The Reporter

Potsdam
THE STATE UNIVERSITY OF NEW YORK

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SUBMISSIONS

Biweekly Updates
As of this issue *The Reporter* will be updated biweekly instead of weekly. 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. Thank you.

CAMPUS NOTES

Campus Newsletter Becomes a News Portal

In conjunction with the launch of our new Website scheduled for this summer, *The Reporter* will no longer be provided as a newsletter but a news portal. Campus news and announcements that are submitted will be updated daily, along with links being provided to resources found throughout our website.

Any questions or concerns can be directed to Deborah Dudley at dudleydl@potsdam.edu.

Important Message from Computing & Technology Services

All areas of CTS will be closed on Thursday, July 4, in observance of Independence Day.

Administration & Operations, Stillman Hall
Administrative Information Systems (AIS), Stillman Hall
HelpDesk, Stillman Hall
Host & Network Services (HNS), Kellas Hall
Instructional Technology Center (ITC), Stillman Hall
Network Infrastructure & Media (NIM), Kellas Hall
TelCom, Stillman Hall

If you have any questions or concerns, please call Irene M. Haverstock at x2089.

SUNY Potsdam Wins Award for Excellence in Programming

Toby White, Experiential Education and Karen Ham from Career Planning recently attended the SUNY Career Development Organization (CDO) Annual Conference in Cortland, NY and submitted an award proposal in the category of Employer/Community/Campus Collaborations. SUNY Potsdam won the award for the "Sophomore Scoop" Program submitted by Toby and Karen. The Sophomore Scoop was a “Speed Learning Event” targeted for Undeclared Sophomores.

The objective of the event was to provide information about the following “Get” topics: Get Smart, Get Involved, Get Well, Get Going, Get Rich and Get a Job! Students had the opportunity to attend 3/6 “Get” sessions. Ice Cream and all presentations downloaded to USB drives were given to each student. Five $100 gift cards were also given to selected students. SUNY Schools that submitted awards in the category were: Binghamton University, Buffalo State College, University at Buffalo, SUNY Cobleskill, SUNY Fredonia and SUNY Oneonta.

Toby and Karen were very excited to receive this award and we would like to thank the following individuals for their support and collaboration in planning and implementing this event: Corrinn Schwabrow, Krista LaVack, Ruth Policella, Tanya Hewitt, Tim Morse, Susan Kirwan and Faye Lamar.

Business Affairs & Administration Newsletter

To view the latest newsletter from the Division of Business Affairs & Administration, please visit http://www.canton.edu/administrative_services/pdf/newsletter-6-13.pdf.

Retirement Reception for Diana Fisher, Director of Student Support Services and Teacher Opportunity Corps

The staff of SSS, TOC and the Student Success Center invite faculty and staff to join us at Dexter's Cafe from 3 p.m. - 4:30 p.m. on Wednesday, July 10 to honor Diana Fisher for her years of service as the Director of Student Support Services and Teacher Opportunity Corps. Kindly RSVP to Tanya Dow at dowtk@potsdam.edu.

Reunion Weekend

Reunion Weekend 2013 is scheduled for Thursday, July 11 through Sunday, July 14 and the Alumni Relations Office would like to invite you to participate as hundreds of alumni, emeriti and friends return to campus to celebrate their milestone reunions, share many memories and make new ones.

Event and registration information can be found at
http://www.potsdam.edu/alumni/reunion/index.cfm

If you would like to receive a printed copy of the registration form or volunteer during the weekend, please contact the Alumni Relations Office at x2120. Registrations should be received by June 28. We hope to see you there.

Summer 2013 Curriculum Development Workshop for Faculty

The Title III Strengthening Institutions Grant program is hosting a Summer 2013 Curriculum Development Workshop July 11 & July 12 for eligible faculty. The workshop will explore classroom assignments and strategies related to basic undergraduate research principles. Applicants may focus on a preliminary plan to (a) revise an existing course or (b) design a new course that introduces an instructional methodology relating to undergraduate research. Faculty selected to participate will receive a $3000 stipend to attend the two-day session. The workshop format will include an interactive half-day presentation on Bruce Ballenger's popular text The Curious Researcher: A Guide to Writing Research Papers and individual meetings with the invited consultant to review curricular proposals. Complimentary copies of the workshop text will be provided to each participant.

