

Provost's Corner

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

October 28, 2019

Greetings from Academic Affairs!

Autumn is certainly in full swing—from the beautiful fall leaves to the cool, crisp mornings. I suspect that snow and ice are just around the corner! The fall also brings a sense of excitement on campus as we gear up our annual Open Houses and welcome new prospective students and their families to campus. These events take a lot of time and energy from many people, and I want to acknowledge all of the hard work that goes into making these critical recruitment activities a success. Thank you!

This fall, we are also renewing our energy around issues of retention and student success. I have been so excited to hear what our faculty and staff are doing all across campus to continue Potsdam's long tradition of academic excellence and student engagement. If you have ideas or "best practices" that you'd like to share, don't hesitate to let me know and I would be happy to include them in the next Newsletter! As part of these campus-wide retention efforts, President Esterberg and I are very pleased to announce the launch of what we hope will become an annual tradition to bring the campus together around retention strategies. Our first *Retention Summit* will be held on **Friday, November 8th**, from **11:30-5:00pm** in the Knowles Multi-Purpose Room. More information follows in this Newsletter. Even if it's for just part of the day, I hope you will be able to join us!

As a quick reminder, 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 have 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, November 15th**, from 8:30-9:30am in the Raymond 8th floor Lounge. Our tentative topic will be *Open Access, Open Educational Resources, and Electronic & Information Technology Accessibility: Campus Initiatives and System Mandates*. I hope that you'll be able to join me for what I anticipate to be an informative and lively discussion.

New Faces/New Positions

Please join me in congratulating the following for her new position on campus:

- *Julie Johnson* has moved from Career Services to the School of Education and Professional Studies, in her new role as Assistant Director of the Center for School Partnerships and Teacher Certification.

Campus Updates

Retention Summit. President Esterberg and I are very pleased to invite you to SUNY Potsdam's first annual *Retention Summit* being held **Friday, November 8th** from 11:30 a.m. to 5:00 p.m. in the Knowles Multi-Purpose Room (MPR). Lunch will be provided.

As mentioned during the president's opening meeting in August, recruitment and retention are the top priorities for our campus this year. We are excited with the energy on campus around these critical issues, and look forward to continuing the conversation around actionable strategies that are specific to our campus.

The first half of the Summit will include a presentation from Jenna Dell (Education Advisory Board) around understanding our current generation of students and effective retention strategies, followed by a deeper dive into the SUNY Potsdam landscape (understanding our students and current efforts). Following this portion of the Summit, we will then break into focused discussion groups on a variety of topics ranging from what faculty/staff can do to impact retention, to updates and brainstorming around current initiatives including rethinking Orientation and our academic calendar. The purpose of these discussions will be to gain a deeper understanding of each topic area, share best practices, brainstorm improvements, and develop action plans for improving our efforts.

We encourage you to come for as much of the Summit as you can attend. Please RSVP using the following link: https://sunypotsdam.co1.qualtrics.com/jfe/form/SV_6G1Q6G9z10Gn3JX.



Student Care Initiative. The Student Care Advisory Group has been working on a variety of initiatives in support of student retention, including compiling resources into one website. The Advisory Group is very pleased to announce the launch of this site, located at:

<https://library.potsdam.edu/StudentPersonalSupport>.

Interested in learning more about the Student Care initiatives?

You are encouraged to contact *Sarah Lister* (Public Health & Human Performance), the Group's facilitator, at

listenersl@potsdam.edu.

Open Educational Resources. One very concrete way that faculty can impact student retention is through reducing the cost of textbooks. Students who can't afford the mounting costs associated with textbooks quickly fall behind their peers, and often are unsuccessful in their classes. Faculty from across campus have been actively engaged with Open Educational Resources (OER), which substantially reduce costs to students and support both access and student success. Interested in learning more? Check out the following link to SUNY's free professional development courses:

<https://innovate.suny.edu/sunyoercommunitycourse/>.

Progress Reports. One very concrete way to impact student retention is through participation in our campus' Progress Report campaign. I am very proud to share that, this fall, we broke our record for submissions by five percentage points. The Student Success Center (SSC) is also seeing some persuasive data indicating that our shift to include positive feedback is already having an impact on our students. The SSC recently sent emails to the 1,115 students who had positive comments and/or grades higher than 3.0 in their courses (including nearly 300 who have two or more "kudos")!

