

Provost's Corner

Bette S. Bergeron, Provost & VP for Academic Affairs

September 30, 2019

Greetings from Academic Affairs!

On behalf of Academic Affairs, I hope that the first month of classes has been exceptional for you and your students. I have certainly enjoyed the energy that our students bring to campus as our fall semester has gotten fully underway.

I have also been very impressed with our campus' renewed focus around student retention. The integration of high-impact practices, like applied learning and student research, has long been a strong tradition of excellence at SUNY Potsdam and critical to the retention of our students. Also important are best practices around advising as well as students' engagement in student life and extra-curricular activities. These are all strengths of our faculty and staff. As we look to our goals for this academic year, units across campus are brainstorming and implementing additional ways to enhance our campus' retention efforts. How can you help? This edition of the Newsletter includes updates on a variety of campus initiatives as well as specific recommendations on how each of us can help recruit and retain our amazing students. More to come in future months!

I am very pleased to announce that the *2019/2020 Academic Affairs Strategic Plan* has been revised and posted to the Provost's website under [Plans and Goals](#). This strategic plan has been developed through feedback from the administrative and faculty leadership across Academic Affairs. If you have any questions about the plan or updates to the "Milestones," don't hesitate to let me know.

Be sure to mark your calendars for our next *Coffee & Conversation*, to be held on **Friday, October 18th** from 8:30-9:30am in the Raymond 8th floor Lounge. In preparation of a meeting that the President and I have later that day with SUNY administration, the topic for our Coffee will be "Dear SUNY..." It's my hope to hear from you regarding topics that you'd like me to share with SUNY—including retention initiatives with which you're currently engaged, ideas to strengthen our academic programming, and input on how the SUNY system can best support our campus' mission and goals. And... be sure to mark your calendars for three celebrations in October: *A Diversity in STEM Event* on **October 4th and 5th**, our campus' *Days of Reflection* from **October 7th-10th** and the *Journey Into Literacy Conference* on **October 24th-25th**. More information on all these special events follows in this Newsletter!

New Faces/New Positions

Interim Vice President for Enrollment Management. Please join me in welcoming *Ronald Brown* to campus as our Interim Vice President for Enrollment Management! Ron will be working with us through the academic year.

Campus Updates

How Can I Help Impact Retention? Student retention is the responsibility of every individual on campus. Ensuring that our students are provided with the appropriate supports so that they can be academically successful—and complete their degree within four years with as little debt as possible—is not only our mission, but also an issue of social justice. Throughout this academic year, our campus will be focused on identifying ways in which each of us can positively impact students' success. How can you help? What follows are some initial tips and ideas from the Student Success Center (SSC) to begin the conversation.

- In-class actions:
 - Take **attendance** in class, and let the SSC know of any attendance concerns. Faculty can issue Alerts in Navigate to trigger SSC follow-up with the student.
 - Talk about **Progress Reports** in class. Have students check their email for notifications in class and encourage them to take action. Refer students to the SSC for help.
 - Be creative in using your regular office hours to check in with students. Schedule attendance in order to remove some fears students may have in reaching out to you directly.
 - Invite campus resources to your class as guest presenters. Most offices can put together a very brief introduction of their services.
 - Make sure your students are aware of the deadline to Withdraw or S/U (**November 1st**).
- Outside of Class Actions:
 - Use Navigate's **Progress Reports** and **Alerts** options to notify the SSC of concerns. Progress Reports are submitted during weeks 5 and 6 of each term, but they can be entered any time through your Professor portal in Navigate.

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/>

- Reach out to your advisees early in the term, especially those with High Support Levels in Navigate and those on warning or probation.
- Submit **positive feedback** through the Progress Report process. Our focus for early alerts has traditionally been on struggling students. However, good news can be just as motivating! Letting your classes know to check Navigate for good news may ease some stigma about the process. Please note: If you don't mark the student "at-risk," they do not receive a notification email. Therefore, you are also encouraged to directly send your students an email with your positive messages and kudos.
- Actions for Departments/Chairs:
 - Create a **departmental plan** for addressing student success and retention (especially in introductory courses). Many departments are taking creative approaches to addressing the evolving needs of our changing student population through recitation sections, TA's, group tutoring and review sessions, etc.
 - Department Chairs can work with their faculty to create and refine their **Success Markers** in Navigate – a great way to identify students who may be struggling to meet major requirements. Participate in Navigate training on how to use reports and other functionalities of the platform to make informed data-driven decisions.
 - Reach out to colleagues in your field at community colleges to develop relationships and foster pipelines of transfer student opportunity.
 - Hold advising "how-to" sessions for groups of students prior to your individual advising appointments. Many departments are now kicking off advising season with group sessions to prep students for their 1-1 advising meetings.
 - Set up a consultation with SSC staff to understand the ways you can use Navigate reports and analytics to make data-driven decisions within your department to increase success and improve retention and graduation.
- Campus Resources:
 - Refer students to the **College Counseling Center** (especially to the two new Counselors in Residence holding evening walk-in hours in the halls).
 - Encourage students to use the **Writers Block, Math Lab, and Group and Online Tutoring**.
 - Refer students to the **Student Success Center**: the SSC has walk-in advisors available Monday through Friday 9:00am-12:00noon and 1:00-4:00pm.
 - Encourage your students to download **Ellucian Go** and **Get Involved (Corq)** apps.
 - Understand that there is an ongoing **Student Care Initiative** on campus seeking to address the needs of our students. Interested in learning more? Contact your

