

# Provost's Corner

*Bette S. Bergeron, Provost & Senior VP for Academic Affairs*

*May 13, 2021*

## *Semester Farewell*

It's hard to believe that the 2020/2021 academic year is almost at a close. And what a year it has been! In my 25+ years in higher education, I have not encountered a year with so many challenges—and unique opportunities—that have confronted us this past year. I am so thankful for the innovation, resiliency, and advocacy of our faculty and staff in support of Potsdam's incredible students. I am certainly optimistic about the year ahead!

Our campus continues to make progress in terms of a gradual and safe "return to normal" (have you noticed that the directional signs in stairways and building entrances have gone away?). This is due in large part to the steady declines in positive cases among our students and employees, and the willingness of so many in our campus community to get vaccinated. A recent informal poll of our students revealed that 78% have received at least one vaccination! Our students are certainly role models for the rest of us, as we continue to follow the science in terms of our pandemic response and recovery.

While we are still waiting for specific guidance from SUNY and the state regarding fall planning, we did learn this week that all SUNY and CUNY students will be required to be vaccinated for the fall (pending final FDA approval) in order to attend campuses in person. Specifics are still being solidified; please be sure to continue to watch your email over the summer for additional updates. We are operating under the assumption that most of our fall instruction will be face-to-face, and that most of our regular student life programming will be able to resume. It is anticipated that there still will be some requirements related to face coverings, social distancing, and/or numbers of participants at events (particularly for those held indoors). Final decisions for the fall will focus on high quality experiences for our students, balanced with recommendations based on science and data in order to keep our campus community safe.

I want to thank you again for everything that you have done in support of our students, and each other. Please watch your email over the summer for updates, including a summer edition of this Newsletter. And please take care! I look forward to seeing all of you when our 2021/2022 academic year begins.

## *New Faces/New Positions*

Please join me in welcoming the following to Academic Affairs:

- **Jennifer Cootware** has joined the Student Administrative Services team as the State Aid Coordinator. Jennifer is responsible for the certification of all state aid programs including Excelsior and TAP. She will also serve as the SAS point person for SUNY Cross Registration. Jennifer was previously at Clarkson University, where she was the coordinator for international student services.
- **Daisey Cox** has recently taken the position of Administrative Assistant I for the Departments of Theatre & Dance and Art and the Art Museum. Daisy had previously worked in the Office of Admissions and the Registrar's Office.
- **Paula Filiatrault** has joined the One Step as our newest Service Generalist. Paula was most recently employed as a Dental Assistant in Gouverneur.
- **Sara Peabody** will transition to her new position as Administrative Assistant I for the Departments of Anthropology, Biology, and the WISER Center on June 21st. Sara had previously worked in Student Health Services.
- **Leighann Redfern** has returned part-time to the Student Success Center to support our campus' advising and retention initiatives.

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## *Campus Updates*

**Title IX Task Force.** I would like to express my thanks to all of the members of the Title IX Task Force, and its subgroups, who have been working over the past month to collect data on a number of critically important issues for our campus. The subgroups are focused on the following topics: Student Supports, Investigations, Networking (including liaising to SUNY), and Training for employees and students. This work is facilitated by our Interim Chief Diversity Officer, *Claudia Ford*.

Please join me in thanking the following Task Force members: *Kelly Bonnar* (PHHP), *Bridget Bradish* (Student Health), *Lauren Bruce* (Athletics), *Deborah Conrad* (SOEPS), *Lauren Diamond-Brown* (Sociology), *Christine Doran* (Interdisciplinary Studies/Pathways), *Claudia Ford* (DEI), *Gretchen Galbraith* (A&S), *Maria Ladouceur* (CTS), *Mark Misiak* (Athletics), *Michael Popovic* (Politics/International Studies), *Jenica Rogers* (Lougheed Center for Applied Learning), *Jessica Rogers* (Environmental Studies), *Anna Sorenson* (Sociology), *Arlene Stillwell* (Psychology), *Liliana Trevizan* (Modern Languages), and *Lonel Woods* (Crane).

**Title IX Updates.** I want to join President Esterberg in acknowledging the campus community for the support and advocacy that you have provided to our students and your colleagues, as we continue to review our practices related to responses to sexual assault, violence, racial injustice, bias, ableism, and microaggressions. As part of our campus' response to these concerns, SUNY has approved a search for a Title IX Coordinator, which has been recently launched. The search committee is led by *Nicole Feml* (Chief of Staff).

Over the past month, questions have been raised regarding who on our campus is identified as a mandated reporter. UUP represented employees serving in academic rank or qualified rank and all professional employees working in academic advisement, career services, continuing education, financial aid, instructional support, athletics, residential life, or student activities/affairs are considered a mandated reporter. Those who maintain confidentiality as defined by federal or state law, including mental health counselors, may elect not to report disclosures as governed by law and their professional code of ethics. If you do not fall under one of the previously listed categories, you are highly encouraged to report all incidents of sexual violence or misconduct. It is also important to keep in mind that, unless you are a certified Mental Health Counselor, discussing sexual assault and other cases of violence, including your own personal trauma, can unintentionally cause more harm to your students. Please instead refer students to the Counseling Center or Renewal House. Employees, remember that the [Employee Assistance Program](#) is available to you.

