

# The Reporter



Published by the Office of Public Affairs

No. 1170

October 26, 2012

## SUBMISSIONS

### Submitting Items to The Reporter

Articles and announcements for publication should be submitted by e-mail to Katherine Kelley in the Office of Public Affairs at [kelleym@potsdam.edu](mailto:kelleym@potsdam.edu) by Tuesday at noon. Submitting items by e-mail is an efficient way to ensure your information is placed accurately in *The Reporter*. Thank you.

## CAMPUS NOTES

### Open Office Hours for the President

The next series of open office hours for members of the campus community to meet with President Schwaller have been scheduled for the fall 2012 semester. To make a 15-minute appointment during one of the following times, please contact Diane Brown by phone at x2100 or by e-mail at [browndr](mailto:browndr):

Thursday, Nov. 1 from 9 a.m. – 10 a.m.

Tuesday, Nov. 6 from 3 p.m. – 4 p.m.

Wednesday, Nov. 14 from 3 p.m. – 4 p.m.

### SEFA Campaign for 2013

The annual SEFA (State Employees Federated Appeal) campaign will run this year from October 23 through December 21, 2012 for the calendar year 2013. President Schwaller encourages you to consider this very important campaign. Your contributions have the potential to support numerous organizations in St. Lawrence County and through those organizations you will be helping members of our community.

Through the use of a special code, you can designate which organization will be supported. The SEFA campaign provides the added benefit of making your contribution through a payroll deduction. Please call Diane Brown at x2100 if you have any questions or to request the SEFA booklet and donation form. Again, thank you for your support and consideration to SEFA and for all that you do to make SUNY Potsdam such a great place. It really is appreciated.

### Final Fall 2012 Guest Speaker Series

The campus community is cordially invited to attend the final Fall 2012 Title III Guest Speaker Series titled "Not Just for the Sciences Anymore: Integrating Undergraduate Research Across the University," featuring Robert Bachman from Sewanee, The University of the South, on Friday, Nov. 2, from 2 p.m. to 4 p.m. in the Learning and Teaching Excellence Center (Crumb Library).

Robert Bachman, professor of Chemistry and Director of Undergraduate Research, has a research interest in environmental and inorganic chemistry and currently serves as a Councilor in the Division of Chemistry on the Council on Undergraduate Research (CUR). He will examine successful strategies that promote undergraduate research initiatives across an institution, with particular emphasis on activities that are infused into traditional curriculum and general education courses as well as academic disciplines other than the sciences. The speaker is also available to meet individual or small groups of faculty. For additional information please contact Gerald L. Ratliff, Title III project director, at x2107.

### Submission of Nominations for 2013 Chancellor's Awards for Excellence

Nomination packages are now being accepted for the 2012-2013 Chancellor's Awards for Excellence. Categories for Chancellor Awards include: Excellence in Faculty Service, Professional Service, Scholarship and Creative Activities, Teaching and Librarianship. The deadline for submission of nominations is December 14, 2012, close of business. Please visit <http://www.potsdam.edu/offices/hr/Chancellor-Awards.cfm> for more information.

## Digital Humanities Events

As part of its Bregman Humanities Series, the College Libraries will host a digital humanities lecture on Tuesday, Nov. 13 at 4 p.m. in the LTEC. Dr. Stéfan Sinclair, Associate Professor of Digital Humanities at McGill University, will give a talk entitled "Entrepreneurial Digital Humanities: Selling Out or Buying In?" Light refreshments will be served and all are welcome to attend.

As a prelude to this event, there will be a digital humanities roundtable on Friday, Nov. 9 from noon - 1 p.m. in the LTEC. Panelists Tom Baker, Tony Betrus, Trevor Blank, Jennifer Campbell, Brian Ladd and Martin Walker will discuss the place of digital humanities at SUNY Potsdam and beyond.

## Faculty Development Application

The final Title III Strengthening Institutions Grant application deadline for Fall 2012 to submit a Faculty Professional Development Application is Monday, Nov. 12. Faculty interested in attending regional or national conferences in order to cultivate instructional skills related to undergraduate research should visit the Title III website at <http://www.potsdam.edu/faculty/research/titleiii> for additional information, including application forms and funding levels or contact Gerald L. Ratliff, Title III project director, at x2107.

## FYE Halloween Events on Campus

As October continues to race on by, the Residence Life staff of the First Year Experience Residence Halls, Bowman East and Bowman West would like to extend an invitation to all members of the Potsdam community and their families to join in our building-wide Halloween events. The fun and scares will be on Sunday, Oct. 28 from 1 p.m. to 3 p.m.

