

Provost's Corner

Bette S. Bergeron, Provost & VP for Academic Affairs

January 22, 2019

Welcome Back!

It is wonderful to have everyone back on campus to kick off our Spring, 2019 semester! I hope that you and your students have had a productive winter break, and that everyone is ready for what promises to be a fast-paced and energizing semester.

While it is exciting to be starting our new semester, we also recognize the very real impact that the current federal government shutdown is having on our students and their families, Potsdam employees, and our region. In response to this current crisis, Chancellor Johnson has issued the following statement on behalf of the SUNY system:

As the protracted disagreements in Washington continue on with no end in sight, we have increasingly heard of the impact – both short and long term – on those who have been inadvertently drawn into the conflict; our students.

While portions of the federal government that serve these students continue to operate, those SUNY parents and students who work for the government and are currently without a salary should not be forced to make impossible decisions on continuing their education or making basic ends meet.

SUNY's mission has been, and will always be, to provide access to the broadest population we can in the State. However, through no fault of their own, our students have been targeted and their ability to engage in their educational pursuits is being curtailed.

We here at SUNY cannot let this stand.

Therefore, we are pleased to announce that we will work with all campuses in the coming days to provide for financial arrangements that will ensure that students impacted by the shutdown do not see an interruption in their educational endeavors due to a lack of resources to pay tuition and other financial liabilities and will not face penalties, fees or interest.

This action will be in addition to the much appreciated and extraordinary efforts already being taken by all of you to accommodate this issue.

As you become aware of impacts on our students and/or our employees, have information on resources that are available to assist individuals impacted by the shutdown, or have other ideas to help support our campus community, please don't hesitate to contact my office directly. On behalf of Academic Affairs, I thank you in advance for your advocacy and concern.

New Faces/New Positions

Please join me in welcoming the following new faculty and staff members:

- *Evan Campbell*, Visiting Instructor of Music Theory; Evan is a doctoral candidate in music theory at McGill University, with prior degrees in Music Theory from McGill and an Honours Bachelor of Music degree and Performance Diploma in Classical Guitar from McMaster University.
- *Matthew Gotti*, Crane Facilities Manager; Matthew is replacing Lorelei Murdie who has recently retired; Matthew is a 2010 graduate in tuba performance at Crane, and holds master's and doctoral degrees in performance from Temple University; he has served in production/facilities roles in a variety of settings, including the Interlochen Summer Arts Camp in Michigan, University of Pennsylvania, Santa Fe Chamber Music Festival, and Philadelphia Fringe Arts Festival and has returned to Potsdam each summer since his graduation to serve as stage manager for Crane Youth Music.
- *Patrick Meldrim*, Director of Student Conduct and Community Standards; Patrick is relocating to the North Country from Tennessee where he was the Vice President of the Tennessee Independent Colleges and Universities Association; he earned his bachelor's and master's degrees from the University of Rochester and Doctor of Education degree from Vanderbilt University in Higher Education Leadership and Policy
- *Morgan Newton*, Assistant 2, Educational Opportunity Programs; Morgan joins us from SUNY Canton's "One Hop Stop" center, where she provided assistance to students, parents, and the college community

Department of Interdisciplinary Studies. The newly formed Department of Interdisciplinary Studies announces the following appointments:

- *Christine Doran* (Department Chair)
- *Matthew LaVine* (Primary Appointment)
- *Trevor Blank* (Secondary Appointment)
- *Kelly Bonnar* (Secondary Appointment)
- *James Donahue* (Secondary Appointment)
- *Libbie Freed* (Secondary Appointment)
- *Jessica Hefner* (Secondary Appointment)
- *Julie Hunter* (Secondary Appointment)
- *Bryan Hudak* (Secondary Appointment)
- *Shiho Imai* (Secondary Appointment)
- *Linghong Li* (Secondary Appointment)
- *Sergio Lopez* (Secondary Appointment)
- *Derek Maus* (Secondary Appointment)
- *Susan Novak* (Secondary Appointment)

- *Jessica Rogers* (Secondary Appointment)
 - *Ashley Reis* (Secondary Appointment)
 - *Gaylynn Welch* (Secondary Appointment)
 - *John Youngblood* (Secondary Appointment)
 - *Robin Collen* (Secondary Appointment, as Associate Dean)
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Campus Updates

Search Updates. This spring semester our campus will be busy with a variety of key searches. In addition to wrapping up some critically important faculty searches, we will also be finalizing candidates for our new Vice President for Enrollment Management, Dean of the School of Arts and Sciences, and Dean of the School of Education and Professional Studies. More information will be shared soon regarding search timelines and scheduling for on-campus visits. Your participation in these searches, and the input that you provide to the search committees during on-campus interviews, is essential in ensuring that we have the right candidates for our campus. Thank you ahead of time for your support of these searches—and a huge “thanks” to all search committee members who are doing an exemplary job in identifying highly qualified and diverse candidates for our campus!

Peer Counseling. Both the number of students needing counseling services and the number of associated crises are up this year. If you learn of students who cannot get a counseling appointment in a timely manner, please encourage them to call Reachout, 315-265-2422, and use the Peer Counselor services (spring semester hours will be made available soon). Anyone at immediate risk of suicide can be best helped by getting to the nearest hospital. For more information regarding resources, please refer to the [Care Enough to Call](#) poster.

The Counseling Center is grateful for your trust in their ability to triage as they work with hundreds of students who need help. For more information, contact *Gena Nelson*, the Director of Counseling, at nelsongc@potsgdam.edu.

NOW OPEN-- Student Administrative Services “One Stop.” Student Administrative Services, which includes Financial Aid, Student Accounts, and the Registrar, has reorganized to create a customer service center. This “*One Stop*” shop is now open and located on the fourth floor of Raymond Hall. The center’s goal is to improve access for our students, by combining the services previously provided in three separate offices.

