

## In This Issue

Webmail users [click here](#)

### Official News

- [Time to order Cap & Gown for May Graduation](#)

### General Announcements

- [25% OFF all Fleece- Wear your Purple & Gold on Spring Break!](#)
- [International Folk Dancing](#)
- [ITS Video Conferencing Policy](#)
- [Gali Greenspan: Holding Pattern](#)
- [Mykola Haleta and Jamin Kuhn](#)
- [Voting is open for the Excellence in Teaching Awards](#)
- [CDC EVENT: RESUME DAYS](#)
- [SIGN UP TODAY FOR RELAY FOR LIFE!!](#)
- [Campus Recreation Survey](#)
- [Class of 2024 Summer Orientation](#)
- [CALL FOR PROJECTS: 2020 Spring Into Action Day of Service](#)
- [Renewable Faculty Candidate Presentation](#)
- [EPAF Approver Changes Effective 2/28/20](#)
- [Weekly Wellness Tip](#)
- [HR Tip of the Month](#)

## What's Happening?

[More Events...](#)

TODAY	TOMORROW	THURSDAY
	11:00 <a href="#">Mykola Haleta and Jamin Kuhn</a>	12:10 <a href="#">Bergren Forum - The Songs of the Suffragettes</a>
	5:00 <a href="#">Soups and Sauces Cooking Class</a>	

### Time to order Cap & Gown for May Graduation

May graduates - It's time to order your cap & gown!

You must wear official academic regalia to graduation which includes cap, gown, tassel, and hood. You must place your order by Thursday, March 26. Pricing- Bachelor complete unit including tax \$73.11, Master complete unit \$79.38. Orders can be placed at the AU Bookstore. Payment is required at the time of ordering.

Submitted by: Marcy Bradley

[back to top](#)

**25% OFF all Fleece- Wear your Purple & Gold on Spring Break!**

All Fleece is 25% OFF at the AU Bookstore this week! Wear your purple & gold on spring break!

Link: [alfred.bnccollege.com](http://alfred.bnccollege.com)

Submitted by: Marcy Bradley

[back to top](#)

---

### International Folk Dancing

Tuesday nights from 8:30 pm to 10:30 pm, in the Knight Club, PCC. We learn and enjoy dances from around the world. No experience necessary, we welcome beginners!

Link: [Alfred University International Folk Dancing](#)

Submitted by: Otto Muller

[back to top](#)

---

### ITS Video Conferencing Policy

Due to an increase in requests, ITS has updated its Video Conferencing policy. Anyone wishing to host a video conference with ITS assistance must make the request at least seven (7) business days prior to the proposed meeting date. The conference organizer is responsible for scheduling the room that will be used for the meeting.

If ITS assistance is requested, the video conference should be held during AU business hours, which are 8:30 am to 4:30 pm, Monday through Friday. ITS has a limited number of staff to provide assistance, and cannot guarantee service for meetings held before or after AU business hours. Assistance requests will be honored on a first come, first served basis and will depend on technician availability. If a technician is requested, please allow 15 minutes for setup and testing.

All arrangements, including room reservations and assistance requests must be made seven (7) business days prior to the meeting date. Requests that are made less than seven (7) business days before the video conference may not be honored.

302 Perlman Hall may be reserved for meeting and video conference purposes. It is available from 8:30 am to 4:30 pm Monday through Friday. Please visit the Video Conferencing Policy web page to access the room reservation form.

To schedule video conferencing assistance, please contact the ITS Helpdesk. This will allow for appropriate record keeping, technician scheduling, and timely service. The ITS Helpdesk can be reached at 607-871-2222 or [helpdesk@alfred.edu](mailto:helpdesk@alfred.edu).

Link: [AU ITS Video Conferencing Policy](#)

Submitted by: Meghanne Freivald

[back to top](#)

---

### Gali Greenspan: Holding Pattern

Dates: Thursday, March 12 - Friday, April 3

Public Reception: Thursday, March 19 from 5:00 pm -

8:00 pm

Location: Cohen Gallery

Submitted by: SOAD Events

[back to top](#)

---

### **Mykola Haleta and Jamin Kuhn**

Dates: Thursday, March 5 - Friday, April 3

Opening Reception: Thursday, March 5 from 5:00 pm - 8:00 pm

Location: Cohen Gallery

Submitted by: SOAD Events

[back to top](#)

---

### **Voting is open for the Excellence in Teaching Awards**

Attention Alfred Students: Please take a few moments to identify the professors you would celebrate as excellent teachers. Please vote only after careful consideration of all professors in any college during your years at Alfred (not just your current instructors).