The following websites also provide helpful information and resources:

- [Title IX Important Resources](#)
- [Title IX Policy](#)
- [Sexual Misconduct Response & Prevention Policy](#)

**Campus Counseling Center.** This summer, the College Counseling Center will remain available remotely for mental health emergencies from 8:00am-4:00pm Monday-Friday with minimal staffing. If you are working with a summer student who is struggling, please call the office at 315-267-2330 or email [counseling@potdam.edu](mailto:counseling@potdam.edu) to help them make an appointment. Outside of office hours, please encourage students to call Reachout at 315-265-2422 or to use one of these additional resources:

*University Police:* 315-267-2222

*Tribal Support:* 1-800-662-HELP (4357)

*The Trevor Project:* (866) 488-7386

*Crisis Text Line:* Text GOT5U to 741741

*Suicide Prevention Lines:* 1-800-SUICIDE (2433) or 1-800-273-TALK (8255)

**Student Alerts.** Faculty who are concerned about students for academic or mental health reasons are encouraged create an "alert" in the Navigate system. When the alert is marked as a "Health and Wellness" concern, the Director of Counseling is also tagged, and the student automatically gets an email with information about counseling and hotline resources.

**Community Policing Advisory Committee.** In the Fall 2020 semester, SUNY Potsdam established a new *Community Policing Advisory Committee*. Aligned with the goals of the New York State Police Reform and Reinvention Collaborative, the Committee has been charged with reviewing “the needs of the community served by its police agency” and evaluating the University Police Department’s current community policing policies and practices. The Committee is expected to gather evidence regarding campus perceptions of community policing efforts and make recommendations to improve campus policies and practices so as to “foster trust, fairness, and legitimacy” and to address any concerns of bias. The Committee is led by *Nancy Lewis* (Sociology & Criminal Justice).

Since October, this committee prioritized consultation with campus community members to better understand the public perception of our University Police Department. Various focus groups were held with clubs, organizations, and departments on campus. The committee also developed and administered a community satisfaction survey to gather more input from the entire campus community. In addition to reviewing community feedback, the committee is examining campus crime statistics and will include in their report an analysis of the information to determine indications of disparity or bias. In order to identify any potential gaps, the committee has also reviewed the various trainings that University Police participate in that support a community policing approach.

After reviewing community feedback, the committee will develop and present a full report to the campus’ leadership team that outlines policy and program recommendations. As a campus, we are committed to implementing the recommended changes, and we will continue to update the campus community on this important work.

**Updates from the Registrar.** Three quick reminders from the Office of the Registrar:

- Final grades are due **Wednesday, May 26** (10:00am)
- In order to best assist our students and families, One Stop customer service hours have changed from 10:00 am – 4:30 pm to 9:45 am – 4:15.
- BearBeN will be upgraded mid-June with a new look and feel, and will feature a mobile-friendly responsive dashboard. Additional information will be coming soon.

**Important Student Reminders.** Please assist your students with the following important reminders:

### **Register Now!**

The registration window is now open for all students. If you haven't met with your advisees to schedule Fall, 2021 classes, **please do so right away**. Waiting may result in classes being cancelled or filled before your advisees can register.

### **Extended Deadlines**

The deadlines to [withdraw from a class](#) or to [change your grading option to S/P/U](#) have been extended to the last day of classes, **May 14<sup>th</sup>**. Students should consult their advisor or contact [ssc@potsteam.edu](mailto:ssc@potsteam.edu) before submitting a request for either option.

### **S/P/U Grading Option**

Changing to S/P/U allows students to earn credit in a class without the grade impacting their GPA. Grades above a 2.0 earn a S, from 1.0 to 1.7 earn a P, and a 0.0 grade results in a U. Elective S/P/U credits from Spring 2020, Summer 2020, Fall 2020, and Spring 2021 will not count against the 14-credit S/P/U limit.

### **Emergency Funding**

If students are struggling financially due to an emergency situation, please encourage them to complete a request for assistance through our [Student Emergency Fund](#).

### **COVID-19 Relief Funding**

SUNY Potsdam will be working to distribute funds to eligible students as part of the *Higher Education Emergency Relief Fund II (HEERF II)*. The guidelines, which have been provided by SUNY, will require SUNY Potsdam to provide much of this funding to students who received federal Pell Grants in 2020-2021. It is important that students watch their email for updates.

### **Not Returning?**

If an advisee does not plan to return in the fall, please have them complete the [online withdrawal form](#). If the student plans to return to complete their degree at some point, make sure that they select the *Leave of Absence* option.

