



Maryanne Vigneaux/Lib
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To: Maryanne Vigneaux/Lib@SUNYSB
cc:
bcc: F.Jason Torre/Lib
Subject: Library Bulletin, August 4, 2003, Number 1380

FOR STUDENT SUPERVISORS: (Submitted by Pam)

Pam is able to clear students for the up and coming fall semester. To get a jump start for the fall Pam has attached a form for you to complete. Please indicate on the form the students who will be working for you in the fall 2003 semester, if they worked for you during the spring semester or if they are returning from the summer semester. **All new hires need to go through the hiring process so please do not use the attached form for your new hires.**

If you want to hire student for the fall semester the dates are as follows: **8/28/03 - 5/19/03**. **If you want your students to start working prior to 8/28/03, they must be clear for the summer semester as well**



Fall 2003 Clearances & Extension:

GOING TO MANHATTAN?

Bob Lobou has 6 boxes of LP records that need to be transported to Manhattan this month. If you are taking your vehicle there (perhaps on a weekend after 10:00 am) and have room for these, you will be a candidate for the Good Samaritan Award. Some details need to be ironed out such as who loads and unloads this cargo and also whether the library will pay for gas mileage. There is parking allowed for unloading at the location as long as someone is with the vehicle.

Call Bob (2-7057) for more details.

