



Professional Development

Financial Planning Trilogy
Eaton On-Line Ordering

What trainings or workshops would you like to see offered on campus?

Upcoming Events

- January 15 Students return
- January 16 Martin Luther King, Jr. Day Campus Visit Day
- January 18 Classes Begin
- February 16 Year of Sustainable Communities speaker: Bill McKibben
- March 5-8 Alexander String Quartet
- March 17 Spring Break
- March 30-31 Helen Welch & The Misery Bay Big Band Year of Sustainable Communities Conference Randy Wilson
- April 10 Year of Sustainable Communities Speaker: Tom Borrup
- April 17 Sr. Citizen Recognition Day
- April 26 Laurie McCants
- May 12 Commencement

The Allegheny
Staff Sentinel



this issue

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Staff Advisory Committee

Kathy Conaway
Ruth Dunton
Patti Kidd
Pam Shreve
Liz Caskey
Kathy Comp
Lindy Jackson
Brenda Metheny
Lynn McManness-Harlan
Scott Schlosser
Marla Siekkinen

SAC website:
<http://sites.allegheny.edu/sac/>

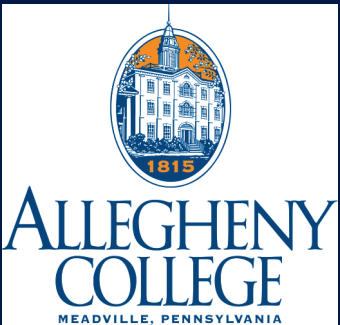
What is the Staff Advisory Committee?

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.

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.



Allegheny College
Go Gators



What's Going On?

Financial Planning
Trilogy

January 26
Long Term Financial
Planning. Presented
by TIAA-CREF
Financial Services

March 8
Estate Planning:
Sharing your Legacy
while reducing your
taxes. Presented by
Tom Hoffman, Esq.

Third Presentation:
To Be Announced

SAC invites you to join
us in our second
annual **Walk-A-Thon**
on May 21. Proceeds
benefit the American
Cancer Society.
Watch for upcoming
news and announce-
ments on
My Allegheny

MS 150 Bike Tour is
returning to Allegheny
College June 9-10

Let us know what your
department, office
and/or group is doing .
Submissions can be
sent to:
lmcmanne@allegheny
.edu

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

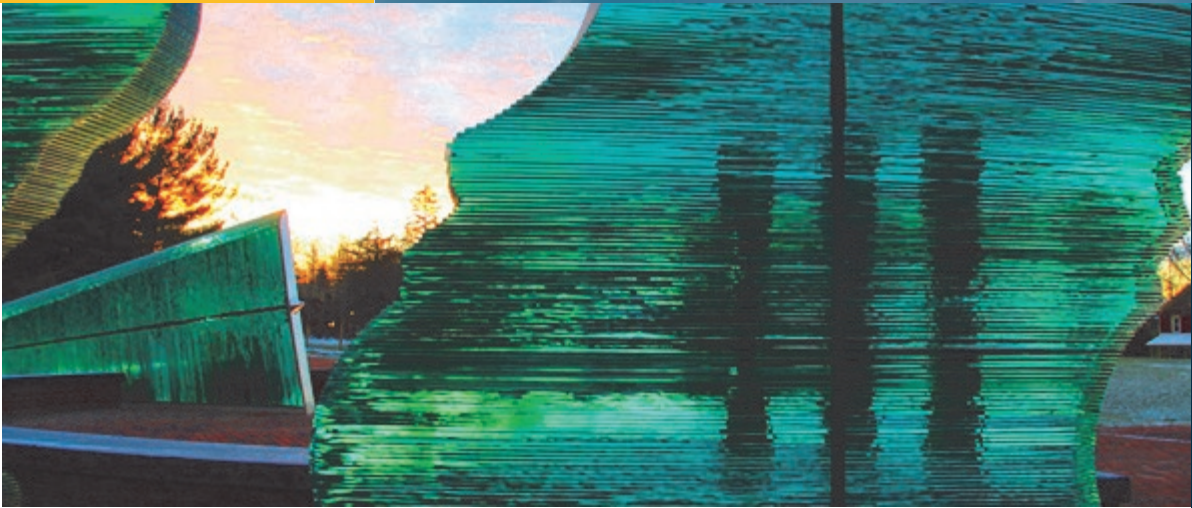
Generally speaking, the longer the password, the stronger it is, since each character is one more variable that the hacker must determine. But IT'S ONLY STRONG IF IT'S NOT EASY TO GUESS, so don't choose something like "fourscoreandsevenyearsago" either.

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Erie, PA*

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 Plant help in unloading or moving to a certain location, please give Physical Plant as much advanced notice as possible. Otherwise, previously scheduled work duties have to be put on hold.



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.

The Council on
Diversity and
Equity (CoDE)
will be holding
their next meeting
on Thursday,
April 19, 2012 at
4:30 pm in the
Campus Center
room 301/302
**This meeting will
be opened to all
employees on
campus.**
Please join us!

New Employees

Join SAC in Welcoming the Newest
Allegheny College Employees!

JOHN WALTON
CHEMISTRY

ALLISON SOLTESZ
DEVELOPMENT



LYNETTE WATKINS
DEVELOPMENT

BONNIE BRUCATO
ACCEL

LANCE PECONE
SAFETY & SECURITY

EYE ON IT
Please send your
ideas!

If you have stories, articles
or suggestions for the Staff
Newsletter, please send an
email to:
lmcmanne@allegheny.edu

Did You Know?

- ♦ Did you know
11% of people
are left handed
- ♦ Did you know
August has the
highest percent-
age 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 Holi-
day Luncheon
you can still pick
up your gift at
Conference &
Event Services in
Schultz Hall