Wide-scale outreach is also in full swing for students marked at-risk (1,222 students). If you have any questions about the Progress Report campaign, or to learn more about our advising tool Navigate, don't hesitate to contact any of the staff in the SSC at SSC@potsdam.edu.

Course Schedule Reminders. As departments finalize their course schedules for the coming semester, we are reminded to follow the scheduling guidelines including the use of the [Schedule Template Worksheet](#) and to avoid planning courses for [Governance Hour](#) (Thursdays from 4-5:00pm). The [Schedule Template Guidelines](#) are intended to provide departments and deans with consistent guidance in scheduling course sections in order to minimize conflicts, ensure that students are able to register for a full load (15 credits), and

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/>

increase availability of courses required in the major. These goals are critical for student success, retention, and timely completion of the degree. Consistent scheduling is also necessary to allow the College to more efficiently use its classroom resources, including maximizing the use of “Smart” classrooms.

Specifically, departments are to be mindful of “bottleneck” or prime time periods, particularly for courses held between the hours of 10 a.m. to 2 p.m., which create scheduling and space conflicts, limit students' course selection, and make course selection difficult for non-traditional or working students. The scheduling of course sections also needs to take into account the actual enrollment of the section and room capacity. Thank you in advance to your assistance.

Faculty Interest Groups. After gathering input from the Registrar’s office, summer advising staff, department chairs and program coordinators, and FIG faculty, the Provost’s Cabinet is recommending that the campus take a hiatus from First Year Interest Groups (FIGs) while the we gear up for the new *Potsdam Pathways* General Education program.

One of the underlying goals of FIGs—the creation of a community of scholars among faculty and first year students—is also a goal of the first-year WAYS seminars in Critical Thinking, College Writing, and Talking about Diversity/Equity/Inclusion. We expect that WAYS courses will be more effective at helping in our recruitment and retention efforts, and that listing recommended course pairings along with WAYS sections will deliver most, if not all, of the advantages of the current FIG model. Please consider teaming up with faculty colleagues to create a recommended pairing of courses around a section of WAYS 101, 102, or 103. To facilitate the creation of these recommended course pairings, a preliminary listing of WAYS seminars that will be offered Fall 2020 will be distributed by late March of 2020.

Departments and faculty and faculty are encouraged to think creatively about how to transition to this new, WAYS-based first-year scheduling model. The *Potsdam Pathways* Director (*David Curry*) and coordinators of WAYS 101 (*Mike Rygel*), WAYS 102 (*Sheila McIntyre*), and WAYS 103 (*Kelly Bonnar*) are ready to assist you. Please don’t hesitate to reach out to them.

Online Fellows. As part of our campus’ commitment to increased access, the Provost’s Cabinet, CCI Board, and faculty/staff leaders have been working on ways to improve our processes related to approval of quality online courses. In order to provide faculty leadership with this initiative, we are putting out a call for nominations for *Online Fellows*. Online Fellows will have an important role in:

- Delivering professional development on the effective use of teaching and learning technologies,

- Mentoring colleagues regarding promising practices in online education,
- Maintaining and encouraging high standards for the quality of online education, and
- Staying abreast of developments in online educational technology.

The Fellows are supported by the CCI to enhance the quality of online courses and the online student experience. A select group of Fellows will be chosen to serve a one-year term for which a course release will be provided by the Provost's Office. The term of appointment will be January 1, 2020 through December 31, 2020.

[Click here](#) to learn more and submit your application. The deadline to apply is **December 1, 2019**. Email *Allen Grant* (Dean, SOEPS) at grantac@potssdam.edu with any questions.

Winterim 2020. Registration for Winterim 2020 is now live. If you're working with a student who is looking to get ahead, stay on track, or try something new, a SUNY Potsdam special session course could be ideal. Classes for Winterim run 12/26/19 - 01/22/20. Students can review the list of available courses for Winterim 2020 in [BearPAWS](#), by clicking on "Class Search" and selecting "Winterim 2020." They would register for a Winterim special session course the same way they register for a traditional course in fall or spring.