departmental liaison or *Sarah Lister* (PHHP), chair of the Student Care Initiative at listersl@potsgdam.edu.

- Direct students to the Food Pantry in Dunn Hall.
- Be aware that the College has a **Student Care Fund** set up to assist in emergency situations that might otherwise lead to the student dropping out. Connect students with the SSC for help.
- If you encounter students experiencing food or housing insecurity, please refer them to the Student Success Center.
- Help connect students to campus events and student clubs/organizations that are meaningful to them. Log on to Potsdam's **Get Involved** website (getinvolved.potsdam.edu) with your SUNY Potsdam login, and download the free Corq app to access all the latest event listings as well as club/organization webpages. Show your support of the students you work with by attending events they are coordinating and/or in which they are being featured.
- Encourage students to enhance their leadership skills and career marketability by participating in the Summit Leadership Program. Over 70 workshops are available this semester ([Summit Leadership Program](#)). We are also seeking assistance in developing additional workshops; contact *Ruth Policella* (Student Affairs) at policera@potsgdam.edu for more information.

Do you have other ideas for impacting student retention? Please let me know, and I will include them in our next edition of this Newsletter!

Navigate. One of the most effective ways for advisors and academic leaders to positively impact student retention is by using our campus' advising platform, Navigate (formerly called SSC-Campus). New to Navigate or need a refresher? Be sure to participate in one of many upcoming sessions, offered through the Center for Creative Instruction (CCI):

- **9/30** 2:00pm Submitting Progress Reports
- **10/8** 2:00pm Using Progress Reports to Improve Student Outcomes*
- **10/17** 10:00am How to Use Advising Campaigns
- **10/21** 3:00pm How to Use Advising Campaigns
- **11/19** 10:00am Creating Reports and Interventions Using Navigate*

**These sessions are particularly useful for department chairs, but are open to anyone interested in attending.*

Please contact *Sean Partridge* (x2520 or partrisc@potsgdam.edu) if you have any questions about these workshops.

Progress Reports. During weeks five and six, faculty will be asked to complete [Progress Reports](#) for each of their courses. This essential retention initiative is designed to give students a sense of how they're doing early enough in the semester so that they can make changes, seek help, or connect with opportunities for academic support.

This fall, we're hoping to shift the campus culture related to Progress Reports. Traditionally, the focus has been to identify at-risk students - those who may be below a 2.0 in a course. Going forward, we'd like to encourage faculty to also give **positive feedback** to those who may be doing well. Our hope is that including positive notes will encourage more students to check their Progress Reports and to take action.

Helpful tips:

- Log into Navigate to enter Progress Reports (PRs). Simply select "at-risk" and a reason for your concern. You can also add a current grade, attendance, and comments.
- Marking a student "at-risk" initiates an [email notification](#) to the student. Those emails contain instructions and links to connect them with support services.
- If not at-risk, simply enter a grade and/or comment. Note: if a student is not "at risk," they will not receive an automated email through Navigate. Therefore, you may want to send your student a separate email if you'd like to share your positive feedback.
- Navigate will log you out after a certain time. If you need extra time, there is an option to submit completed student reports and save the rest for later. Submit often if you have a large roster.
- If only entering "at-risk" students, click the submit button to mark all others as "not at-risk."
- Progress Reports/Alerts can be entered at **any time** during the term, not just weeks 5-6. Contact the SSC for help.
- During the week of **October 7th**, take a few minutes in class to have students access Navigate to check their PRs. Instructions (PDF and PowerPoint slide) will be emailed soon.

If you have any questions about the process, please contact the SSC (x2580).

Retention Resources. Our campus has a variety of resources that can support students' success and retention. The following is a partial listing... be sure to share these with your students!

