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## What's Happening?

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### Limited Parking: Carnegie/Physical Plant Lot

Starting Monday, May 16, a construction project will begin in the Carnegie/Physical Plant parking lot. A large number of parking spaces will be temporarily off line for the duration of the project (which is estimated to take a week.)

If you normally park in this lot please plan to park in an alternate location.

If you have any questions please call the Office of Public Safety, Ext. 2108.

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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## ITS Summer Hours

Information Technology Services Summer Hours -  
ITS will observe summer hours beginning Monday, May 16, ending Friday Aug. 12, 2016. Hours will be Monday - Friday, 8 A.M. - 3:30 P.M.

Submitted by: Gary Roberts

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## Chemical Waste Removal

The spring/summer chemical waste removal will occur during May 2016. Both hazardous and non-regulated waste will be accepted.

All chemical waste must be received in your respective Central Accumulation Area (CAA) no later than Thursday, May 26, 2016. All colleges (Harder Hall, McMahon, and Myers CAAs) contact Dean Perry x 2196 or Travis Reed x 2190 for receipt of your hazardous and non-regulated waste.

Completed Hazardous Waste and Non-Regulated Waste Log Forms MUST be sent to EH&S no later than Thursday, May 26 and may be mailed (117 Myers Hall), faxed to x2086, or scanned and e-mailed to: [perrydr@alfred.edu](mailto:perrydr@alfred.edu).

The hazardous waste packers must have this information prior to packing in order to obtain required approvals from the disposal facility.

All Satellite Accumulation Area labels MUST be filled out completely with EPA# for respective college, building name, Room # or area name, start date, initials, chemical name(s) of constituents in the accumulation container with volume or weight, and waste characteristics prior to receipt in Central Accumulation.

Note: Per EPA regulations you have only 72 hours from an SAA full date to transfer the container to the proper CAA. SAA containers must be capped or sealed with container lid, have clean exterior, and SAA label easily legible. If you have any questions contact Dean Perry.

All Satellite Accumulation Areas must be empty prior to Monday, May 30, with a notation to that effect made on your submitted May or June 2016 Satellite Accumulation Area Weekly Inspection sheet.

Reminder: Any SAAs which collect waste during the summer and are not empty over the summer must have the weekly inspection log maintained and submitted to EH&S on a weekly basis.

Hazardous and Non-Regulated Waste Log Forms are available at <http://our.alfred.edu/ind...> under the heading "AU EH&S Forms".

Link: [EH&S Web site](#)

Submitted by: Dean Perry

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## Annual Shredding Survey

The Division of Business & Finance has agreed to sponsor another annual shredding/purge event with Shred-It.

Please complete the attached survey indicating your preferences by Thursday, May 19. You may send your surveys directly to [fosterc@alfred.edu](mailto:fosterc@alfred.edu). Hard copies may be sent to Procurement Services in

Greene Hall. Thank you!

Attachment: [Summer\\_Shred\\_2016.docx](#)

Submitted by: Cheryl Foster

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### Service Award and Retiree Recognition Luncheon

They University will hold its annual Service Award and Retiree Recognition Luncheon Friday, May 27 from noon-1:30 p.m. in the Knight Club at the Powell Campus Center.

All employees are invited to attend this event where we honor those employees who have attained milestones in their service to the University and honor and say good-bye to those who have retired during the past year.

In order to assure that we have enough food prepared we ask that you advise us of your plans to attend by emailing Mark Guinan, Director of HR at [Guinan@alfred.edu](mailto:Guinan@alfred.edu) no later than Friday, May 20, 2016. Space is limited so be sure to get your reservation in early.

Submitted by: Mark Guinan

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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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### 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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