In line with our student success and retention efforts, faculty are offering a number of courses fulfilling General Education requirements this Winterim. Online courses include BIOL 107 (SB), CHEM 101 (SP), ECON 110 (SA), COMM 120/LITR 120 (AC); on campus courses include COMM 106 (FS), LITR 330 (AC), SPAN 102, SPAN 103 (ML).

Open registration closes **Friday, December 6th, 2019**. Students then have until close of business on **Tuesday, December 10th, 2019** to reconcile their billing concerns and submit payment. Anyone who wants to register after December 10th should contact a team member in the Graduate Office. If you have questions or concerns, please feel free to contact Graduate and Continuing Education at gradcon@potssdam.edu or x2165.

Inside the Office of International Education & Programs. One of the most effective ways to retain students is through active engagement in high impact practices, including applied learning. SUNY Potsdam's Office of International Education and Programs, located in the Louheed Center for Applied Learning, coordinates study abroad programs for SUNY Potsdam students wishing to spend part of their academic career abroad; serves as host to international students and scholars who come to study or conduct research/teaching at SUNY Potsdam; and provides advice and assistance to students, faculty and staff who are interested in an international dimension to their study, teaching, or research.

The Office provides the following services:

Overseas Academic Programs & National Student Exchange:

- One-on-one study abroad advising for students. There are over 1,100 study abroad programs offered through the SUNY system in more than 90 countries worldwide – including all 7 continents. SUNY Potsdam administers exchange agreements with institutions in the following countries: Mexico, England, Germany, Portugal, and Sweden.
- Our campus is also a member of the National Student Exchange program which provides students opportunities to “study away” at an NSE institution within the U.S., Canada, Guam, Puerto Rico, and the U.S. Virgin Islands.

Support for Faculty/Staff International Initiatives:

- Advisement for teaching faculty on leading faculty-led overseas or domestic travel experiences for students. Short-term travel courses are offered during Winterim, spring break, and summer semesters. Upcoming experiences will be offered in Mexico, Italy, Belize, Croatia, Morocco/Spain, Ireland, and Colorado/Utah.
- Support to departments wishing to host international scholars.

International Student & Scholar Services:

- Advisement on international scholars and students’ personal, cultural, health, academic and immigration transitions to the SUNY Potsdam community.
- Advisement and immigration coordination for the Exchange Visitor Exchange Program (visiting scholars program).

For more information, contact *Krista LaVack*, Director – lavackkm@potsdam.edu, ext. 2779 or *Bethany Parker*, Coordinator – parkerba@potsdam.edu, ext. 3150. You can also visit the Office’s website at: www.potsdam.edu/international.

Updated Brand Guide. The Office of College Communications is proud to share SUNY Potsdam’s official [Brand Guide](#) with the campus community. As we focus on recruitment and retention, communicating with a cohesive brand message will help the campus share our story in a unified way. Consistency in our messaging and visual identity helps prospective students recognize Potsdam out of the millions of images they are exposed to each day. Everyone has a role to play in sharing SUNY Potsdam’s story. Your interactions with prospective and current students (and their families) impact how people perceive our unique offerings and programs.

What exactly is our College's brand messaging? Our tagline (used for the website, Admissions materials, marketing) is: "*Find your calling. Find yourself.*" But there's [more](#)! Our brand flows from the College's mission and the key attributes that set our institution apart. Click below to find out more about:

- [Requesting a design](#)
- [College logos](#)
- [Color palettes](#)
- [Official fonts](#)
- [Stationery/templates](#)
- [Signage, product & merchandise standards](#)
- [Trademark & licensing](#)

You are invited to explore these resources and find out more about the SUNY Potsdam brand and our communications standards. If you have any questions, please don't hesitate to contact the Office of Communications at communications@potsteam.edu.

Title IX and Affirmative Action Updates. The Division of Diversity, Equity and Inclusion (DDEI) would like to share important updates regarding the processing of complaints and investigations related to Title IX and Affirmative Action on our campus. Stacey Basford recently left her position as Title IX Coordinator and Affirmative Action Officer, to pursue another opportunity. We thank Stacey for her contributions to our campus and wish her the best of luck in her future endeavors.