Academic Resources

- [Advising](#)
- [Tutoring](#)
- [Study Skills](#)
- [The Student Success Center](#)
- [Academic Services](#)

Health & Wellness

- [Student Health Services](#)
- [Counseling Center](#)
- [On-Campus Food Pantry – Dunn Hall, Room 100](#)

Student Support

- [Accommodative Services](#)
- [International Student Services](#)
- [Veteran Support Services](#)

Diversity

- [CSTEP/NSTEP](#)
- [The Center for Diversity](#)
- [The Office of Native American Affairs](#)
- [Days of Reflection](#)
- [World Religions, Faiths and Philosophies](#)

Student Administrative Services

- [One Stop](#). Located on the fourth floor of Raymond, this is where students can complete everything from paying bills to applying for aid and scholarships, to ordering transcripts or updating personal information.

Student Care Fund. Often, even a relatively small amount of financial assistance can mean the difference between a student staying enrolled or leaving school. We're hoping that you will help us to identify students in these situations so that we can intervene early and make a positive impact. Through the generous donations of several alumni, the College has established a *Student Care Fund* to provide emergency support to students in need of funds to deal with **one-time emergencies**. Please note that this funding targets support to students nearing completion of their degree and dealing with an emergency that might lead them to stopping out of college. We are not currently able to provide other types of support (textbooks, course fees, emergency travel funds, etc.).

If you are working with a student you believe may benefit from such funding support, please refer them to the Student Success Center (128 Sisson Hall) to complete an application and set up a meeting. Thanks very much for all that you do to support our students. Hopefully, this fund will provide another tool for fostering student success. Please contact the SSC (x2580) if you have any questions.

Writers' Block. One of the most effective ways to support students' retention is ensuring that they have the supports needed to be successful in their college classes. The Writers' Block provides free peer tutoring in writing for SUNY Potsdam students. Trained tutors will assist writers with all elements of writing, starting with fulfilling assignments in a clear and well-supported way. Your personal encouragement sends many students to the Writers' Block. Please share the [Writer's Block webpage](#), which describes the center's approach, shows students how to book in advance, and provides helpful links.

For more information or guidance, please contact *Jennifer Mitchell* (English & Communication) any time at wblock@potsdam.edu with any questions about the staff, tutoring services, or classroom visits. She will happily identify appropriate tutors for your course, or you/your students can consult the list of available tutors. Want to help your students improve their writing skills? Encourage revision! You might want to offer some students the opportunity to revise a graded paper with Writers' Block tutors. At the student's request, staff can email you to confirm their participation.

Course Syllabus Statements on Accommodations. Our campus' efforts related to retention also include the critically important resources provided by the Office of Accommodative Services. Faculty members are highly encouraged to remind students of the availability of these resources. One way to accomplish this is to include a statement in your course syllabus. For example:

Syllabus Option 1

This course is accessible to and usable by otherwise qualified students with disabilities. To request reasonable program modifications, please consult with the instructor. Accommodative Services will assist the instructor and student in the accommodation process. For more information, visit the Accommodative Services website at: <http://www.potsdam.edu/studentlife/services/disability>.

Syllabus Option 2

If you are a student with a disability and wish to discuss reasonable accommodations for this course, contact me privately to discuss the specific modifications you wish to

request. If you have not yet contacted Accommodative Services, located in Sisson Hall Room 111, please do so in order to verify your disability and to coordinate your reasonable modifications. For more information, visit the Accommodative Services website at: <http://www.potsdam.edu/studentlife/services/disability>.

Syllabus Option 3

If you are a student with a disability who will require reasonable program modification in this course, please meet with Accommodative Services in Sisson Hall Room 111 for assistance in developing a plan to address program modifications. If you are already working with Accommodative Services, arrange to meet with me during my office hours to discuss reasonable modifications that may be necessary. For more information, visit the Accommodative Services website at:

<http://www.potsdam.edu/studentlife/services/disability>.

Syllabus Option 4

Students with disabilities will receive reasonable modifications in this course. Your responsibilities are to request them from me with sufficient advance notice, and to be prepared to provide verification of disability and its impact from Accommodative Services. Please speak with me after class or during my office hours to discuss the details. For more information, visit the Accommodative Services website at:

<http://www.potsdam.edu/studentlife/services/disability>.

In addition, changes are being made to the processes for accommodative exam services. When emailing an exam to Accommodative Services, please use the following address:

OAS@potsdam.edu. In an effort to make signing up for tests more efficient for faculty and students, faculty can now download a fillable PDF Exam Scheduling form and email it back to Accommodative Services if a student is going to be testing in the office. The PDF is available online through the [Accommodative Services webpage](#).

If you have any questions regarding any of the resources available through Accommodative Services, please contact *Jessica Burnett* at burnetjj@potsdam.edu.

Student Recruitment. While our focus is on retaining our current students, it is also critical for our campus to work collaboratively in recruiting our next class of diverse, talented, and engaged students. How can you help? A few quick suggestions include:

- **Attend Open House.** One of the best ways to support our campus' recruitment efforts is to actively participate in Open Houses. This can include meeting prospective students and their guests as they register first thing in the morning,

attending the mid-day Majors Fair, or developing department-specific programming throughout the day. Be sure to mark your calendars for our fall Open Houses: October 5th, October 26th, and November 9th.

