciation days at the AU Bookstore this Wednesday-Friday, May 2-4! Save 20% on clothing & memorabilia this week. Stop in to browse our sale table as well.

[back to top](#)

[Send Email Reminder](#)

CA\$H for your textbooks now-May 12 @bookstore

Cash for your textbooks BEFORE leaving for break. Now get 50% back on books that will be used next fall. No matter where you purchased your books, bring them in for CA\$H. Bookstore hours 8:30 a.m.-5 p.m. M-F, Sat 9 a.m.-4:30 p.m., Sun Noon-3 p.m.

[back to top](#)

[Send Email Reminder](#)

Limited Parking at McMahon until further notice

The time has come to finish the brick re-pointing portion of the McMahon Roof Replacement Project. The work will be done in phases to alleviate parking and allow accessibility for fire and emergency vehicles.

1st Phase: This will entail blocking off all parking at the rear (East side) roadway behind McMahon Bldg. Fire/Emergency vehicles will have full 24-hour access.

2nd Phase: Work on the South side (facing Perlman Hall). All Parking will be eliminated at garage door. No Fire/Emergency vehicle access problems anticipated.

3rd Phase: Work on the West side (front). To be completed after 1st and 2nd phases. At this time, we must block off all traffic between McMahon and Scholes Library during normal work hours. Fire/Emergency vehicles will have access at all times .

Faculty/Staff parking will be allowed during all phases on the South Side of Barlett Hall as it was late last summer and fall, and also along the North side of McMahon facing Bartlett Hall. Parking will be allowed directly behind McMahon in the square lot, with limitations for a couple days when notified.

Jeffrey H. Johnson, Director
Ceramics Physical Plant

[back to top](#)

[Send Email Reminder](#)

Only seniors required to return mailbox keys

All graduating seniors who have a mailbox at the Powell Campus Center Mailroom are required to return their mailbox key to the mailroom by Friday, May 11, 2007 or they will be charged a non-refundable fee of \$10.

Only seniors are required to return their mailbox key to the mailroom at the end of the semester.

Congratulations Seniors!

[back to top](#)

[Send Email Reminder](#)

Students staying over the summer -- Mailbox keys

Any student staying over the summer who has a mailbox at the Powell Campus Center Mailroom must register with the Mailroom Clerk at the Mailroom by Friday, May 11, 2007 to continue to receive mail. Otherwise the box will be closed and mail will be forwarded to the home address.

[back to top](#)

[Send Email Reminder](#)

Student payroll checks to be mailed

This is for students who wish for their May 4, May 18, and June 1 payroll checks to be mailed home.

Please make sure you put your home address on your timesheet or e-mail Payroll with your home address stating which checks to be mailed.

Thanks for your cooperation and have a great summer.

[back to top](#)

[Send Email Reminder](#)

New U.S. Postal Rates

New U.S. Postal rates go into effect May 14, 2007. See the attachment below for details of the new rates.

Attachment: [New Rates in effect May 14, 2007](#)

Payroll announces Banner Direct Deposit feature

To: Faculty, Staff, and Students:

The Business Office is pleased to announce a new feature to those employees who are using payroll direct deposit in Banner. Effective May 4, your payroll advice will be sent to you in an e-mail replacing the current printed version. This secure e-mail will contain all the information you need to open the password protected banner payroll direct deposit advice.

Receiving your direct deposit electronically has many advantages. Not only will you be saving trees because it is paperless; you also have immediate access, you no longer need to pick it up from an office, and you can file it on your computer if you wish.

If you do not have an active campus e-mail account, please request one by using the attached form: <http://contribute.alfred.....> Complete your name and the e-mail section, submit it to Human Resources and they will process your request.

Please note that direct deposit e-mails will be sent to official AU campus assigned accounts only. In addition to an e-mail account, you will need Adobe Acrobat Reader to view the attachment. You may download the Adobe Reader software from: <http://www.adobe.com/prod...>

Should you have a question concerning this new process, you can contact Tammy Raub x2168, Theresa Gunn x2482, or Mary Kelly x2909. The payroll office would like to take this opportunity to remind you of the benefits of using direct deposit; safer than a check (can't be lost or stolen), no trips to the bank and it may save you monthly service fees depending on your financial institution. If you are not currently using direct deposit and would like to take advantage of it, please stop in the Payroll Office located in Greene Hall to sign up.

We encourage everyone to take advantage of direct deposit if you currently aren't doing so, and for those who are we hope you enjoy this new convenience.

[back to top](#)

[Send Email Reminder](#)

There's still time to enroll in summer classes!

It's not too late to register for summer classes. An updated course list is attached.

For the most current course information please access the Summer 2007 schedule in Banner.

If you have any general questions about Summer School and/or non-art summer courses please contact us at 607.871.2612.

If you have questions about summer art courses please call the School of Art & Design at 607.871.2412.

Questions about summer housing may be directed to the Office of Residence Life at 607.871.2186, and for financial aid information, please contact the Financial Aid Office at 607.871.2159.

Link: [BannerWeb](#)

Attachment: [Summer Course List updated 4-30-07](#)

[back to top](#)

[Send Email Reminder](#)

Notice of internal posting

Painter

Physical Plant

Posting Dates: 5/2/07 - 5/7/07

Link: [Physical Plant Posting](#)

[back to top](#)

[Send Email Reminder](#)

Notice of internal posting

Secretary to the Director of Development
University Relations
Posting Dates: 5/2/07 - 5/7/07
Link: [Internal Posting](#)

[back to top](#)

[Send Email Reminder](#)

Summer Glass: Electroforming/lampworking

First session class May 14-June 9
Register for this one-of-a-kind, intensive class teaching the versatile techniques of torch blown and sculpted glass combined with electroplated, copper, gold and silver.
Call Mark for details: 716.913.3674/ 4 credits, additional studio or elective, Course# 32075 art 300-08

[back to top](#)

[Send Email Reminder](#)

AU pocket folders

Office Services has 400 AU white pocket folders on sale for a one-time price of \$.25 each. They are available for pick-up at Office Services in Greene Hall on the first floor. Thank you.

[back to top](#)

[Send Email Reminder](#)

[Alfred University](#) | [My AU](#) | [Our AU](#) | [Events](#) | [BannerWeb](#) | [Blackboard](#) | [News](#) | [Enews](#)