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Buffalo State
College

College Bulletin

Volume XXXIV

Number 1

September 1, 1988

OFFICIAL NOTICES

FROM THE PRESIDENT

I. **DISCRETIONARY AWARDS.** Policies and procedures for 1988 UUP discretionary salary awards are enclosed in this Bulletin. Please note the timetable as summarized below:

Distribution of Eligibility List and Salary Information	8/29/88
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STAGE I

Chairs/Directors establish preliminary lists	9/23/88
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Appeal at department level	9/23-9/30/88
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Final lists submitted by Chairs and Directors to Deans, Associate VP, VPs for Student Affairs and Finance and Management	9/30/88
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Self-nomination at Stage I	9/30-10/7/88
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STAGE II

Discussion at division level (chairs/directors with supervisors)	9/30-10/10/88
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Deans recommendations due to VP for Academic Affairs; VPs for Student Affairs and Finance and Management recommendations due to President	10/10/88
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VP for Academic Affairs recommendations due to President	10/24/88
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STAGE III

Preliminary list (individuals who will receive award notified by President)	10/28/88
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College Level Appeal deadline	11/10/88
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Appeals Board meetings	11/14-11/21/88
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Final lists sent to Albany	11/28/88
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Discretionary awards payments	12/21/88
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II. **ACTING VICE PRESIDENT NAMED.** Effective Aug. 1, 1988 I appointed Dr. Neil H. Rudin as acting vice president for academic affairs. Dr. Rudin has served with distinction as associate vice president since 1984 and will remain as acting vice president until a new president has been announced.

III. **ACADEMIC CONVOCATION.** Buffalo State is reviving an academic tradition--a convocation to signify the beginning of the academic year. Members of the college community are cordially invited to the first

convocation which is scheduled for 12:30 p.m., Thursday, Sept. 8, in Rockwell Hall auditorium.

Dr. Jacqueline Fleming of Barnard College will speak on "Fostering Diversity in a University Environment," which will keynote our year-long focus on racial and cultural diversity. In addition, our newest recipients of President's Awards and Chancellor's Awards will be acknowledged.

A reception in the rear lobby will follow the convocation.

IV. **PROMOTIONS.** I am pleased to announce the following promotions effective Sept. 1, 1988 and continuing appointments effective Sept. 1, 1989. **To Assistant Professor:** Bruce Bryski (JBS). **To Associate Professor:** Lawrence Scott (ISM). **To Associate Professor with Continuing Appointment:** Donald Bird (Earth Science and Science Education), John DeNisco (Business), Carol Kirby (Foreign Language), David Kukulka (Technology), James Morris (Design), Mark Posluszny (Exceptional Education), R. Karen O'Quin (Psychology), Charles Wertz (ISM). **Continuing Appointment:** Frank D'Avanzato (College Learning Lab), Donna Hayes (Nutrition and Food Science), Gerald Moore (Sociology).

V. **NEW CHAIRPERSONS.** I am pleased to announce the following new appointments of department chairpersons as of Sept. 1, 1988: Bonnie M. Sampsell--**Biology**; Benjamin D. Sackmary--**Business**; Alex J. Ratkowski--**Economics**; Mark P. Posluszny (acting)--**Exceptional Education**; Elbridge A. Renning--**Geography and Planning**; Ellen T. Kennedy--**Social Work**; Rosalyn A. Lindner (acting)--**Sociology**.

In addition, the following chairpersons have been reappointed: Charles A. Beasley--**Technology**; Richard A. Butz--**Design**; Betty J. Cappella--**Consumer Studies and Home Economics**; George T. Hole--**Philosophy and Religious Studies**; Michael Johnson--**Foreign Language**; Myron H. Nadel--**Performing Arts**; Jill Nash--**Anthropology**; Dennis K. Ponton--**Nutrition and Food Science**; Thomas J. Quatroche--**Educational Foundations**; Lawrence L. Smith--**Elementary Education and Reading**, and F. Christopher Tahk--**Art Conservation**.

VI. **POLICY APPROVED.** After much committee work and consultation with friends on campus as well as related organizations, I am approving today the college policy on scholarships, awards, and prizes as presented for comment in the Jan. 28, 1988 College Bulletin. I wish to thank for their interest all who worked on the drafting of this policy over the last couple of years.

This policy is built around the concept of providing college-based scholarships, awards, and prizes to students based primarily on academic achievement. With this approval, it is assumed that members of the college staff, as well as related organizations such as the Alumni Association and the College Foundation, will adhere to this policy. The College Foundation will continue to be the main custodian of monies for scholarships, awards, and prizes.

VII. **CELEBRATION OF DIVERSITY.** Faculty, staff, and students are encouraged to develop activities and events in observance of this year's celebration of diversity, with particular focus on African Americans, Asian Americans, Hispanics, and Native Americans.

The committee coordinating the celebration has been charged with facilitating and publicizing the array of activities to be sponsored by campus groups. Those planning major events may wish to check dates with the committee chair, Dr. Lee Ann Grace, ext. 6326, to avoid possible conflicts.

If funding is needed, groups are reminded that the deadline for Faculty-Student Association program grants proposals is Oct. 15. It is not required that proposals

pass through the coordinating committee, but they may be strengthened if they have been shared with the committee and received its support.

A bimonthly calendar of events focusing on diversity will be published, and groups are invited to submit information for the October-November issue no later than 4 p.m. on Friday, Sept. 16, using the form which is attached to this Bulletin.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. COLLEGE POLICY REGARDING RELIGIOUS HOLIDAYS. The 1988-89 academic calendar reflects class scheduling on certain religious holidays. New York State policy sets guidelines for institutions with respect to religious holidays. The Undergraduate Catalog, on page 205, contains a complete statement of those guidelines. The statement, in part, follows:

(1) No person shall be expelled from or be refused admission as a student to an institution of higher education for the reason that he is unable, because of his religious beliefs, to attend classes or to participate in any examination, study, or work requirements on a particular day or days.