- **Participate in Departmental Tours.** With the implementation of the new admissions platform, Slate, we are finding that many prospective students want to visit departments and faculty when they come to campus. A visit to a class in session and/or with faculty can really make a difference in a students' future admissions decisions.
- **Invite Pipeline Students to Campus.** Does your department have a pathway articulation agreement with a community college, or do you accept a college in high school course as part of your curriculum? If so, invite these students to campus! Visits can be actual (i.e., working with your community college faculty colleagues to set up a day when their students come to Potsdam) or virtually. If you would like to arrange for a visit, don't hesitate to contact Admissions.

Do you have other ideas regarding ways in which we can engage in creative recruitment activities? Be sure to let me know, and I'll add these to the next edition of this Newsletter.

Middle States Self-Study. SUNY Potsdam is accredited by the Middle States Commission on Higher Education. As part of the re-accreditation process, the campus will be completing a self-study that allows us to "engage in a careful analysis of institutional priorities...in the interest of identifying mission-related areas of improvement, responding effectively to challenges, and identifying and adopting innovative practices to more readily achieve institutional mission, adapt to changes in the higher education sector, and to best serve students and society" ([MSCHE Self-Study Information](#)). More information about the self-study process and how you can be involved will be coming in subsequent newsletters. For now, please join me in thanking *Gordon Plague* (Biology) and *Julie Dold* (Residence Life) for agreeing to serve as co-chairs for our Middle States Self-Study!



Campus Rankings. SUNY Potsdam continues to climb in the rankings released by U.S. News & World Report each year. Our campus has once again been named to the top tier of the best regional universities in the Northern United States in the "Best Colleges 2020" ratings. SUNY Potsdam was tied at No. 66 on the **Northern Regional Universities** list, its highest placement ever in the 21 years that the College has been recognized in the U.S. News rankings. In addition to its ranking in the Northern Regional Universities category, SUNY Potsdam was also recognized on the following U.S. News & World Report lists:

- **Top Public Universities, #17 (tie):** This list rates colleges and universities that are operated and partially funded by state governments.
- **Best Value Schools, #59:** This list considers colleges' academic quality alongside the net cost of attendance for students receiving the average amount of need-based financial aid.
- **Top Performer on Social Mobility, #37 (tie):** This list includes schools that enroll and graduate large proportions of disadvantaged students receiving federal Pell Grants.
- **Best Colleges for Veterans, #38 (tie):** This list includes top-ranked institutions that are GI Bill-certified, which charge in-state tuition to all out-of-state veterans, and enroll at least 20 veterans and active service members.
- **Ethnic Diversity:** This unranked list includes colleges with high rates of ethnic diversity, with higher proportions of minority students.

U.S. News & World Report bases its rankings on assessment by peer institutions, graduation and retention rates, faculty resources, student selectivity, financial resources, and alumni giving. View Online: <http://potsdam.meritpages.com/news/SUNY-Potsdam-Ranked-in-Top-Tier-of-Northern-Regional-Universities-by-U-S-News-World-Report/11014>.

Calendar Reminder: Thanksgiving Week. Please remember that classes are in session the week of Thanksgiving, until **Tuesday, November 26th at 10:00pm.**

Departmental Name Change. On August 29, 2019, the President's Council approved the faculty's request to change the name of the Department of Curriculum and Instruction, Literacy, and Special Education to the *Department of Advanced Studies in Education*. This change is in effect immediately.

Academic Catalog. Please be advised that the 2019-2020 academic catalog is now live and can be found [here](#). Additionally, the 2018-2019 catalog has been archived and can be found on the top right of the page, under the drop-down menu.

A huge thank you to *Mindy Thompson* and her team for implementing a solution so that the links from the website to the catalog will not break with future catalog publications.

Teams. Teams is a real-time communication and sharing platform that allows groups to efficiently collaborate and plan. This tool is available through O365 to all students, faculty, and staff. If you are interested in learning more, access the video on the CCI's **Presentations** page (<https://www.potsdam.edu/faculty/center-creative-instruction/presentation-videos>).

Crane International Piano Festival. This summer, the Crane School of Music hosted its first *International Piano Festival*, led by Crane faculty member *Young-Ah Tak*. The Festival attracted middle and high school students from around the country, who studied under Crane faculty and international visiting artists. A PBS news story on the Festival can be accessed online at: https://www.youtube.com/watch?v=F_xaKPgHEGk&feature=youtu.be&app=desktop.

Potsdam Single Reed Summit. On September 13-14, Crane hosted its annual *Single Reed Summit*, which included guest artists, masterclasses, alumni roundtable, a vendor exhibit, and clinics for Crane's single reed musicians. The event was facilitated by *Julianne Kirk Doyle*, *Raphael Sanders*, and *Miles DeCastro*.

