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TO: The John Jay College Community  
FROM: Robert Pignatello, Senior Vice President, Finance and Administration  
DATE: October 11, 2011  
RE: New Building Move Update

As I had mentioned in my previous new building update of 9/28/11, effective this morning, the Public Safety, Information Technology and Facilities Departments have begun to move into the new building, (on Floor L2), in order to prepare the building for use. Please remember that the new building will not accessible to the general community until 10/31/11.

In the interim, if you are in need of Public Safety services, please continue to use the same phone number x8524. If you require services in person, Public Safety personal will still be located in room 530 in Haaren Hall, until October 31. Students, Faculty and staff can obtain ID's, stickers and make inquiries regarding lost property, keys and other security and safety related issues in Haaren Hall until October 31.

The Department of Information Technology (DoIT), including Instruction Technology Support Services (ITSS), has relocated to the new building from their current locations in BMW and North Hall respectively. During the transition to the new building, a temporary DoIT walk-up help desk has been setup in North Hall room 1310N from 9 am to 5 pm Monday to Friday. You can also contact DoIT helpdesk by phone (x8200) or email [helpdesk@jjay.cuny.edu](mailto:helpdesk@jjay.cuny.edu).

The Facilities Department has relocated to the new building from their current location in Haaren Hall. Should you require any facilities assistance, please call x8541.

All three offices will be fully functional in the new building effective October 31, 2011.

Thank you for your cooperation during this important transition.

Please check the new building website for additional information.