

# Bulletin

THE OFFICIAL COLLEGE NEWSLETTER

Wednesday, June 17, 2009

Vol. 39 No. 36

SUNY College at Oneonta

## ALERT TO CAMPUS COMMUNITY- SIREN TEST-SHELTER IN PLACE

The State University College at Oneonta will be testing its alert and notification systems during a "Shelter-in-Place" drill to be held on **Thursday June 18**, from approximately **9:15-10AM**. The campus will be open for business and classes will remain in session during the drill. **Emergency systems, including the outdoor siren, NY-Alert, card access, and other message systems will be activated.** Otherwise, disruption to normal activities will be minimized. Campus safety and security will not be affected by the drill. This drill will be based on a simulated violent person on campus and will test the college's capability to quickly notify faculty, staff, and students. Members of the college community are encouraged to review the Shelter-in-Place and Siren Alert procedures located in Orange Crisis Management folders or at <http://www.oneonta.edu/security/>. To check the accuracy of your NY-Alert information, go to <https://webservices.oneonta.edu/>. Thank you in advance for your cooperation during this drill.

## DEPARTMENT COPIES OF PURCHASE ORDERS

Beginning **Wednesday, July 1** for the **2009-2010** fiscal year, the Purchasing department will no longer be returning a copy of completed purchase orders to departments. The purchase order/document number will be written on the copy of the requisition that is returned to the department. The account manager and/or department staff can search for any purchase order that was processed by signing into the SMRT system to locate the information. This new process will eliminate unnecessary paper in keeping with our "green" initiative.

## JAZZMAN'S SUMMER HOURS OF OPERATION

- Summer Session I, May 26-June 29: **Monday-Thursday, 7:30AM-5PM & Friday, 7:30AM-2:30PM**
- Intercession, June 30-July 3: **Monday-Friday, 7:30AM-2:30PM**
- Summer Session II, July 6 - August 7: **Monday-Thursday, 7:30AM-5PM & Friday, 7:30AM-2:30PM**
- Post Summer Session, August 8 - **August 15: Closed**

## MOVING EQUIPMENT

The College is required by the State Comptroller to maintain accountability for its equipment at all times. SUNY Oneonta currently maintains inventory records of computers and other equipment particularly vulnerable to loss or theft with an original cost of \$500 or more and other moveable equipment with an original cost of \$1,500 or more. When equipment is moved between buildings and/or departments without notification to the Property Management Office the annual inventory process is unnecessarily complicated for the Departments involved and for Property Control. The otherwise positive outcome of any equipment audit is also jeopardized. When equipment has been or will be moved, notify the Property Management office by email immediately to [frankjl@oneonta.edu](mailto:frankjl@oneonta.edu) or by memo to **Janet Frankl, B217 Milne Library**. Provide the SUNY-Oneonta **decal number**, manufacturer's **serial number**, previous location and **new location**. Your cooperation will be very helpful and greatly appreciated. For further information, please contact **Janet Frankl** at **x3227**.

## **SURPLUS EQUIPMENT**

All departments should direct requests to have surplus **computers** or related equipment removed from your department to **Mark English**, Technology Services Manager via memo or email at [englisme@oneonta.edu](mailto:englisme@oneonta.edu) with a copy to **Janet Frankl** at [frankljl@oneonta.edu](mailto:frankljl@oneonta.edu). Computer hard-drives will be reformatted, insuring removal of any sensitive information, & the equipment will be evaluated for possible reassignment to another department on campus. Direct surplus requests for non-computer equipment goes to **Janet Frankl**. Include the following data on all surplus requests: Description, SUNY-Oneonta **decal number**, manufacturer's **serial number**, condition and current location.

## **ADDING NEW EQUIPMENT TO EQUIPMENT INVENTORY**

In most instances Property Management is routinely notified of new equipment purchases so items that meet criteria are added to the College's equipment inventory. Occasionally, however, a piece of equipment that should be added to the inventory does not come to the attention of the Property Management department. If your new equipment has not been tagged within 30 days of receipt, please contact **Janet Frankl** at [frankljl@oneonta.edu](mailto:frankljl@oneonta.edu) or by memo to **B217 Milne Library**. Your assistance will be appreciated!

## **USING COLLEGE-OWNED EQUIPMENT OFF CAMPUS**

Appropriate approval is required for off-campus use of College-owned equipment. Send inquiries regarding off-campus use of College-owned equipment to **Janet Frankl** at [frankljl@oneonta.edu](mailto:frankljl@oneonta.edu) or by memo to **B217 Milne Library**. Technology Services in Milne Library has independent authority to grant approval for equipment under its jurisdiction.