**Graduate/Undergraduate Courses.** We have increasingly been seeing undergraduates registering in Graduate Courses. (In one of the most egregious recent cases, a sophomore was registered for a 500-level course!) As a reminder- in order to ensure that the [College policy](#) of undergraduates enrolling in graduate courses is followed, all graduate courses will be restricted

to graduate students (i.e., students coded as “05” or “06”). If an instructor approves an undergraduate enrolling in their graduate course, the instructor is to email [graduate@potsdam.edu](mailto:graduate@potsdam.edu). The Graduate Office will confirm that the student meets the criteria and enter the override. In most cases, this will happen within one business day.

**New Academic Programs.** We have recently been notified that two of our newest academic programs have been formally approved and registered by SUNY and the SED:

- ***B.S. in Computer Science Educator program.*** SUNY Potsdam is among the first in the state to offer this degree. For more information, please contact *Dean Allen Grant* ([grantac@potsdam.edu](mailto:grantac@potsdam.edu)).
- ***B. A. Interdisciplinary Studies*** (formerly, the Student Initiated Interdepartmental Major). This uniquely flexible program has the potential to attract non-traditional students, and to provide our campus with a degree-completion option for qualified students. For more information, please contact *Dean Gretchen Galbraith* ([galbragr@potsdam.edu](mailto:galbragr@potsdam.edu)) or Interdisciplinary Studies department chair *Derek Maus* ([mausdc@potsdam.edu](mailto:mausdc@potsdam.edu)).

Congratulations to everyone involved in developing these exciting and innovative academic programs!

**Online Pedagogy Design for Online Learning.** *The Online Pedagogy Design for Online Learning course* is a collaborative effort between the Center for Creative Instruction, the Online Faculty Fellows, and volunteer faculty from across the campus. Conceived in the Fall of 2019, the course was an integral part of the SUNY Potsdam reopening plan and has prepared scores of faculty in delivering high quality and highly engaging online content during the COVID-19 crisis. A Summer, 2021 session is being scheduled from **June 1-June 11** (please note- Monday, May 31<sup>st</sup> is Memorial Day). Planning for a possible second session in August is underway.

*Overview of the Course:* The purpose of this course is to facilitate development of the knowledge, skills, and attitudes (KSA) for effective online teaching and learning. The course focuses on pedagogy and the design/facilitation of online learning. Participants will learn by reading, watching, listening, sharing, and doing - applying the course content to relevant course design and development activities. This two-week asynchronous course involves an estimated six to eight hours of work each week. Each course is limited to 20 participants and includes an optional opening and closing synchronous meeting, as well as opportunities to meet with the instructors and other participants each week. Each course is team-facilitated by three instructors.

Registered participants (limit of 20) will receive a welcome email on the Friday afternoon prior to the start of the workshop with links to the Moodle course site. The email will also include links to the optional *Welcome Meeting* (scheduled for June 1<sup>st</sup>) and the *Closing Meeting* (scheduled for Friday, June 11<sup>th</sup>). Both meetings are optional and will be recorded.

By the end of the course, participants will be able to:

- Identify key differences between face-to-face (F2F) and online teaching and learning.
- Apply Backward Design to develop a course and its components.
- Recognize Community of Inquiry (CoI) principles of online learning and apply them to develop online teaching and learning experiences.
- Identify, select, and use tools, within the learning management system (Moodle) and beyond, to support teaching and learning.
- Recognize relevant standards and guidelines that frame distance education.

*Registration:* Information on registration will be made available soon; please be sure to watch your email. The deadline will be at 12:00 noon on **Friday, May 28<sup>th</sup>**. Only the first 20 to register are guaranteed a spot in the course. Registrants 21-25 will be added to a wait-list. For more information, contact our Faculty Online Fellows: *Karen Caldwell* ([caldweke@potsdam.edu](mailto:caldweke@potsdam.edu)), *Savita Hanspal* ([hanspas@potsdam.edu](mailto:hanspas@potsdam.edu)), or *Andre Mount* ([mountag@potsdam.edu](mailto:mountag@potsdam.edu)).

**Writers' Block.** The Writers' Block peer tutoring center offers individual tutoring for students, and it collaborates with faculty to support their teaching. Staff design workshops, supplemental tutorials, and tutoring services to increase students' understanding, engagement, and success in your writing assignments. To learn about various services, please see our "[For Faculty and Advisers](#)" page . Contact Director *Jennifer Mitchell* at [wblock@potsdam.edu](mailto:wblock@potsdam.edu).

**Sharing Student Achievements.** Do you have an honor society induction or awards ceremony coming up? Let College Communications know, and they can send personalized achievement announcements for all of the student recipients, via [Merit](#). It's easy to submit an achievement announcement. Just fill out the form: <https://potsdam.meritpages.com/contributions/new>. You can also email [communications@potsdam.edu](mailto:communications@potsdam.edu), and they will help you get the word out.

**CCI – Events and Workshops.** Please visit the [CCI Events Calendar page](#) to register for upcoming CCI, SUNY, and SUNY CPD events and workshops. Also, review the *Training Programs*\* section for various multi-day learning opportunities this summer.