The *One Stop* will now be the first place our students should visit to address all their administrative tasks. For example, students can check on the status of their bill, submit required financial aid documentation, as well as adjust their course schedule. All the student services previously managed in Financial Aid, Student Accounts, or the Registrar's Office will now be coordinated out of this single location.

The One Stop's Service Generalists, who are being trained across the three areas of administrative services, include: *Laurie Martin, Monique Neaton, and Julie Tabakaru*; a fourth position is currently vacant and staff from the Registrar's Office will be rotating in to assist in the transition including *Sarah Carr, Jan Felt, and Vicki Fredericks*. *Jessica Ayotte*, a Financial Aid Counselor, is also housed in the One Stop; a second position is currently vacant and is being supported by staff from the Financial Aid Office including *Kelly Crosbie, Carolyn Corcoran, Jennifer Gates, Susan Godreau, and Tommiann Russell*. The One Stop leadership team, which has been responsible for collaboratively developing this initiative, includes: *Stephanie Claxton* (Registrar), *Kelly Crosbie* (Financial Aid), *Sue Daggett* (Registrar), *Susan Godreau* (Financial Aid), *Jill Pearon* (Associate Provost) *Tommiann Russell* (Financial Aid), *Heather teRiele* (Student Accounts), and *Beth Todd* (Student Accounts). Also critical to the success of the initiative have been *Sean Partridge* (SSC) and the amazing Facilities crew for the remarkable renovation on the 4th floor.

A huge "thanks" to the entire Student Academic Services team for their incredible work in developing this innovative One Stop, and for their advocacy of our students' academic (and financial) success!

New SUNY Potsdam Website. After a year of work, the Office of College Communications is getting ready to launch SUNY Potsdam's new website. Be sure to check your email for upcoming notifications!

Advising Task Force. Student retention and timely completion are two of the most critical issues for our campus' successful enrollment management strategies, and equally critical for the academic progress of our students; this success is positively impacted through high-quality advising. The *Advising Task Force* has been formed to provide recommendations regarding issues directly related to the identification of best practices integral to students' academic advisement.

Looking for previous copies of the Provost's Corner?

Past editions of the Provost's Corner, as well as additional resources for faculty and staff, can be found at:

<http://www.potsdam.edu/about/administration/provost/>

The work of the Advising Task Force will begin at the start of the Spring, 2019 semester with the expectation that a draft of initial recommendations be shared with the Provost's Cabinet by May, 2019 and a draft implementation plan shared with the Cabinet by November, 2019.

Members of the Task Force include: *Iggy Beerbower* (Art), *Tanya Hewitt* (Public Health & Human Performance), *Matthew LaVine* (Interdisciplinary Studies), *Alan Hersker* (Office of the Provost), *Krista Medo* (Dean's Office, A&S), *Timothy Morse* (Student Success Center), *Susan Novak* (English & Communication), *Sean Partridge* (Student Success Center), *Anna Sorenson* (Sociology), *Lisa Stewart* (SOEPS), *Donald Straight* (Secondary Education), and *Rosemarie Suniga* (Crane).

Electronic Check-In. SUNY Potsdam's Electronic Check-In process for all registered students is now activated. Students are asked to confirm their contact information and whether or not they plan to attend for the Spring 2019 semester when they sign in to BearPAWS. The purpose of the Check-In is to confirm student attendance as well as to remind students of their financial responsibility and the proper procedures to take if they decide to leave the college. It also frees up more class seats for students who will be attending.

Please note that all students registered for a class at the College need to check-in, including those who are student teaching, participating in off-campus internships, studying abroad, taking an on-line course, participating in a Consortium agreement, or attending at a remote site such as Watertown. This process also includes staff members taking a SUNY Potsdam course.

The deadline for registered students to complete the Check-In process will be **February 5th**. Registered students who have not checked in by the deadline will have an All-Services Hold placed on their records, which can only be removed by the office responsible for their student type. If you have questions about the Electronic Check-In process, please contact one of the offices below:

Registrar's Office (315) 267-2154 registrar@potsdam.edu

Graduate & Continuing Education Office (315) 267-2165 gradcon@potsdam.edu

Student Success Center (315) 267-2580 SSC@potsdam.edu

Class Attendance and Instructor Drops. The College's Progress Report process has been showing that poor attendance is a significant barrier to students' academic success. Fortunately, these attendance issues are often identifiable very early in the term and can be addressed before negatively impacting performance. How can these issues be addressed? First, we ask that faculty use the **Instructor Drop** process outlined below.

In addition, the Student Success Center (SSC) is piloting a new program to identify and reach out to students with early term attendance issues. The campus is looking to target 100- and 200-level courses. Participating instructors will be prompted at the end of January to complete a brief “enrollment census” online via Navigate. The SSC will collect this data and begin outreach to students. Once you inform the SSC who’s missing from class, they will do the rest! If you would like to be involved in this initiative, please email ssc@potdam.edu.

Important note about Instructor Drops: As a reminder, it is *required* that faculty initiate an Instructor Drop for any student who does not attend the first meeting of a class, and does not notify you of the reason for this absence within 48 hours of the first class meeting. This simply requires that you take attendance during the first meeting of your class and report to the Registrar any absent student(s) who did not contact you within 48 hours. The Registrar’s Office will drop these students with just your verification of non-attendance only during the first two weeks of class (until February 4th). It is important to report this information to open seats for other students who may need your course and so we can determine which students are not here this semester for accurate enrollment counts and billing. **Failure to report these students creates negative financial impact for both the student and the College.** Additionally, reporting these students will save you time as they will be removed from your Progress Report and Final Grade rosters.

