Welcome!

Three weeks are already nearly behind us… I hope that you and your students are having an extraordinary start to the fall semester!

I want to extend my thanks to those of you who have provided feedback regarding this newsletter. As noted previously, it is my hope that the “Provost’s Corner” newsletter will be a useful avenue for communication regarding events, updates, and initiatives related to Academic Affairs. Please keep sharing your thoughts and ideas—I will look forward to seeing each of you around campus this semester!

New Faces/New Positions

Please join us in welcoming Sabel Bong as the new director of the Educational Opportunity Program (EOP). Sabel earned a B.S. in Business Administration and holds two masters’ degrees, in History and General Education Studies, all from SUNY Albany. He is also working towards a MS in Counseling from St. Lawrence University. He was a counselor with the EOP at SUNY Canton for five years and recently taught a three-week study abroad course in Cambodia for the History Department at SUNY Potsdam. He serves as the volunteer executive director at C.O.C.O.A. House in Schenectady. His professional interests include recruiting and retaining underrepresented students in the STEM fields, motivating low income and academically at-risk undergraduate students, human trafficking, and Cambodia and Southeast Asia. I would like to extend a huge thank-you to the search committee for their tremendous work, and to Alan Hersker, Sean Partridge, and the staff from the SSC and EOP who have pitched in during the transition!

Campus Updates

Strategic Planning. It was wonderful to see so many of you at Monday’s Strategic Planning Open Forum. Your input will be invaluable as the campus develops its five-year plan to begin our campus’ third century of academic excellence. As noted during the Forum, your continued
feedback is welcomed. In addition to ongoing dialogue, you are also encouraged to view the planning documents and provide input via the strategic planning website: https://www.potsdam.edu/about/administration/president/strategicplanning. In addition, I am in the process of developing the Academic Affairs Strategic Plan, which is based on and aligned with the campus-wide values and goals, and will be seeking your input on our plan. One avenue for input will be an upcoming “Coffee and Conversation,” to be held on Friday, December 2nd, from 8-9:00am on the 8th floor of Raymond. I look forward to our continued dialogue as we plan for our priorities and action steps to guide the next five years!

**Learning Management System (LMS).** As many of you may be aware, our campus is in the process of moving its current LMS, Moodle, to an off-site vendor. This move is critical to avoid possible future outages and loss of data. In order to move off-site, however, the campus will need to implement a newer version of Moodle. We have been assured that the differences between the two Moodle versions are minimal, and that training for those who are interested will be provided this fall. Currently, CTS plans to first transition faculty who will be teaching during winter-session, followed by the transition for the remaining campus community during the Winter Break. I will keep you posted as specific timelines are made available.

Coinciding with this necessary transition to an off-site LMS host are discussions regarding an eventual move to Blackboard. The most compelling reason for making this transition is the added support that would be provided from the SUNY system for faculty and students, including extended after-hours support and the ability to participate fully in the system-wide community of Blackboard users. Because Blackboard is now used by nearly every SUNY campus, there are also distinct advantages for our students, both in terms of support and transferability between campuses. If we were to make the decision to adopt Blackboard, we would begin with any new online programs, with gradual transition and robust support for all faculty and staff over the next year. This decision is a significant one for our campus, and I will be seeking your input regarding concerns and questions. I am currently working with CTS to create specific “FAQs” to address common concerns, and will be identifying avenues for face-to-face discussions on this topic. Shared dialogue on issues regarding a possible LMS transition will occur at my first informal “Coffee and Conversation,” to be held on Monday, September 26th from 8:30-9:30am on the 8th floor of Raymond. I hope you can join me!

**Review of the Office of Research and Sponsored Programs.** One of the areas of focus for the upcoming Academic Affairs Strategic Plan is to enhance support and professional development for faculty and staff. As part of this strategic focus, I will be working with you to conduct an
external review of the Office of Research and Sponsored Programs on November 1-4. Recommended goals for this review include determining specific areas of strength, challenge, and/or concern related to the overall service and functions of the Office, reviewing current initiatives related to providing support to faculty related to external funding, and making recommendations to enhance faculty development with the goal of increasing the number of submitted proposals and grants awarded; reviewing the current and proposed funding models for the Office (including anticipated changes as a result of SUNY Foundation’s proposed funding formula), and making recommendations regarding the future financial sustainability of the Office; and reviewing the current structure of the Office, taking into account the projected financial challenges as well as opportunities to integrate with other units within Academic Affairs. If you have additional suggestions for areas of focus or would like to participate in the review, please don’t hesitate to let me know.

**New Academic Mentoring Program.** The Student Success Center is pleased to announce the creation of a new Academic Mentoring Program (AMP)! All students currently on academic probation have been enrolled in AMP for Fall 2016. This mandatory program is designed to help students strengthen their skills in order to achieve greater academic success. This will be accomplished through personalized contact with professional staff and referrals to additional support programs. For more details, contact Tim Morse (X3447) in the Student Success Center.

**Space Committee.** The link to the Space Request Form is now online, and available at https://www.potsdam.edu/about/physicalplant/space/request. Prior to submitting a request, be sure to work with your dean/unit head and to discuss your proposal with any affected units or areas.