- **Grants and Proposals: If you write it, they will fund!** (05/18 – 08/09)
- **Leaders Learning Live** – 05/20
- **Annual Global Accessibility Awareness Day (GAAD)** – 05/20

- **Conference on Instruction & Technology - CIT 2021** (05/25 – 08/27)
- **Online Pedagogy: Design for Online Learning\*** – (06/01 – 06/11)
- **Microsoft 365 Applications Training Series\*** – [Webinar Recordings](#)
- **#EmTechMOOC\*** – Free open-access course
- **Quality by Design (QbD): Strategies for Effective Teaching and Quality Course Design\*** – Summer 2021 Course
- **Teaching and Learning Certificate for New Faculty Program\*** – Summer 2021 Course
- **Lumen Circles Fellowships: Adventures in Teaching Excellence\*** – Summer 2021 Course

If you'd like to share a teaching approach or use of technology with your colleagues, please contact the CCI this summer. CCI staff can help you develop a presentation or workshop for the fall.

**CCI – Website and Support.** With several new webpages over the last year, the CCI is actively redesigning the CCI website to enhance and support teaching and learning (<https://www.potsdam.edu/faculty/center-creative-instruction>). The CCI plans to communicate with you weekly using the *Featured* section and will continue to post about upcoming summer CCI, SUNY, and CPD events. As always, the CCI staff is happy to meet with faculty and staff for one-on-one consultations, if you don't find what you're looking for on the CCI website.

**First Destination Survey.** With graduation on the horizon, Career Services is gearing up to collect data for our graduate exit survey. Faculty are asked to support this initiative by encouraging rising graduates to complete our *First Destination Survey* on Handshake. The First Destination Survey captures career plans for recent graduates within the first six months of graduation. This vital data gets reported to U.S. News, Peterson's Guidebooks, and Princeton Review. It is used for grant funding, accreditation, and recruitment, and is designed to inform our institution on how to better support our students.

You are asked to please encourage and remind your students to complete the survey. Graduates will be receiving an email from [Handshake](#) to their Potsdam emails regarding this short survey. If you have questions, please email *Karen Kus*, Director of Career Services at [kusk@potsdam.edu](mailto:kusk@potsdam.edu).

**Career Workshops/Fall Semester.** Career Services has a wide range of career-readiness workshops available throughout the academic year, including networking events where students have the opportunity to gain industry insight and connect with employers and alumni. Faculty are encouraged to incorporate these workshops within your curriculum and/or post

these events in Moodle. Workshops dates will be available in early August. If you are interested in incorporating career-development resources and workshops into your curriculum, please feel free to reach out to *Karen Kus* at [kusk@potsgdam.edu](mailto:kusk@potsgdam.edu) for support with curriculum implementation.

**Updates from Human Resources.** Human Resources has recently communicated the following changes related to COVID-19 testing and telecommuting.

### *COVID-19 Testing*

Effective May 24, employee testing will change to every other week. All employees who are reporting to campus will test on the following dates:

- May 24
- June 7
- June 21

Drop off will be available on Monday only between 6:00am and 6:00pm in the Raymond Hall Lobby. More information will be forthcoming regarding any requirements for testing for the remainder of the summer.

For teaching faculty who are observing their period of no obligation, it not expected that you will be reporting to campus unless you notify *Melissa Proulx* via email ([proulxme@potsgdam.edu](mailto:proulxme@potsgdam.edu)). All employees who do plan to continue to report to campus, must comply with the testing mandate. As a reminder, the MOU for testing is in effect through June 30, 2021. Any changes in policy will be communicated via email.

### *Telecommuting*

Currently, the statewide telecommuting program is in effect through July 2, 2021. At this time, it is unknown if this policy will be extended. Regardless, SUNY Potsdam will no longer participate in the telecommuting program effective July 6, 2021. As a result, employees are no longer approved to participate in any telecommuting schedule after that date and are expected to report to campus by July 6<sup>th</sup> unless otherwise on their period of no obligation or an approved accommodation. (Please also remember that July 5<sup>th</sup> is a state designated holiday.) Reasonable accommodations as defined by the Americans with Disabilities Act will continue to be reviewed through the Office of Human Resources. Border restrictions will be reviewed on a case by case basis.

**Multi-Factor Authentication.** CTS is in the process of implementing Multi-Factor Authentication (MFA) for our SUNY Potsdam MS365 (Microsoft) accounts. The President's Council has agreed that MFA be mandatory for all campus employees. As such, CTS has begun

the process of moving through each department to enable MFA.

Strong passwords are essential, but they are not enough. Phishing attacks and data breaches put your account and our institutional data at risk. MFA provides extra security for your SUNY Potsdam MS365 account. With MFA, anyone trying to access your account must provide two forms of ID:

- Something you know, such as your password.
- Something you have, such as a passcode, a phone, or even a mobile app.