Click here to cast your vote: <https://tinyurl.com/wqvzu...>

You may select up to five teachers on your ballot; vote for each teacher only one time. In making your selection, consider the ability of the instructor --

? To help students refine their analytical and imaginative skills as they consider the material being presented.

? To employ discussion, lecture, writing and/or creative projects that enable students to discover and question (not just report) what they think.

? To integrate other relevant material into the context of the course.

These awards are for Teaching Excellence specifically. Popularity, academic advising, likability, and participation in student organizations should not be factored into this choice, nor should the grade you got in the course. Vote for the professors whose enthusiasm, preparation, and presentation have empowered you to think and to expand your horizons.

The Alfred University Honors Convocation Ceremony will be held on Friday, April 24, 2020. Each year at Honors Convocation, Alfred University recognizes current full-time faculty who have demonstrated Excellence in Teaching.

The voting closes at end of day on Friday, March 6th.

On behalf of AU's Faculty Development Committee, thank you so much.

Link: [Voting Ballot for Teaching Excellence Award](#)

Submitted by: Beth Johnson

[back to top](#)

---

### **CDC EVENT: RESUME DAYS**

Resume Days is an event held at the Career Development Center two days prior to the career fair. On Tuesday, March 24 and Wednesday, March 25 staff will be available from 9:00 am - 4:00 pm to critique resumes in order to prepare for the spring career fair.

All other appointments will not be available during this time. This event is not the time to create a new resume, it is for perfecting and tweaking one that is already created. If you need help creating a new resume please make an appointment prior to these dates. YOU MUST HAVE A PRINTED RESUME in order to have one reviewed.

Submitted by: Valerie Daciw

[back to top](#)

---

### **SIGN UP TODAY FOR RELAY FOR LIFE!!**

The Alfred University Colleges Against Cancer Club hosted the first Relay for Life in almost ten years this past spring and raised over \$7,000 for the American Cancer Society! This year Relay for Life will be held on Saturday, April 11 from 12:00 pm - 12:00 am at the Joyce & Walton Family Center for Health & Wellness!

There will be fun events every hour and at least one member from each team must be walking at all times! This year there will also be an Olympic theme!

Help us fight back against cancer by registering today!! To sign up use the following link and join the Colleges Against Cancer team, or create your own! <https://secure.acsevents....>

If you have any questions about Relay for Life or how to sign up, feel free to email [cac@alfred.edu](mailto:cac@alfred.edu) or [am23@alfred.edu](mailto:am23@alfred.edu)!

Submitted by: Andria Merrill

[back to top](#)

---

### **Campus Recreation Survey**

As part of a my Capstone Project and an ongoing effort to build the Campus Recreation programming, I am surveying our community to determine what is working and what needs attention. Please take a few minutes to fill out this survey. All completed surveys will be entered to win 1 of 5 \$25 Barnes and Noble gift cards.

Link: [Campus Recreation Survey](#)

Submitted by: Eliza Ordway

[back to top](#)

---

### **Class of 2024 Summer Orientation**

Summer Orientation in its second year is a mandatory overnight stay on campus for all students new to Alfred University for fall 2020 that will help students prepare for everything AU has to offer - both in and out of the classroom. Students will have opportunity to meet fellow classmates, faculty/staff and become familiar with campus.

Parents and families are welcome to attend! This is an opportunity for questions to be asked and answered and gain important information about navigating our campus and community. Housing is

provided to students only.

During these sessions students will register for fall 2020 courses, receive their AU ID and take care of any unfinished business to smooth the August move in.