SUNY Potsdam is commencing a search for a new Title IX Coordinator. The following interim measures have been put in place to make sure the College is in compliance with Title IX regulations:

Student Complaints

These will be received and processed by *Rachel Bayliss*, Assistant Director of Residence Life. Rachel's contact information is baylisra@potsteam.edu.

Employee Complaints and Supervision of Investigations

Bernadette Tiapo, Chief Diversity Officer, will oversee the processing of employee Title IX complaints as well as the supervision of all investigations (students and employees), in collaboration with the Office of Human Resources. In addition to oversight functions, Bernadette will serve as the Interim Affirmative Action Officer. Bernadette can be reached at: taipobs@potsteam.edu.

More information about policies and reporting options is available on the [Title IX webpage](#).

Compliance Training. Please be advised that responsibilities for compliance trainings for the College have shifted from the Title IX Office and are currently under the purview of the Office of Human Resources. HR is in the process of revamping online training modules which will be rolled out to the campus in the near future.

SUNY Potsdam's Ombuds Program. We are excited to announce that a new *Ombuds Program* has been established for the campus. This new program is a confidential, voluntary, impartial and independent resource for effective and informal interpersonal conflict management. Learn more about this program by visiting the [Ombuds Program website](#). Campus-wide presentations/question and answer sessions on the program will be scheduled in November.

Alumni Networking Event. On October 4th, our students had the opportunity to meet with members of our Alumni Boards to engage in enriching conversations at the inaugural *Alumni Networking Event*. The event had an impressive turnout of 105 students, and over 40 board members and campus administrators. Representatives from the Alumni, Foundation, School of Education, Crane School of Music, and Computer Science Boards were in attendance to meet students during the networking reception in the Loughheed Learning Commons. Students demonstrated professionalism as they worked the room, asking career-insight questions and engaged with alumni to build their network and practice their networking skills. The event was coordinated by Career Services and the Office of Alumni Relations. With positive feedback from both alumni and students, we hope to offer a similar event in the future. Thank you to all who participated and encouraged their students to attend!

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

Alumni, Faculty, Emeriti & Friends Trip to Mexico. After leading numerous student study trips during his tenure at Potsdam, *Steven Marqusee*, Emeritus Dean of Arts & Sciences and Professor of Anthropology, will be leading a group of alumni, current faculty, faculty emeriti, and friends, to the Yucatan on **January 4-16, 2020**. The trip includes spending nearly two weeks learning about the history, archaeology, ecology, and contemporary culture of the Indigenous Maya. Numerous archaeological sites, contemporary Mayan communities, Indigenous markets, and arts and crafts centers will be visited during this exciting trip. The approximate cost of the trip is \$1,850, which does not include airfare or meals. If you are interested in participating in this journey, contact Dean Marqusee (marqusss@potsdam.edu) **no later than November 1st**.



Potsdam Pathways

Pathways Update. The *Potsdam Pathways* Curriculum Committee is currently seeking applications for the following *Pathways* leadership positions.

<i>Pathways</i> Director	(3-year term, renewable 1X)
WAYS 101 Coordinator	(3-year term, renewable 1X)
WAYS 102 Coordinator	(2-year term, renewable 1X)
WAYS 103 Coordinator	(2-year term, renewable 1X)
WAYS 301 Coordinator	(3-year term, renewable 1X)

In this first hiring cycle, terms for the WAYS coordinators will be staggered in order to prevent complete turnover within Pathways leadership in any one year. Thereafter, terms shall be for three years.

Interested applicants must be current SUNY Potsdam instructional faculty members who have the support of their department chair, are able to be released from one (for the Coordinators) or two (for the Director) courses per semester, and understand and support the *Potsdam Pathways* curriculum. (It is the responsibility of the applicants to notify their chair of intent to apply.)

Applicants for the Coordinator positions should have experience teaching in that skill area and ideally have experience teaching WAYS courses. Faculty currently serving in interim positions are welcome to apply.

To apply, please submit an updated CV and a cover letter outlining your qualifications for the position as well as your vision for implementing the *Potsdam Pathways* and/or the WAYS courses to Alan Hersker at herskeal@potsdam.edu by **November 5, 2019**. I hope you will consider putting your name forward for one of the *Pathways* leadership positions. And thank you for your ongoing support of our exciting new General Education program!

Did You Know...

