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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 kelleykm@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

The next series of open office hours for members of the campus community to meet with President Schwaller have been scheduled for the spring 2013 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:

Friday, Feb. 15 from 2 p.m. to 3 p.m. Wednesday, Feb. 20 from 11 a.m. to noon Monday, Feb. 25 from 3:30 p.m. to 4:30 p.m.

Faculty Senate Meeting

The February 2013 meeting of the Faculty Senate will be held on Thursday, Feb. 14 at 4 p.m. in Kellas 106.

There will be votes on two action items, a proposed graduate school mission statement and a proposed endorsement of the General Education Committee's resolution.

Complete agenda, previous minutes, and supporting documents for voting items are on the Faculty Senate meeting materials

http://www.potsdam.edu/about/administration/facultysenate/meetings.cfm

Faculty Senate meetings are always open to all members of the campus community.

Open Campus Forums on Shared Services

President Schwaller and SUNY Canton Interim President Carli C. Schiffner would like to invite faculty, staff and students to convene for a series of open campus forums on the progress of shared services between the two colleges. Dr. Schwaller and Dr. Schiffner will discuss the latest developments, highlight some specific cases of successful shared services already in place and present a timeline for future shared services discussions. The audience will be invited to ask questions following the presentation.

Two campus forums are currently scheduled:

The first forum was held at SUNY Canton on Thursday, Feb. 7 at 4 p.m. in the Kingston Theater, located in the Miller Campus Center.

The next forum will be held on Tuesday, Feb. 12 at 4 p.m. in Kellas Hall Room 106. Parking is available in Lots 2 or 6.

Faculty, staff and students from both campuses are welcome to attend these forums.

The School of Education and Professional Studies Seminar Series: "Disciplined Inquiry in **Education'' Spring 2013**

Presentation Entitled: A History of Parental Participation in Literacy Education, Part II: Family Values, Personal Responsibility, and the "Mother as Teacher" Motif in Ladies Home Journal and Parents' Magazine, 1980-2000

Presenter: Dr. Lynn Hall, Literacy Department

Date: February 20 Time: noon

Abstract: This presentation continues an examination of how the ideology of motherhood reflected in popular culture shapes parental participation expectations in education within a context of inequitable resources of families and communities in the United States. The presenter will share images and content from Ladies Home Journal and Parents' Magazine published from the 1980s through 2000 when public and political debates over family values and personal responsibility resulted in No Child Left Behind legislation and "the family" being charged with an expanded role in the education of children despite growing socioeconomic diversity and continued sociocultural shifts in women's lives. Drawing from historical research of popular magazines, the presenter will suggest that the "mother as teacher" motif continued to shape parental participation expectations in education in the 21st century.

Notaries Public on Campus

The following is a list of notaries public on campus that are available to notarize documents:

Tammy Bradish, Physical Plant/Grounds, Physical Plant Complex Diane Brown, President's Office, Raymond Hall 705 Pam Cullen, English and Communication, Morey Hall 120 Lynne Durant, Politics and Sociology Department, Satterlee Hall 311 Laurie Dustin, Physical Plant, Raymond 518 Dan Hayes, PACES Executive Office, Merritt Hall 129 Kevin Hennessey, Physical Plant, Raymond 518 Kathy LeClair, University Police, Van Housen Extension First Floor Patricia Martin, Financial Aid, Raymond Hall Third Floor Michelle Moulton, Research and Sponsored Programs, Raymond Hall 204 Heather O'Hara, Human Resources, Raymond Hall 8th Floor Deborah Peacock, Residence Life Office, Draime Hall 191 Sue Randall, PACES Office, Thatcher Hall 203 Amber Riordan, Human Resources, Raymond Hall 8th Floor Laura Stevenson, College Advancement, Raymond Hall 616 Robin Weekes, Student Accounts, Raymond Hall 412

Unify Academic Advising and Academic Support Offices

The Student Success Center would like to announce that the Academic Advising and Academic Support offices have now been combined into one unit in an effort to better align resources and serve the campus community. The new Academic Advising & Support Office would like to notify all faculty and staff members about some of our new resources and remind you about our continuing services.

Study Skills

Our website has been revamped to reflect our revised mission and services. Please visit our new page at http://www.potsdam.edu/support/advisingsupport to see these improvements. There you will find a new supply of study skills resources for students. Feel free to refer your students to these resources or distribute them yourselves. Topics covered include: time management, note-taking, exam preparation, reading strategies, and learning preferences. If you are interested in scheduling a workshop for your students on any of these or other related topics, please contact Tim Morse at morsets@potsdam.edu or 267-3447.