Playwriting Across Prison Walls. For the second year, the Department of Theatre and Dance presented the *Playwriting Across Prison Walls Play Festival*, a staged reading of five short plays by playwrights incarcerated at Riverview Correctional Facility in Ogdensburg, N.Y. The Playwriting Across Prison Walls Play Festival was presented on September 20th. In addition to the performance at SUNY Potsdam, there was a staged reading at Riverview Correctional Facility. The five plays were read by SUNY Potsdam students. *Rivka Rocchio* (Theatre & Dance) worked closely with the men at Riverview Facility to help them expand their ideas and make sense of their findings, as well as create cohesive plays to be put on stage. Video of the dramatic readings of the plays can be accessed through the department's Facebook page.



Potsdam Pathways

Pathways Update. Our campus spent three years developing the new *Potsdam Pathways*, and one of the most exciting and innovative parts of *Pathways* is the three first-year seminars. We want to have broad representation from faculty and departments in offering these seminars; please consider teaching one or more of these new courses. The WAYS coordinators are eager to assist you. The deadline to submit Statement of Interest Forms for Fall 2020 is **October 15, 2019**.

For more information and to submit a Statement of Interest Form for WAYS 101, 102, and/or 103, please visit the [Pathways for Faculty](#) webpage. Email the *Pathways* director or any of the WAYS coordinators if you have any questions: *David Curry* (Philosophy, Pathways Interim Director, currydc@potsdam.edu); *Michael Rygel* (Geology, WAYS 101, rygelmc@potsdam.edu); *Sheila McIntyre* (History, WAYS 102, mcintysm@potsdam.edu); *Kelly Bonnar* (WAYS 103, bonnarkk@potsdam.edu); or *Christine Doran* (Interdisciplinary Studies, WAYS 301, dorancm@potsdam.edu).

FACT² Corner



The Faculty Advisory Council on Teaching and Technology (FACT²), announced that nominations for the *FACT2 Excellence Awards* have been opened and will be accepted through **December 8th, 2019**.

The *FACT2 Excellence in Instruction Awards*, *Excellence in Instructional Support Awards*, and *Excellence in Administrative Leadership Awards* are system-level honors conferred to acknowledge and provide system-wide recognition for consistently noteworthy achievement and to encourage the ongoing pursuit of excellence. These awards underscore SUNY's commitment to the use of technology to support access to superior education, to advance the boundaries of knowledge, and to serve the public good. Through these awards, SUNY publicly proclaims its pride in the accomplishment and personal dedication of its Instructional Faculty, Technology Support Professionals, and Administrative Leaders. Please use this opportunity to showcase the excellent work performed on our campus. Awards will be presented at CIT 2020.

The following awards are applicable for our campus:

- FACT² Excellence in Instruction: State-Operated and Statutory Campuses
- FACT² Excellence in Instructional Support: State-Operated and Statutory Campuses
- FACT² Excellence in Administrative Leadership: State-Operated and Statutory Campuses - *New Award for 2020*

[Click here for detailed information on the nomination process and criteria for each Award.](#)

[Click here to begin your nomination process](#)

All SUNY users: Click on *SUNY Sign in* button to log in.

Review your information, edit it if necessary.

Provide the required documents.

Click **Submit** when complete.

If you have questions, please contact the FACT2 Awards Chair, *Janet Nepkie*, at Janet.Nepkie@oneonta.edu.

SUNY Potsdam's FACT2 representatives are *Shalu Wunnava* (Business) and *James Hubbard* (Lougheed Learning Commons).

Around the State/System

SUNY Empire Innovation Program (EIP). The SUNY Empire Innovation Program (EIP) 2019-20 Request for Proposals (RFP 20-01EIP) has been released; the RFP may be accessed via <http://www.suny.edu/eip/rfp>. The proposal submission guidelines are included in the RFP. The submission deadline is **October 31, 2019**. Proposals must be submitted via email to eip@suny.edu. Any questions regarding proposal submission or about EIP in general may also be sent to eip@suny.edu.

Leaders Learning Live. SUNY's SAIL Institute is offering *Leaders Learning Live*, which will occur every third Thursday of the month from 12:00 p.m.-1:00 p.m. This interview-style webinar series provides insights into a wide variety of higher education leadership topics and best practices. The following webinars have been scheduled:

- **October 17th: Mindful Writing**
 - Guest: Ann Hawkins, SUNY System Administration
- **November 21st: The Student Leader Brand**
 - Guest: Michael Braun and Alex George, B&G Consulting Group
- **December 19th: Grant Writing/If You Write it, They will Fund**
 - Guest: Kathleen Gradel, SUNY Fredonia

Simply register in advance to receive the Zoom link. [Learn more and register](#) for any and all webinars of interest. For more information about *Leaders Learning Live*, contact: *Merissa McKasty*, Leadership Development Manager merissa.mckasty@suny.edu.