(2) Any student in an institution of higher education who is unable, because of his religious beliefs, to attend classes on a particular day or days, shall, because of such absence on the particular day or days, be excused from any examination or any study or work requirements.

(3) It shall be the responsibility of the faculty and of the administrative officials of each institution of higher education to make available to each student who is absent from school, because of his religious beliefs, an equivalent opportunity to make up any examination, study, or work requirements which he may have missed because of such absence on any particular day or days. No fees or any kind shall be charged by the institution for making available to the said student such equivalent opportunity.

At Buffalo State College, we will sharpen the mandate of the state and endorse the policy that the administering of evaluative examinations on Rosh Hashanah, Yom Kippur, and Good Friday will not be permitted for the 1988-89 academic year.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. PARKING AND CONSTRUCTION. Please refer to my letter of 8/17/88 for the latest information. In general, progress has been exceptional and the parking arrangements are as good as they can be, all things considered. Remember to call the Construction Hotline, ext. 3030, with any questions or comments you might have.

II. PSYCHIATRIC CENTER TUNNELS CLOSED. The Facility Administrative Services Director at the Buffalo Psychiatric Center has advised us the tunnels under their Administration Building will be closed to vehicular traffic effective Monday, Sept. 12. It is anticipated that the tunnels will remain closed through April 1991. The tunnels will remain available for pedestrian traffic.

III. LOCAL SURPLUS AVAILABILITY. The Central Control Services Office reports that the following items are available for campus departmental use: 5-drawer white blueprint cabinet, 3 end tables, 7' work station, two 4-drawer lateral files, white, study carrel, tables for printers, storage cabinets, 8' folding table, display panels, 3-piece shelving w/acc., file cabinet (fair), 3-hole punch, orange cube, tables (all types), tab arm chairs, 24-seat student laboratory bench.

To claim an item or request items not listed above, contact Richard Saddleason, materials control officer, GC 410, ext. 6835.

FROM THE VICE PRESIDENT FOR STUDENT AFFAIRS

I. BENGAL PAUSE. Just a reminder that Bengal Pause rules will continue as they have in the past--faculty and staff meetings, committee meetings, etc. should be scheduled on Tuesdays with the first Tuesday of each month specifically reserved for departmental meetings. Thursdays should primarily provide programmatic opportunities that include students. Questions pertaining to Bengal Pause should be directed to Phil Santa Maria, ext. 4618.

FROM THE CHAIRMAN OF THE COLLEGE SENATE

1. ORGANIZATIONAL MEETING OF THE SENATE, 5/9/88. The election of officers and chairs of standing committees was held for 1988-89: Chair - William T. Ganley; Vice Chair - Richard J. McCowan. Standing committee chairs: Rosalyn A. Lindner - Budget & Staff Allocations; Paul D. Martin - Academic Plan; Carole S. Harris - Academic Services; Thomas J. Quatroche - Standards for Students; Paul J. Culkowski - Curriculum; Craig G. Werner - Instruction & Research; Mary L. Xanco - Bylaws & Elections; Robert A. Macey - Public Service Activities; Frederick G. Floss - International Education.

Election of the Secretary to the Senate, and the chairs of Professional Welfare and Student Welfare committees will be held at the first Senate meeting of the academic year.

2. CURRICULAR ACTIONS. The following curricular items have been approved by the Curriculum Committee and forwarded to the President for his recommendations:

- a. New minors programs:
Computer Information Systems
Canadian Studies
- b. New courses:
BIO 670 - Biological Data Analysis
CFS 206 - Introduction to Textiles
CFS 447 - Clothing in Relation to Human Behavior
DAN 402 - Advanced Modern Technique IV
DAN 412 - Advanced Modern Technique V
EDU 616 - Implementing Piagetian Theory in Early Childhood
ENG 309 - Teaching and Evaluating Writing
MUS 335 - Buffalo State College Singers
SPA 100 - Beginning Conversational Spanish
- c. Course revisions:
CFS 612 - New Developments in Household Equipment
CHE 310 - Literature of Chemistry
CHE 321 - Principles of Organic Chemistry
CHE 322 - Biological Chemistry
CHE 401 - Biochemistry I
DAN 200 - Beginning Modern Technique I
DAN 220 - Beginning Ballet
MUS 336 - Concert Choir
- d. Prerequisite changes:
PHI 315 - Early Modern Philosophy
MAT Prerequisite Revisions
- e. Title change:
PSC 309 - From The Politics of Multinational Corporations, to The Politics of International Business.
- f. Number changes:
Concert Band - From MUS 114 to MUS 314
Ensemble I - From MUS 117 to MUS 313
- g. General Education Revisions:
1) Arts & Humanities - Approved with the fol-

lowing exceptions:

THA 207 remains an Arts Core course.

HEB 103, HEB 104, JBS 310, PAR 100 not approved because they have not reached the Senate level for approval at this time.

- 2) Applied Sciences & Education - Approved with the following changes:
NFS 100 withdrawn by the department. It was recommended that NFS 101 remain in the Core.
EDF 353 - not approved. It was felt that this course was designed with an emphasis on teaching, and it is required for some secondary education majors.

- 3) Natural & Social Sciences - Approved with the following changes:
GES 414 & SCI 409 - Approved contingent on re-numbering.
SCI 312 - Delete because it seemed too specific.
SOC 384 - Delete because Committee felt the course did not seem appropriate for the GEE.

