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01. Administrative (dept moves/closes, employee info, Admin announcements)

1. Faculty/Staff/Affiliate Parking Permit Renewals

Faculty/Staff Parking Permit will be expiring soon. You may renew your parking permit until January 31, 2006 on-line at <u>http://www.stonybrook.edu/parking</u>. Once you have completed the process a valid date decal will be mailed to your home address, please attach the decal to your hang tag.

Any outstanding parking tickets have to be paid before you are eligible to renew your parking permit. Payment by cash, check or credit card can be made at the Bursar's Office or checks can be mailed to P.O. Box 619, Stony Brook, New York 11790.

If you no longer have your hang tag, please go to the Bursar/Student Account/Parking Service offices located in the Administration Building 2nd floor lobby. You must bring your Stony Brook Campus Card (ID) and Department of Motor Vehicle car registration to obtain a new hang tag.

If you have any questions, send an email to parking@stonybrook.edu or call (631) 632-AUTO.

Submitted by: Catherine Rehman/Admin

2. Travel: 2006 Mileage Rate

The IRS has announced a new mileage rate for business travel. Effective January 1, 2006, the new rate is 44.5 cents per mile for personal car mileage. This rate applies to State, Research Foundation and Stony Brook Foundation travel.

Submitted by: Rosalie Makarick/Admin

02. Hosp/HSC Admin Announcements

1. Introducing Dr. Christopher Sang Don Lee--Dept. of Urology

Introducing Dr. Christopher Sang Don Lee

The Department of Urology is pleased to announce that Dr. Christopher Sang Don Lee has joined the Department as an Assistant Professor of Urology, specializing in Urologic Oncology and Tumor Immunology at Stony Brook University Hospital and the Long Island Cancer Center. Dr. Lee has a joint faculty appointment in the Department of Molecular Genetics and Microbiology, which will support his continued work in cancer vaccine research. He will be seeing patients at the Urology practices located in Stony Brook Medical Park and Stony Brook University Hospital. Appointments can be scheduled by calling 444-6270. For more information about Dr. Lee, please use the link below.

http://www.upsb.org/xq/asp/code.1567/qx/html_patient/physician.htm

Submitted by: Sue-Ann Villano/CPMP

03. Workshops/Courses/Training (work related; HR, EAP, DoIT, etc...)

1. Grant Writing Workshop

The Office of the Vice President for Research will present a Grant-writing workshop on Wednesday, January 18 at the Student Activities Center, from Noon to 1:30 P.M. Led by Dr. Martin Schoonen, Associate Vice President for Research and Professor of Geosciences, and by Mr. Peter Saal of the Research Resources Center, the program will explore a variety of topics, including:

- where to find grant information
- the new Grants.gov portal for all federal grant applications
- developing and writing of a compelling grant application
- construction of a budget

Seating is limited, and a light lunch will be provided. Please RSVP to either Peter Saal at ext. 2-9033, or Cathy LaGrega at ext. 2-7006.

Submitted by: Peter Saal/Res

2. Web Procurement Training

SUNY Central Administration has created a new web-based Procurement system. All purchase requests using state, ifr and difr funds must be submitted using this new program. Mary Woodward from the Procurement department will be conducting training sessions in the ECC training room throughout the month of January. Please contact Mary Woodward at 632-9849 to schedule this mandatory training for your staff.

06. Charitable (Habitat, Blood drives, Cats, etc...)

1. The First Annual Marilyn Colletta Benefit Gala

The First Annual Marilyn Colletta Gala to benefit Acute Myelogenous Leukemia(AML)research at the Long Island Cancer Center at SBUH will take place on 1/21/06 at 7:00 p.m. at the Huntington Town House, Huntington. Tickets are \$85. For more information, call 444-2693.

Submitted by: Victoria Irwin/UHMC

2. 3rd Annual Sweet Dreams Chocolate Event

The Third Annual Sweet Dreams Chocolate tasting event featuring the Cacao Noel Chocolate exhibition will be held on Monday, January 30, 2006 at the Watermill Caterers in Smithtown. This evening of sheer indulgence raises funds for the Cody Center for Autism and Developmental Disabilities at Stony Brook University Hospital. Sponsorship opportunities, VIP Reception and individual tickets are available and make a great holiday gift! Call 631.444-2899, ext 2 for more information.