Please send all drops to *Sue Daggett* daggetsg@potdam.edu. Include the subject code, course number, and course CRN (i.e., PSYC 100 CRN 91234), and the name and Potsdam ID of the student(s).

The complete Instructor Drop policy can be found [here](#). Thank you for your cooperation on this very important task.

Due to the MLK, Jr. holiday and storm delay, the last date for students to add/drop classes **does not** fall on its usual Friday. Instead, students will need to finalize their spring schedules by **Tuesday, January 29th**.

Students adding and dropping classes during this week must do so using an Add/Drop Form available in the Registrar’s Office or the Student Success Center. Instructor signatures are required to add classes.

Maymester Exploration. The President’s Council has approved the continued exploration of a potential “Maymester” that would replace Winterim. A committee is currently being formed to

consider the adoption of a revised academic calendar. If you are interested in serving on this working group, please contact *Stephanie Claxton* at claxtosc@potsgdam.edu.

Academic Assessment Reminders. Please check the [Academic Assessment Cycle](#) on the Institutional Effectiveness website to see when your program review and reports/plans are due. If you have an Assessment Report due in Fall 2019, and you have questions about either component (the Assessment Report itself or the updated Assessment Plan), be sure to contact our campus Academic Assessment Coordinator, *Carrie Bates* (batescl@potsgdam.edu). Also, check out the [Academic Assessment website](#) for general information about assessment from the course through the program level. This website will soon have a new training video, "Academic Assessment Process for New Chairs or Assessment Coordinators."

Crumb Library Textbook Initiative. Crumb Library is building a reserve textbook collection to assist students who are struggling to purchase personal copies. You are asked to please spread the word that most of the textbooks required for Spring semester will be available on reserve for a three-hour loan. The College Bookstore provided a list of all faculty textbook orders received by November 1st. If you submitted your textbook orders since November, please email *Marianne Hebert* (hebertm@potsgdam.edu) so that the Library can include your textbooks in the collection. The Crumb Textbook Collection is limited to textbooks for courses in the School of Arts and Sciences and the School of Education and Professional Studies.

Currently, 145 textbooks have been ordered by the Library for Spring 2019. Library staff are working diligently to receive and process them so that they will be ready at the start of the semester.

- More information for faculty about the textbook pilot:
<https://library.potsgdam.edu/textbooks>
- Information for students: <https://library.potsgdam.edu/c.php?g=868191&p=6243884>
- Three ways to search for textbooks in our collections:
<https://library.potsgdam.edu/c.php?g=868191&p=6230197>

Summit Leadership Program. The Office of Student Affairs is excited to announce the pilot launch of the *E3 Summit* in Spring 2019. E3 is part of the Summit Leadership Program which strives to increase student learning in co-curricular activities through high impact experiences and purposeful reflection. The program prepares students to identify and articulate skills they have gained to enhance both personal and leadership development as well as career marketability.

E3 aims to recognize and enhance the learning that currently takes place through co-curricular activities (largely student leadership roles) and encourage more students to get involved in leadership development. One aspect of the program is attendance at on-campus workshops/programs related to 11 career-readiness competencies adapted from the National Association of Colleges and Employers (NACE) and the Council for the Advancement of Standards in Higher Education (CAS) for Student Leadership Programs.

Our campus is hoping to include workshops/lectures/activities that are already planned to occur throughout Spring 2019 as part of the first level of E3 completion – *Explore Leadership Development*. Programs should provide broad exposure to one of these five competencies: Oral/Written Communication, Social Responsibility, Healthy Behavior, Purposeful and Fulfilling Life, and Teambuilding/Collaboration. To submit a proposal for inclusion in Explore, please complete the Summit Leadership Program Faculty/Staff Session Submission Form which can be found at: <https://potsdam.campuslabs.com/engage/forms>.

The Summit Leadership Program also includes eight-hour digital badge opportunities that provide exposure to at least one Summit competency, allowing students to build skills in a specific area of interest that is meaningful to them. Each digital badge includes a minimum of eight hours of learning plus a reflective activity where students will articulate and explore skills gained. The following digital badges will be offered in Spring 2019:

- *Career Management* (Coordinated by *Karen Kus*, Career Services)
- *From Passion to Action: Writing for Growth and Advocacy* (Coordinated by *Jennifer Mitchell*, The Writers' Block)
- *Mental Health First Aid* (Coordinated by *Gena Nelson*, Counseling Center)
- *Belayer Certification* (Coordinated by *Adam Wheeler*, Wilderness Education)

For more information, please contact *Ruth Policella* at policera@potsdam.edu or go to: getinvolved.potsdam.edu/organization/summit

SUNY Potsdam Naming Policy. The President's Council has recently adopted a Naming Policy. College organizational units (including but not limited to: departments, offices, divisions) may petition for name changes, or to form new organizational units, that adequately reflect their responsibilities, the needs of their constituents, best practices in their fields, or other legitimate purposes. To request a name change, the organizational unit should first contact their Vice President/Dean. The next step is to discuss with Communications the implications of naming which includes but is not limited to email addresses, signage, and marketing. Any change in the name of an organizational unit of the College must be approved at the President's Council level.

Please note that this policy does not pertain to the naming of College facilities, physical spaces, academic programs, scholarships, and endowed or annual funds after individuals, families, foundations, corporations, or other entities. Such naming is governed by Potsdam College Foundation and SUNY Board of Trustees Naming Opportunity Policies.