3. NEW CURRICULAR ITEMS. The following have been received in the College Senate office and have been forwarded to the chair of the Curriculum Committee:

N.B.: Curriculum Committee will begin its work after committee membership has been approved by the Senate at its meeting of 23 September 1988.

- a. Program revision: B.S. in Geosciences
- b. New course proposals:
EDU 606 - The "Little House" Books and the Three R's - A Curriculum Model. This course will introduce teachers and librarians to techniques and strategies for using children's trade books to promote language, cognitive, personality and social development. Laura Ingalls Wilder's "Little House" books provide the focus for extending children's reading through creative activities and developing a curriculum model for use with all children's books.
ENT 433 - Microprocessor Applications and Robotics. Covers applications and analysis/design of microprocessor circuits with emphasis on five (5) major areas of application. These application areas are timing, data storage, calculating, logic and signal processing. Robotics coverage follows naturally as a major application of microprocessors. Four (4) additional elements of robotics -- actuators, control, dynamics and construction -- are investigated.
INT 510 - Analytic Methods and Applications. Articulation course. Notation, statistical parameters and distributions, forecasting techniques, trend analysis, regression analysis, project management.
INT 630 - Work Measurement. An examination of, and a training in, the various methods of work measurement. A comparison of a variety of work measurement systems. Understanding of the development and application of time standards and incentive programs.
INT 670 - Production and Inventory Management. A study of the principles and techniques of production and inventory management with emphasis on the solution and/or discussion of typical problems. Applications will be stressed.
INT 675 - Just-in-Time Manufacturing. A study of the principles and techniques of small lot production with emphasis on the techniques that make small lot production economical.
INT 685 - Research Design and Methodology. Research methodology, experimental design, data analysis and interpretation, results analysis and presentation.
HPR 307 - Exercise, Fitness and Nutrition. This course will integrate basic concepts of relevant up-to-date scientific information related to the physiology of exercise. Exercise performance is related to one's capacity to generate energy. This capacity is related to food nutrients consumed in the diet and the metabolic and physiologic system of energy delivery and energy utilization.

HPR 411 - Critical Issues in Health and Wellness. This course is a study of one's interaction with his/her many environments and the implications of this interaction for health behaviors. Emphasis is on current facts and attitudes important in confronting critical health issues.

PHY 500 - Seminar for Physics Teachers. A monthly seminar for use in dealing with high school physics teaching concepts, demonstrations, laboratory experiments, classroom experiences and current topic presentations and discussions.

PHY 512 - Mechanics, Energy and Motion. A Regents based introduction to concepts and problem solving techniques in mechanics, statics, dynamics, linear and plane kinematics and energy.

PHY 515 - Electricity, Magnetism and Applications. A Regents based introduction to concepts and problem solving techniques in electric and magnetic fields, circuits, charged particle interaction, electromagnetic phenomena and related application.

PHY 518 - Wave Phenomena and Optics. A Regents based study of wave types, motion, interaction and propagation and related problem solving techniques. Special emphasis is placed in light, its reflection and refraction properties and application to optics and optical systems.

c. Course revisions:

GES 504 - Field Investigations for Earth Science Teachers. Emphasis on measuring surface changes. Includes techniques necessary to construct base maps, topographic maps, collect stream gaging data and measure slopes. Applications to secondary earth science classrooms will be considered.

MAT 381 - Probability. Probability models, discrete and continuous random variables and their distributions or densities, multivariate distributions, mathematical expectation and special distributions and densities.

MAT 382 - Mathematical Statistics. Functions of random variables, sampling distributions, properties of estimators, methods of estimation, interval estimates, the theory of hypothesis testing and applications.

PHY 111 - University Physics I. A calculus-based treatment of: vectors, particle kinematics, particle dynamics, work and energy, momentum, rotational motion, mechanical equilibrium, gravitation and oscillations. Includes laboratory.

PHY 112 - University Physics II. A calculus-based treatment of: heat and thermodynamics, charge and matter, electric field, electric potential, capacitors and dielectrics, current and resistance, electromotive force and circuits, nature and propagation of light, geometrical optics. Includes laboratory.

PHY 213 - University Physics III. A continuation of PHY 111 and 112; a calculus-based introduction to traveling waves, wave phenomena, physical optics, kinetic theory of gases, and relativity.

PHY 303 - Heat and Thermodynamics. Equilibrium thermodynamics: heat, work, first and second laws of thermodynamics; volume, energy and entropy; temperature, pressure, chemical potential; specific heat compressibility, thermal expansion; enthalpy, free energy Gibbs function; Maxwell relations; phase transitions. Statistical mechanics: microcanonical and canonical ensembles, classical and quantum distributions and applications.

PHY 305 - Modern Physics. Concepts of waves and particles, atomic structure, Bohr-Sommerfeld old quantum theory, quantum mechanics of a single particle, quantum theory of hydrogen atom, X-ray spectra and atomic structure, properties of solids, nuclear physics, and elementary particles.

PHY 308 - Optics. Geometrical optics, physical optics, wave phenomena, the nature and propagation of light, interference, Fraunhofer and Fresnel diffraction, single and double slit diffraction, diffraction gratings, polarization, double refraction, lasers and holography.

PHY 320 - Introduction to Theoretical Physics. Introduction to the mathematics of physics and its applications; complex numbers, determinants and matrices, multiple integrals, vector analysis, Fourier series, differential equations, eigenvalue problems, orthogonal functions and generating functions, partial differential equations, Fourier transforms.