...the Village of Potsdam was awarded a \$10 million grant through the New York State Downtown Revitalization Initiative! To learn more about the Downtown Revitalization Initiative and read Potsdam's successful proposal, visit <https://www.ny.gov/programs/downtown-revitalization-initiative>.



Around the State/System

Navigating the Legal Terrain of Mental Health. SUNY's Office of General Counsel has announced that registration is open for a conference on *Navigating the Legal Terrain of Mental Health Issues on Campus*, to be held on **January 7-8, 2020** at the Albany Capital Center. More information regarding the conference and registration can be found at: sunymentalhealth.eventbrite.com.

Technical Webinar Series. [The SUNY Center for Professional Development](#) is currently hosting a [Technical Webinar Series](#) with SUNY partners, SUNY campuses, and vendors. The topics offered in this series were chosen from several surveys sent to, and discussions that were held with, the Technical Communities of SUNY throughout this past year. The Technical Webinar Series is seeking presentations on all different topics in IT that would be of interest to the SUNY Technical Community during the Fall 2019 and Spring 2020 semesters. Webinars are held on various days (Monday – Friday) during the 11:00am – 2:00pm hours depending on the presenters' schedules.

Submit your presentation proposal for one of the monthly webinars to the following: <https://forms.gle/GCqLq571Hkqj7wE7>.

SUNY Undergraduate Research Conference. The *SUNY Undergraduate Research Conference (SURC)* is a multidisciplinary spring semester event hosted each year by different SUNY institutions. It brings together undergraduate student researchers and faculty mentors from across the SUNY system for activities, including sessions devoted to student presentations—oral, performance, artistic displays, and posters presentations—in **ALL** academic disciplines.

SUNY College of Environmental Science and Forestry and SUNY Old Westbury will co-host SURC 2020 this coming April. By bringing together students and faculty from across the state, SURC helps realize the synergistic power of the SUNY system. More information can be found at: [SUNY SURC](#) -or- email SURC@SUNY.edu.

SUNY OER. SUNY faculty (both full and part-time) who use Open Educational Resources (OER) in their courses are eligible to participate in a professional development program SUNY is piloting for the next two years. Participants are enrolled as a Fellow in one (or more) semester-long, asynchronous online “teaching circles” facilitated by the Faculty Guild. Faculty Guild Fellows will spend 1-2 hours per week focusing on how to improve pedagogy and teaching practice as they incorporate OER in their courses. Participation is free during the pilot.

If you want to learn more about the project, the Faculty Guild will host a webinar **November 4, 2019** from 3:00-4:00 pm featuring some of the faculty who participated in this fall's OER-focused teaching circles. [RSVP here](#) to participate in the webinar.

If you are interested in participating as a Fellow in the program or just want to learn more, please go to <https://www.facultyguild.org/suny>, select part-time or full-time, and fill out the short statement of interest form at the bottom of the page before **November 15, 2019**. Those who complete the form are under no obligation to participate in the pilot project. If you have any questions after looking at the [website](#), please contact *Chris Price*, Academic Programs Manager, SUNY Center for Professional Development (chris.price@suny.edu).

Conversations with the Colleges. The Associated Colleges of the St. Lawrence Valley invite local Canton and Potsdam businesses and university faculty and staff to attend the second annual *Conversations with the Colleges*, being held **Thursday, November 7th**, from 4:30 to 6:00pm at the Barking Dog Saloon. This series was developed to provide a platform for universities and businesses to come together to help support the local community and students who come to the region. The four colleges will host a short panel presentation on the current student population and how businesses can provide services and support. There will also be time to network with business owners and college staff and administration. Please RSVP online <https://tinyurl.com/convocolleges> or by calling (315) 267-2100.

Rural Issues Forum. Thomas Burns, District Superintendent for St. Lawrence-Lewis BOCES, invites you to the *Rural Schools Association "Issues Forum"* to be held on **Tuesday, November 5th** from **6:00 pm – 7:30 pm** at Madrid-Waddington Central School auditorium. Rural New York is entering an era of political under-representation, coupled with a decline in population that will lead to a decrease in state and federal funding. To combat that, the educational community needs to increase its visibility throughout the region.