Application forms for the Summer 2013 workshop are now available from Julie Ellingsen, Title III administrative assistant, in the Title III Grant Office (105 Morey Hall) or at ellingmj@potsdam.edu. Completed workshop applications should be submitted on or before Monday, June 24 to Gerald Lee Ratliff, Title III project director, in the Office of Academic Affairs (712 Raymond Hall). Late applications will not be considered. Please do not hesitate to contact the project director at x2107 should you have any questions during the application process. Note: Faculty previously funded in individual or department curriculum development awards are eligible to apply for the Summer 2013 workshop if seats are available and proposals are not part of a previously funded application.

Jo B. Paoletti, former Director of the American Cultures Program at the University of Maryland, College Park is the invited consultant for the 2013 summer workshop. She is a founding member of The International Society for the Scholarship of Teaching and Learning (ISSOTL) and is a nationally recognized scholar in curriculum design and instructional methodology related to undergraduate research and new directions in humanities teaching and learning principles.

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 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

June

30	Crane Youth Music begins

July

11 – 14	Reunion Weekend

PACES

Becky's Place
Open for a la carte sales from 7:30 a.m. to 2:30 p.m., Monday - Friday. Outdoor grill, 11 a.m. – 1 p.m., as weather permits.

VACANCIES

Data Entry Specialist for the North Country Migrant Education Program

The Research Foundation for SUNY, a private, not-for-profit Corporation, is seeking a half-time position as a Data Entry Specialist for the North Country Migrant Education Program (NCMEP). The successful candidate will manage NCMEP's database for identified migrant children, which includes verification of data before entry, accurate entry of student and family information, as well as managing records.

Good communication skills, computer experience in data entry, data base querying and report design, and information technology background required. $15.25 per hour. Excellent benefits for the above position are through The Research Foundation for SUNY, including health, dental, vision and life insurance.

Send letter of application, resume and reference letters immediately to Megan Foster, NCMEP, SUNY Potsdam, Van Housen Hall Extension, 2nd Floor, Potsdam, NY 13676 or e-mail tiernav@potsdam.edu. Review of applications will begin immediately and continue until the position is filled. The Research Foundation is an Affirmative Action/Equal Opportunity Employer.

Assistant Director for the Child Care Center

SUNY Potsdam Child Care Center, Inc. is accepting applications for the position of Assistant Director.

Qualifications preferred: Baccalaureate degree in Early Childhood/Child Development or related field, one year of experience supervising staff and extensive knowledge of current bookkeeping/accounting practices.

Send a letter of intent along with a resume and three current letters of reference by July 12, to Roberta Greene (SPCCC-VC), Timerman Hall, 44 Pierrepont Ave., Potsdam, N.Y. 13676. S.P.C.C.C. Inc. is an Equal Opportunity Employer.

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:

Summer 2013 Meeting Schedule

Meeting Date	Time	Room	Deadline	Proposal Due Date
Monday, July 8	3 p.m.	2nd Floor Conference room Raymond Hall	5 p.m.	Friday, June 28

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. *NOTE – the most current revision date of application materials is 11/16/11.

Researchers are asked to verify the revision date on their application materials with the on line 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 at the Office of Research and Sponsored Programs at x3121 or by e-mail at lamaykm@potsdam.edu.

PLEASE NOTE THE FOLLOWING CHANGE IN IRB CONTACT INFORMATION:

An electronic copy of the application should be submitted to the chair, at SUNYPotsdamIRB@potsdam.edu. In addition, the signed cover page with original signature(s) should be mailed to the Office of Research and Sponsored Programs, 204 Raymond Hall.

If you are unsure whether the research you plan to conduct should be submitted for IRB review or have questions about the IRB process, please contact the chair by email at SUNYPotsdamIRB@potsdam.edu. or call x3121 for an appointment.

**Note: Maureen McCarthy will temporarily be serving as chair.

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.

The research proposal "Evaluating Spruce Grouse Management in Lowland Boreal Forest in the Adirondack Mountain Region of N.Y. - 2013" submitted by Dr. Glenn Johnson and Angelena Ross, Department of Biology has been reviewed by the Institutional Animal Care and Use Committee and by the Provost of the college. The researcher and the use of animal subjects in that research have been approved as of June 17, 2013.

The research proposal "BIOL 330 Laboratory Exercise Investigation of the Effects of Temperature on Amphibian Motor Responses - 2013" submitted by Dr. Glenn Johnson, Department of Biology, has been reviewed by the Institutional Animal Care and Use Committee and by the provost of the College. The researcher and the use of animal subjects in that research have been approved as of June 5, 2013.

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@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 deadline: Closed

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 deadline: Closed

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 deadline: Closed

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 deadline: Closed

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 deadline: Closed

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.

DEADLINE: Closed

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.