Submitted by: Nancy Leiken/UHMC

07. Entertainment (Sports, Movies, Events, etc...)

1. Bus Trip to Atlantic City on President's Day, February 20th

The Employee Activities Council is running a bus trip to the Tropicana Hotel in Atlantic City on Presidents' Day, Feb. 20, 2006. The cost is \$25 per person, with \$5 cash back at the casino. The bus leaves from Stony Brook at 7:00 a.m. and will have a 7 hr. stay upon arrival. Contact Dorothy Kutzin at 632-6040. If paying by check, make check payable to FSA 754. Seats are limited.

Submitted by: Augusta Kuhn/CAS

2. Seawolves Winter Softball Clinics

Come join the Stony Brook coaches and players on Saturday, January 21!A pitching clinic will run from 9:00am-12:00 followed by a hitting clinic from 12:00 - 3:00pm. Cost is \$75.00 per clinic session or \$135.00 if you sing up for both clinics. Clinics are open to players ages 8-17 and the deadline for registration is January 19, 2006. For more information and an application, please

go to www.goseawolves.org or call 631-632-4517/4754

Submitted by: Megan Bryant/Pres

3. Spinning For Beginners

Spinning For Beginners, Wednesday January 4th & Tuesday, January 17th 2006, 12:00pm - 1:00pm, SAC Lower Level Spinning Studio
Free for Everyone!!
First Come, First Serve. Space is limited to 14 participants.
To register call 632-6850
This class will offer participatns an introduction to spinning.

Submitted by: Allison Milano/OSA

4. Rod MacDonald to present songs of political and social comment at The University Cafe, Sunday, January 15th at 2 P.M.

The University Cafe begins its winter, 2006 series with a performance by Rod MacDonald on Sunday, January 15th at 2 PM. MacDonald has been described as "one of the most politically and socially aware lyricists of our time" and "the quintessential singer/songwriter of contemporary folk music." A veteran of the Greenwich Village folk scene, MacDonald addresses topics straight from today's news, sometimes serious, while other times satirical. Rich Deans will open for Rod MacDonald Tickets are \$20.00 with a \$15.00 student rate with ID For reservations, e mail gpalaia@notes.cc.sunysb.edu or leave a message and return number at

632-1093.

Submitted by: Charles Backfish/CAS

08. For-Pay Workshops/Courses (SPD, etc...)

1. Defensive Driving Program Offered for UUP employees and their immediate family members.

A NYSUT sponsored Defensive Driving program is being offered on Saturday, January 7, 2006 from 10:00 AM to 4:00 PM in the Wang Center Room 301, for all UUP employees and their immediate family members.

Cost is \$25 per person. Checks should be made payable to "NYSUT Benefit Trust" and delivered to the UUP office, 104 Old Chemistry, Z=3475. Office hours are Monday thru Friday, 9 am to 3 pm.

Participants are usually entitled to a 10% discount on their automotive insurance. Check with your provider. The certificate is good for three years of savings!

Contact Corinne Burns at Ext. 26570 or cmburns@notes.cc.sunysb.edu for more information.

Submitted by: Corinne Burns/Affl

2. Information Technology (IT) Certification

The 2006 schedules for the following IT courses have been posted on our website; ICND, A+, Netplus and Comptia Security Plus.

The website contains course descriptions, schedules and fees and a complete list of current offerings. You can reach our

website at www.stonybrook.edu/spd/computer. Questions regarding registration or course content, contact Marlene Brennan at the Stony Brook Information Technoloogy Center 632-7068.

10% discount for University employees and students, CSEA LEAP Vouchers accepted.

Submitted by: Frank Esposito/Prov

3. QuarkXPress: - NCE 320 - 8 Sessions - Fee: \$429

QuarkXPress is the foundation application for layout of printed material. This comprehensive, hands-on course will guide students through the stages of document production. Topics include: document construction, word processing basics, importing text and pictures, page layout and design, typography, style sheets, libraries, working with pictures, creating colors and printing.Required Text: QuarkXPress 6 for Windows & Macintosh Visual Quickstart Guide by Elaine Weinmann. This textbook and accompanying CD address both Macintosh and Windows users. Cost of the textbook is not included in the course fee. Students must bring textbook to the first class meeting.Prerequisite: Introduction to Windows or equivalent experience. Section D: Tues., 6:00-9:00pm, Jan.,24,31;Feb.,7,14; Mar.,7,14,21,28,2006 10% discount University employees and students, CSEA LEAP Vouchers accepted To register go to SPD Website Registration Form at http://www.stonybrook.edu/spd/career/registration.html For questions call 632-7071