The Forum will include a briefing on the state of rural schools and communities by *David Little*, the Executive Director of the Rural Schools Association of New York State and Director of Cornell's Rural Schools Program. Participants will also have a chance to offer their thoughts on the challenges and issues faced by rural schools and the communities that support them. Challenges shared, as well as suggestions for addressing them, will be reviewed by a statewide task force of experts and will be included in a Policy Brief presented to national and New York State leaders. For more information, contact *Maureen A. Bouchey*, secretary to the District Superintendent St. Lawrence-Lewis BOCES, at mbouchey@sllboces.org.



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

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

Bringing Active Learning to Your Classroom with Top Hat (Webinar)

Presenter: *Reem Chahrour* (Training Representative, Top Hat)



Tuesday, October 29, from 4:30 to 5:30pm

Gen Z: Addressing Mental Health Needs of Generation Z

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

Wednesday, October 30, from 12:00noon to 1:00pm

Submitting Human Subjects to the IRB

Presenter: *David Bugg* (Sociology and Criminal Justice, Chair of the Institutional Review Board)

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)

Friday, November 8, from 1:00 to 2:00pm

GEN Z: Working with ESOL Students

Presenters: *Robin Rhodes-Crowell* (Modern Languages and Literatures, St. Lawrence University), *Jennifer Mitchell* (English and Communication, SUNY Potsdam)

Tuesday, November 19, from 10:00 to 11:00am

Creating Reports and Interventions Using Navigate

Presenters: *Tim Morse* (Director of Academic Advising & Support), *Sean Partridge* (Director of Student Success Center)

Friday, Weekly, from 10:00am to 12:00noon

Write Now!

Having trouble finding time for your own writing? Join fellow faculty, sit down, and do some of your own work. The CCI has blocked off our meeting area just for you (LLC 106).

EOP Computer Lab Grand Opening. EOP is having a Grand Opening for its new *EOP Computer Lab Tutoring/Study Lounge* on **Tuesday, November 6, 2019** from 12:00-2:00pm at Sisson Hall 132 and Sisson Hall 134. The EOP Computer Lab features four PC computers, a smart board, and a new student printer/copier. There are scientific and graphing calculators for students to borrow, as well as other tutoring supplies and equipment. Please join the EOP staff for some light refreshments and a tour of this new facility!

Annual Teaching Effectiveness Conference. Registration is now open for the *Associated Colleges of St. Lawrence Valley Annual Teaching Effectiveness Conference*. The conference will be held on **Saturday, November 16th**, beginning at 8:45am at Thatcher Hall. This year's full day, interactive conference features a keynote address by Dr. Corey Seemiller, workshops, and panel presentations. Conference participants will learn about current and emerging topics in pedagogy relevant for this new "Generation Z" of students.

Registration deadline is November 1, 2019. Please register [HERE](#). For more information about Associated Colleges, please visit their [website](#).

Ten-Minute Play Festival. SUNY Potsdam's Department of Theatre and Dance will present its annual *Ten-Minute Play Festival* from **November 14th – 16th** in the Performing Arts Center Black Box Theater. Six student directors have chosen professional plays from a variety of styles and themes within the Ten Minute genre. Working with a total of nine student actors, these directors have developed their artistic process throughout the semester by casting, rehearsing, and assisting with the theatrical elements of this final presentation.

Faculty advisors for the festival are *Todd Canedy* (design), *Tom Grabowski* (lighting design), and *Joshua Vink* (directing). On Friday evening November 15th, a talkback Q&A session with the student directors will be held in the Black Box Theater. The festival is free and open to the public. To learn more about the many productions offered throughout the year through SUNY Potsdam's Department of Theatre and Dance, visit www.potsdam.edu/academics/AAS/Theatre.

Virtual Conference on Special Education. The School of Education and Professional Studies is pleased to announce its inaugural *Virtual Conference on Special Education*, to be held on **March 20th, 2020**. The conference aims to bring together pre- and in- service educators, researchers, parents, and students in the North Country and beyond to discuss evidence-based teaching strategies and effective inclusive practices to improve the learning outcomes and life quality for students with special needs. Sessions will be presented in a webinar format to allow for information sharing, discussion, and networking. Each session is designed for 45 minutes,

with the first 20-30 minutes reserved for presentation and the remaining time reserved for Q&A and discussion. Registration for this online conference is free.