Group Tutoring

The Academic Advising & Support Office will continue to organize our group tutoring program. Please refer your students to our website for more information about the program and to complete a group tutor request form. There is also information and a job application for any student who is interested in becoming a tutor. If you have any questions about the program or recommendations for tutors, please contact Tim Morse.

Advising

As always, the Academic Advising & Support Office will serve as the primary advising resource for undeclared, non-matriculated, and transfer students. We provide assistance with questions related to general education and graduation requirements, major/minor exploration, adviser training and materials, and the Academic Intervention Request (AIR) program. All faculty and staff members are encouraged to contact Carolyn Leathers at avilaca@potsdam.edu or 267-3266 with any questions related to advising.

Alumni Association Scholarship

Incoming or current students may apply for an Alumni Association Scholarship. Students must be the child or grandchild of a Potsdam alum. The deadline for the Alumni Scholarship is March 1. For scholarship eligibility, visit http://www.potsdam.edu/alumni/services/scholarship/index.cfm

Note all materials, including supporting documentation must be submitted by the March 1 deadline. Contact the Office of Alumni Relations with questions at x2120 or e-mail alumni@potsdam.edu.

Mid-Century Furniture Needed for Opera Production

The Crane Opera Ensemble is looking for the following items for our spring production:

mid-century style (1950's) sofa (streamlined with no skirt), would love it to be turquoise old, wing-back chair, ideally peachy pink large, worn floor rug (oriental is fine, primarily beige with other accents)

We are willing to purchase, rent or borrow.

If you think you have something that might fit our criteria, please contact Carleen Graham at x2422 or grahamcr@potsdam.edu.

Planetarium Show Schedule for Spring 2013

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@potsdam.edu.

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 Corrinn Schwabrow of the Office of Student and Family Transitions, at x2450 or by e-mail at schwabck@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.

Employee Assistance Program

The SUNY Potsdam Employee Assistance Program (EAP) has two EAP Coordinators, Toby White, at x3434 and Ada Santaferra, 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

February

- 8 Bear Pride Night Women's basketball vs. Geneseo @ Maxcy Hall, 6 p.m. Men's basketball vs. Geneseo @ Maxcy Hall, 8 p.m. Faculty Recital, Lonel Woods, voice @ Snell Theater, 7:30 p.m.
- 9 Men's basketball vs. Brockport @ Maxcy Hall, 4 p.m. Women's basketball vs. Brockport @ Maxcy Hall, 6 p.m.
- Women's hockey vs. Plattsburgh @ Cheel Arena, 2 p.m.
 Faculty Recital, Jill Pearon and David Pittman-Jennings, voice @ Snell Theater, 3 p.m.
 Guest Artist Recital, Alcides Rodriguez, clarinet @ Snell Theater, 7:30 p.m.
- 11 Rhythm Alive Drum Circle and Audience Participation @ Snell Theater, 7:30 p.m.
- 12 Alumni Recital, Michael Meidenbauer, bass trombone and Matt Dunne, guitar @ Snell Theater, 7:30 p.m.
- Wind Ensemble @ Hosmer Hall, 7:30 p.m.
- 14 Valentine's Day Planetarium Show @ Stowell Hall, 4 p.m.
- 15 Recess begins at 10 p.m.
 Women's Basketball vs. Oswego @ Maxcy Hall, 6 p.m.
 Men's basketball vs. Oswego @ Maxcy Hall, 8 p.m.
- Men's basketball vs. Cortland @ Maxcy Hall, 4 p.m. Women's basketball vs. Cortland @ Maxcy Hall, 6 p.m. Women's hockey vs. Buffalo State @ Cheel Arena, 7 p.m.
- 17 Women's hockey vs. Buffalo State @ Cheel Arena, 2 p.m.
- 18 President's Day
- 20 Classes Resume at 8 a.m. Guest Artist, Steven Mead, Euphonium @ Snell Theater, 7:30 p.m.
- 22 CPS Guest Artist, Terri Lyne Carrington's "The Mosaic Project" @ Hosmer Hall, 7:30 p.m.
- 23 CPS Presents violinist Adrian Anantawan @ Hosmer Hall, 7:30 p.m.
- Guest Artist, Percussions Claviers de Lyon @ Snell Theater, 7:30 p.m.
- 26 Crane Symphony Orchestra @ Hosmer Hall, 7:30 p.m.

