

The Reporter



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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 kellykm@potdam.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

Thank You from The Potsdam Holiday Fund Board of Directors

On behalf of the Potsdam Holiday Fund Board of Directors, sincere thanks are extended to all SUNY Potsdam employees and students who assisted with giving gifts, wrapping gifts, contributing money, serving as elves and delivering food to needy families in the local communities of Potsdam, Madrid, Hopkinton, Nicholville, Brasher Falls, Chase Mills, Fort Jackson, West Stockholm and Winthrop during the holiday.

Over 2,000 gifts were donated from the local community. SUNY Potsdam students and employees contributed 286 gifts to Santa's Workshop. There were 571 children that received three gifts each, a \$50 voucher for winter wear, two reading books, gloves/mittens, hat and a tree ornament. Food baskets went out to all families eligible for Santa's Workshop and to elderly community members with financial need. Your generosity resulted in a very successful program and brought happiness to 343 families.

Planetarium Show Schedule for Spring 2013

Thursday, Jan. 31, 4 p.m.
Circumpolar Constellations

Thursday, Feb. 14, 4 p.m.
Fall Constellations

Thursday, Feb. 28, 4 p.m.
Winter Constellations

Thursday, March 14, 4 p.m.
Brightest Stars

Thursday, April 4, 4 p.m.
Constellations World Wide

Thursday, April 18, 4 p.m.
How Astronomers Locate Stars and Planets

Thursday, May 2, 4 p.m.
Constellations of the Zodiac

For more information contact Frank Revetta at 267-2286 or by e-mail at revettfa@potdam.edu.

Student Health Services Weekend Hours

Student Health Services have extended their hours to serve students on weekends starting Spring Semester 2013. Hours will be from noon to 4 p.m. on Saturdays and Sundays with the exception of March 23 and March 24 it will be closed due to Spring Break. Walk-ins will be scheduled into appointments later in the day, if available. Students can call 315-267-2377 to schedule their visit.

Message from Human Resources

W-2s (Wage and Tax Statement for 2012) will automatically be mailed from Albany to employee home addresses prior to February 1, 2013. Please take a moment to review your paycheck/direct deposit stub to ensure that your home address is correct. You may submit an address change via the Change of Address form or by calling Human Resources at x2094 and requesting a change of address form.

2013 NYS Health Insurance Program (NYSHIP) Rates

Effective with the January 2, 2013 paycheck

NYS Empire Plan (001)	Family Coverage	Individual Coverage
CSEA, PEF, APSU – SG 09 & below	\$140.67	\$33.67
M/C, CSEA, PEF, APSU – SG 10 & above	\$167.75	\$44.89
UUP	\$128.96	\$28.47

Option Transfer Period for 2013 — November 30 - December 31, 2012

During the annual Option Transfer Period, health insurance options may be changed for any reason. This means you can change from the Empire Plan to an HMO or HMO to Empire Plan. You may also cancel your coverage altogether or drop from family to individual. You may not go from individual to family unless you have special circumstances.

SUNY Potsdam in the News

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

Thursday, Dec. 20:

NNY Business Magazine:

“Small biz startup: Bedford Creek Press”

Daily Courier-Observer:

“Butler meets youngest constituents”

Watertown Daily Times:

“Assemblymember stops in at school”

North Country Now:

“Thanksgiving basket program made easy with help”

Friday, Dec. 21:

Watertown Daily Times:

“SUNY shuffling campuses’ allowances”

Daily Courier-Observer:

“Going once, twice...”