For this inaugural conference, organizers are looking for presentations that align with the following two themes: *Instructional Strategies/Intervention Practices* and *Inclusive Practices*. All proposals should be submitted before the deadline of 11:59 pm. (Eastern Time) on **Friday, January 31, 2020**. Questions about this call for proposals may be directed to the Proposal Review Chair *Allen C. Grant* at grantac@potsdam.edu. More information can be found at: <https://www.potsdam.edu/academics/SOEPS/teacher-education/virtual-conference-special-education>.

Coffee and Conversation

Thank you again for your continued interest in our monthly “Coffee and Conversation” gatherings. I always enjoy your insightful and productive feedback, and look forward to our conversations!

Our final “Coffee” dates for this fall are scheduled for the following (all are held in the Raymond 8th floor Lounge):

- **Friday, November 15th, 8:30-9:30am** — *Open Access, Open Educational Resources, and Electronic & Information Technology Accessibility: Campus Initiatives and System Mandates*
- **Monday, December 9th, 9:00-10:00am** — *Sustainability at SUNY Potsdam* (Discussion 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.

Coming Due

SUNY Potsdam Weekly. The Office of Campus Life is collecting event information for the Spring 2020 semester to be included in the SUNY Potsdam Weekly (SPW) wall calendar, which will be posted across campus and distributed to students, faculty, and staff at the start of the Spring semester. In addition, all events will be included in the other forms of SPW (table tents, fliers, etc.) and the Get Involved website throughout the Spring 2020 semester.

The deadline for submission is 4:00pm on **Tuesday, November 26, 2019**. The goal is to include as many events as possible, and your submissions are greatly appreciated. Please forward any submissions including event title, date, time, and location via email to adamsad@potsgdam.edu.

In addition to submitting events for macro pieces, you can also submit for weekly publications at any point during the semester. Events information is due by Wednesday 12:00 noon the week prior to the event. Events can be submitted by emailing spw@potsgdam.edu.

Equity and Inclusion: A Gender, Sex, and Sexuality Studies Conference. You are invited to submit a proposal for the annual *Gender, Sex, and Sexuality Studies Conference* to be held at St. Lawrence University on **February 28-29, 2020**. *Equity and Inclusion* is a multidisciplinary conference sponsored by SUNY Canton, SUNY Potsdam, St. Lawrence University, and Clarkson University.

The conference organizers welcome papers that explore local, state, and national conversations, initiatives, problems, and solutions to equity and inclusion. Conference organizers seek diverse academic approaches—papers, creative presentations, posters, spoken word poems, and/or performances are encouraged. Students interested in participating should partner with a faculty sponsor—please see the submission webpage for more details. Community professionals and organizations are also encouraged to submit presentations. Building bridges between our community and our institutions of higher learning is an important goal of the conference.

Individual submissions are encouraged, but full panels will also be considered. Full panel proposals should include all paper titles, and authors' affiliations and contact information. Note that preference will be given to panels with diverse affiliations, because one of the conference goals is to encourage collaboration across colleges and communities. The Gender, Sex, and Sexuality Conference has an ongoing partnership with *Theory In Action*, publishing selected papers for a conference proceedings special issue. Papers presented at the conference may be considered for publication.

To submit a conference proposal for consideration, please send an abstract of no more than 200 words and a short biography to <https://bit.ly/2IOE3IF>. Deadline for submissions is **January 6, 2020**. For more information visit the [Conference website](#).

Frederick B. Kilmer Student Research Apprenticeships. The Office for Student Research and Creativity is now accepting applications for the *Frederick B. Kilmer Student Research Apprenticeships* for the Spring 2020 semester and for the Spring 2020-Fall 2020 semesters.

Kilmer research apprenticeships financially support student/faculty collaboration in independent research projects (\$400 for one-semester projects, \$600 for two-semester projects). The program's goal is to foster student research across the campus in all fields of academic study.