PACES

College Store

February 11 – February 15

Mardi Gras Celebration - free beads, cookies, punch and jazz music.

Union Market

February 12 Sweetheart Sale

College Store & Union Market will be closed Friday, Feb. 15, 4:30 p.m. Union Market will reopen on Tuesday, Feb.19 at 6 p.m. and the College Store will open at 9 a.m. on Wednesday, Feb. 20.

Lehman Dining Center

4:30 p.m. – 8 p.m.

Valentines Theme Dinner

Becky's Place

February 14

Minerva's Red Velvet Cake Special

Student Union Dining Court

February 14

Valentine's Day Special at Cookies & Cream

Ongoing Promotions

College Store

Clearance on selected notebooks

Boots Extract Gift Sets, 15 percent off

Lang Wall Calendars, 50 percent off

Western Chief Boots, 40 percent off

Dining Services

Bowman kitchen is developing a new oatmeal cranberry cookie for use in retail operations.

There are special aluminum tables being used in Thatcher Hall that are a part of PACES commitment to creating a more sustainable environment on campus. The tables are manufactured in the USA and eliminate the need for tablecloths, should the customer want to do so. This allows PACES to reduce its impact on the environment.

Meal deals in the Student Union have been reconfigured to include bottled water as an alternate choice when purchasing a meal deal with a meal plan. This effort is to offer students healthier choices when using a meal deal.

The SUDC has posted Healthy Tip alerts for patrons interested in becoming more aware of dietary opportunities.

Board of Director's Meeting

PACES Board of Director's meeting will be held on February 11 to finalize and approve the 2013-14 Budget and Meal Plan structure.

February Break

Lehman Dining Center

Closes Friday, Feb. 15, 8 a.m.

Opens Wednesday, Feb. 20, 7 a.m.

Student Union Dining Court

Fifth World Grill

Closes Friday, Feb. 15, 8 p.m.

Open during break Saturday, Feb. 16 – Monday, Feb. 18, 8 a.m. – 8 p.m.

Open Tuesday, Feb. 19, 7:30 a.m.

Chips Old Time Deli

Closes Friday, Feb. 15, 8 p.m.

Open during break Saturday, Feb. 16 – Monday, Feb. 18, 10:45 a.m. – 8 p.m.

Open Tuesday, Feb. 19, 10:45 a.m.

Tomassito's/Firehouse Grill Closes Friday, Feb. 15, 2:30 p.m. Opens Tuesday, Feb. 19, 11 a.m.

Saguaro Burrito Closes Friday, Feb. 15, 2:30 p.m. Opens Tuesday, Feb. 19, 4:30 p.m.

Blue Plate Diner/Meds Closes Friday, Feb. 15, 2:30 p.m. Opens Wednesday, Feb. 20, 11 a.m.

Cookies, Cream & Co. Closes Friday, Feb. 15, 5 p.m. Opens Wednesday, Feb. 20, noon

Snack Bars & Cafes Crane Snack Bar Closes Friday, Feb. 15, 3 p.m. Opens Wednesday, Feb. 20, 7:15 a.m.

Dexter's Café Closes Friday, Feb. 15, 2 p.m. Opens Wednesday, Feb. 20, 11 a.m.

Minerva's Café Closes Friday, Feb. 15, 3 p.m. Opens Wednesday, Feb. 20, 7:45 a.m.

Becky's Place Closes Friday, Feb. 15, 3 p.m. Break hours: Monday – Tuesday 7:30 a.m. – 3 p.m. Opens Monday, Feb. 18, 7:30 a.m.

Tim Horton's Closes Friday, Feb. 15, 3 p.m. Opens Wednesday, Feb. 20, 7:15 a.m.

VACANCIES

Calculations Clerk 1

ID: No: 0600424 Salary Grade 6

Contingent Permanent Full Time

Salary: \$27, 744

Calculations Clerks 1 perform duties requiring the computation and calculation of numerical data. Duties include account keeping, auditing, statistics, payroll and similar procedures. Such tasks are accomplished in accordance with applicable procedures, rules, regulations and laws. Incumbents perform these tasks manually or using calculators or computers.

This is a competitive class position. To be eligible for appointment, applicants must be reachable from the appropriate civil service list or be eligible for transfer to the title.