PHY 325 - Electronics. Basic DC circuit experiments, AC circuit theory with applications to filters and resonant circuits, semiconductor junction theory with applications including the diode and transistor, operational amplifiers and multivibrators using integrated circuits, digital circuit theory and applications.

PHY 406 - Introduction to Quantum Physics. Postulates of quantum mechanics, uncertainty principle and Fourier transforms, Hilbert space operators and matrix representations, Schrodinger equation, angular momentum and spin, applications to one particle systems.

PHY 408 - Nuclear Physics. Interactions of radiation with matter, detectors, radioactive decay and decay schemes, models of nuclear structure, gamma emission, nuclear reactions.

PHY 410 - Advanced Physics Laboratory. Selected advanced experiments chosen from the area of mechanics, heat, sound, optics, spectroscopy, electricity and magnetism, and modern physics. Two semesters (4 credits) of this course is required of all physics majors.

PHY 411 - Introduction to Solid State Physics. Structure of solids, unit cell, lattice dynamics, lattice specific heat, free electron theory, band theory, electron dynamics.

PHY 425 - Classical Mechanics. Newtonian mechanics for particles, damped and forced harmonic oscillators, Lagrangian formulation, motion in central force fields, rigid body rotation in three dimensions, moving reference frames.

PHY 430 - Electromagnetic Theory I. Coulomb forces, electric fields, Gauss' Law, potential theory, electrostatic energy, boundary conditions across an interface, multiple moments, dielectrics, Laplace's equation, magnetic induction, Maxwell's equations.

PHY 431 - Electromagnetic Theory II. Vector potential, Faraday's Law, magnetic energy, magnetic multipoles, magnetism in matter, plane waves, reflection and refraction of electromagnetic waves, radiation.

PHY 520 - Internal Energy and Modern Physics. A Regents-based study of the topics of heat and thermodynamics as well as some concepts in modern physics, solid state physics and nuclear physics.

PHY 525 - Frontiers in Nuclear Physics. A unified treatment of current frontier concepts in the field of nuclear physics. Topics include relativity and quantum mechanics, nuclear structure, stability and elementary particles, fission, fusion, synthesis and cosmic phenomena.

d. Course revision and title change:

JBS 310 - International Communication (formerly International Broadcasting Systems). Analyzes the role of international communication in today's global society by a comparative study of the world's press and broadcasting systems. Topics include journalistic values of other countries, differing philosophies of broadcasting, and the process of international communication within the framework of North-South, social, economic and political divisions of the late 20th Century.

e. Course description changes:

CRJ 101 - Introduction to Criminal Justice Systems and Administration.

CRJ 402 - Advanced Administration in Criminal Justice.

CRJ 406 - Introduction to Correction Management.

CRJ 408 - Proseminar in Criminal Justice.

f. Course title change:

BIO 412 - From Chordate Development to Embryology.

g. Course revisions and renumbering:

From GES 414, to GES 314 - Geological Oceanography. A description of the sediments, structure and history of the ocean basins.

From SCI 409 - History of Science, to GES/SCI 337 - Astronomy and the Astronomers to 1650. The saga of man's developing understanding of his universe, beginning with pre-historic efforts to predict celestial events, continuing through Grecian speculation on the nature of things, and culminating in the heliocentric revolution sparked by Copernicus and supported by Galileo.

FROM THE DIRECTOR OF PUBLIC AFFAIRS

I. **CAMPUS MAPS.** Attached to this issue of the Bulletin are two versions of campus maps. Additional copies may be obtained in Quick Copy, GC 111.

Please discard any older versions, and if photostats are necessary for publications purposes, contact Public Affairs, GC 515.

II. **DEADLINES FOR WEEKLY CALENDAR OF EVENTS.** The weekly Calendar of Events lists on-campus activities open to the public and of general interest to the college and WNY community. Activities suitable for listing include seminars, workshops, lectures, cultural events, exhibitions, and the like. The calendar lists events on a Friday through Thursday basis, one week in advance.

Calendar items must be submitted in writing to the Public Affairs Office, GC 515, by the Friday two weeks prior to the week in which the activities are scheduled. All items must include a description of the activity (including advance registration requirements or fees, if any), dates, times, location, sponsorship, and the name and telephone number of a contact person.

Deadlines for the submission of calendar items are published each week on the front page of the calendar.

ITEMS OF INTEREST

BUFFALO STATE MIXED BOWLING LEAGUE--Tuesdays, 4:45 p.m. at Kenmore Lanes, 1691 Kenmore Ave. The first day of bowling is Tuesday, Sept. 6. Registration for the 1988-89 season took place Aug. 25; if you did not make the sign-up session, contact Debbie Blair, ext. 6215.

COLLEGE STORE FALL EXTENDED HOURS: Wednesday and Thursday, Aug. 31 & Sept. 1, 8 a.m.-8 p.m.; Friday, Sept. 2, 8 a.m.-4 p.m.; Saturday & Monday, Sept. 3 & 5, CLOSED; Tuesday, Wednesday, Thursday, Sept. 6-8, 8 a.m.-9 p.m.; Friday, Sept. 9, 8 a.m.-5 p.m.; Saturday, Sept. 10, 11 a.m.-2:30 p.m.; Monday-Thursday, Sept. 12-15, 8 a.m.-8 p.m.; Friday, Sept. 16, 8 a.m.-3:30 p.m.; Saturday, Sept. 17, 11 a.m.-2:30 p.m.

Regular hours begin Monday, Sept. 19: Monday-Thursday, 8 a.m.-5:30 p.m.; Friday, 8 a.m.-3:30 p.m.; Saturday, 11 a.m.-2:30 p.m.