Requirements for the Apprenticeship include:

- 2.5 GPA or above
- Enrollment in INTD 450 Honors Research Colloquium (1 cr.) or a CHEM research course for one semester (required only for two-semester award winners)
- Enrollment in a research or independent study course with the faculty mentor of the project during the academic year (if a Chemistry or Biochemistry major, this may be the same CHEM research course as above)
- Presentation of the results of findings or the culmination of creative/scholarly projects in an academic forum or venue appropriate to the discipline within six months of completion of the project (e.g., campus academic forum, professional conference, academic journal, advertised exhibit or performance, the annual campus Learning & Research Fair, or the annual SUNY Undergraduate Research Conference)

The application deadline is **Thursday, November 14, 2019** at 4:00 p.m. for Spring 2020 or Spring 2020-Fall 2020 semesters. For further information on how to apply for the Frederick B. Kilmer Student Research Apprenticeship, please visit the Office for Student Research and Creativity at the Loughheed Center for Applied Learning, Loughheed Learning Commons, Suite 107, or contact by phone (315-267-2507) or email (kilmer@potdam.edu). Kilmer Student Research Applications and relevant instructions are to be found at <https://www.potdam.edu/kilmer>.

2019-2020 Chancellor's Awards for Excellence. The Employee Awards Committee is pleased to announce that it is now accepting nominations for the *2019-2020 Chancellor's Awards for Excellence* in the following categories:

- Faculty Service
- Librarianship
- Professional Service
- Scholarship and Creative Activities
- Teaching

Prior to submitting a nomination, please review [the Chancellor's Awards for Excellence – Policies and Procedures 2018-2020](#) and the [Chancellor's Award Criteria](#). To nominate, complete the [online nomination form](#). The form will allow you to upload your nomination letter and provide the name and contact information for five references. The deadline to nominate is

Monday, November 18, 2019. Should you have any questions, please contact *Jennifer Murray* at murrayjm@potsgdam.edu.

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.

CIT 2020. Abstracts for *CIT 2020*, to be held at SUNY Oswego on **May 26-29, 2020**, are due on **December 31, 2019**. CIT creates an informal atmosphere that promotes a camaraderie for sharing experiences and expertise in instruction and technology for SUNY faculty and instructional support professionals. Submit your abstract at: <https://sunycpd.eventsair.com/cit-2020/cit20ab>.

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.

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 strategic 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 remaining Fall, 2019 seminar schedule is provided below.

Session Date	Topic	Presenter
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@potdam.edu if you have any questions or ideas for future sessions.

Kudos

Fall 2019 Days of Reflection. A huge “thank you” to everyone who participated in this fall’s highly successful *Days of Reflection: Education for Racial Equity and Racial Justice*. In particular, I want to thank the following presenters who shared their expertise and insight with the campus community:

- *Katie Agar* (Diversity, Equity, & Inclusion)
- *Tewentenawihtha Aldrich* (Diversity, Equity, & Inclusion)
- *Sabel Bong* (Educational Opportunity Programs)
- *Chanel Cook*
- *Claudia Ford* (Environmental Studies)
- *Shiho Imai* (History)
- *Faris Kahn* (Anthropology)
- *Matt LaVine* (Environmental Studies, Interdisciplinary Studies)
- *Jocelynn Martin*

- *Michael Popovic* (Politics)
- *Lydia Rodriguez* (Anthropology)
- *Oscar Sarmiento* (Modern Languages)
- *Sabena Thomas* (Public Health & Human Performance)

NIH Research Enhancement Award. *Fadi Bou-Abdallah* (Chemistry) has received a three-year \$400K *National Institutes of Health (NIH) Academic Research Enhancement Award* for his project titled “*Effect of Ferritin Subunit Composition on Iron Core Formation, Morphology and Iron Mobilization: Physical Characterization and Physiological Relevance.*” Congratulations!!

Editor-in-Chief. *Sergei Abramovich* (Elementary Education) was invited by SyncSci Publishing Pte LTD (Singapore, <https://www.syncsci.com/journal/index.php/AERE>) to serve as the founding Editor-in-Chief of the journal *Advances in Educational Research and Evaluation* (AERE) for a three-year term beginning September 6, 2019.

Accounting ED Talk. *Christa Haifley* (Business Administration) presented an ED talk at the American Accounting Association Northeast Regional meeting in NYC on October 4th entitled, “*Up in Smoke: Conflicts in Accounting Practices for Legalized Cannabusiness*” as part of her research centered around the disparity in accounting practices at the federal-state level.

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@potdam.edu.