**Event Management System (EMS).** We are currently transitioning to EMS, a software package encompassing room scheduling, resource scheduling, pricing and billing, academic planning, and a Master Calendar. EMS provides a platform for reserving rooms for meetings and events, and will simplify the academic scheduling process. The Master Calendar function coordinates and displays all scheduled campus activities in a clear, user-friendly format that will allow for specialized filters by topic. With the software comes powerful analytical tools including reports regarding utilization of space on campus, which will contribute to a more effective use of facilities across all campus constituencies.
The EMS implementation team on campus consists of David Heuser, Casey Nelson, Dustin Smith, and Stephanie Claxton. Presently implemented is the room reservation portion of EMS. Roll out of the Campus Planning Interface (CPI) for the master schedule of classes will begin with training from the Registrar’s Office, anticipated to begin in mid-November. Master Calendar implementation will be coordinated by Public Affairs.

**Coming Soon: Coffee and Conversation**

As a means to connect directly with faculty and to dialogue on issues and initiatives impacting Academic Affairs, monthly “Coffee and Conversations” with the Provost are being scheduled. The tentative schedule follows:

- Monday, September 26th, 8:30-9:30am: *Moodle/Blackboard*
- Thursday, November 3rd, 8:30-9:30am: *Arts Integration*
- Friday, December 2nd, 8-9:00am: *Academic Strategic Plan*

The Coffee and Conversations will be held on the 8th floor of Raymond Hall.

**In Case You Missed It!**

**New Accommodative Services Exam Policy.** In order to comply with the College’s legal obligation to meet the needs of students with disabilities, these students are no longer required to pick up and/or deliver exams taken in the Office of Accommodative Services (OAS). The OAS will scan and e-mail completed exams that do not require Scranton forms within 2 business days. As another option, the OAS will deliver completed exams to your department office mailbox within 2 business days. As always, instructors have the option of picking up completed exams in the OAS. The new Exam Scheduling Form (available at the office or at this link: [http://www.potsdam.edu/studentlife/services/disability](http://www.potsdam.edu/studentlife/services/disability)) lists the options available for transporting exams.

The OAS monitors and provides accommodations for 600+ exams every semester. The Office appreciates your cooperation with this process and your continued support of students with disabilities at SUNY Potsdam. Please contact Sharon House (x3267) in the Office of Accommodative Services with any questions or concerns.
**Date of Last Participation.** The Provost’s Office and the Student Success Center ask for your help in processing student withdrawals from the College. If students choose to withdraw AFTER the start of the semester, the Financial Aid Office must determine the last date they attended class to prorate their financial aid. If a student withdraws from your class, you will receive an email asking you to report the last date she/he/they attended. Please respond promptly. If you do not take attendance, please report the last date you can verify the student’s participation (e.g., the last time the student logged into Moodle or took a quiz). If you have any questions or need more information, please contact Alan Hersker (X2138) in the Provost’s Office.

**Early Alert.** All faculty members are encouraged to submit Early Alerts at the 6-week point of the semester. Early Alerts target those students performing at 2.0 or lower in a course and are submitted via BearPaws. An email reminder and instructions will be sent prior to the submission deadline. The online form allows instructors to enter the student’s grade, select comments from a list of options, and to submit free-form comments. Advisors and other faculty and staff across campus then connect with students to devise strategies for improvement. Please feel free to announce in class that you are participating in the EA program and encourage students to visit BearPaws in week 7 to check their status in your course. The EA program is critical to the campus’ student retention initiatives.

**Academic Intervention Requests (AIRs).** The Academic Intervention Request is a program for faculty and staff who may be concerned about the lack of academic progress of a particular student. This automated request can be submitted through BearPaws as a way of streamlining communication with relevant personnel. A professional staff member will follow up with the student regarding any concerns, offer support, and facilitate further communication. If you have questions or would like additional information about the AIR, please contact the Student Success Center (x2580).

**Corrections…**

☑️ In the September 1st newsletter, information regarding the SoE&PS Departmental Changes was incomplete. The Elementary Education department no longer offers an Early Childhood Major; the dual certification in Childhood/Early Childhood Major is offered. Additionally, the Childhood Instruction MST, once designated for Canadian students, is no longer used as those students are included in the Childhood Education MST.

Charlotte Yue Qin’s name was inadvertently misspelled.
**Coming Due!**

**Research and Creative Endeavors Program.** The Research and Creative Endeavors Program will have two deadlines this academic year: Wednesday October 5, 2016 and Wednesday April 5, 2017. Submissions are due by 4:00 pm in the Research and Sponsored Programs Office, located in 238 Satterlee Hall.

The Research and Creative Endeavors Program is designed to provide faculty and staff 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, or general office expenses.

The online application can be found on the Research and Sponsored Programs website: [http://www.potsdam.edu/faculty/research/rspo](http://www.potsdam.edu/faculty/research/rspo). For more information, feel free to contact the Research Office at x2131.