Law Enforcement Training Institute Updates. This spring, the *Law Enforcement Training Institute* (LETI) is proud to enroll 13 of our students and four community law enforcement officers into our Police Academy. Our students and the officers (serving regional police departments and as a School Resource Officer) will receive the New York State Division of Criminal Justice Services curriculum from Director *Sonny Duquette* as well as academic programming and guidance from our Criminal Justice faculty. This approach of blending practical training with academic examination of principle and theory has resulted in amazing hiring decisions in departments around the state and the country. LETI's most recent alumni hire is particularly notable -- a member of our spring 2018 cadet cohort, *Jacob Habecker*, is now a proud member of the Supreme Court Police in Washington, DC!

WellNYS Employee Challenges. The campus community is invited to participate in the *2019 WellNYS Everyday Monthly Challenges*. For January, you are challenged to pick a partner and choose a wellness challenge together. Who is your wellness partner? What is their name? Ask them to join you to register and complete monthly wellness challenges.

- Go to https://wellnys.goer.ny.gov/registration/monthly_challenge_description.cfm
- Click on Log In to register.
- If you have signed up for the Olympic Experience or registered for a previous Monthly Challenge, sign in. If you are new and need an account, click on "apply here."

Are you looking for inspiration every day to be healthy? Sign up for the [WellNYS Daily Tip](#). Every day at 6:00 A.M, a short message will be emailed to you. Join the thousands of other state employees who already receive this motivational email.

Thinking about losing those holiday pounds? If yes, you may be interested in joining "Weigh in on Wednesday," a weight management program offered to NYS employees within the workplace. Here are some helpful hints about this program:

- "Weigh in Wednesday" is a weight tracking program that encourages weekly weigh-ins on Wednesdays.
- The program can provide resources such as nutritional information, physical activity guides, and links to helpful web sites for employees.

You can find more information about WellNYS Everyday on their [website](#). If you have any questions please feel free to contact *Heather West*, the Employee Assistance Program Ambassador for SUNY Potsdam, at westhj@potsdam.edu.

Coffee and Conversation

I hope that you will be able to attend this spring's "Coffee and Conversations." Our upcoming "Coffee" dates for this spring semester are scheduled for the following (all are held on the 8th floor of Raymond):

- **Tuesday, January 29th**, 4:00-5:00pm (Lounge)—*SUNY's Open Access Initiative; with Esta Tovstiadi*
- **Monday, March 4th**, 8:30-9:30am (Dining Room)
- **Monday, April 1st**, 8:30-9:30am (Dining Room)
- **Tuesday, May 14th**, 4:00-5:00pm (Lounge)



If you have ideas or suggestions regarding topics or other ways that we can increase communication and transparency, don't hesitate to let me know! Please email your suggestions to me at bergerbs@potsdam.edu.

Around the State/System

Diversity Abroad Honors Scholarship Program. SUNY's Office of Diversity, Equity and Inclusion (ODEI) is again offering its undergraduate scholarship program to diverse students interested in participating in one of SUNY's many study abroad programs. The *Diversity Abroad Honors Scholarship Program* (DAHSP) recognizes the valuable benefit provided by SUNY's international education programs. Campuses are encouraged to nominate students who might not otherwise be able to study abroad for the Diversity Abroad Honors Scholarship Program through their Study Abroad Program Office or coordinator. Through this program, ODEI hopes to offset the costs of participating in an approved credit-bearing overseas academic program. DAHSP supports ODEI's mission in striving to promote inclusive educational programs that reward academic excellence and those that expand students' knowledge of diverse peoples throughout the world.

The Diversity Abroad Honors Scholarship Program complements an existing statewide undergraduate scholarship program for students from a broad range of backgrounds who will

contribute to the diversity of the student body in their campus or academic program. A limited number of scholarships of up to \$1,000 each will be awarded to students who satisfy the eligibility criteria. Campuses must also identify a source of matching funds equal to or greater than the scholarship award for a total grant up to \$2,000.

Only students nominated by the Study Abroad Program Office are eligible for consideration under this program. Therefore, please contact *Krista LaVack* (lavackkm@potdam.edu) for information regarding the nomination of a SUNY Potsdam student.

SUNY Micro-Credentialing Update. SUNY's Office of the Provost is pleased to share the following micro-credentialing update which includes: an initial update from the Micro-Credential Transferability and Portability Implementation Team with links to register for informational webinars beginning next week; a link to register for a one-day workshop on micro-credentials at SUNY Plaza in March; and a link to a new Frequently Asked Questions document just added to SUNY's micro-credential webpage.

- **TRANSFERABILITY AND PORTABILITY IMPLEMENTATION TEAM UPDATE, Associated Webinars, Register Today**

The implementation team identified two digital badge providers that it felt met the desired requirements for support of campus micro-credential efforts under the SUNY policy (a digital badge is one of the ways to recognize that a micro-credential has been earned): [Credly](#), a digital badging platform now associated with Acclaim that features links to market data and national/international job postings; and, [Portfolioium](#), an e-portfolio network with a badging component that includes business/industry members into the network to facilitate matching students with prospective employers. Both vendors were invited back for final presentations. The team was equally divided in terms of who they thought would be a better fit for SUNY and pricing agreements were pursued with both. The system was able to [secure that agreement](#) with Credly, as well as a second pricing tier for the smallest campuses. Campuses are of course welcome to pursue either of these vendors, a different vendor, or no vendor at all (digital badges are not required). For those interested, SUNY has organized a series of workshops beginning next week to learn about digital badge provider Credly:

- **January 23, 2019:** For Everyone. Credly product demo highlighting new platform. [Register here.](#)
- **February 7, 2019:** For Everyone. Credly product demo highlighting new platform. [Register here.](#)
- **February 11, 2019:** For Institutional Researchers, IT, Registrars. Credly tech demo focusing on integration and reporting. [Register here.](#)

