The Staff Advisory Committee (SAC) is elected to represent the interests, opinions and concerns of the non-exempt staff by communicating these concerns to the Allegheny Executive Committee (AEC). The SAC is comprised of eleven non-exempt employees. Representatives are elected by the staff to serve a two-year term of office, which runs from July 1 to June 30, with elections being held in April.

The SAC meets every first Thursday of the month, members of the campus community are welcome to attend. Please check the most recent minutes at the SAC website for the date and location of the next meeting. If you have a suggestion or a concern, please contact any member of SAC.

What is the Staff Advisory Committee?

The purpose of this organization shall be:

1) To maintain a means of communicating concerns of all non-exempt full and part-time staff with the administration of Allegheny College and to provide a sense of unity within the staff and the college community.

2) To advise the Administration on the needs and interests of staff employees.

3) To provide a vehicle whereby staff employees can give input into the decision making process on issues which will affect them. This will be accomplished through staff representation on appropriate campus committees.

4) To improve communication among the staff, the faculty, and the administration.

5) To develop and promote activities and services which will improve the quality of work life of staff employees at Allegheny College.
**How to Create Secure Passwords**

With just about every merchant and service on the Web requiring a password, it’s very tempting to use one, easy-to-remember word or phrase across all of them. Hackers know this, and it’s one of the reasons they’re able to hijack accounts so easily. If a hacker determines the password you use for, say, your Facebook login, he’ll likely try it on your bank account too. For this reason, among others, it’s vital to use different passwords for each service you use. Yes, it requires some extra work to keep track of them all, but it’s a far more pleasant experience than having your bank account drained.

However, using the above strategy won’t help you much if your individual passwords are easy to guess or crack. One common, simple-to-execute method for cracking passwords is what’s known as a “dictionary attack.” A dictionary attack is a type of brute force attack, whereby the hacker, using a computer program, tries all the words in the dictionary from A-Z in rapid succession until he finds the one that works. However, this isn’t your typical desktop reference dictionary. It also includes lists of proper nouns like common first names, names of celebrities, fictional characters, movie titles, sports teams, cities, common pet names, well-known quotes, and the like.

In order to thwart this known method, create passwords that don’t appear in such a dictionary by adding numbers and symbols to strings of characters. For example:

- **Weak password**: Travolta
- **Stronger password**: 3Trav@olta1547
- **Very strong password**: 3pnle#r5th!po34

Generally speaking, the longer the password, the stronger it is, since each character is one more variable that the hacker must determine. But IT’S ONLY STRONG IF IT’S NOT EASY TO GUESS, so don’t choose something like “fourscoreandsevenyearsoago” either.

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**Erie, PA**

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**New Employees**

**Join SAC in Welcoming the Newest Allegheny College Employees!**

**LYNETTE WATKINS**

**DEVELOPMENT**

**SYLVIA VIVIANO**

**ACCOUNTING**

**MARSHA HOLLAND**

**DEVELOPMENT**

**ERIK EMMERT**

**SACREED SERVICES**

**ALLISON SOLTZS**

**DEVELOPMENT**

**JENNY WALTON**

**CAMPUS LIFE**

**NICOLE SCHWARTZ**

**ACADEMIC SUPPORT**

**JOHN WALTON**

**CHEMISTRY**

**LYNETTE WATKINS**

**DEVELOPMENT**

**JANET HAMILTON**

**ACADEMIC SUPPORT**

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**Statement of Community**

Allegheny students and employees are committed to creating an inclusive, respectful and safe residential learning community that will actively confront and challenge racism, sexism, heterosexism, religious bigotry, and other forms of harassment and discrimination. We encourage individual growth by promoting a free exchange of ideas in a setting that values diversity, trust and equality. So that the right of all to participate in a shared learning experience is upheld, Allegheny affirms its commitment to the principles of freedom of speech and inquiry, while at the same time fostering responsibility and accountability in the exercise of these freedoms. This statement does not replace existing personnel policies and codes of conduct.

Did You Know?

- Did you know 11% of people are left handed?
- Did you know August has the highest percentage of births?
- Did you know unless food is mixed with saliva you can’t taste it?
- Did you know the average person falls asleep in 7 minutes?
- Did you know 85% of plant life is found in the ocean.
- Did you know that if you did not attend the Employee Holiday Luncheon you can still pick up your gift at Conference & Event Services in Schultz Hall.

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**Physical Plant**

**How Can We Help?**

1. Please place work requests through the new work order system, SchoolDude, instead of e-mailing or calling. It saves a lot of time. If you are experiencing difficulties or have questions, contact Tammy Garland-Steinfath at extension 2863.
2. When it’s snowing heavily, please be patient, Physical Plant is clearing as fast as they can.
3. If you have materials ordered from an outside source and you might need Physical Plants help in unloading or moving to a certain location, please give Physical Plant as much advanced notice as possible. Otherwise, previously scheduled work dates have to be put on hold.