**Center for Applied Learning.** The Center manages several generous donor-funded awards each year. Students are awarded study abroad and internship scholarships, and the Kilmer Undergraduate Research awards, and faculty are eligible for The Bob award for innovative faculty projects. Information on each of those awards and their applications is listed below:

- Kilmer: [http://www.potsdam.edu/academics/specialprograms/cur/funding](http://www.potsdam.edu/academics/specialprograms/cur/funding)
- Internship scholarships: [http://www.potsdam.edu/support/ssc/eeo/internships/forms](http://www.potsdam.edu/support/ssc/eeo/internships/forms)
- Study Abroad scholarships: [http://www.potsdam.edu/academics/international/studyabroad/planning/financial](http://www.potsdam.edu/academics/international/studyabroad/planning/financial)
- The Bob: [https://goo.gl/forms/rc3QAHSDGCAeMg4j2](https://goo.gl/forms/rc3QAHSDGCAeMg4j2)

In addition, the Center has several growing endowments, including the Gilchrist Applied Learning Award, the Dorfs’ Yes Fund, the Tompkins Endowment for Applied Learning, and a grant from SUNY to fund start-up and assessment initiatives. Campus faculty, staff, and students are welcome to apply for funding for applied learning projects that fall outside one of our already-established scholarships and programs using our new unified funding application. Requests for funding can be submitted at: [https://goo.gl/forms/YvLklzQq7YRT8aMq2](https://goo.gl/forms/YvLklzQq7YRT8aMq2).

Please direct any questions to the Center for Applied Learning, appliedlearning@potsdam.edu.
Mark Your Calendars!

(Dis)Enfranchisement Conference. (Dis)Enfranchisement is a multidisciplinary conference sponsored by the St. Lawrence Valley Associated Colleges: Clarkson University, SUNY Canton, SUNY Potsdam, and St. Lawrence University. The conference will be held on February 10-11, 2017 at SUNY Potsdam. The conference is intended to provoke thoughtful discussion of the complex issues around enfranchisement, citizenship, and community participation in all of their various forms: voting; military service; economic disenfranchisement; racial disenfranchisement; disenfranchisement on the basis of sex, gender, or sexual orientation; representations (or lack thereof) of marginalized groups in government, in communities, and in popular culture; the global disenfranchisement of refugees; or disenfranchisement on the basis of occupation, to name a few. The conference will address the various forms that enfranchisement and disenfranchisement can take, and how they affect our ability to function and participate in our communities, our countries, and as citizens of the world.

For more information, check the conference Facebook page: https://www.facebook.com/GSSConference/

Awards & Recognition

Tribal Agreement. SUNY Potsdam has recently signed an innovative agreement with the Mohawk Council of Akwesasne and St Lawrence College focused on training Mohawk students to meet the need for archeological specialists in the St Lawrence area. Through the articulation agreement, Mohawk students will first complete a General Arts and Sciences diploma from SLC, delivered by the Iohahi:io Education and Training Centre in Akwesasne. Students can then transfer into their junior year at SUNY Potsdam to complete their Bachelor of Arts in Archeological Studies. Congratulations to the Department of Anthropology for embarking on this successful cross-cultural initiative!

Crane Faculty Gala Opening Concert. Congratulations to the Crane faculty, staff, and students for the highly successful Crane Faculty Gala Opening Concert, held on September 6th. The Gala featured both new and returning faculty members, and highlighted the incredible musical talents of our Crane School. Dean Sitton’s opening remarks can be found at: https://www.potsdam.edu/academics/Crane/about/deans_office.
World Leadership Forum. Blair Madore and Cheryl Miller, professors in the Department of Mathematics, have been invited to attend the Foreign Policy Association’s World Leadership Forum Dinner next week in New York City. The event’s special guest speaker will be H.E. Enrique Peña Nieto, the President of Mexico.

Around the State

Attention any SUNY Potsdam Faculty with New York State Classroom Teacher, School Leader and Teaching Assistant Permanent Certification: The Board of Regents, at its March 2016 meeting adopted a new Subpart 80-6 of the Regulations of the Commissioner of Education to implement Chapter 56 of the Laws of 2015 relating to the registration process for any holder of a classroom teaching, school leader, and teaching assistant certificate that is valid for life (Permanent, Professional and Level III Teaching Assistant) and the establishment of Continuing Teacher and Leader Education (CTLE) requirements for Professional and Level III Teaching Assistant certificate holders.

Beginning July 1, 2016, any holder of a certificate that is valid for life must access their TEACH accounts and indicate either active or inactive registration status during the 2016-2017 school year. “Active” status includes those who are employed 90 days or more during a school year by a single NYS school district or BOCES in a position requiring certification. “Inactive” status indicates the certificate holder is not currently practicing in a NYS school district or BOCES.

Holders of Permanent Classroom Teacher and School Leader certificates, whether Active or Inactive, are subject to Registration requirements, but are not subject to the CTLE requirement of 100 hours of CTLE every five-year registration period.

For more information: http://www.highered.nysed.gov/tcert/resteachers/Registration_CTLE_home.html

Do you have ideas or news to include in the next Provost’s Corner? Be sure to let me know! Just email me at bergerbs@potsdam.edu.