Trick-or-Treating for all ages will be going on in both buildings, with staff members and students guiding groups through the halls to collect candy and goodies. Other fun activities with next-to-no nutritional value will be going on throughout the building as well.

Come and enjoy the Halloween season with us in FYE. There will be candy and screams for all.

## Child Care Halloween Parade

On Tuesday, Oct. 30, the children from SUNY Potsdam Child Care Center, Inc. will be having a "Dress Up Parade" in the quad. The children will start at Merritt Hall at 10:45 a.m. and parade around the quad counter clockwise toward Raymond Hall. In the event of inclement weather, the parade will take place through the halls of Kellas, Stillman, MacVicar, Carson to Raymond lobby and back to Merritt inside.

The Child Care Center is also planning a "Dress Up Week" October 29 to November 2 with the following schedule: Monday - hat day; Tuesday - p.j. day; Wednesday - orange and black day; Thursday - stripes day; Friday - denim and red day. It should be a very colorful week with Wednesday's Dress Up Parade as the highlight of the week. I hope you are able to enjoy the parade.

## Regional Employment Opportunities Event

The Associated Colleges (SUNY Potsdam, Clarkson University, St. Lawrence University, SUNY Canton) and Penski Staffing have collaborated to arrange a Regional Opportunities Event, to be held on Friday, Nov. 2, from 11 a.m. to 1 p.m., on the second floor of Clarkson's Student Center. A shuttle van will be available in front of the Barrington Student Union on the half hour beginning at 10:30 a.m. and ending at 12:30 p.m. Recruiters will also be conducting interviews for vacancies from 1:30 p.m. to 4:30 p.m.

Our goal is to bring you and your students in contact with small employers, branches of larger companies, and non-profit organizations in the North Country and Adirondack region for short-term projects, as well as summer, internship, volunteer, and full/part-time positions. Last year's program featured 37 regional businesses/organizations and 200 students.

All of our campuses have students who are interested in working regionally while in school, during the summer, and/or potentially on a full-time basis after graduation. Please encourage SUNY Potsdam students and alumni to attend.

To learn more about this program use the following link: [Regional Opportunities Event](#)

If you have any questions contact Career Planning at x2344 or e-mail [career@potsdam.edu](mailto:career@potsdam.edu).

## SUNY Potsdam in the News

The following are selected headlines from local newspapers featuring SUNY Potsdam and its people.

#### Friday, Oct. 19

North Country Now:

"SUNY Potsdam's Chemtoberfest Friday celebrates chemistry"

Daily Courier-Observer:

"Couple lecture on global food"

"Orchestra ready for new season"

"New season of The Met: Live in HD coming up"

"Compositions by Michael Burritt will be performed"

Watertown Daily Times:

"On North Country campuses"

#### Saturday, Oct. 20

Daily Courier-Observer:

"Student decline hurting college"

"More combined campus jobs ahead"

"SUNY Potsdam hosts talk, 'What's at stake in 2012'"

"Potsdam Brass Quintet plays Sunday"

"Clarinetist Jacobson performs"

Watertown Daily Times:

"Drumming it up"

#### Sunday, Oct. 21

Watertown Daily Times:

"Campuses progress toward shared services"

"New SUNY joint CFO leads the way on shared services"

"'Ode to Joy': Orchestra of NNY, choirs to offer Beethoven's 9<sup>th</sup> in two concerts"

Sunday Advance News:

"Potsdam professor's work goes on display in New York City"

"SUNY Potsdam screens human trafficking film"

"Met Live will feature Verdi's opera 'Otello'"

"Potsdam orchestra to open season with Beethoven's 9<sup>th</sup> Symphony"

#### Monday, Oct. 22

Watertown Daily Times:

"Potsdam graduate school in the red"

"SUNY Potsdam's shrinking graduate enrollment leaves budget gap"

#### Tuesday, Oct. 23

WWNY TV:

"Beethoven's 9<sup>th</sup> to be performed"

Watertown Daily Times:

"Human trafficking documentary in Potsdam"

Ogdensburg Journal:

"National election discussion is Thursday"

North Country Now:

"SUNY Potsdam's Crane Institute for Music Business names Fall 2012 executive-in-residence"

#### Wednesday, Oct. 24

Watertown Daily Times:

"SUNY Potsdam's pride stars in 'Otello,' live in HD"

"Renée Fleming is Desdemona in Met's live production of 'Otello'"

North Country This Week:

"What's at stake? Election discussion Thursday"

"Diversity conference"

"'Fatal Promises'"

"'Otello'"

"'Antigone 5.9'"

## Openings for Child Care Center

SUNY Potsdam Child Care Center, Inc. is currently considering applications for infants (birth dates: February 2012 - August 2012). Preference is given to SUNY students, faculty and staff with care provided to the community at large when space is available. Possible openings in January 2013 for ages 6 weeks to 9 years. Register online at [www.potsdam.edu/faculty/spccc](http://www.potsdam.edu/faculty/spccc).