*Before CTS enables MFA on your account, please make sure you have a means to receive the verification code. You will need either a cell phone that can receive calls or sms texts, a desk phone, or the Microsoft Authenticator App. Other authentication apps like Authy work but are currently not supported by Microsoft. It is important to remember that you will be asked to re-authenticate with MFA from time to time, so it is critical that you have your second verification method nearby when this happens. In most cases a cell phone is the optimal device for this purpose.*

For more information on the various verification methods, visit [our website](#).

Once MFA is enabled, CTS will send an email with instructions on how to finish setting up MFA on your account. If you encounter any issues or have questions, please call the IT Service Desk at (315) 267-4444.

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## ***Resources***

I want to thank the faculty and staff who have been sharing the following resources, particularly as they relate to Title IX, trauma, and social justice. If you have additional links or sources to share with your colleagues, please be sure to pass them along!

### **Our campus' resource collections:**

- <https://www.potsdam.edu/about/safety/title-ix/important-resources>
- <https://library.potsdam.edu/TraumaInformedTeaching>
- <https://library.potsdam.edu/BlackLivesMatter>

### **SUNY Race and Multicultural Resources:**

- <https://www.suny.edu/diversity/resources/cultural-awareness/>

### **Social Justice Resources:**

- Learning for Justice, "Teaching about race, racism and police violence"  
<https://www.learningforjustice.org/moment/racism-and-police-violence>

- Network Weaver, Ijeoma Oluo, “What can white people do”  
<https://networkweaver.com/product/what-can-white-people-do/>
- Special Edition of the Journal of High Education Management, focused on the twin pandemics of COVID-19 and racial injustice:  
[https://issuu.com/aaau10/docs/twin\\_pandemics](https://issuu.com/aaau10/docs/twin_pandemics)
- “More Than Just Tragic: Ma’Khia Bryant and the Burden of Black Girlhood” - Two academics discuss the fatal shooting of the 16-year-old in Columbus, Ohio, highlighting the different standards that young Black girls are held to:  
<https://www.nytimes.com/2021/04/24/universal/makhia-bryant.html>
- “The Relentlessness of Black Grief”: We are in the middle of a Black bereavement crisis, and we do not have the privilege or time to grieve:  
<https://www.theatlantic.com/ideas/archive/2020/09/relentlessness-black-grief/616511/>

#### **LGBTQ+ Resources:**

- An overview and some LGBTQ-specific resources:  
<https://www.hrc.org/resources/sexual-assault-and-the-lgbt-community>

#### **Resources related to Microaggressions:**

- <https://www.nytimes.com/2007/02/04/weekinreview/04clemetson.html>
- <https://www.businessinsider.com/microaggression-unconscious-bias-at-work-2018-6>
- <https://zora.medium.com/5-phrases-your-black-friend-wishes-you-would-stop-using-c857cd415c5>
- <https://www.theroot.com/he-s-so-articulate-what-that-really-means-1790874985>
- <https://www.goodhousekeeping.com/life/a33404079/what-are-microaggressions/>
- <https://www.nytimes.com/2020/03/03/smarter-living/how-to-respond-to-microaggressions.html>

#### **Trauma Resources:**

- What racial trauma does to the brain and body: [https://www.huffpost.com/entry/what-racial-trauma-does-body-brain\\_15efa43b1c5b6acab28459220](https://www.huffpost.com/entry/what-racial-trauma-does-body-brain_15efa43b1c5b6acab28459220)
- Suggestions on what not to say when someone shares their trauma with you:  
[https://www.huffpost.com/entry/what-not-to-say-trauma-survivor\\_160661051c5b67e90cd1723a6](https://www.huffpost.com/entry/what-not-to-say-trauma-survivor_160661051c5b67e90cd1723a6)
- Brain fog: how trauma, uncertainty and isolation have affected our minds and memory  
<https://www.theguardian.com/lifeandstyle/2021/apr/14/brain-fog-how-trauma-uncertainty-and-isolation-have-affected-our-minds-and-memory>





## *Updates from the Libraries*

**Crumb Library Services for Summer 2021.** While the Lougheed Learning Commons will be closed this summer, Crumb Library staff and librarians will still be available to assist faculty and students. The following Library services are available:

- ***Circulation and Interlibrary Loan***--The hold pick up request will continue this summer. Once you place a request for library materials, please look for an email from [circ@potsgdam.edu](mailto:circ@potsgdam.edu) to arrange for a time for you to pick up your materials. Interlibrary Loan requests for physical materials and Resource Sharing requests from other SUNY libraries will be handled in the same way. Please direct questions about your requests to [circ@potsgdam.edu](mailto:circ@potsgdam.edu). Directions for placing holds for pick up are located here: <https://library.potsgdam.edu/LaMP>.
- ***Book Return***-- Books can be returned using the book drop located in the brick wall on the Satterlee side of the LLC building.
- ***Chat services and Research Consultations***-- Chat services this summer will be available via the 24/7 Chat service, located directly on the front page of the Library website. Research consultations this summer with a librarian can be made by emailing [library@potsgdam.edu](mailto:library@potsgdam.edu). Librarians will meet with faculty and students virtually.