“Art for sale”

“SUNY transition aid plotted”

“‘The Stinky Cheese Man and Other Fairly Stupid Tales’ offered by CPS”

“SUNY Potsdam ‘home’ hockey games wind down in Massena”

WPDM Radio:

“SUNY Potsdam anthropologist Dr. Steven Marqusee says the Mayan calendar is misinterpreted”

Saturday, Dec. 22:

Watertown Daily Times:

“‘Stinky Cheese Man’ production arrives at SUNY Potsdam Jan. 19”

“Fairy tale production next up on CPS series”

North Country Now:

"Early childhood education students read to pre-schoolers at Potsdam's Building Blocks Day Care"

Sunday, Dec. 23:

Sunday Advance News:

"Youth rock climbing program at SUNY Potsdam"

Watertown Daily Times:

"New chairs part of upgrades to Canton pavilion"

Tuesday, Dec. 25:

Daily Courier-Observer:

"New Horizons available for adults with music in their heads"

North Country Now:

"'Paws for a Cause' raises more than \$200 for Potsdam Animal Shelter"

Wednesday, Dec. 26:

Watertown Daily Times:

"Local talent leading the way"

"Assistant DA 'fits' child advocacy effort"

North Country This Week:

"Two SUNY school president searches okay"

"Military friendly school"

"Youth rock climbing program set for Jan. 2"

Auburn Pub:

"Maffei hires congressional staffers"

Thursday, Dec. 27:

The Washington Diplomat:

"From Star Trek to Springsteen, colleges go where no school's gone before"

News Watch 50:

"NY Snowmobile Association says this year's snow will contribute over \$800 million to NYS economy"

Friday, Dec. 28:

Watertown Daily Times:

"'The Stinky Cheese Man' is coming"

"On North Country campuses"

"Higher degree programs succeed at JCC"

North Country Now:

"Applications being accepted for \$5,000 Walker Research Fellowships at SUNY Potsdam"

"SUNY Potsdam education majors hear about teaching 'best practices'"

Sunday, Dec. 30:

Sunday Advance News:

"SUNY Potsdam provost will set new standards"

"SUNY Potsdam president plans to prioritize Raquette Village"

Daily Courier-Observer:

"Potsdam provost enjoys role on state ed advisory board"

North Country Now:

"SUNY campuses in Canton, Potsdam join other colleges for Adirondack photo exhibit at state museum in Albany"

Tuesday, Jan. 1:

Briarcliff Daily Voice:

"Briarcliff Manor's New Year's resolutions"

Science Blogs:

"A year in open access advocacy: 2012"

Wednesday, Jan. 2:

North Country Now:

“Crane director wins the American Prize in Opera Performance for Menotti’s opera, ‘Amahl and the Night Visitors’”

North Country This Week:

“Paws for a Cause”

North Country Public Radio:

“Old Christmas an old tradition for many North Country Amish”

2013 Orientation Dates

Session 1: Monday, June 24 & Tuesday, June 25

Session 2: Thursday, June 27 & Friday, June 28

Session 3: Monday, July 1 & Tuesday, July 2

Session 4: Monday, July 8 & Tuesday, July 9

Session 5: Tuesday, July 16 & Wednesday, July 17

Session 6: Thursday, July 18 & Friday, July 19

For questions regarding the sessions please contact the Assistant Director Corinn Schwabrow of the Office of Student and Family Transitions, at x2450 or by e-mail at schwabck@potdam.edu.

Online Weight Loss/Physical Activity Program

It’s that time of year again. After a month of holiday celebrations, January hits like a ton of bricks (or cookies). The SUNY Potsdam Wellness Committee would like you to join the SUNY Potsdam Heath Club, an online weight loss/physical activity program starting on January 7.

This 12-week program will be just the thing to help you make and keep those New Year’s resolutions by providing structure, resources and motivation along the way. Best of all it’s completely online. You can do this from your home. Interested? Contact us by e-mail at healthclub@potdam.edu or by phone at 315-267-3351. Together we can move mountains.

Chancellor's Award for Internationalization

The 2012 Call for Applications to the 2013-2014 Chancellor’s Award for Internationalization (CAFI) is now open. The competition consists of four (4) grants of \$4,000 each for the development and implementation of an innovative study abroad project.

The CAFI Program was originally developed in 2003 by the Office of International Programs (OIP) in collaboration with the SUNY Council for International Education (SUNY/CIE) to encourage the development of new and different study abroad opportunities.

Among the things SUNY can be very proud of is the large array of study abroad offerings available to any SUNY student through the SUNY/CIE study abroad network of programs, which includes at present about 600 programs in over 50 countries on all seven

Continents. The Chancellor’s Award for Internationalization encourages program development in new areas and in less common destinations while utilizing the ample regional, cultural and linguistic expertise of SUNY faculty for the benefit of students throughout the SUNY System.