Location: Student Accounts Supervisor: Susan Kirwan

Shift: Days, Monday through Friday

Persons who are interested and who qualify for this position may apply online at https://employment@potsdam.edu by February 20, 2013 close of business.

Assistant Professor in Adolescence Science Education

The Department of Secondary Education within the School of Education and Professional Studies invites applications for a full-time, tenure-track Assistant Professor position in Adolescence Science Education, effective fall 2013. We are especially interested in candidates with additional interest and experience integrating mathematics and technology with science.

Responsibilities: Teach courses in NCATE-accredited middle/secondary science education programs, including those focusing on pedagogical theory and methodology; incorporate assessment, technology, and diversity and an understanding of diversity into assigned courses; support pre-service practicum experiences; conduct research suitable for publication; participate in student academic advising, committee work and public service activities (total workload equivalent to 12 credit hours each semester).

Required qualifications: Doctorate (ABD considered) relevant to Science Education from an accredited institution.

Preferred: Certification in Secondary Science Education; three years experience teaching science at a Secondary level (7-12); experience working with public school faculty, administrators and parents; experience teaching science education courses at the college level; knowledge and experience with assessment and diverse populations; experience in field based programs; involvement in professional organizations and professional development activities; ability to use technology to support instruction; current and active scholarship initiative.

To apply, visit employment.potsdam.edu, job posting No. 0600420. Application review begins February 1, 2013 and continues until position is filled.

Sustainability Coordinator

The Physical Plant invites applications for a full time Sustainability Coordinator. This is a shared position with SUNY Canton and the selected candidate will have responsibilities at both campuses.

Responsibilities: Develop, coordinate and administer programs and advise policies within the area of sustainability. Provide leadership and manage programs related to the Colleges' Sustainability Initiatives by researching, establishing and developing policies, goals, outcomes and assessment criteria for program success related to the campuses' initiatives; developing sustainability initiatives and assessing their cost effectiveness, technical feasibility and means of implementation. Work closely with students and faculty to help the Colleges prepare future leaders who are knowledgeable about sustainability, and to assist the Colleges to conduct its affairs in a sustainable manner.

Requirements: Bachelor's degree in a related field. Formal training in education, training, sustainability, environmental studies, management, science or a combination thereof. Communication and leadership skills. Must have the ability to communicate well with faculty, staff and students. Demonstrated proficiency in the use of analytical, problem solving, organizational and management skills. Flexibility in work assignments, good time management skills and team building skills. Demonstrate an ability to multi-task, work in a fast paced environment, and an ability to self-motivate. Educational workplace experience. Computer skills required. NYS driver's license required.

Preferred qualifications: Familiarity with higher education organizational and operational structure; demonstrated ability to establish and maintain effective working relationships; teaching experience; understanding of environmental issues; mechanical background. For further job information and to apply visit https://employment.potsdam.edu, job posting no. 0600421. Position is open until filled.

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

Whitei/Spring 2013 Weeting Schedule				
Meeting	Time	Room	Deadline	Proposal
Date				Due Date
Monday,	3:30 p.m.	Satterlee	5 p.m.	Friday,
Feb. 25		117	_	Feb. 15
Monday,	3:30 p.m.	Satterlee	5 p.m.	Friday,
March 18		117	_	March 8
Monday,	3:30 p.m.	Satterlee	5 p.m.	Friday,
April 22		117	_	April 12
Monday,	3:30 p.m.	Satterlee	5 p.m.	Friday,
May 13		117		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.

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.

The research proposal "Bullying" submitted by Dr. Dennis Conrad, Hannah O'Brien, Amber Moser and Mackenzie Richer, Department of Special Education, 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 January 29, 2013.

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.

The research proposal "Studies of Minnow Schooling" submitted by Dr. William Romey, Department of Biology, has been reviewed by the Institutional Animal Care and Use Committee. The researcher and the use of animal subjects in that research have been approved for renewal as of December 6, 2012.

The research proposal "Distribution, Viability and Population Structure of Blandings' Turtle (Emydoidea blandingii) Populations in Northern New York, 2010-2013" submitted by Dr. Glenn Johnson, Department of Biology has been reviewed by the Institutional Animal Care and Use Committee. The researcher and the use of animal subjects in that research have been approved for renewal as of December 6, 2012.

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@potsdam.edu.

An electronic copy of the application must be submitted to the chair, Jan Trybula at trybulj@potsdam.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@potsdam.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@potsdam.edu or Julie Ellingsen, Title III administrative assistant, at ellingmj@potsdam.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: 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.