**Crane Library Update for Summer 2021.** The Crane Library will be closed this summer as the Crane renovations progress. Please email *Ed Komara* ([komaraem@potsgdam.edu](mailto:komaraem@potsgdam.edu)) directly if you have a music research or Crane Library collection question. Because a portion of the construction work will include asbestos removal, the stacks will be covered, and staff will not be able to access books and other materials. The exact schedule for the renovations is still being finalized, with a high priority on having the library open and ready to go for the Fall, 2021 semester. Updates will be posted on the libraries' website.

**Preparing for Fall 2021.** While we are all waiting for guidance from SUNY, we expect both libraries to be more fully opened in the fall, and this includes services and spaces in both libraries.

- ***Reserves in Crumb Library***-- Librarians are expecting reserves to be open this fall, but to do this your assistance is needed. If you wish to place items on reserve for the fall, get the materials to the Library as quickly as you can. Correspondence concerning reserves should be sent to [circ@potsgdam.edu](mailto:circ@potsgdam.edu). All reserve requests received by the Library before **August 15th** will be available to students by the first day of classes. Any requests received after this date may not be available until late September.

- **Bibliographic Instruction**-- Bibliographic Instruction will be available for your classes in the fall. At this point, both in-class and virtual instruction are anticipated.
- **Library Service Hours**-- Fall hours for buildings and libraries will be determined this summer, but it is anticipated that both of our libraries will be filled with our wonderful students and faculty this fall!

**Open Educational Resources (OER) Professional Development Opportunity.** SUNY OER Services and the SUNY CPD will once again be sponsoring and sharing that no-cost opportunities for SUNY faculty to participate in Lumen Circles (no use of Lumen required). Fellowships and Success Accelerator (Waymaker/OHM focused) are available for Fall 2021 and Spring 2022. A new offering for Fall is *Inclusive Teaching*. Apply as soon as possible as there are limited openings for this opportunity. The link to information about Lumen Learning Circles and the application can be found at: <https://info.lumenlearning.com/circles-suny>.



## **Potsdam Pathways**

**Updates from Pathways.** We are pleased to announce that *Tracy Lipke-Perry* (Crane) has accepted a three-year appointment as **WAYS 301 Coordinator**. Tracy has been serving as Interim Coordinator this year. With her background in piano, math, computer science, and neurophysiology, she is particularly well qualified for organizing the roll-out of the **WAYS 301 Connecting the WAYS of Thinking** interdisciplinary courses. Please join me in welcoming Tracy as part of the Pathways leadership team!

We are also continuing the search for a coordinator for the **WAYS 103 Talking About Diversity, Equity, and Inclusion** seminars. The term for that position is three-years and carries a one course per year release. If you would like more information—or would like to apply for the position—please contact *Christine Doran* ([dorancm@potsdam.edu](mailto:dorancm@potsdam.edu)) or *Alan Hersker* ([herskeal@potsdam.edu](mailto:herskeal@potsdam.edu)). I'd also like to offer my heartfelt thanks to *John Youngblood* (English & Communication) for his willingness to serve as interim WAYS 301 Coordinator this past year; his leadership has greatly strengthened the Pathways program.



## *Middle States*

**Middle States Self-Study Update.** Our campus' five Working Groups (WG) have completed their investigations of our college, and their reports will be released to the campus community in the coming weeks. The WGs generated numerous recommendations for innovation and improvement, and we will soon be sending out a survey asking for feedback to identify the five to 10 recommendations to include in the final self-study report (please note that all WG recommendations will be included in their reports and will be shared with the appropriate constituents on campus). Our final report will be written this summer by *Carrie Bates*, and open forums will be held in the fall to gather feedback on the WG reports and the final report before submitting the final version to Middle States in early 2022.

Finally, we extend our deepest appreciation to everyone who has participated in the self-study to date, from our dedicated Working Group members to others who were interviewed (sometimes multiple times!) and provided documents for our evidence inventory. Over 100 people have been involved in the self-study, and we hope everyone will remain engaged until this process is completed one year from now when the external review team visits our campus.

Don't hesitate to contact Middle States Steering Committee co-chairs *Julie Dold* ([doldjm@potsteam.edu](mailto:doldjm@potsteam.edu)) or *Gordon Plague* ([plaguegr@potsteam.edu](mailto:plaguegr@potsteam.edu)) with any questions about this process.

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## *Around SUNY and the State*

**Mental Health Training.** The stress of the pandemic has deepened mental health struggles among college students, including an alarming increase in suicidal thoughts. As noted by Chancellor Malatras in a recent memo, this is a problem that must be addressed collectively across the SUNY system.



Educators are likely to be among the first to recognize the signs of a mental health crisis in a student, which means we should know how to respond appropriately. Therefore, SUNY is offering a [free mental health emergency intervention training](#) called QPR (Question, Persuade, Refer) to every member of the SUNY community. It takes less than an hour, and could save a life. All campus leaders, faculty, and staff are encouraged to take this training through the month of May, which is Mental Health Month.