- **February 27, 2019:** For Everyone. Credly product demo highlighting new platform. [Register here](#).
- **ONE-DAY MICRO-CREDENTIAL WORKSHOP, Register Today**
A one-day Micro-Credential Workshop will be held on **Friday, March 22nd** from 10 a.m. – 4 p.m. at SUNY Plaza in Albany (no registration fee). The program is designed to be of interest to those still considering micro-credentials, those in the active planning stages, as well as those who have already launched an initial cadre of micro-credentials. This session is open to campus leads in this area, faculty and student governance, faculty interested in offering micro-credentials, continuing education professionals, career resource professionals, experiential learning staff, those involved in policy development, registrars, etc. [Register today](#).
- **KEY QUESTIONS ANSWERED**
A new [Frequently Asked Questions](#) page has been added to SUNY's [micro-credential website](#). This FAQ is designed to address your questions about micro-credentials generally and SUNY's policy. It is a work in progress that the team will continue to update. Don't hesitate to send comments/additional questions to provost@suny.edu.

If you have any questions on any of the above information or on micro-credentials generally, please feel free to contact *Cynthia Proctor*, Director of Communications and Academic Policy Development (cynthia.proctor@suny.edu).

Revised Common Rule. The OHRP's Division of Education and Development has announced that, starting **January 21, 2019**, the research community will need to comply with the new Common Rule revisions. Q & As on the transition can be found online:

<https://www.hhs.gov/ohrp/education-and-outreach/revised-common-rule/revised-common-rule-q-and-a/index.html#transition-provision>.

Share and bookmark this page to access OHRP educational resources on the revised Common Rule: <https://www.hhs.gov/ohrp/education-and-outreach/revised-common-rule/index.html>

Did You Know...

...Our campus has an interactive site, where you can find information on a variety of upcoming events! Visit: <https://getinvolved.potsdam.edu/>.





Mark Your Calendars!

Mental Health First Aid. The Counseling Center is offering *Mental Health First Aid* for all faculty and staff interested in learning more about mental health conditions and strategies to help those who are struggling. The eight-hour training will be split between **Tuesday March 12th** and **Wednesday March 13th** from 1-5pm (location TBD). Both days are required for certification, but individuals are welcome to attend what they can. Email nelsongc@potSDam.edu to sign up or for more information. Space is limited to the first 30 who sign up.

Winterfest 2019. *Winterfest 2019* is taking place from **January 22, 2019-February 2, 2019** featuring a wide variety of events sponsored by numerous campus departments as well as student organizations. To see a full listing of campus events, visit getinvolved.potSDam.edu or download the free corq app.

A special feature of Winterfest is a departmental competition in support of the Campus Food Pantry. Food insecurity has impacted many college students rapidly throughout the years across the nation. Your department can make a significant difference on SUNY Potsdam's campus by taking part in the *Winterfest Food Drive Competition* during this year's Winterfest. If your department is ready to take on this challenge towards contributing to food security, please email *Priscilla Burke* at burkeps@potSDam.edu for more information.

Disciplined Inquiry in Education Seminar Series. Be sure to mark your calendars for this spring semester's *Disciplined Inquiry in Education Seminars*, sponsored by the School of Education and Professional Studies. Since its inception 11 years ago, the School has hosted more than 115 presentations as part of the annual series. All seminar meetings will be offered on Wednesdays in the Rebecca V. Sheard Literacy Center balcony, from noon to 1 p.m. These events are free, and the public is welcome to attend.

The remaining sessions for the Spring 2019 Disciplined Inquiry in Education Seminar Series are as follows:

- **Feb. 13:** *Pamela Charleson*, "Labeling and Attitudes Regarding Disabilities"
- **March 6:** *Marta Albert* and *Carolyn Stone*, "'How Do They Do It?': Lessons from an Educational Travel Course in Finland and Sweden"
- **April 3:** *Bryan Herman*, "Science and Culture on the Soviet Screen: Russian and Member Republic Biographical Films During the Early Cold War, 1946-1953"
- **April 24:** *Krista LaVack* and *Jim Pasquill*, "Internationalizing the Faculty"

For the full descriptions of upcoming Disciplined Inquiry in Education events for the semester, visit <http://www.potsdam.edu/academics/SOEPS/education/seminar>.

Upcoming PTOL Seminar. Interested in teaching online? Be sure to check out the upcoming Pedagogy and Technology of Online Learning (PTOL) Seminar. After teaching online, faculty members often report that this enriching experience also led to improvements in their face-to-face courses. Teaching online gives faculty the opportunity to incorporate online resources into face-to-face classes and update technology skills while also providing access to non-traditional students.

The campus offers an online learning seminar every semester which systematically takes participants through the design and development phases of creating a new online course. The next eight-week Pedagogy and Technology of Online Learning course will run from **February 11th through March 22nd**. You may [register online](#) now.

Deadline for Online Courses. If you are interested in developing a new online course, the [Intent to Develop & Deliver form](#) must be completed and submitted no later than the following dates:

01/17/19	Credentialed Faculty for Summer 2019 delivery
01/28/19	Non-Credentialed Faculty for Fall 2019 delivery (The deadline for Summer 2019 delivery has passed for Non-Credentialed faculty.)
04/22/19	Credentialed Faculty for Fall 2019 delivery

Please see the [Course Approval Process Infographic](#), the [Policies and Procedures for Online Course Development](#) for additional information, or contact the Distance Learning Coordinator, *Mike Phillips* (phillimj@potsdam.edu).

2019 Learning and Research Fair. The *2019 Learning and Research Fair* will be held **Wednesday, April 24, 2019, from 10:00 a.m. to 2:00 p.m.** in the Barrington Student Union. Since its inception over two decades ago, the Learning and Research Fair has been a wonderful opportunity for faculty, staff, and students to share their research, teaching/learning innovations, creative efforts, and scholarly achievements. You are encouraged to come to the Fair to get to know your colleagues and students better, learn about and celebrate their scholarly contributions and accomplishments, share your knowledge and expertise, and suggest possible new projects and future collaborations.