## **CORRECTION TO JULY 4<sup>TH</sup> HOLIDAY MEMO IN THE MAY 27<sup>TH</sup> BULLETIN**

Employees in Classified Service: For the purpose of recording the **July 4** holiday, CSEA, PEF and M/C Classified employees should add a worked holiday to their timesheets, instead of adding a floating holiday. NYSCOPBA and C-82 employees should add a day of annual leave to their timesheets, instead of adding a floating holiday. Please contact the **Payroll Department** at **x2504** with any questions.

## **ONEONTA TIGERS BASEBALL TICKETS AVAILABLE**

Two Oneonta Tigers baseball season passes will be available through the President's Office. Interested employees are requested to phone the **President's Office** at **x2500** to reserve tickets. Tickets may only be reserved during the week of each game(s) on a first-come, first-served basis. **For the sake of others, passes must be returned the morning after each game.**

## **SUPPLY ROOM CLOSING FOR ANNUAL INVENTORY – JUNE 29 & 30**

The supply room will be closed for annual inventory **Monday & Tuesday, June 29 & 30**. Any final supply requisitions need to be sent by Thursday, June 25 to be filled out of this fiscal year. If you are not sure if it will be received in time going through intercampus mail, please feel free to fax the requisition to **x2370**. If you have any questions please phone **x2537**.

## **SUNY CHANCELLOR TO VISIT CAMPUS – JULY 13**

Because of a scheduling conflict, SUNY Chancellor **Nancy Zimpher** has rescheduled her visit to the campus to **Monday, July 13**. The schedule for the Chancellor's visit will include an open meeting with faculty and staff members from **9AM to 9:30AM** in the **Craven Lounge, Morris Conference Center**. Chancellor Zimpher's visit will also include a luncheon with College President **Nancy Kleniewski**, members of the SUNY Oneonta College Council and College Foundation, local legislators, and leaders of the region's business, education, and service communities.

## **34<sup>TH</sup> ANNUAL SUMMER SOCCER CAMP SCHEDULED - AUGUST 3-7**

Under the direction of Oneonta State Head Coach **Iain Byrne**, his staff and players, the Men's Soccer Program will be conducting their 34<sup>th</sup> annual summer soccer camp at the **National Soccer Hall of Fame, Oneonta**. Two options are available to campers: **Dragon Camp** (9AM - 4PM daily) caters to youths from ages 6 to 14, and **Elite Camp** (9AM – 3PM daily) which is geared towards high school players only. Both

camps are open to boys and girls and run daily from **Monday-Friday**. Campers can practice and develop their skills on the best soccer fields in the northeast while also enjoying the “indoor soccer stadium” and “interactive games” located in the Museum. The cost is \$125.00/per week with a \$10.00 discount for faculty and staff. To receive a brochure or request further information, please phone **Iain** at **x2102** or [byrneij@oneonta.edu](mailto:byrneij@oneonta.edu).

## **CAMPUS DATES AND DEADLINES**

- **Tuesday, May 26 – Monday, June 29** - Summer Session I
- **Monday, July 6 – Friday, August 7** - Summer Session II
- **Tuesday, May 26 – Friday, August 7** - Summer Session III
- **Sunday-Tuesday, August 23-25** – New student orientation, advisement and registration begins for new students who did not attend Summer Orientation.
- **Tuesday, August 25** – Last day to register. Any student who has not registered by this date will be assessed a \$40 late registration fee.
- **Wednesday, August 26** – Classes begin. Add/Drop begins on-line and in the Registrar’s Office.

## **REMINDERS**

- **Sunday, June 28 – Thursday, July 2** – 2009 Science Summer Camp. This is the sixth and last campus funded camp by the National Science Foundation. Target audience is 10<sup>th</sup> & 11<sup>th</sup> grade students in the counties surrounding Oneonta. Students from other areas and grades accommodated if space is available. No cost to participants. Camp Application at: [www.oneonta.edu/academics/pr2eps/](http://www.oneonta.edu/academics/pr2eps/).
- **Monday, October 5** – Poster Session Proposals Deadline for the *Sixth Annual Celebration of Teaching*.
- **Saturday, October 17** – Regional Conference on Autism & Asperger’s Syndrome, Hunt College Union. Diane Twachtman-Cullen, Ph.D., CCC-SLP will lead the conference. To read the mission statement/information from previous conferences or to download conference brochure/registration form, please visit: [RCAAS.ORG](http://RCAAS.ORG). For further information, phone Mark Schneider, Psychology, at 607-434-1069 or email: [registration@rcaas.org](mailto:registration@rcaas.org).
- **Thursday, November 5** – *Sixth Annual Celebration of Teaching*.