**SUNY DEI Discussion Forum.** All SUNY staff (especially those who interact often with students) and faculty are invited to participate in the "*SUNY Virtual Diversity, Equity, and Inclusion Discussion Forum.*" The final Zoom discussion of the semester will be **Tuesday, May 18, 2021 from 1:00-2:00 pm**. You can RSVP for this discussion at: <https://sunycpd.eventsair.com/deiforum0518/regform/Site/Register>.

The goal of the program is give SUNY faculty and staff an opportunity to discuss diversity, equity, and inclusion issues in higher education in a supportive environment to help them create the inclusive mindset they need to learn the competencies necessary to serve a diverse population of students and others on their campus. The program features a mix of asynchronous (not in real time) online discussions in Workplace as well as meetings in Zoom. The asynchronous discussions will continue after the semester in the Workplace group which you can sign up for at <https://sunyedu.workplace.com/groups/discussDEI> using your SUNY campus ID and password.

If you have any questions, contact *Chris Price*, Academic Programs Manager, SUNY Center for Professional Development ([chris.price@suny.edu](mailto:chris.price@suny.edu)).

**Tenure Clock Policy Extension.** Chancellor Malatras has recently announced that the SUNY Trustees have adopted emergency rulemaking (modifying SUNY Policies of the Board of Trustees) to allow an extension of a portion of the April 20, 2020 SUNY-UUP Memorandum of Understanding (MOU), titled "*Possible Adjustments to Tenure Clock Timelines and Reappointment, Promotion and Tenure Review Materials,*" through June 30, 2021. Specifically, the May 6, 2020 date in the April 20, 2020 MOU pertaining to continuing appointment for academic employees serving in titles eligible for continuing appointment has been extended to June 30, 2021. As such, any academic employee hired between May 6, 2020 and June 30, 2021 now has the benefit of the extension of time toward continuing appointment provision. The MOU recognizes the continuing impact of COVID-19 on research, scholarship, and university service. The policy amendment and MOU are effective immediately for all state-operated campuses.

All academic rank employees not currently under review will receive an automatic one-year extension of their clock, without change in title, full-time equivalent or other employment status. Please note: There is an opt out clause for those who want to stay on their current schedule. If you would prefer to opt out, please contact your dean.

Please feel free to contact System Associate Vice Chancellor for Employee Relations *Liesl Zwicklbauer* with questions or concerns ([Liesl.Zwicklbauer@suny.edu](mailto:Liesl.Zwicklbauer@suny.edu)).

## *Coming Due*

**Lougheed Applied Learning Grants: Summer Application.** I am very excited to announce that, for this year only, a summer application cycle will be added for the Lougheed Applied Learning Grants. The summer application portal will be open **June 1 to July 16, 2021**. Detailed information about the submission process can be found on our website: <https://www.potsdam.edu/faculty/center-creative-instruction/funding-and-awards/lougheed>. Please note that applications are submitted through Moodle.

The Lougheed's generous 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, professional development, course releases, new program development, etc., as well as to directly fund student engagement with Applied Learning.*

Given the extraordinary challenges and opportunities resulting from the COVID-19 pandemic, and impacts on pedagogy and modes of delivery, for this application cycle priority will be placed on those proposals that focus on innovative and scalable ideas for enhancing high-impact and highly engaging teaching and learning that have been impacted by the pandemic. However, please note that all proposals related to high impact and applied learning activities will be accepted and considered.

If you have any questions regarding the grants or the proposal process, please don't hesitate to contact me ([bergerbs@potsdam.edu](mailto:bergerbs@potsdam.edu)).

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## *In Case You Missed It*

**Textbook Services.** The College Store has recently announced that significant changes are being introduced related to their textbook business, starting with Summer Session 2021. The College Store has partnered with the largest textbook supplier in the nation, BNC Services. They currently serve the needs of nearly half a million students nationwide, with over 7 million books in their Columbia, Missouri facility. BNC Services was developed to help institutions like

ours improve textbook services. The BNC Services program ensures course materials will be available when academic terms begin. This program provides convenient ordering, accurate and timely fulfillment, and better overall services for our students. Additional benefits include:

- BNC Services maintains a current list of our courses and materials, and in the event of any changes, they promptly notify students.
- Students may sell back their textbooks to BNC Services using a convenient online buyback option.
- Students may access the online Virtual Bookstore 24/7 at: <https://bncvirtual.com/potsdam>.
- Orders are shipped via UPS from BNC Services within 24 hours (excluding weekends and holidays).

Please bookmark the URL for future reference: <https://bncvirtual.com/potsdam>.

With this change, the College Store will no longer carry textbooks here on campus. The only course materials that will be carried will be on-campus printing such as lab books. Textbooks must be ordered and will be shipped directly to the student or to the College Store where the student can pick up their order.

A portal will be developed for faculty to use to place their requisitions, which should be available to faculty in the fall for Spring, 2022. Until the portal has been established, requisitions will be submitted by email to *Janet Robbins* at [robbinjl@potsdam.edu](mailto:robbinjl@potsdam.edu) using the spreadsheet provided in a previous email. The College Store will submit the requisitions to BNC Services. All the same versions of textbooks will be available as in the past including new, used, rental, digital, Inclusive Access, and OER.