## 2013 Summer Session Dates

The 2013 Summer Session dates will be as follows:

Session I	May 23 - June 27
(no class May 27 – Memorial Day)	
Session I-A	May 23 - June 10
(no class May 27 – Memorial Day)	
Session I-B	June 12 - June 27
No classes	June 28 - July 7
Session II	July 8 - August 9
Session II-C	July 8 - July 23
Session II-D	July 25 - August 9

Additional information regarding the class meeting times template, General Education Committee Guidelines, and instructor compensation rates is available on the Extended Education website under Summer Session/Faculty Information.

If you have not submitted your course proposal(s) please do so as soon as possible.

For questions or assistance, please contact Katie Logan at x2166 or by e-mail [logankm@potsdam.edu](mailto:logankm@potsdam.edu), or Tom Fuhr at x3089 or e-mail [fuhrtw@potsdam.edu](mailto:fuhrtw@potsdam.edu).

## Jewish Holy Days 2012-2013

In scheduling events on campus for 2012 and 2013, please be observant of the Jewish holy days. All Jewish holy days with Sabbath-like restrictions require that all normal business, school or secular activities cease approximately two hours before sundown on the eve of the holy day to allow for adequate preparations. Work prohibitions are required during the holy days of Rosh Hashanah, Yom Kippur and Passover.

For the spring 2013 semester:

Passover

March 25 through April 2

\*The first two days and the last two days of this holy day are days in which no work is permitted (25, 26, 1 and 2).

For the fall 2013 semester:

Rosh Hashanah

Sunset of September 4 through nightfall of September 6.

Yom Kippur

Sunset of September 13 through nightfall of September 14.

If you have any questions, please feel free to contact Dr. Stebbins at x3372.

## 2012 Flu Shot Clinic Schedule

Thursday, Nov. 1

Location: BSU - Fireside Lounge, 11 a.m. – 2 p.m.

Thursday, Nov. 15

Location: BSU - Fireside Lounge, 11 a.m. – 2 p.m.

Shots will be administered on a first-come, first-served basis. Information regarding the flu, the Vaccine Consent Form and the Vaccine Information Statement (VIS) are available on the Student Health Services website. Look under Campus Health Alerts. If you are younger than 18 years, you must have your parent/guardian review the VIS and sign the consent form. The completed form can be faxed or mailed to:

SUNY Potsdam Student Health Services  
44 Pierrepoint Avenue  
Potsdam, NY 13676  
Fax: 315-267-3260.

Please wear appropriate clothing, short sleeves or loose-fitting sleeves and be prepared to list all medications and supplements you are taking. If pregnant, please see your obstetrician for a flu shot.

The vaccine is free for both students and faculty /staff. Student ID is required at all clinics.

## The Center for Undergraduate Research Fall 2012 Workshops & Events

Monday, Nov. 12: Application deadline for Spring Semester Kilmer UR Apprenticeships, 4 p.m., 102 MacVicar.

### CSEA Tuition Benefits

The NYS & CSEA Partnership for Education and Training now has its catalog and application forms available for program year 2012-2013. The NYS & CSEA Partnership for Education and Training provides programs and services for NYS employees and agencies. Check out the website at [www.nyscseapartnership.org/index.cfm](http://www.nyscseapartnership.org/index.cfm).

### Employee Assistance Program

The SUNY Potsdam Employee Assistance Program (EAP) has two EAP Coordinators, Toby White, at x3434 and Ada Santaferri, at x2229. Both are available to discuss personal concerns and make appropriate referrals. You may contact Toby or Ada at the numbers listed above, or you may call the Statewide EAP in Albany at 1-800-822-0244. EAP is a confidential referral service available to all campus employees, retirees and their families.

## CALENDAR

### October

- 26 Men's Hockey vs. St. Michael's @ Massena Arena, 7 p.m.
- 27 Swimming vs. Skidmore, 1 p.m.  
Men's Hockey vs. Morrisville @ Massena Arena, 7 p.m.  
Antigone Projects @ College Theater, 7:30 p.m.  
ONNY presents Beethoven's 9 @ Hosmer Hall, 7:30 p.m.
- 28 Antigone Projects @ College Theater, 2 p.m.
- 29 Faculty Recital, Robert Young, saxophone @ Hosmer Hall, 7:30 p.m.
- 30 Flute Ensemble @ Hosmer Hall, 7:30 p.m.
- 31 Halloween  
Antigone Projects @ College Theater, 10 a.m.