DISCRETIONARY SALARY INCREASE POLICY AND PROCEDURES FOR 1988

A. Discretionary Salary Increase Policy

1. Discretionary salary adjustments serve:

(1) to reward and encourage excellence in teaching, in scholarly or creative activity, and in college or community service; (2) to redress base salary inequities that have either escaped, or persisted in spite of, past rounds of discretionary adjustments; or (3) to respond to evidence of market value clearly beyond that reflected in current base salaries.

2. A discretionary salary adjustment is a permanent addition to the base salary--in effect, a commitment to the discretionary award annually for the duration of the awardee's employment. An adjustment is particularly appropriate for those whose base salaries, relative to the base salaries of those of comparable years in service, most conspicuously fail to reflect their relative merit or market value. Discretionary salary awards may thus be given in a variety of circumstances: one individual may be performing so ably that an award is appropriate even on top of an already relatively high base salary and on top of numerous awards in recent past years, and another may be clearly less talented or productive, but appropriately rewarded with a discretionary award on the basis of significant recent efforts and a relatively low current base salary.

3. Discretionary awards cannot be given to more than about one-third of the eligible faculty and staff and may not necessarily be equally distributed among units. Furthermore, in order to achieve an appropriate allocation of discretionary funds among the departments, faculties, and vice presidential areas, it is necessary to encourage at least a few more recommendations than the number that can, in the end, be awarded. Thus, a failure to receive an award, even if recommended at the department or faculty level, should not be construed as a judgement that one is perceived to be without merit or that one's efforts are either unrecognized or unappreciated.

4. Documentation is expected to accompany all recommendations. (Use the forms developed for this purpose.) For instructional faculty, evidence of strong, recent student evaluation of teaching will be expected. Evidence of strong scholarly or creative activity should also be recent and specific. It is appropriate for individuals to call such evidence to the attention of their chairs or directors.

5. While individuals are encouraged to call attention to their cases for discretionary adjustments, the primary burden for recommendations and documentations lies with the chairs and directors. Chairs, directors, and deans should be alert to those who may be reluctant to promote themselves but whose contributions relative to current base salaries make good cases for discretionary adjustments.

6. Chairs, directors, deans, and vice presidents should examine all women and minority group members and be assured that no salary inequities on the basis of either gender or race are allowed to persist.

7. Chairs, deans, and the academic vice president should take special care to recognize and to reward, where appropriate, those who perform ably in more than one department and who thereby promote interdisciplinary programs, especially through secondary appointments.

8. Chairs, directors, deans, and vice presidents should take special care to recognize and to reward, where appropriate, those whose significant contributions may be on behalf of an entire faculty or of the college as a whole, rather than merely on behalf of the departments, offices, or units in which they are primarily appointed.

9. Chairs and directors should take a special look at those who have not been awarded a discretionary increase in any of the past five discretionary award rounds. The purpose of the "special look" is to satisfy the chair or director that the absence of discretionary awards is justifiable on the basis of relative merit and relative current base salary. This provision should not be construed to suggest that repeated failure to recommend an individual for a discretionary award is necessarily wrong, nor should it be construed to suggest that awards should, over time, be "passed around" or "evened out."

10. A major goal of the process of discretionary awards--beyond the three end goals in #1, above--is to encourage constructive dialogue between faculty and professional staff and the chairs and directors to whom they report. From such dialogue should come not only the rewards and sanctions accompanying effective and ineffective behavior, but better evaluations, more constructive suggestions on how to improve performance, and better understanding of appropriate expectations.

B. Discretionary Salary Increase Procedures for 1988

Stage I: Initial Recommendations and Written Justifications

1. Lists of faculty and staff eligible for 1988 discretionary salary increases will be sent to each chair and administrative director by August 29th. Lists will include current base salaries, special stipends, a history of discretionary awards for the past three rounds, and a special notation for faculty or professional staff who have been eligible for, but who have not been awarded, discretionary increases for the past five years.

2. Chairs and directors will fill out a brief draft justification, on forms provided, for each eligible member of the faculty or professional staff (usually no more than one-third of the total number eligible) whom they intend to submit to the dean or other appropriate administrative officer for approval and forwarding to the vice president and the president for a discretionary salary increase. Eligible chairs and directors will be considered separately and will not count toward departmental quotas.

3. A copy of the draft justification will be given to each faculty or professional staff member on the chair's or director's preliminary list by September 23rd--before the individual justifications and final lists are sent to the dean or vice president. Individuals who have not received draft justifications and who are not otherwise notified by their chair or director by September 23rd should assume that they are not on the chair's initial recommendation list.

4. Appeal at Department Level: During the following week (from September 23 to September 30), those who were on the chair's or director's initial list but who wish to have the narrative recommendation amended or otherwise strengthened may meet with the

chair or director to attempt to do so. Those not on the initial list at all may attempt to convince their chairs or directors to include them on the final lists. By September 30, all final lists, signed by the chair or director and the nominee, must be sent to the dean or appropriate vice president or associate vice president. The lists should not stipulate precise dollar amounts, but the justifications ought to make clear the strength of the case for an award and the degree to which the current salary falls short of what is thought to be appropriate--and by implication, whether a discretionary increase should be toward the minimum or maximum allowable limits.

5. Self-Nomination at Stage I: Any faculty or professional staff member not on the chair's or director's final list or not satisfied with the chair's or director's nomination may submit his or her own justification, in the same general format as the chair's and director's nominations, which shall be seen by the dean and vice president, but shall not carry the endorsement of the chair or director. All Stage I self-nominations on appeal must reach the dean (or other appropriate administrative officer) by October 7.