Dates:

June 29-30

July 6-7

July 9-10

July 16-17

Link: <https://my.alfred.edu/orientation/summer-orientation-schedule.cfm>

Submitted by: Nadine Shardlow

[back to top](#)

---

### **CALL FOR PROJECTS: 2020 Spring Into Action Day of Service**

Alfred University and Alfred State College are co-sponsoring the 2020 Spring Into Action Day of Service on Saturday, April 18. We are now accepting suggestions for service projects in local communities for this event. AU and ASC participants will join volunteers throughout the nation as we initiate a local celebration of National Volunteer Week and Global Youth Service Day. #alfredserver

If your organization has a project that needs completing - painting, gardening, cleaning, minor building repair, sorting donations, help organizing an event or outreach - we want to hear about it! Spring Into Action will include as many suggested projects as possible, depending on the availability of volunteers.

Questions? Contact AU's Gary Horowitz Service Learning Program Coordinator Corey Fecteau at [fecteauc@alfred.edu](mailto:fecteauc@alfred.edu)

Link: [2020 SIA Volunteer Project Submission Form](#)

Submitted by: Corey Fecteau

[back to top](#)

---

### **Renewable Faculty Candidate Presentation**

Dr. Ken King-Man Siu, Ph.D. will be on campus Tuesday, March 3 for an in person interview for the Renewable faculty position.

We would like to invite you to sit in on his presentation titled: Power Electronics in Distributed Renewable Energy Systems.

Please join us on Tuesday, March 3 in Binns-Merrill Hall, room 106 at 11:20 a.m.

Attachment: [Bio: Dr. Ken King-Man Siu](#)

Submitted by: Laura Grove

[back to top](#)

---

### **EPAF Approver Changes Effective 2/28/20**

This message is for anyone who originates EPAFs for Non-Work Study students.

Previously, Tamara Green was added for levels 60 & 99 on your routing queue for EPAFs, however, Tamara will be out of the office for an extended period of time. During her absence, anyone who originates EPAFs needs to add Kayleigh Jones (MISNER) in her place.

60-Position Control should be Kayleigh Jones (MISNER) (previously Tamara Green)

70- Human Resources should remain Mark Guinan (GUINAN)

99- Enter Student into Payroll should be Kayleigh Jones (MISNER) (previously Tamara Green)

Any questions, regarding EPAFs should be directed to Kayleigh Jones.

Link: [EPAF Instructions](#)

Submitted by: Kayleigh Jones

[back to top](#)

---

### Weekly Wellness Tip

we often don't carve out enough time in our day to work on ourselves. As a full body workout may be out of the question, daily stretching is a great way to keep your body stress free and in healthy shape.

Sponsored by AU Health and Fitness Management Program

Attachment: [Weekly Wellness Tip](#)

Submitted by: Eric Graham

[back to top](#)

---

### HR Tip of the Month

Did you know that the IRS has announced updated retirement plan contribution limits for 2020?

403(b) Plan Contribution Limits:

For 2020, the contribution limit for employees into this type of account is rising from \$19,000 in 2019 to \$19,500 in 2020.

For participants who are age 50 and older, the catch-up contribution amount is \$6,500. Meaning that older savers can choose to defer up to \$26,000 of their compensation into their accounts.

How do you open a Supplemental Retirement Account (SRA) with AU?

1. First you have to decide how much money you want to set aside.
2. Secondly you have to decide if you want that money to be a Pre-Tax or Post-Tax deduction.

Pre-tax contribution is the amount of deductions you make from your bi-weekly gross wage into your 403b retirement savings account, BEFORE taxes have been deducted. By making pre-tax contributions, you are lowering your current taxable income.

Post-Tax contribution is the amount of deductions you make from your bi-weekly gross wage into your 403b retirement savings account, AFTER taxes have been deducted. By making post-tax contributions, you do not have to pay tax on withdrawals because you've already paid taxes

3. Third, you contact HR, as detailed below, and we would be happy to help you!

Non-Statutory (Regular AU Employees):

With this type of account we are able to process your contribution as a flat dollar amount, not a percentage. If you wish to open a new account you should fill out the form attached and return to Kim Wyant in Human Resources.

Statutory (NYSCC):

With this type of account we are able to process your contribution as a flat dollar amount, not a

percentage. If you wish to open a new account, you should contact, Kayleigh Jones, HR Generalist, to set up an appointment to enroll in either a pre-tax or post-tax SRA account.

Attachment: [Non-Stat SRA form](#)

Submitted by: Kayleigh Jones

[back to top](#)