Student presenters at the Fair are eligible to compete for awards administered by the Loughheed Center for Applied Learning. Further information about these awards will be forthcoming early in the spring semester. Please direct questions about the awards to *Bonnie Lawrence* at ext. 2900 or lawrenbs@potsdam.edu.

The 2019 Learning and Research Fair [Digital Registration Form](#) will be posted under “Learning and Research Fair” on the home page of the Office for Student Research and Creativity. The registration form is for students or teams of students who will present projects at the Fair. Please fill out the form no later than **Monday, February 18, 2019**. Please submit a separate form for each topic or team’s topic to be presented.

For questions regarding the Fair, please contact *Tom Baker*, Director of the Office for Student Research and Creativity (bakertn@potsdam.edu). Thank you for your continued support and participation in the Learning and Research Fair.

Associated Colleges Sustainability Day. On **Friday, April 5, 2019**, SUNY Potsdam will host the third annual [Associated Colleges Sustainability Day](#). The theme is “*Seeing Sustainability*,” which is inspired by this year’s keynote speakers, Peter Menzel and Faith D’Aluisio. Menzel and D’Aluisio are the internationally renowned photojournalism team best known for their photo essays of average families around the world with iconic shots of them posed in front of their dwellings with all of their possessions, and in their kitchens with a week’s worth of food.

If you have any questions, contact *Heather Sullivan-Catlin* at sullivha@potsdam.edu.

Gender, Sex, and Sexuality Conference. The *2019 Gender, Sex, and Sexuality (GSS) Conference* will be held on **April, 4-6 2019**, at SUNY Canton. This year’s focus is on health—in terms of bodies, minds, and societies. Much of our ongoing local and national political discourse centers around various forms of health: Health Care, Mental Health, Civic Health, Environmental Health, Occupational Health and Safety, and Economic health. As a country, we are engaged in discussions that seek to define healthful individuals and communities. What is more, as an electorate we are trying to work out how to have healthy debates and disagreements with each other, in order to maintain our commitment to healthy personal relationships and a functioning democracy. This fifth annual Gender, Sex, and Sexuality Studies Conference hopes to encourage thoughtful dialogue about all aspects of health, from the physical and mental health of individuals to the health of our communities and our polity.

More information can be found on the [Conference’s website](#).

FACT² Corner



The 2019 Request for Proposals (RFP) for the **Innovative Instruction Technology Grants (IITG)** program has been announced. These competitive, peer-reviewed awards of up to \$60,000 are allocated to demonstrate, communicate, and replicate innovations developed at campuses across SUNY. The 2019 RFP has been posted to the IITG [website](#) along with application details and a listing of currently funded projects and posted outcomes.

The IITG program seeks to promote research and foster understanding of how new technologies serve pedagogy. Funding may be requested to address the needs identified by recent [FACT2 Task Groups](#) and may build on outcomes from previous IITG Projects. Proposals for new initiatives must align with the four themes in Chancellor Kristina Johnson's 2018 State of the University address: *Innovation & Entrepreneurship; Individualized Education; Sustainability; and Partnerships*. A new emphasis is also being introduced to support *Inclusive Excellence and Post-Traditional Learners*. This includes leveraging Open SUNY for competency-based and experiential learning, prior learning assessment, and modular course building to have a "Transformational Impact" on SUNY's overall completion agenda.

The response deadline for the RFP is **March 3, 2019**. Applicants will need to create an account in the [SUNY online grant management website](#). Multiple proposals from a campus—each requiring a brief project and budget narrative as well as an assessment plan—are welcome. Proposals featuring multi-campus collaborations are strongly encouraged. Campus SUNY FACT2 representatives (*Shalu Wunnava* and *Jim Hubbard*) can assist with further questions or refer you to resources.

Award announcements will be made by May 4th. Recipients must follow state and campus procurement policies (IITG is part of the University Wide funds, and not managed through the Research Foundation). The timing of the award announcement intentionally precedes the annual Conference on Instruction and Technology (CIT), hosted this year at SUNY Purchase, as all grant recipients are encouraged to attend the conference. Note, too, that all project outcomes must be documented and openly shared through selection of a Creative Commons license on the IITG website.

Additional communication will be forthcoming via the IITG [website](#), and SUNY and FACT2 listservs. In the interim, please do not hesitate to contact *Christopher Price* or *Lisa Stephens*, co-administrators of the program at iitgrants@suny.edu with any questions or for additional information.

Coming Due

Lougheed Applied Learning Grant. The *Lougheed Applied Learning Grant* endowment was established to enhance opportunities for students to engage in high impact activities that allow them to apply theoretical learning. In order to impact the greatest number of students and contribute to the transformation of the College's curriculum, this fund is intended to support faculty and staff activities that improve our ability to facilitate student participation in high impact and Applied Learning activities, including, but not limited to, curricular transformation, laboratory materials and equipment, transportation costs, professional development, course releases, travel delegations, new program development, etc., as well as to directly fund student engagement with Applied Learning.

Grant applications may be submitted between **February 1-15, 2019** for activities starting on or after April 1, 2019. Details can be found [online](#) or in [Moodle](#), where applications are submitted.

Resident Assistant Selection Process. The Office of Residence Life is requesting your assistance with the Resident Assistant (RA) selection process. The RAs are vital components within our campus' Residence Life program. They promote the social and academic success of our resident students through educational programs, peer counseling, role modeling, and policy enforcement. At this time, Residence Life is in the process of recruiting interested and qualified students to apply for RA positions for the 2019-2020 academic year.