### November

- 1 "Fatal Promises"; Screening with filmmaker Kat Rohrer @ 105 Kellas Hall, 4 p.m.  
Art Attack Opening Reception @ Gibson Gallery, 5 p.m.  
Antigone Projects @ College Theater, 7:30 p.m.  
Crane Clarinet Choir @ Hosmer, 7:30 p.m.
- 2 Voice Area Recital @ Hosmer, 1 p.m.  
Woodwind Area Recital @ Wakefield, 3 p.m.  
Antigone Projects @ College Theater, 7:30 p.m.  
Jazz Ensemble @ Hosmer, 7:30 p.m.
- 3 Crane Opera Sitzprobe @ Snell Theater, 10 a.m.  
Annual Scholarship Luncheon @ Union MPR, 12:30 p.m.  
Swimming vs. Norwich @ Maxcy Pool, 1 p.m.  
Men's Hockey vs. Plattsburgh, 7 p.m.  
Antigone Projects @ College Theater, 7:30 p.m.
- 4 Daylight Savings Time Begins

- Antigone Projects @ College Theater, 2 p.m.  
Tuba/Euphonium & Trombone Ensembles @ Hosmer Hall, 7:30 p.m.
- 5 Potsdam Appreciation Week (PAW) @ Union Lobby, 11 a.m. – 2 p.m.  
Men's Basketball vs. Algonquin College, 7 p.m.  
Crane Brass Ensemble @ Hosmer Hall, 7:30 p.m.
- 6 Registration for Graduate Students  
Crane Horn Choir @ Hosmer Hall, 7:30 p.m.
- 7 Registration for Seniors  
Crane Symphonic Band @ Hosmer Hall, 7:30 p.m.
- 8 Registration for Juniors  
Crane Opera Ensemble presents "L'Incoronazione di Poppea" @ Snell Theater, 7:30 p.m.
- 9 Registration for Sophomores  
Crane Voice Area Recital @ Wakefield, 1 p.m.  
Crane Saxophone Chamber Music @ Hosmer, 3 p.m.  
Men's Hockey vs. Fredonia, location TBA, 7 p.m.  
Crane Opera Production, "L'Incoronazione di Poppea" @ Snell Theater, 7:30 p.m.
- 10 Fall Open House  
Intramural Racquetball Tournament @ Maxcy, 2 p.m.  
NCMTA Fall Festival @ Wakefield, 8 a.m. – 2:30 p.m.  
Men's Hockey vs. Buffalo St. @ Massena Arena, 7 p.m.  
Crane Opera Production, "L'Incoronazione di Poppea" @ Snell Theater, 7:30 p.m.

## PACES

### PACES Faculty and Staff Discount Program

PACES Dining Service, The College Store and the Union Market offer special discounts for SUNY Potsdam faculty and staff. Dining Services offers a Faculty and Staff Flex Plan that affords a 20 percent discount off purchases at dining locations on campus (except Tim Horton's).

To open an account, you must go to the PACES Business Office in Merritt Hall. You can add money at any Dining Services register or at the PACES Business Office with cash, check or credit card.

The program is being offered only to the faculty & staff of SUNY Potsdam. Dependents, family members and spouses are not eligible for the plan.

PACES also offer discounts on a variety of items in both the Union Market and The College Store. These are standard discount categories. Check with the cashier before ringing out to verify your discount.

Clothing 15 percent off (except outerwear)  
Gifts, imprint memorabilia 15 percent  
Textbooks & supplies, 10 percent off  
Backpacks, Vera Bradley, 10 percent off  
Umbrellas, sporting goods 10 percent off  
Greeting cards, balloons 10 percent off

## FACULTY/STAFF/DEPARTMENT EXCELLENCE

*Anthony Molinero, Maria Hepel* and *Fadi Bou-Abdallah* (chemistry) attended the American Chemical Society Regional Meeting (NERM2012) in Rochester, N.Y. from September 30 to October 3, 2012. They brought with them nine SUNY Potsdam Chemistry and Biochemistry undergraduates, Brittany Steimle and Matthew Cerda from Molinero's lab, Dustin Blake, Christopher Li, Janet Peachy, Megan Malone and Mitchell Mayville from Hepel's lab and Matthew Mehlenbacher and Sean Atkinson from Bou-Abdallah's lab. Chemistry adjunct instructor John Proetta also attended the meeting and presented a poster. The students presented a total of 8 posters related to their chemistry research projects.