Hispanic Leadership Institute. SUNY is launching a call for nominations for the *Hispanic Leadership Institute* (HLI) 2019-2020 cohort. HLI has developed programming designed to strengthen the pool of higher education leaders from Hispanic backgrounds. The Institute will offer two different leadership development opportunities for qualified emerging or established Hispanic/Latinx leaders: Institute Fellows and Fellows-in-Residence.

Institute Fellows will benefit from a six-month individualized experience that begins with the SAIL Institute Winter Retreat in early January and concludes with the annual SUNY Executive Leadership Academy / HLI Capstone Retreat in June. During their engagement, the Fellows are guided through leadership assessments, interactive on-line and in-person workshops, and an applied learning experience designed to advance their leadership skills.

Fellows-in-Residence will participate in the same program as the Institute Fellows, but will spend an additional six months receiving real-world leadership experience, rotating between

SUNY System Administration and two SUNY campuses. Fellows-in-Residence will receive up to a 50 percent effort buyout from their responsibilities for up to six months, to allow them to engage in this unique expanded leadership-development experience.

To nominate an individual for this important program, please submit a CV or resume with a short statement of support from the nominee's immediate supervisor to leadership@suny.edu. For priority consideration, please send your nomination by **October 4, 2019**. Nominees must complete and submit their Fellowship Application by **October 15, 2019**.

Student Fellows Program. New this year at SUNY's *Collaborating for Student Success 2019: Advising, Applied Learning, and Student Success Summit* is the *Student Fellows Program*. This is great opportunity for students to share their experiences and develop leadership and presentation skills. Fellows will participate in a pre-conference webinar, attend all three days including Fellow-only sessions, and participate in the closing lunch. The Student Fellowship includes conference registration fees, hotel accommodations, and travel funding.

Student Fellow Qualifications:

- Be enrolled full or part-time at a SUNY college (second year student or higher, including graduate students).
- Demonstrate academic potential through past experiences and future career goals.
- Experience in one of the following areas: mentoring/tutoring; applied learning; student life; student government; SUNY Student Assembly, PTK, Educational Opportunity Program, and/or other leadership role.
- Be willing to actively participate in and commit to attend the full conference.

More information can be found at: <http://www.suny.edu/studentsuccesssummit>.

Did You Know...

Videos from last spring's *TEDx SUNY Potsdam* presentations are now available on YouTube! These can be accessed at

https://www.youtube.com/results?search_query=tedx+suny+potsdam.





Mark Your Calendars!

Center for Creative Instruction. Please join us for the upcoming professional development events at the Center for Creative Instruction (CCI). Join us and enjoy a free drink from Minerva's Cafe.

Monday, September 30, from 2:00-3:00pm

Submitting Progress Reports in Navigate

Presenters: *Tim Morse; Sean Partridge* (SSC)

Tuesday, October 1, from 4:30-5:30pm

Gen Z: Addressing Mental Health Needs of Generation Z

Presenters: *Sarah Lister* (Community Health Internship Coordinator), *Gena Nelson* (Director of Counseling)



Tuesday, October 8, from 2:00-3:00pm

Using Progress Reports to Improve Student Outcomes Using Navigate

Presenters: *Tim Morse and Sean Partridge* (SSC)

Tuesday, October 8, from 4:00-5:00pm

Introduction to Microsoft Teams

Presenter: *Alex Gomez* (Media Design Consultant, CCI)

Wednesday, October 23, from 11:00-12:00noon; *and*

Tuesday, October 29, from 2:00-3:00pm

Top Hat Webinar: Bringing Active Learning to Your Classroom with Top Hat-

Top Hat makes teaching fun and effective, ensuring students succeed by giving professors tools to drive engagement and insights into student progress, all in one convenient place.

Friday, October 25, from 12:00-1:00pm

Gen Z: Teaching Students How to Critically Evaluate Digital Information

Presenter: *Carol Franck* (Crumb Library)

Wednesday, October 30, from 12:00-1:00pm

Submitting Human Subjects to the IRB

Presenter: *David Bugg* (Sociology/IRB Chair)

Tuesday, November 5, from 3:00-4:00pm

Gen Z: Teaching First Generation College Students

Presenters: *James Fryer* (Psychology), *Jessica Heffner* (English & Communication), *Andrea Maas* (Crane), *Ruth Policella* (Student Affairs), *Eudora Watson* (English & Communication)

***Please [Register Online](#) for all events.

Diversity in STEM Event. On **October 4th and 5th** SUNY Potsdam will be hosting *A Diversity in STEM Event* to explore the opportunities and challenges of the STEM fields with a focus on sharing diverse perspectives, discussing ideas for inclusive teaching, and increasing awareness of diversity issues in STEM. Activities include a reception and keynote speaker on the evening of **Friday, October 4th**, followed by a “Day of STEM” on **Saturday, October 5th** which features a STEM art display, drone and GIS demonstrations, animal room visits, student poster presentations, research talks, geology museum tours, information on the chemistry of food and sustainable agriculture, and a visit to the new Geoscience Garden.