It would be tremendously helpful with the campus' recruiting efforts if you could provide Residence Life with the names of any students who you believe have the potential to become an RA. Of particular interest are those candidates who have strong skills in leadership, communication, organization, and administrative tasks. If you are aware of potential RA candidates, please e-mail RD Erica Williams at williaea@potdam.edu at your earliest convenience. Any student who you refer will receive an e-mail from Residence Life encouraging them to consider applying for an RA position. Please contact Erica **no later than Wednesday, January 23rd**. Please do not hesitate to contact Residence Life x2350 should you have any questions about the RA position.

Benjamin and David Scharps Legal Essay Competition. The SUNY Provost has announced the *2019 Scharps Legal Essay Competition*. The competition is open to juniors and seniors at state-operated campuses who are interested in legal issues, or are interested in pursuing a career in the legal field. The topic of this year's essay competition is *Concealed Carry on Campus*.

The Scharps Award is offered in accordance with a gift accepted by the SUNY Board of Trustees under the will of Hannah S. Hirschhorn to establish the Benjamin and David Scharps Memorial Fund. One award of \$1,500 will be presented to the student who has written the best 2,000-word essay describing the role and relevance of law in dealing with a current legal issue. A second award of \$1,000 will be presented to the runner-up.

Submissions are to reflect standard essay format; end notes and footnotes are acceptable. No pictures or illustrations are to be included. Essays written by students are submitted to a campus point of contact, who may submit a maximum of three essays for their campus. SUNY Potsdam's campus coordinator is *Daniel Lempert* (lemperds@potsteam.edu).

Please help spread the word to eligible students! The deadline for receipt of entries is **February 8, 2019**.

Walker Research Fellowship. The Office of the Provost is pleased to announce the continuation of the *T. Urling and Mabel Walker Research Fellowship Program* for 2019. The application deadline is **January 28, 2019**.

The purpose of this program is to encourage faculty from the region's 11 institutions of higher education (Adirondack Community College, Clarkson University, Clinton Community College, Jefferson Community College, SUNY College of Environmental Science and Forestry, North Country Community College, Paul Smith's College, St. Lawrence University, SUNY Canton, SUNY Plattsburgh, and SUNY Potsdam) to undertake research on critical issues confronting North Country communities, and to make recommendation(s) for possible solutions. Full- or part-time teaching and non-teaching faculty from the 11 institutions are eligible to apply.

The program is designed to promote greater community-academic cooperation than has traditionally been the case in other research programs. Proposals that include a strong statement of support from a local individual/organization that clearly explains how the community will benefit from the project results will be given preference.

Funding for this program comes from the Campaign for the *T. Urling and Mabel Walker Research Fellowship Program* administered by the Provost's Office. The maximum of two research projects of up to \$5,000.00 each are typically awarded annually. The amount of the award for each project will be determined by the Walker Fellowship Steering Committee. In the past, funds have been used to pay a student assistant, support travel costs, or purchase software and other supplies. Only in limited cases have funds been used as a stipend for the researcher.

For further information and an application, please visit the website at the following link: <http://www.potsdam.edu/faculty/research/walkerfellowship.cfm> or call the Provost's Office at 315-267-2891.

NEH Summer Seminar. On behalf of SUNY Potsdam's NEH Faculty Development Committee, you are invited to submit an application for the upcoming *2019 National Endowment for the Humanities Summer Seminar*, to be held at SUNY Potsdam from July 1 to July 17, 2019. This year's seminar, "*They Call it Culture*": *Problems in the Encounter between College and Prison*, will be led by Daniel Karpowitz, J.D., Research Associate at the Levy Economics Institute and Visiting Assistant Professor Political Studies at Bard College.

Each year the SUNY Potsdam's NEH Program organizes an interdisciplinary summer seminar for scholars from the four associated colleges whose work addresses the humanities, broadly defined. The seminar typically meets twice a week, on Tuesdays and Thursdays. In return for their participation, seminar members are each paid a stipend of \$3,500 and are also eligible to receive a further \$1,000 towards projects or materials related to the themes explored in the seminar. Admission is by competitive application, with seminars usually limited to eight members. The application deadline is **Tuesday, March 5, 2019**.

An application, together with a description of the seminar, a syllabus outline, and instructions for submission may be found on [SUNY Potsdam's website](#). Once on that page, scroll down to "III. NEH Seminars," then click on the link called "Application 2019 Summer Seminar for Faculty."

Applications may be submitted to *Geoffrey Clark* electronically (in one file please) at clarkgw@potsdam.edu or in hard copy by post. Should you have further questions or encounter any difficulties accessing the application, please do not hesitate to contact Geoffrey directly.

Core Fulbright Scholar Program. The next *Core Fulbright Scholar Program* competition, for academic year 2020-21, will open in **February 2019**. Register now with *My Fulbright* to specify your areas of interest by country or world region, as well as relevant disciplines. Registrants will receive regular program updates, webinar schedules, application assistance, etc. For more information, visit: <http://www.cies2.org/s/1064/index.aspx>.

SUNY Conversations in the Discipline. SUNY has issued its annual Request for Proposals for the *Conversations in the Disciplines* program (SUNY CID) for conversations to be held in 2019-20. This competitive grant program is designed to support campus efforts to bring together

faculty within and outside of SUNY for the purposes of scholarly discourse—examining new trends, addressing changes and challenges, reviewing promising research findings, and more. These *Conversations*, which take advantage of the breadth and depth of SUNY’s faculty, faculty-at-large, and the opportunities that emerge when faculty come together, are important to advancing our shared goals.