6. Any departmental committee established for the purpose of making discretionary salary recommendations independent from those of the department chair must submit recommendations with written justifications at the same time and in the same form as those required of the chair--i.e., a draft justification shared with each person to be recommended and opportunity given to eligible members to request modification of the justifications or to be added to the list. Any recommendations submitted by such a committee in conformity with this provision shall be submitted along with the chair's/director's and dean's recommendations to all levels of approval. Departmental committees may include on their list individuals who are on the chair's list, individuals who intend to self-nominate at Stage I, and those who are/do neither. However, department committees must submit all those whom they consider deserving of an award--not just those whom they feel are being inappropriately omitted by the chair. Departmental committees are thus not appeal boards. (Recommendations from committees that do not conform to this policy will not be considered at levels beyond the chair/director.)

7. Justifications for discretionary salary increases are shared only with the individual member of the faculty or professional staff being recommended for an increase. They do not become part of the official personnel file and are not grievable beyond the appeals process established specifically for that purpose.

Stage II: Recommendations, in Priority Groups, from the Deans to the Vice President for Academic Affairs or from the Vice President for Student Affairs and the Vice President for Finance and Management to the President

The deans (or the vice presidents for student affairs and for finance and management) after consultation with the chairs or directors, will submit by October 10th recommendations to the vice president for academic affairs (or, from student affairs or finance and management, directly to the president) in priority order either individually or by groups. If the priorities are by groups, no more than one-fourth

or the eligible members shall be in Group I, and no more than one-third shall be in Groups I and II combined. A Group III may be submitted, and must be submitted if more than one-third of the eligible members are being recommended. Justifications for amounts close to the allowable maximum should be extensive. Deans or other administrators will also submit their recommendations for chairs and directors and for those whose contributions or especially meritorious work extends beyond the confines of the department (e.g., service to the college as a whole, or service in an administrative capacity). These lists are not made public at this stage in the process, and there are no appeals at this stage.

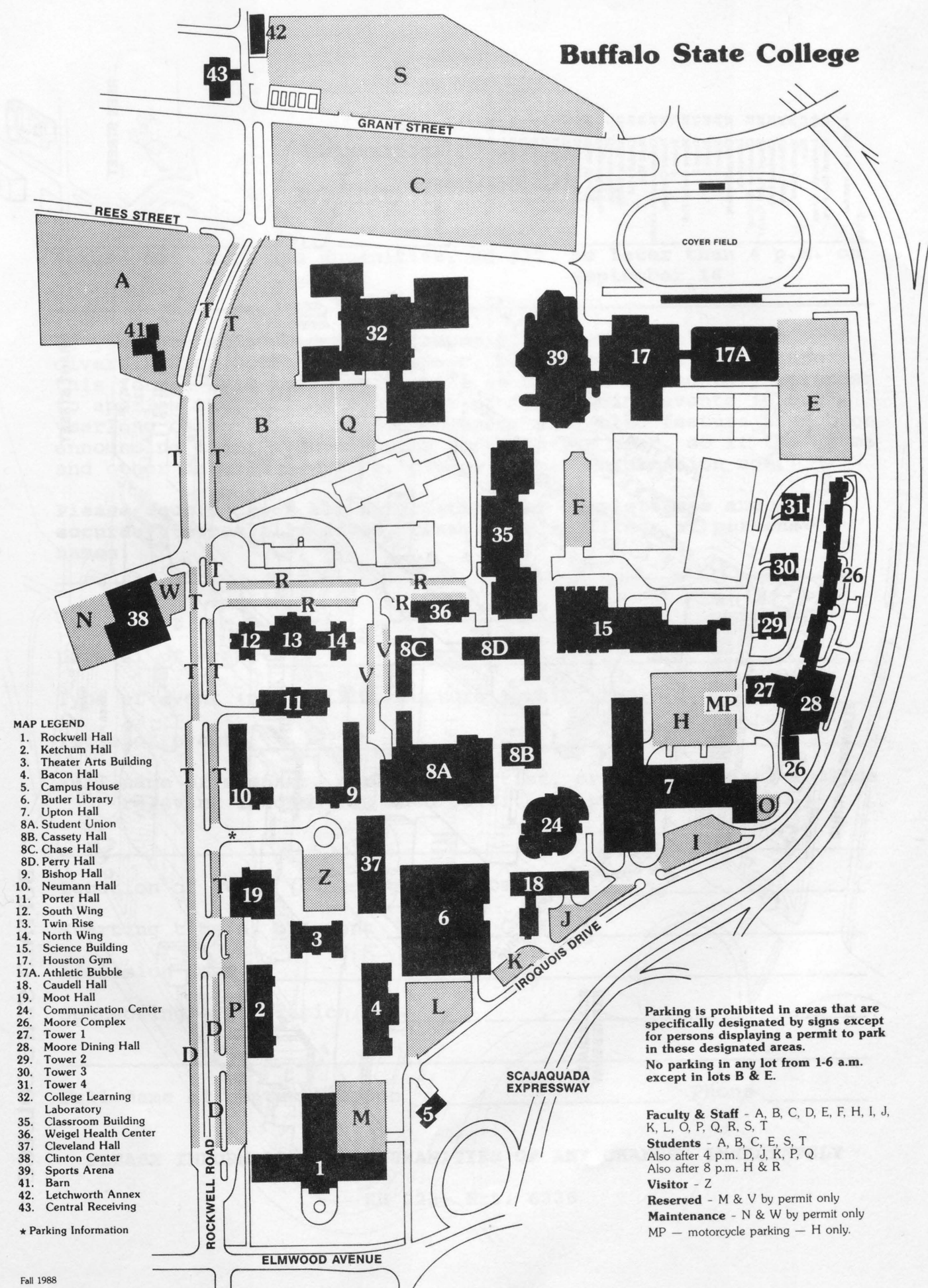
Stage III: Draft Final Decisions by President and Vice Presidents on Discretionary Awards to be Submitted to SUNY Central

1. Draft final lists will be prepared by October 28. Each awardee will be notified of his or her award; chairs/directors will receive the penultimate lists, with amounts.

