

April 4, 2024

Dear Colleagues,

As a beacon of educational excellence, SUNY Potsdam proudly stands among America's pioneering colleges, with a rich history that threads through more than two centuries. Our legacy as the oldest in the SUNY system is a testament to our unyielding dedication to creativity, applied learning, and unparalleled academic quality.

Our success hinges on our continued implementation of internal controls and practices:

- **Control Environment:** Our commitment to ethics and integrity sets the standard for everyone at Potsdam, embodying our leadership's tone and values daily.
- **Risk Assessment:** In alignment with our values, we meticulously evaluate risks and objectives, guiding our goal-setting and strategic planning.
- **Control Activities:** Reflecting our ethical standards, we implement preventive and corrective actions to safeguard our community, finances, and data.
- **Information and Communication:** Consistent with our integrity, we ensure timely and accurate information is accessible to all, supporting our internal control system.
- **Monitoring:** True to our ethical foundation, we rigorously monitor our practices, promptly addressing and rectifying any issues to maintain our standards.

As stewards of SUNY Potsdam's legacy and resources, we each play a vital role in nurturing an environment of care, concern, and unwavering ethical conduct. It is through our collective integrity and diligence that we will continue to advance the mission of our university, shaping the leaders of tomorrow.

I extend my deepest gratitude for your ongoing contributions and dedication.

Sincerely



Suzanne R. Smith, Ph.D.  
President