The program guidelines have been posted on: www.suny.edu/provost/cid/. Proposals are due **March 29, 2019**. As in prior years, the University Faculty Senate’s Committee on Programs and Awards will review and recommend proposals for consideration. For more information, please do not hesitate to contact SUNY Assistant Provost *Kristina Bendikas* at: CID@suny.edu or by phone at: (518) 320-1429.

SUNY Chancellor’s Grant for Innovative Study Abroad Programs. The SUNY Global Office has announced the call for applications for the *2019-20 Chancellor’s Grant for Innovative Study Abroad Programs* (ISAP Grant). Four grants of \$4,000 will be awarded (contingent upon funding availability) to programs administered during the 2019-2020 academic year. The application deadline is **Tuesday April 2, 2019**. The current competition provides financial support for the development of innovative study abroad programs as well as the addition of new elements to existing study abroad programs. The list of the elements and the criteria to be considered for the selection are included in the call for proposals posted to the SUNY Global [website](#). All interested faculty are encouraged to work closely with *Krista LaVack* (International Education) regarding their submission: lavackkm@potdam.edu.

Explorations in Diversity and Academic Excellence. SUNY’s Office of Diversity, Equity and Inclusion is again accepting applications for the *2019-20 Explorations in Diversity and Academic Excellence Initiative* in support of innovative approaches that strengthen the intersections between diversity and inclusive excellence on SUNY campuses. Projects eligible for funding include, but are not limited to, those that improve the campus climate, access and success for students, course development and pedagogical innovations, recruitment and retention of diverse faculty, and campus-community dialogues. Conferences and symposia, film and speakers’ series, and campus surveys can be used to further any of the above or other comparable programs. ODEI will award up to \$10,000 to support individual campus-based projects for the period beginning July 1, 2019 and ending on June 30, 2020.

The [2019-2020 guidelines](#) can be accessed online. These guidelines require that both the Chief Diversity Officer and the Chief Academic Officer sign off on the final project/proposal. The deadline for this year’s application is 5 p.m. on **Friday, April 12, 2019**, and awards will be announced in May.

SOEPS Scholarships and Awards. Please remind students to apply for the School of Education and Professional Studies (SOEPS) scholarships for Fall 19/Spring 20. Applications are available in Satterlee Hall, room 112A; the application deadline is **Monday, February 11, 2019**.

In Case You Missed It...

SSC-Campus Name Change. On December 14th, the SSC-Campus software platform re-branded as *Navigate*. Users will need to update their bookmarks for accessing the login page. The new address will be <http://potsdam.navigate.eab.com/staff>. Please contact *Sean Partridge* (x2520) or *Tim Morse* (x3447) if you have any questions.

Domestic & International Travel Courses with Students. Faculty who are interested in leading a domestic or international travel course in Winterim 2020 or spring break 2020 should contact *Krista LaVack* (International Education) for proposal submission information. All travel courses are currently reviewed by the School Deans and the Provost's Office. The proposal deadline for Winterim 2020 or spring break 2020 is **Monday April 1, 2019**. Please contact Krista for more information: lavackkm@potsdam.edu

What is Top Hat? The CCI strives to enhance resources and tools available to faculty and staff. Searching to identify an in-class polling system that takes advantage of mobile devices, the CCI has facilitated a limited partnership with Top Hat. The Top Hat platform integrates with Moodle and provides the campus with direct support through dedicated product experts. The Center is also evaluating the iClicker app, Qualtrics, and Moodle Feedback and hopes to be able to offer a product recommendation based on faculty feedback by Fall 2019. A quick note-- If you have been directly contacted by Top Hat (a common practice by company representatives), please know that there is NOT any obligation for faculty to pilot this product. However, if you are interested in trying out Top Hat, or any other response tool, you are encouraged to contact *Alex Gomez* (gomezat@potsdam.edu). We welcome your feedback!

Alumni Office Reminder. The Office of Alumni Relations asks that you please notify them when you receive updated contact or other biographical information from Potsdam alumni by emailing alumni@potsdam.edu. This will allow our Alumni Office to develop lasting relationships between our campus and amazing alumni. Also, if an alum is returning to campus for a presentation or other department sponsored event, please let Alumni Relations know. Alumni Relations will connect with them while they are on campus to thank them for sharing their wisdom/skills/talents with our current students.

Professional Clothes Closet. As our students begin their transition to their careers, including participation in interviews, student teaching, and internships, the need is increasing for access to appropriate professional clothing. In response to this student need, the campus is now collecting professional clothing for the new *Professional Clothes Closet*. This is a student-run initiative with faculty guidance to help give back to students in need. Accepted donations include:

- Contemporary suit jackets or blazers
- Full suits (jacket and pants or skirt)
- Shirts/Blouses
- Dress slacks and pants
- Professional dresses
- Skirts
- Ties
- Scarves
- Belts
- Nylons/Tights/Slips
- Wire hangers
- Specialty hangers for belts, scarves, & ties

All items should be gently used and clean. Please note: the campus is NOT accepting shoes, boots, or outerwear at this time. Clothing may be dropped off in the faculty lounge of Satterlee Hall (Satterlee 108) M-F, 8am-4pm. Please put clothing into designated boxes. For more information, contact *Lisa Stewart* stewarla@potsgdam.edu or X-3420. Thank you in advance for your support of this important initiative.

Kudos

SUNY Hispanic Leadership Fellow. *Christopher Torres* (Public Health & Human Behavior) is one of 14 SUNY leaders recently selected as a **2019 Hispanic Leadership Fellow**. Through the Institute, Fellows have the opportunity to participate in a six-month individualized experience to include leadership assessments, interactive on-line and in-person workshops, and an applied learning experience designed to advance their leadership skills. Congratulations, Chris, on your selection for this important fellowship!

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@potsgdam.edu.