Submitted by: Frank Esposito/Prov

4. Elevated Lipids and Cholestol -- An Integrative Approach to Optimize Levels

The Division of Wellness and Chronic Illness in the Department of Family Medicine will be conducting four two-hour group visits for patients with elevated lipids and cholesterol. Participants are examined and evaluated individually to assess cardiovascular risk, nutrition, exercise and stress levels as well as to determine if their lipid management is optimal. The group visits review factors that contribute to cardiovascular risk and increasing levels of lipids and insulin and addresses how they can be decreased with whole foods, exercise and stress reduction. Also reviewed are genetic influences, indications for medications, their side effects profile as well as the most current evidence-based information on supplements and vitamins. The series is scheduled for January 4, 11, 18, 25 2006 from 4:30 to 6:30 p.m. at 33 Research Way, Stony Brook Technology Park. Please call 444-9815 to register. Most insurance plans accepted with an appropriate co-pay for each visit.

Submitted by: Marion Hollinger/UHMC

5. Managing Data with Access: - NCE 317 - 5 sessions - Fee: \$259

This course offers an introduction to the most widely used database management program. An integral and powerful part of the Microsoft Office suite, Access aids budget managers, accountants, and office managers by efficiently organizing customer and inventory information. Topics include how to create databases, forms, filters and reports. Prerequisite: Introduction to Windows or equivalent experience. Section J: Mon., 6:00-9:00 pm, Jan.,23,30; Feb.,6,13,20,2006 For a full description of this class, and to register go to SPD Website at <u>http://www.stonybrook.edu/spd/computer</u> For questions call 632-7071 10% discount for University employees and Students. CSEA LEAP Vouchers accepted

Submitted by: Frank Esposito/Prov

6. Recovery Ride

Recovery Ride, Friday, January 6th & 20th 2006, 12:00pm - 1:00pm, SAC Lower Level Spinning Studio First Come, First Serve. Space is limited to 14 participants. To register call 632-6850

Submitted by: Allison Milano/OSA

7. Nurse Aide Training Program

The Long Island State Veterans Home together with the Stony Brook University Hospital Clinical Education Department will conduct a 6 week Nurses Aide Training Program beginning, Tuesday, January 17, 2006. To apply to this program, come to our Open House on Monday, January 9, 2006 from 4:00 pm to 6:00 pm in the East Pavilion Classroom. We will have on site interviews. For additional information, please call 444-8712. Thank you for your interest.

Submitted by: Michele Bienia/LISVH

09. Research (Studies, Testing, etc...)

1. Do you have psoriasis?

Do you have psoriasis?

If so, you may qualify to participate in a psoriasis research study. Free experimental topical

medication & office visits. Subjects will be paid a nominal fee for each visit. If interested, call: Stony Brook Dermatology at: 631-444-4274.

Submitted by: Jennifer Intravaia/UHMC

10. Miscellaneous

1. Child Care Openings Available

Openings for children 2 months - 5 years old at the Campus Child Care Center. Caring, professional early childhood teachers, low child-to-teacher ratio, sliding fee scale. Call 632-6930 for more information or to visit the Center.

Submitted by: Nancy Walker/Affl

2. Job Opportunity - Facilities Manager

Faculty Student Association at Stony Brook University seeks an experienced Facilities Manager. Primary responsibility includes coordination of facility maintenance, renovation and new construction projects. Required: Minimum five years experience in general contracting, building trades and/or facilities management including project development and mgt, budget management; understanding of building codes, agency regulations, and permits; ability to read/interpret building plans and construction documents; excellent organizational, communications and interpersonal skills. Preferred: Familiarity with commercial construction of food service or retail areas; ability to use (CAD) software. Send resume with cover letter and salary requirement by 1/4/06 to HR Manager, Dept. FMCA, Faculty Student Association, 250 Stony Brook Union, Stony Brook, NY 11794-3209 or fax to 631-632-6573. AA/EEO.

Submitted by: Christine Oster/FSA

3. Job Opportunity - Payroll Manager

Faculty Student Association at Stony Brook University seeks an experienced Payroll Manager. Required: Bachelor's Degree in accounting or business, a minimum of 3 years' payroll processing experience, payroll reporting, tracking/maintenance of employee accruals, and proficiency in Excel. Preferred experience in hand-scan time clocks, G/L, journal entries, cash auditing, and inventory auditing. Must be detail oriented with proven customer service skills. Send resume with cover letter and salary requirement by 1/9/06 to HR Manager, Dept. PMCA, Faculty Student Association, 250 Stony Brook Union, Stony Brook, NY 11794-3209 or fax to 631-632-6573. AA/EEO.

Submitted by: Christine Oster/FSA