## **THANK YOU**

I would like to thank everyone who donated time while I was out due to back surgery and then again during the unexpected death of our daughter **Meghan**. This has been a very difficult time in our lives and will continue to be for quite some time. I want to thank everyone for all the cards, letters, e-mails and phone calls, food, etc., it truly helped to hear from everyone. I am very blessed to work with such a great bunch of people, it feels like we have an extended family. Words cannot express the overwhelming feelings that we have for all of you. Thank you just doesn’t seem to be enough. Please know that we hold a very special place in our hearts for all of you!

**Susan** (Health Center), **Peter and Tanner Sorbera**

## **CONGRATULATIONS**

- Congratulations to ESCORT, the migrant education and support program on being awarded a new contract of \$200,092 from the Maine Department of Education for services to be provided. Under the contract, ESCORT will oversee and implement a short-term, systematic statewide effort to recruit and identify eligible migrant children and youth in the State of Maine. ESCORT is a national resource center dedicated to improving the educational opportunities for adults and children, with a focus on at-risk students, especially English Language Learners, students with disabilities, and highly mobile and migrant children. Recognized as leaders in addressing many national education and programmatic issues, ESCORT conducts professional and technical assistance activities for State Education Agencies, Local Operating Agencies, and schools to help improve the academic performance of their at-risk students. ESCORT also provides technical and logistical support to the U.S. Office of Migrant Education on a wide variety of interstate coordination activities. In addition to providing services across the country, ESCORT

staff are engaged with SUNY College at Oneonta faculty on a variety of projects. ESCORT is currently hosting an intern sponsored through the College's Office of International Education. Additional information is available from **Bob Levy**, ESCORT Project Director, at [boblevy@escort.org](mailto:boblevy@escort.org) or **Kim Muller**, Director of Sponsored Programs at SUNY Oneonta, at **x2479**.

## FACULTY/STAFF ACTIVITIES

- **Damayanthie Eluwawalage**, Human Ecology, had her conference paper: '*Fashions: Business Practices in Historical Perspective*' accepted, and presented at the 13th meeting of the European Business History Association and the 55th meeting of the Business History Conference, June 11-13, 2009 at Bocconi University, Milan, Italy. The topic of Dr. Eluwawalage's presentation was *The Function and Mission of Advertising in the Nineteenth Century*.
- **Cynthia G. Falk**, Cooperstown Graduate Program, was one of four invited speakers to participate in the annual meeting of the Pennsylvania German Society in Oley, Pennsylvania on June 6, 2009. Falk spoke on her new book *Architecture and Artifacts of the Pennsylvania Germans*, which was published by Penn State University Press in conjunction with the Pennsylvania German Society.
- **Kamala Mahanta**, Physics, spoke on June 15, 2009 at the 116th Annual Conference of the American Society for Engineering Education in Austin, Texas. She offered a presentation entitled *A Nanotechnology Research and Education Effort at SUNY Oneonta*. Dr. Mahanta is highly involved in research on nanotechnology, the science of building electronic and other devices from extraordinarily small particles such as single atoms and molecules. She has conducted nano-wire research through a grant from the New York Nano Bio Molecular Information Technology Incubator program. Through the program, based at the SUNY Institute of Technology at Utica/Rome, SUNY Oneonta has collaborated in nanotechnology research with a number of colleges and universities.

## SUMMER BULLETIN INFORMATION

Email your items and attachments to **Mona Hughes** at [hughesml@oneonta.edu](mailto:hughesml@oneonta.edu). **Note: send your items to [levinsla@oneonta.edu](mailto:levinsla@oneonta.edu) on the date indicated below.** Do not send items or attachments in *Publisher*. Deadlines are **Thursdays at noon** for the following **Wednesday's** online publication. Items that come after the noon deadline will be held over for the next available edition. **Bulletins are not published when classes are not in session. We observe the same deadline before a recess for the Bulletin following a recess!** Please use the following link to access the *Bulletin* archives: <http://www.oneonta.edu/publications/bulletin/>. The Summer Schedule is as follows:

### Submission Deadline (noon Thursdays)

- Thursday, June 18
- Thursday, June 25
- Thursday, July 9
- Thursday, July 16
- Thursday, July 23
- Thursday, July 30

**No Bulletin on Wednesday, July 1**

### Publication Date (Wednesday)

- Wednesday, June 24
- Wednesday, July 8
- Wednesday, July 15
- Wednesday, July 22
- Wednesday, July 29
- Wednesday, August 5

The first Fall 2009 edition will be published on the first day of classes, **Wednesday, August 26**. Deadline for this edition is **noon on Thursday, August 20**. You may send items earmarked for this edition anytime up to the deadline.