The event is facilitated by *Page Quinton* (Geology) and has been funded through the SUNY ODEI Exploration for Diversity and Academic Excellence Initiative and by the SUNY Potsdam WISER Center.

Fall 2019 Days of Reflection. Please save **Monday, October 7th** through **Thursday, October 10th** at 5:00pm and 7:00pm, for the *Fall 2019 Days of Reflection: Education for Racial Equity and Justice*, sponsored by the SUNY Potsdam Division of Diversity, Equity, and Inclusion. Eight events are planned to discuss racial equity and justice in the following areas: construction of race, health justice for black women, mental health care efforts from Akwesasne, Asian model minority myth, bilingualism, addressing bias on campus, immigration, and cultural appropriation. Campus community members can see an overview of the schedule and more detailed event descriptions at <https://www.potsdam.edu/studentlife/diversity/days-reflection-education-racial-equity-and-justice>.

I encourage your participation, and the participation of your students, at these important events which focus on the very time-sensitive and critical issues of diversity, inclusion, and identification of bias. If these sessions conflict with your classes, I hope that you will consider either supporting your students’ attendance at the sessions or holding your class at the sessions. I also want to encourage you to help me thank all the hardworking presenters that make Days of Reflection possible. Thank you!

Days of Reflection Committee members include *Rachel Bayliss* (Residence Life), *Libbie Freed* (History), *Matt LaVine* (Environmental Studies/Interdisciplinary Studies), *Jennifer Mitchell* (English & Communication), *Michael Popovic* (Politics), *Sheryl Scales* (C&I, Literacy, & Special Education), and *Sabena Thomas* (Public Health & Human Performance). For more information, or if you wish to join the Days of Reflection Committee, please email *Michael Popovic* (popovimj@potsdam.edu).

Korva Coleman. Please join the campus community for a special presentation by *Korva Coleman* on **Thursday, October 10th**, at 7:00pm in the Snell Theatre. Korva is an award-winning newscaster with the National Public Radio, and will be speaking on “Live from NPR News in Washington: Korva Coleman on the Media Today.” The event is free, and is being sponsored through the Department of English and Communication, Department of Interdisciplinary Studies, Loughheed Center for Applied Learning, and Phi Kappa Phi.

Journey Into Literacy. The *2019 Journey Into Literacy (JIL) Conference* is just around the corner! Scheduled from **October 24th-25th**, the theme of this year’s conference is “Imagining, Discovering, and Cultivating Curiosity.” Featured authors and speakers include *Steve Sheinkin*, *Susan Roth*, *Elizabeth Zunon*, *Timothy Walker*, and educators from across the North Country. The event includes dining with keynotes, door prizes, an authors' panel, book sales and signings, North Country exhibitors, and much more. For detailed information visit the [Conference website](http://www.journeyintoliteracy.com/registration). Register at <https://www.journeyintoliteracy.com/registration> by **October 12th**. The JIL Conference planning committee is facilitated by *Sheryl Scales* and *Olivia Parker*.



Coffee and Conversation

I hope that you can join me in this fall’s “*Coffee and Conversations*.” I enjoy your insightful and productive feedback, and look forward to our conversations! Our upcoming “Coffee” dates for this fall are scheduled for the following (all are held in the Raymond 8th floor Lounge):

- **Friday, October 18th**, 8:30-9:30am
 - Topic: “*Dear SUNY...*”
- **Friday, November 15th**, 8:30-9:30am
 - Topic: *Open Access, Open Educational Resources, and Electronic & Information Technology Accessibility: Campus Initiatives and System Mandates*
- **Monday, December 9th**, 9:00-10:00am
 - Topic: *Sustainability (Facilitator: Heather Sullivan-Catlin)*



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.

Leadership Seminars. You are invited to attend the Fall 2019 *Leadership Seminars for Department Chairs and Aspiring Academic Leaders*. The goal of these events is for department chairs, and those who would like to gain more information about being effective academic leaders, to learn from experienced campus leaders regarding a variety of topics related to effective leadership. All sessions are on Thursdays from 4:00-5:00pm in 219/Performing Arts Center. This room is at the west end of the faculty office corridor located between the PAC Café and the CPS Box Office. The seminar schedule is provided below.