2. College Level Appeal: Any eligible faculty or professional staff member who had a justification for an increase properly prepared and advanced either by the chair, the departmental committee (if any), or by himself or herself, and who is not notified by the president of an award by November 1 should assume that his/her name is not on the final draft list. He or she should first consult with either the chair or the dean and may then appeal to the appropriate board. Anyone who is recommended but who is dissatisfied with the amount should similarly talk first with the chair or dean, and may then appeal to the board. Appeals must be in writing and should be no more than 600 words, and copies should be sent to the President's Office with copies to the appropriate vice president, dean and chair. All appeals must be made within ten days (November 10) of the notification of the awards, and should be heard within ten additional days (November 21). The appeal board in Academic Affairs shall be the president, the vice president for academic affairs, the associate and assistant vice presidents, and the deans or their designees. The appeal board for the rest of the professional staff shall be composed of the president, the vice president for student affairs, the vice president for finance and management, and up to four additional administrative staff chosen by the president. The associate vice president for faculty and staff relations will serve as secretary for all appeal boards. All hearings are conducted in closed session unless the hearing board specifically invites testimony.

Stage IV: Final List Submitted to SUNY Central

The final list will be submitted to SUNY Central after appeals have been heard and will, as in the past, be available in the library.



CELEBRATION OF DIVERSITY
Publicity Information Form

Return to: Arts and Humanities, RH 222, no later than 4 p.m. on
September 16

If you have scheduled an on-campus public event related to diversity for October or November, please complete and return this form. This information will be used in a bimonthly calendar to apprise the college community of forthcoming events in our yearlong celebration. (Each calendar will also feature a section announcing major events coming later in the year, so if the dates and other details are firm, please submit information now.)

Please double check all information for completeness and accuracy, especially dates, times, and spellings of persons' names.

TYPE OR PRINT

Date(s) of event _____

Type of event (e.g., film, lecture, exhibition) _____

Title of event _____

Full name of speaker, performer, artist, or group (please include relevant information such as titles, professions, etc.) _____