*Maria Hepel* (chemistry) was the recipient of the 2012 Northeast Region American Chemical Society Award for Achievements in the Chemical Sciences. The award is conferred annually on a scientist who has made meritorious research contributions leading to the advancement of pure or applied chemistry. This award was presented to her at the NERM meeting of the American Chemical Society on October 1 in Rochester, N.Y.

*Paul Siskind* (crane) "Rituale" was performed last week by Nicole Heling at the University of Wisconsin - Whitewater. Other recent performances include "Memoriale" by Ann Bradfield and Scott Herring at the University of North Texas and "Bright Morning Stars Are Rising" by the Pasadena Master Chorale.

## **EMPLOYMENT NEWS**

Kristina Jones, Student Health, part-time KBS 1 effective October 18, 2012.

## **VACANCIES**

### **Director of Graduate Studies**

The School of Education and Professional Studies seeks a dynamic leader to develop and oversee innovative approaches to the operation of the Graduate Studies office. The Director of Graduate Studies will coordinate all operations and budgets within Graduate Studies, including supervising professional and clerical staff. The individual must be able to develop a positive working environment within the Graduate Studies office, maintain an accurate and efficient system for processing graduate documents, and be able to work with students, faculty and other college staff in a positive, collegial and professional way.

**Essential Functions:** Work collaboratively with the Admissions Office; assist where necessary with the design of recruiting and marketing materials, and setting and monitoring graduate retention/graduation goals; create a high quality-level of customer service in the office; work collaboratively with academic program faculty on any issues related to graduate admissions decisions; ensure accurate and efficient processing of graduate student records, including registrations and degree audits; maintain the Graduate Studies website and ensure the correctness and completeness of the Graduate Catalog; assist college faculty and staff with graduate program policies and procedures; oversee the development and growth of the graduate assistantship selection process and related procedures; assist with data collection and survey completion pertaining to graduate programs.

**Required:** Masters degree or higher. 3-5 years of college administrative experience. Excellent communication and interpersonal skills. Ability to work collaboratively with college faculty and staff. Experience with planning, and setting and tracking goals. Strong technology skills and proven transformational leadership skills.

**Preferred:** 3-5 years experience in college graduate program administration. Experience with student information systems and/or records management. Experience supervising personnel. Some travel may be required. Visit <https://employment.potsdam.edu>, posting No.0600388 to apply. Position is open until filled.

### **Motor Vehicle Operator**

ID: NO: 0600386

Salary Grade 7

Contingent Permanent Full Time

Salary: \$29,278

Motor Vehicle Operators regularly drive any of a variety of motor vehicles including automobiles, buses, trucks, and ambulances in order to transport people, material, and equipment as required. The incumbents may post manifests and other records of goods and people transported in order to document their safe delivery.

#### **Qualifications:**

Candidates must possess a New York State driver license appropriate for the type of vehicle to be operated. Candidates may be required to possess a CDL Class A, B, C or General Class D license.

Location: Physical Plant

Supervisor: Robert White

Shift: Shift Varies

Persons who are interested and who qualify for this position may apply online at <https://employment@potsdam.edu> by November 6, 2012 close of business.

### **Assistant Professor for English & Communication**

The Department of English and Communication invites applications for an Assistant Professor in Rhetoric and/or Composition, to begin Fall 2013. This is a tenure-track position with primary responsibilities to our baccalaureate writing programs.

Teaching duties include first-year composition, upper-division courses in professional writing and theory of rhetoric and/or composition, and contributions to our interdisciplinary Master's program in English and Communication. Candidates should demonstrate strengths in an area of professional or applied writing (e.g., digital writing, writing for the arts, grant writing), as well as comfort and flexibility in integrating traditional and emergent areas of the field (e.g., history of rhetoric, new media, pedagogy). Full time teaching load is 24 hours per academic year plus advising and committee responsibilities. Continuing program of scholarly activity is expected.

Requirement: PhD in hand by September 1, 2013 with teaching experience. The position offers a supportive and collaborative teaching environment. To apply for this position, job posting No. 0600393, visit our website <https://employment.potsdam.edu>. For full consideration applications should be received by December 3, 2012. Women and minority candidates are encouraged to apply.

### **Assistant Professor for Geology**

The Department of Geology invites applications for a tenure track Assistant Professor in Hydrogeology and/or Geomorphology to begin Fall 2013.

Responsibilities: teaching hydrogeology, geomorphology, an introductory course (Physical Geology, Environmental Geology or Dynamic Earth) and an elective of the successful candidate's choice and design. Normal teaching load is 12 contact hours per semester. Knowledge of GIS is an asset. Scholarly research, with student participation, is expected. We emphasize undergraduate research and fieldwork with all majors. Courses taught will complement existing courses in paleontology, sedimentology, mineralogy, igneous and metamorphic petrology, structural geology, GIS, geophysics, and geochemistry. The Geology Department, consisting of five full time faculty, currently has about 75 majors.