Session Date	Topic	Presenter
Oct. 3	Academic Advising Effective advising of students is crucial to student success and retention. This session will explore a variety of departmental practices and challenges including advising loads, group and one-on-advising, integrating and mentoring new faculty, and more.	Heather Sullivan-Catlin
Oct. 17	Evaluating Faculty Members, Sharing Feedback, & Making Recommendations	Peter Brouwer
Oct. 31	Recruitment of New Students into the Majors	Caroline Downing
Nov. 14	Department Budgeting	Victoria Klawitter
Nov. 21	Supporting and Mentoring Unbiased Language & Behavior	Michael Popovic and Cailey Underhill

Please contact *Robin Collen* (Associate Dean, A&S) at collenrl@potsdam.edu if you have any questions or ideas for future sessions.

Coming Due

2020 LoKo Festival Funding Opportunity. The LoKo Arts Festival is a 10-day celebration of the arts and includes theatre, dance, vocal and instrumental performances; visual arts exhibitions; creative writing programs; and guest artist visits. Students, faculty, and staff may apply for funding for an arts-related event taking place during the LoKo Arts Festival, May 1 - May 10, 2020. Requests for up to \$1,000 to fund an arts-related activity during the Festival are due

by **Wednesday, November 6, 2019**. The proposal form with detailed funding parameters can be found [online](#). As a reminder, there is another proposal round in the spring at which time the LoKo Committee will consider larger funding requests for future Festivals.

If you have questions please contact [Katie Deuel](#), LoKo Festival Director.

In Case You Missed It

Distinguished Faculty Ranks (2019-2020). The Office of the Provost invites nominations for the prestigious titles of Distinguished Faculty Rank, which are the highest ranks conferred by the SUNY System in recognition of outstanding professional achievements by SUNY's most accomplished faculty. Appointees are inducted into the [SUNY Distinguished Academy](#), leveraging their expertise in support of SUNY's mission and strategic priorities. **Please note that as part of SUNY's efforts to encourage greater recognition of SUNY faculty and grow the ranks of the Distinguished Academy, length of service requirements for DSP, DTP, and DL categories have been reduced to three years of on-campus experience.** (All ranks continue to require five years at full professor/librarian rank. Eligibility requirements for DP have not changed.)

Nominations are open for the following four *Distinguished Faculty* categories for academic year 2019-2020 (under revised guidelines as described below):

- The *Distinguished Professorship (DP)* recognizes national or international prominence through research and scholarship, or artistic performance and achievement.
- The *Distinguished Service Professorship (DSP)* recognizes a notable reputation for service to the campus and the State University, and to the community, state or nation. [Number of DSP nominations per campus determined by enrollment.]
- The *Distinguished Teaching Professorship (DTP)* recognizes outstanding teaching mastery at the graduate, undergraduate, or professional levels. [Number of DTP nominations per campus determined by enrollment.]
- The *Distinguished Librarian (DL)* recognizes transformational contributions in creating a new information environment and fostering information literacy.

Self-nominations are not allowed for Distinguished Faculty ranks. Therefore, in order to complete the campus nomination process, you will need to work with the person you are nominating to acquire the required materials. The [SUNY Guidelines](#) will provide some insight into these materials; however, you will not be assembling the complete SUNY nomination portfolio prior to campus review.

To nominate, submit the following no later than the **third Monday in January** (01/20/20 this year) to the President's designee:

1. Letter of Nomination (3-5 pages) addressing the criteria specific to the Distinguished Rank for which you are nominating this person. The letter must be on letterhead, signed by you, and submitted as a PDF via email.
2. Curriculum Vitae (please note the particular requirements in the [SUNY Guidelines](#), p. 11).
3. One Internal Letter of Recommendation (i.e., an individual currently employed at SUNY Potsdam; letter no more than 5 pages).
4. One External Letter of Recommendation (i.e., an individual not currently employed at SUNY Potsdam; letter no more than 5 pages).
 - a. For Distinguished Professor nominations, the current CV of the nominator is also required.
 - b. For all other Distinguished ranks, a one- to five-page detailed description of the nominator's stature is also required (to provide reviewers context for the recommendation).

For more information on DFR, as well as the scope of each rank and criteria for consideration, visit the [DFR website](#). Please contact the President's designee, *Jill Pearson* (Associate Provost) at (pearonjr@potsdam.edu, x2079), for additional information.

Kudos

GIS Champion Award. *Michael Rygel* (GIS) has received the NYS GIS Association's **2019 GIS Champion Award** for his work in establishing SUNY Potsdam's GIS degree. Michael received his award at the NY GeoCon meeting in September.

Shanghai Exhibit. *Marc Leuthold* (Art) is currently exhibiting at the Art Labor Gallery in Shanghai, China. The show, entitled ***Hand and Machine***, is jointly exhibited with Chinese artist *Li Lihong*.

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.