The deadline for submission is February 28, 2013. More information and the application packet is available at: <http://www.suny.edu/internationalprograms/cafi/index.cfm>

All interested faculty are encouraged to work closely with Krista LaVack, director of International Education & Programs regarding the application preparation and submission. Krista’s e-mail is lavackkm@potdam.edu.

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@potdam.edu, or Tom Fuhr at x3089 or e-mail fuhrtw@potdam.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.

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

January

3 – 16 Winterim Classes

4 Women's Basketball vs. SLU, 6 p.m.

8 Women's Hockey vs. Castleton @ Cheel Arena, 7 p.m.

9 Emeriti Luncheon @ Thatcher Hall, 11:30 a.m.

13 Women's Hockey vs. Utica @ Cheel Arena, 2 p.m.

15 Women's Basketball vs. Hamilton, 6 p.m.
Men's Basketball vs. Utica, 8 p.m.

18 CPS Presents Griffin Theatre: The Stinky Cheese Man and Other Fairly Stupid Tales @ Snell Theater
Women's Basketball vs. Oneonta, 6 p.m.
Men's Basketball vs. Oneonta, 8 p.m.

19 Swimming vs. SLU, 1 p.m.
Women's Basketball vs. New Paltz, 2 p.m.
CPS Presents Griffin Theatre: The Stinky Cheese Man and Other Fairly Stupid Tales @ Snell Theater, 3 p.m.

20 Students Move In

21 Classes Begin
Dr. Martin Luther King, Jr. Day

PACES

Semester Break Schedule

Lehman Dining Center

Opens Saturday, Jan. 19, 10:30 a.m. brunch

Student Union Dining Court

Fifth World Grill

Opens Saturday, Jan. 19, 11 a.m.

Chips Old Time Deli

Opens Saturday, Jan. 19, 11 a.m.

Tomassito's/Firehouse Grill

Opens Sunday, Jan. 20, 4:30 p.m.

Saguaro Burrito

Opens Sunday, Jan. 20, 4:30 p.m.

Blue Plate Diner/Meds

Opens Monday, Jan. 21, 11 a.m.

Cookies, Cream & Co.

Opens Monday, Jan. 21, noon

Snack Bars & Cafés

Crane Snack Bar

Opens Monday, Jan. 21, 7:15 a.m.

Dexter's Café

Opens Monday, Jan. 21, 11 a.m.

Minerva's Café

Opens Monday, Jan. 21, 7:45 a.m.

Tim Horton's

Opens Monday, Jan. 21, 7:15 a.m.

FACULTY/STAFF/DEPARTMENT EXCELLENCE

Linda Moerschell (English & Communication) has an abstract accepted for presentation at Indiana University's Tobias Leadership Conference to be held February 28 - March 2, 2013 in Colorado Springs. The article, "Igniting the Leadership Spark: An Exploration of Decision Making and Punctuated Change," was co-written by Dr. Teresa Lao.

The Tobias Conference brings together scholars and practitioners from the entire spectrum of leadership including corporate leadership, not-for-profit leadership, religious leadership, educational leadership, medical leadership, and political leadership. The Forum will feature papers and panels from all academic disciplines. A primary purpose of this conference is to promote interdisciplinary collaboration and facilitate the exchange of ideas on the broad subject of leadership.

VACANCIES

Director of College Store and Union Market

Potsdam Auxiliary and College Educational Services, Inc. (PACES) is a not-for-profit corporation operating under contract with SUNY Potsdam. PACES is currently accepting applications for a Director of the College Store and Union Market.

Responsibilities include: day-to-day operations, planning, keeping up with technology, budgets, paying invoices, creating and maintaining policy and staffing, and other duties as assigned.

Required qualifications: College degree and five years of general management experience in a college store environment. Experience should include: general knowledge of accepted business and retailing practices, ability to plan, organize and direct workflow of college bookstore, publisher practices and related policies, familiarity with generally accepted accounting principles,

experience in marketing/public relations, knowledge of MBS Systems would be a plus. Ability to work and communicate effectively with members of the campus community, strong organizational skills, ability to multitask, have a positive attitude, and work under pressure. Excellent fringe benefit package.