Requirements: Applicants should have a PhD by August 15, 2013. Preferred qualifications: Doctoral research should emphasize hydrogeology or geomorphology.

To apply for this job posting, No. 0600381, visit [employment.potsdam.edu](http://employment.potsdam.edu) and complete the on-line application. This position is open until filled.

### **International Education Program Specialist**

The International Education Office invites applications for a part-time, one-year, International Education Program Specialist. The Program Specialist will support the Office of International Education and Programs primarily with the general immigration, cultural and health advisement of graduate and undergraduate international students enrolled at the College.

Requirements: Bachelor's degree; one year experience working in an office setting that was culturally diverse and customer-service oriented; ability to communicate effectively in English, both orally and in writing; intermediate knowledge of computer software and hardware in order to maintain extensive databases and student records; ability to effectively interact with a variety of individuals from diverse cultural backgrounds; self-starter; team-oriented; and the ability to work on multiple tasks concurrently to meet strict deadlines. Valid NYS drivers license and either US permanent residence or US citizenship required to serve as Designated School Official.

Preferred: Experience in either study abroad or immigration advising in an international student office setting; familiarity in using SEVIS and knowledge of immigration regulations regarding the F student category; experience living or studying overseas; ability to speak a second language. To apply on-line for this vacancy, job posting No. 0600385, visit [employment.potsdam.edu](http://employment.potsdam.edu). Position is open until filled.

### **Coordinator, ESL Summer Institute**

The International Education Office welcomes applications for a part-time Coordinator, ESL Summer Institute beginning summer 2013.

Key responsibilities include: program management and administration; faculty recruitment, supervision and support; design and oversight of curricula; assessment of learning outcomes; documenting and reporting; coordination and oversight of program recruitment and marketing activities. Coordinator duties will be more demanding during peak summer months; therefore, hours will vary based on program needs.

Required qualifications: Master's degree in TESOL, Linguistics, International Education Administration or other related field from a regionally accredited institution; demonstrated record of excellent teaching and/or related professional/service activities, including a minimum of two years administrative experience in a higher education setting; excellent verbal and written communication skills; problem solving, decision-making, and creative thinking abilities; tact, patience, and diplomacy, particularly with non-native English speakers; high energy level and ability to thrive in a fast-paced environment.

Preferred qualifications: Earned doctoral degree in a related field from a regionally accredited institution; demonstrated management, administrative and curriculum development experience at an intensive U.S. English language program; experience in international recruitment and promotion/marketing of academic programs.

For further description and/or to apply for this job posting, No. 0600358, visit [employment.potsdam.edu](http://employment.potsdam.edu). Position is open until filled.

## RESEARCH

### Conflict of Interest Requirements

In accordance with Federal regulations, SUNY Potsdam requires that a researcher disclose any potential conflict of interest due to a significant financial interest in a sponsored activity to the Research and Sponsored Programs Office before a proposal for that activity may be submitted to a sponsoring agency.

In order to provide assurance that any potential conflict is disclosed all investigators must read the Conflict of Interest Policy and then complete and submit the Annual Disclosure of Financial Interests and Obligations Statement on or before October 1, but no later than:

- Submission of an application to an external sponsor, or
- Acceptance of award where there was no prior disclosure submitted for that work

The Policy and forms can be found on The Research and Sponsored Programs Web site at <http://www.potsdam.edu/faculty/research/rspo/conflict/index.cfm>.

### Responsible Conduct of Research Requirements

Effective January 4, 2010, the State University of New York at Potsdam will require that all researchers receiving NSF or NIH funding, whether a new application or renewal, complete training through the Collaborative Institutional Training Initiative (CITI) online training program to meet the RCR requirements. The modules contain information about responsible conduct in research, case studies and quizzes related to each of the areas.

The policy and procedures for completing the training can be found on The Research and Sponsored Programs Web site at <http://www.potsdam.edu/faculty/research/rspo/conflict/index.cfm>.

Please note that these RCR courses are not substitute training courses for individuals who conduct research utilizing human participants or animals. If you plan to conduct research utilizing human participants or animals you must also complete the required basic training courses in those areas.

### Institutional Review Board

The SUNY Potsdam Institutional Review Board (IRB) reviews and approves all research activity involving the use of human subjects or activities involving data collection from, or related to, human subjects. State and federal laws require that all projects involving human subjects be reviewed.