**Accommodative Services Test/Quiz Scheduling.** As a reminder, any instructor who has a student wishing to take a paper quiz/test in the Accommodative Service Office should encourage that student to complete the online request form at least two days before the scheduled quiz/test. The instructor will then receive an email regarding that student's scheduling information and a link to an online form requiring instructor approval. Please complete this electronic exam scheduling form as quickly as possible.

If your quizzes/tests are administered on Moodle, there is no reason for the student to schedule their exam with the Accommodative Services Office. Questions? Contact [aso@potsdam.edu](mailto:aso@potsdam.edu).

**SUNY Student Emergency Fund (SEF).** The SUNY SEF supports students who experience emergencies that might otherwise cause them to stop out of their degree program. To be eligible, a student must:

- Be an undergraduate enrolled in at least six credits;
- Have a minimum 2.0 GPA and be in otherwise good standing with the College; and
- Hold US citizenship, permanent residency, or DACA status (undocumented students are eligible).

An emergency is defined as an unforeseen event or unexpected need for funds, not a chronic problem or anticipated expense. Examples include: homelessness or threat of eviction, medical emergency, natural disaster, domestic violence, theft, or loss of employment. Eligible expenses include (must be paid to a third party): rent, utility bills, clothing, furniture, medical expenses, back-up childcare, back-up transportation, replacement of stolen school supplies. Non-eligible expenses include tuition, textbooks, credit card debt, and legal representation. Information on the application can be accessed at: [Spring 2021 SUNY Student Emergency Fund Application](#).

**Potsdam Student Care Fund (SCF).** The Potsdam SCF supports both undergraduate and graduate students with emergency needs. Funds are intended to support degree completion and helping students avoid stopping out due to issues that could be resolved with a small amount of financial assistance. The application can be found at: [Potsdam Student Care Fund](#).

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## *Kudos*

**Lougheed Applied Learning Grants.** Congratulations to the following for being selected as awardees for the *Spring 2021 Lougheed Applied Learning Grants*:

- *Kathryn Allen* (Anthropology)- “A Virtual Field Trip: Anthropology, Climate Change, and Digital Heritage at the Greenland National Museum”
- *Iggy Beerbower* (Art)- “Equipment for Digital-based Photography Classes”
- *Katherine Cleary & Jessica Rogers* (Environmental Studies)- “Assessing and Enhancing Applied Learning in Environmental Studies”
- *Sonny Duquette & Toby White* (LETI)- “Smart Firearms Training Technology Equipment”
- *Linghong Li* (Physics)- “STEM Program Photonics Equipment”
- *Tracy Lipke-Perry, Heather Wheeler, Rosemarie Suniga, & Kathryn Sherman* (Crane)- “Synchromodal Keyboard Instruction: Designing Shared, Accessible Learning Experiences”
- *Amy Swartele* (Art)- “ARTS 395 Mural and Public Art Projects Course Equipment”

- *Lucinda Wells (SOEPS), Allen Grant (SOEPS), Michelle Burke (MWCS), and Jonathan Hirschey (BOCES)- “Applied 21<sup>st</sup> Century Technologies in Education”*

**Mentoring Award.** *Fadi Bou-Abdallah (Chemistry)* has been selected as recipient of the **2021 ChemCUR Outstanding Mentorship Award** given by the Chemistry Division of the Council on Undergraduate Research (CUR). This nationally competitive award celebrates the exceptional mentoring and advising of undergraduates by higher education faculty in all fields of chemistry. Specifically, the *ChemCUR Outstanding Mentorship Award* recognizes transformative mentoring and advising of undergraduate students in at least two of the four categories: faculty-mentored undergraduate research, integration of research into the curriculum, demonstrated advocacy for diversity, equity and inclusivity in chemistry, and the establishment of programmatic infrastructure.

**EOP Advocate.** *Rebecca Jewell (English and Communication)* was recognized as the *Distinguished EOP Advocate* at the 40<sup>th</sup> Annual EOP Awards Ceremony.

**SSC Student Award: Success through Service and Commitment.** Each year, the Student Success Center solicits nominations from the campus community to recognize students who have demonstrated exceptional perseverance amidst personal and/or academic hardship and who have taken advantage of SSC services as part of building their success. The SSC is pleased to announce the following students as our 2020-21 awardees: *Cassandra Bolesh (Junior, Community Health)*, *Kimberly Franco (First-year, Psychology)*, and *Yaricuyay Moran (First-year, Environmental Studies)*. Each student will be provided a small award to support their educational costs for 2021-22.

**Art Recognition.** *Marie Amell*, a student enrolled in our Art Department, was recently awarded one of the three Honorable Mention Awards for the **120° Intercollegiate Regional Exhibition** for her piece titled *Elements of Nature*.

*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](mailto:bergerbs@potSDam.edu).*