Salary is negotiable and reports to Executive Director. Interested candidates should send resume and letter of interest to Ms. Gloria Arno, PACES, 44 Pierrepont Avenue, Potsdam, NY 13676. PACES is an Affirmative Action/Equal Opportunity Employer. Position is open until filled.

Assistant Professor in Keyboard at Crane School of Music

The Crane School of Music invites applications for a full-time tenure-track Assistant Professor in Keyboard beginning fall 2013.

Responsibilities: Teach functional keyboard skills in group classes to music majors, with additional contributions in a secondary area; strong preference for candidates with experience in jazz piano enabling successful candidate to provide jazz piano/rhythm section coaching and/or other courses in support of the jazz program.

Master's degree and demonstrated success as a group keyboard teacher required, doctorate preferred. Material review begins January 15, 2013 and continues until the position is filled. To apply, visit <https://employment.potsdam.edu>, job posting No. 0600410.

Assistant Professor in General Music Education

The Crane School of Music seeks applications for a tenure-track Assistant Professor in General Music Education beginning fall 2013. With a dynamic and innovative faculty, the appointee will teach undergraduate courses in general and early childhood music education; additional duties according to the candidate's areas of strength and expertise.

ABD candidates will be considered, but a completed doctorate is required for tenure; successful candidates will have demonstrated experience in public school teaching and/or higher education, preferably both. To apply, visit <https://employment.potsdam.edu>, job posting No. 0600409. Upload letter of interest, CV, statement of teaching philosophy, and three confidential references. Additional materials may be requested at a later date. Review of materials will begin January 21, 2013 and continue until the position is 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:

Winter/Spring 2013 Meeting Schedule

Meeting Date	Time	Room	Deadline	Proposal Due Date
Monday, Jan. 28	3:30 p.m.	Satterlee 117	5 p.m.	Friday, Jan. 18
Monday, Feb. 25	3:30 p.m.	Satterlee 117	5 p.m.	Friday, Feb. 15
Monday, March 18	3:30 p.m.	Satterlee 117	5 p.m.	Friday, March 8
Monday, April 22	3:30 p.m.	Satterlee 117	5 p.m.	Friday, April 12
Monday, May 13	3:30 p.m.	Satterlee 117	5 p.m.	Friday, May 3

Application materials, sample consent/assent forms and instructions on how to apply are available online at 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.

The Institutional Review Board has extended the approval of the project "Vermont SPP14 Survey 2011" submitted by Dr. J. Patrick Turbett, Department of Potsdam Institute for Applied Research. This approval has been extended through November 1, 2013.

The research proposal "CS-LEAP Scholarship Program" submitted by Dr. Timothy Fossum, Susan Haller and Bruce Brydges, Department of Computer Science, Organizational Leadership and Technology, has been reviewed by the Institutional Review Board. It has been determined that the use of human subjects in that research meets the criteria of exempt research on December 7, 2012. This exemption is applicable for a period of one year.

The research proposal "A Study of the Comparison of Effective Reading Intervention Strategies by Northern New York Teachers vs. Literature for Students with Learning Disabilities in Grades K-6" submitted by Dr. Dennis Conrad, Alicia Kiechle and Taylor Jordan, Department of Special Education has been reviewed by the Institutional Review Board. It has been determined that the use of human subjects in that research meets the criteria of exempt research on December 12, 2012. This exemption is applicable for a period of one year.

An electronic copy of the application should be submitted to the chair, Maureen McCarthy at mccartma@potsdam.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@potsdam.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 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@potsgdam.edu.

An electronic copy of the application must be submitted to the chair, Jan Trybula at trybulj@potsgdam.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@potsgdam.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@potsgdam.edu or Julie Ellingsen, Title III administrative assistant, at ellingmj@potsgdam.edu. Application forms for each of the internal grant programs are available at <http://www.potsgdam.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: 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: 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: 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: 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: 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.