Please allow adequate time for your proposal to be reviewed prior to the intended start date of the project. The board requires sufficient time to review the proposal and to suggest any revisions prior to project approval by the Institutional Official. Please use the following as a guide for submission of proposals:

#### Fall 2012 Meeting Schedule

Meeting Date	Time	Room	Deadline	Proposal Due Date
Monday, Nov. 12	4 p.m.	Satterlee 117	5 p.m.	Friday, Nov. 2
Monday, Dec. 10	4 p.m.	Satterlee 117	5 p.m.	Friday, Nov. 30

Application materials, sample consent/assent forms and instructions on how to apply are available online at [www.potsdam.edu/rspo](http://www.potsdam.edu/rspo) under the Institutional Review Board. Researchers are asked to verify the revision date on their application materials with the online version to make sure you are using the most current version prior to submission. If you have any problems opening any of the forms, please contact Kathy LaMay in the Office of Research and Sponsored Programs at x3121 or by e-mail at [lamaykm@potsdam.edu](mailto:lamaykm@potsdam.edu).

The research proposal "2012 NYSED Consumer Satisfaction Survey" submitted by Dr. J. Patrick Turbett, Department of Potsdam Institute for Applied Research has been reviewed by the Institutional Review Board and by the president of the College. The researcher and the use of human subjects in that research have been approved as of October 12, 2012.

The research proposal "SPEAKOUT Against Racism: Assessing Bystander Intervention" submitted by Dr. Kelly Bonnar and Rachel O'Neil, Department of Community Health has been reviewed by the Institutional Review Board and by the provost of the College. The researcher and the use of human subjects in that research have been approved as of October 12, 2012.

The research proposal "Story Reading and Personal Characteristics" submitted by Dr. Richard Williams and Lydia Eisenbrandt, Department of Psychology, has been reviewed by the Institutional Review Board and by the provost of the College. The researcher and the use of human subjects in that research have been approved as of October 16, 2012.

The Institutional Review Board has extended the approved of the project "Employee Survey" submitted by Dr. Kelly Bonnar and Maureen McCarthy, Department of Community Health. This approved has been extended through September 23, 2013.

An electronic copy of the application should be submitted to the chair, Maureen McCarthy at [mccartma@potdam.edu](mailto:mccartma@potdam.edu). In addition, the signed cover page with original signature(s) should be sent to Maureen at 101 Dunn Hall.

If you are unsure whether the research you plan to conduct should be submitted for IRB review or have any questions about the IRB process, please contact Maureen McCarthy at x2919 or by e-mail at [mccartma@potdam.edu](mailto:mccartma@potdam.edu).

Researchers are reminded that State and Federal laws require that all projects involving human subjects be reviewed.

### **Institutional Animal Care and Use Committee (IACUC) Meetings**

The SUNY Potsdam IACUC reviews any use of live animals in research, teaching, service or display by faculty, staff or students affiliated with SUNY Potsdam, regardless of where the activity occurs and of the activities funding source.

Please allow adequate time for your proposal to be reviewed prior to the intended start date of the project. The committee requires sufficient time to review the proposal and to suggest any revisions prior to project approval by the Institutional Official.

Application materials are available online at [www.potsdam.edu/rspo](http://www.potsdam.edu/rspo) under the Institutional Animal Care and Use Committee. \*\*Note- the most current revision date of application materials is March 17, 2011. Researchers are asked to verify the most current revision date on their application materials with the online version to make sure you are using the most current version prior to submission.

If you have any questions regarding any of the forms please contact Kathy LaMay in the Office of Research and Sponsored Programs at x3121 or by e-mail at [lamaykm@potdam.edu](mailto:lamaykm@potdam.edu).

An electronic copy of the application must be submitted to the chair, Jan Trybula at [trybulj@potdam.edu](mailto:trybulj@potdam.edu). In addition, the signed cover page with original signature(s) should be sent to Jan Trybula, Stowell Hall 205A.

If you are unsure whether the project you plan to conduct should be submitted to the IACUC or have questions about the approval process, please contact Jan Trybula, chair of the IACUC, at x2258 or by e-mail at [trybulj@potdam.edu](mailto:trybulj@potdam.edu).

### **Title III Undergraduate Research Programs for 2011-2012**

SUNY Potsdam is the recipient of a 5-year, \$1.6 million dollar Title III Strengthening Institutions Grant Award from the U.S. Department of Education to promote undergraduate research across-the-curriculum and to foster an institutional culture of inquiry-based student learning. The internal grant programs for eligible tenured and tenure-track faculty focus on integrating undergraduate research principles and practices in curriculum design, cultivating professional development skills and promoting conference travel to share best practices.

For additional information, please contact Gerald L. Ratliff, Title III project director at [ratlifgl@potdam.edu](mailto:ratlifgl@potdam.edu) or Julie Ellingsen, Title III administrative assistant, at [ellingmj@potdam.edu](mailto:ellingmj@potdam.edu). Application forms for each of the internal grant programs are available at <http://www.potsdam.edu/faculty/research/titleiii/index.cfm>.

### **Faculty Professional Development Program**

The goal of the faculty professional development program is to provide enrichment opportunities for faculty to attend regional or national association conferences in order to cultivate instructional skills or teaching techniques related to undergraduate research. Applicants may attend program sessions that focus on instructional pedagogy, enroll in a short course that explores undergraduate research principles and practices, or participate in a pre-conference workshop that has a primary focus on curriculum development.

Application deadlines: November 12, 2012, February 23, 2013 & April 9, 2013.

## **Faculty Curriculum Development Program**

The goal of the individual faculty curriculum development program is to integrate basic undergraduate research principles or practices into a sophomore level or above course that will have significant pedagogical impact on a substantial number of students. The curricular proposal may focus on plans to revise an existing course, design a new course, or introduce a course that relies primarily on experiential pedagogy to promote individual and small group student research projects.

Application deadlines: November 30, 2012, March 5, 2013 & April 16, 2013.

## **Department Curriculum Development Program**

The goal of the department curriculum development program is to permanently incorporate additional or new undergraduate research activities in at least three required and/or elective courses in the academic major or minor curricula. The curricular proposal may focus on a detailed plan to revise existing courses and design new courses that promote active research or creative opportunities for undergraduate students.

Application deadlines: December 3, 2012, March 8, 2013 & April 12, 2013.

## **Faculty/Student Conference Travel Program**

The goal of the faculty/student collaborative travel program is to increase the number of new faculty and undergraduate students involved in research projects whose preliminary results are presented at regional, national or international conferences.

Application deadlines: November 16, 2012, February 11, 2013 & April 5, 2013.

## **Integrating Undergraduate Research in Learning Communities Initiative**

The "Transforming the Academy: Integrating Undergraduate Research in Learning Communities" initiative seeks to identify a select number of First-Year Interest Groups, General Education Learning Communities, and Upper Division Learning Communities as institutional pilot programs that provide research-based teaching and learning activities or learning experiences, foster a sense of an integrative academic community, and promote interdisciplinary intersections between collaborative faculty and cohorts of engaged students across—the curriculum and across the three campus schools. Funding for each pilot program team of faculty selected includes instructional supplies and stipends for curriculum design.

Application deadlines: December 3, 2012 & February 26, 2013.

## **Research and Creative Endeavors Program for 2012-2013**

The Research and Creative Endeavors Program is designed to provide faculty with seed money to pursue a research or scholarly project and eventually seek and attract external funding for their work. As in the past, in making awards, the Committee will especially emphasize projects that have the potential to encourage new faculty, women and minorities; to support research and creative endeavors across the disciplines; and to attract external resources. The maximum award per project is \$1,000. Generally, this program does not provide funding for conference travel, computer equipment and general office expenses.

DEADLINES: April 3, 2013

## **Grant Development Program 2012-2013**

This program will provide awards of up to \$1,500 to full-time faculty or professional staff to pursue the development of new proposals for submission to external funding agencies. All successful applicants will be required to submit a full proposal (with a budget of at least \$50,000/yr.) to an external sponsor within one year from the time of award. It is expected that those interested will have identified a potential sponsor and contacted that sponsor to discuss funding possibilities. The application form requires a description of the proposed project and a project time line that incorporates the applicant's plans for meeting the grant submission deadline. Allowable budget items include travel, supplies, books, duplicating, telephone, etc.

DEADLINE: Open.

## **Grant Writing Initiative (GWI)**

The Research and Sponsored Programs Office will make up to 6 awards of \$250 each to faculty and professional staff who develop and submit viable proposals to external funding agencies during 2012-2013. All grant proposals submitted through the Research and Sponsored Programs Office (excluding continuation and fellowship applications) will automatically be eligible.

Awards will be made based on the following considerations:

- quality of proposal
- match between proposal and sponsor (likelihood of success)
- institutional support of proposal

Up to 6 Awards of \$250 each will be given in May 2013 for proposals submitted up to April 30, 2013.

**\*\*RSPO Travel Program is still suspended for the 2012-2013 Academic Year\*\***

In affirming its commitment to equal opportunity for all individuals, SUNY Potsdam actively seeks faculty, staff and students without regard to race, creed, color, national origin, sex, age, disability, marital status, sexual orientation or veteran status.