Location of event (building and room) _____

Starting time(s) of event _____

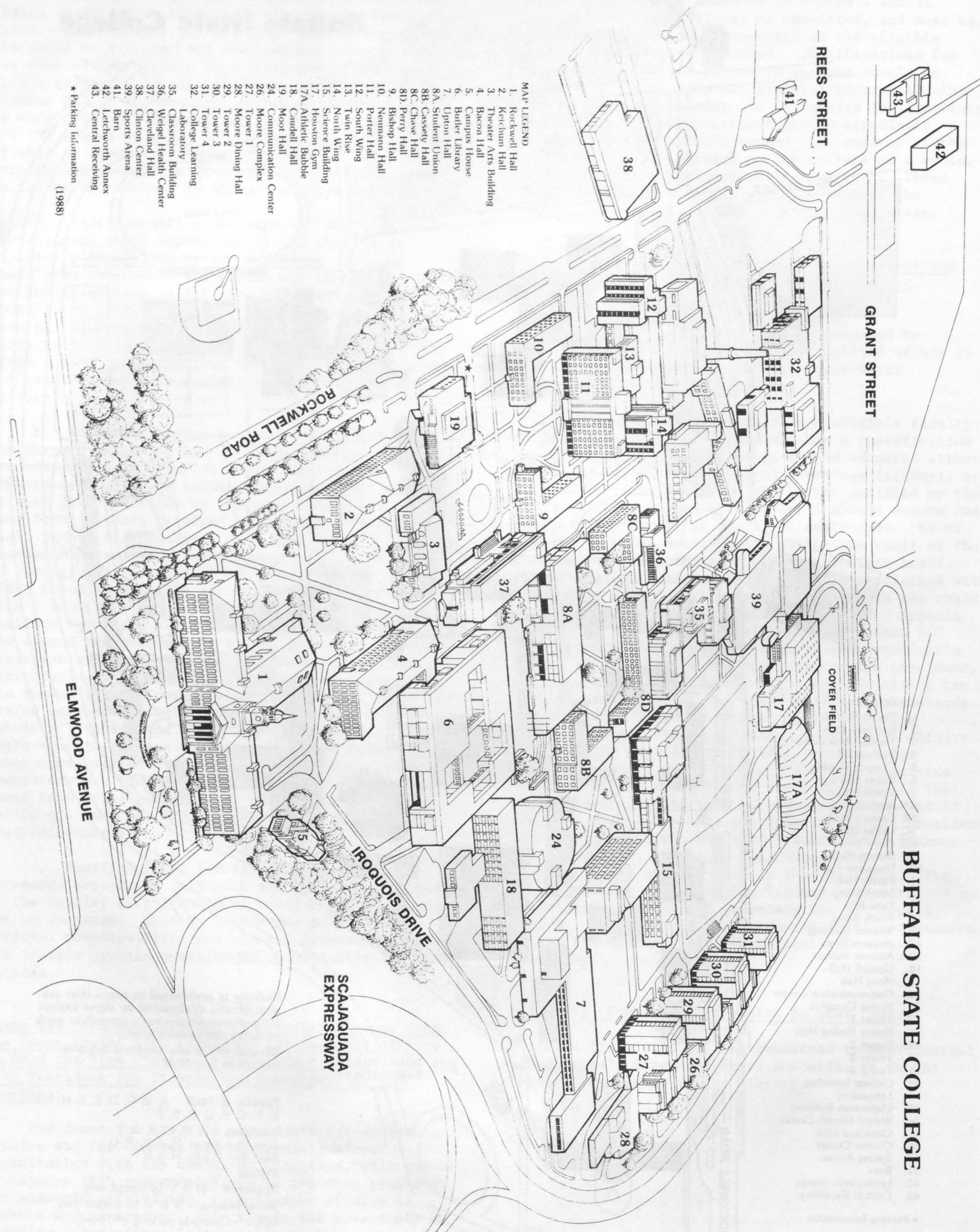
Admission fee _____

Sponsoring organization(s) _____

Full name of contact person _____ Phone _____

PLEASE INFORM ARTS AND HUMANITIES OF ANY CHANGES IMMEDIATELY

RH 222, Ext. 6326



Buffalo State
College

College Bulletin

Volume XXXIV

Number 2

September 8, 1988

OFFICIAL NOTICES

FROM THE CHAIRMAN (RANDOLPH MARKS) OF THE PRESIDENTIAL SEARCH ADVISORY COMMITTEE

I. **PRESIDENTIAL SEARCH UPDATE.** The presidential search is progressing according to the previously published schedule in the College Bulletin, No. 27, May 5, 1988. The following advertisement, reviewed and approved by the search committee, was published in the Aug. 10 and Sept. 1 issues of the Chronicle of Higher Education, and will appear again in the Sept. 7 issue. An abbreviated version is scheduled to appear in the New York Times on Sept. 11, as well as in the Sept. 15 issue of Black Issues in Higher Education. In addition to interest generated by these national advertisements, we also look to all constituencies of the college to nominate qualified candidates.

PRESIDENT

STATE UNIVERSITY COLLEGE AT BUFFALO

(BUFFALO STATE COLLEGE)

Buffalo State College invites nominations and applications for the position of President.

Located in the heart of the cultural sector of a major metropolitan area, the college has a strong commitment to serving the educational needs of an urban population. Buffalo State College is an attractive, thriving campus which has experienced dynamic growth. It is the largest college of arts and sciences in the SUNY system, enrolling approximately 12,000 students with 454 full-time faculty. The college has three major faculties (Applied Science and Education, Arts and Humanities, and Natural and Social Sciences) with 33 academic departments, and offers degrees at both the baccalaureate and master's levels.

The Institution seeks candidates with:

- a strong academic background, including an earned doctorate or equivalent terminal degree;
- demonstrated academic leadership and administrative management at an institution of higher education;
- a record showing sensitivity to the undergraduate teaching/learning process and demonstrated successful teaching experience at that level;
- demonstrated experience and skills in areas of finance, budgeting and budget process, resource development, institutional advancement, and marketing;
- proven ability to work within a complex system;
- demonstrated effective interpersonal/public relations skills.

The college seeks candidates with a strong personal presence, a receptivity to student and faculty concerns and a dedication to the mission of the college, the pursuit of excellence in education and the enrichment of academic life.

Applications and nominations should be addressed to:

Mr. Randolph Marks, Chairman
Presidential Search Committee
Buffalo State College
517 Cleveland Hall
1300 Elmwood Avenue
Buffalo, New York 14222

The State University of New York is an Equal Opportunity,
Affirmative Action Employer.

FROM THE PRESIDENT

I. **NEW COUNCIL MEMBER.** We have been advised that Gov. Mario Cuomo has appointed Walter E. Moxham Jr. of Wilson, N.Y., a College Council member for a term to expire 1995.

Mr. Moxham is a Niagara County attorney and is a graduate of the University of Notre Dame and the SUNYAB Law School.

II. **COLLEGE MEETINGS.** In conjunction with the College Senate chairman, the following changes have been made in the fall college meeting schedule published in the Administrative Calendar for 1988-89. They are: Oct. 21, Senate; Oct. 28, Faculties, and Nov. 18, Senate.

III. **APPROVALS.** I have approved the following program revisions and new courses, which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the vice president for academic affairs:
Program Revision: B.S. in Exceptional Education, M.S. in Elementary Education. **New Courses:** CFS/CSP 635 Adult Learning Development, HIS 308 History of Canada, HPR 401 Assessment and Evaluation in Health/Wellness, HPR 302 Exercise Principles and Techniques, HPR 303 Planning, Management and Evaluation of Health/Wellness Facilities, SCI 312 Life Science for Elementary Teachers.

IV. **OCTOBER IS AFFIRMATIVE ACTION AWARENESS MONTH.** I am pleased to announce as part of the college's year-long Celebration of Diversity, I am declaring October, Affirmative Action Awareness Month.

The Affirmative Action/Human Development Office and the Affirmative Action Advisory Council are co-sponsoring a series of panels during October to heighten the awareness in a variety of affirmative action areas on this campus: **Oct. 6**, 12-2 p.m., Combatting Sexual Harassment, coordinator - K. Moran; **Oct. 13**, 12-2 p.m., Improving Access and Retention for Students of Color, coordinator - J. Wallace; **Oct. 14**, 3-5 p.m., Affirmative Action at Buffalo State College, coordinators - S. Nickson and R. Pearce; **Oct. 20**, 12-2 p.m., Understanding Diversity, coordinator - E. Hattauer; **Oct. 27**, 12-2 p.m., Eradicating Racism at Buffalo State College, coordinator - P. Santa Maria. All panels will be held in UN Assembly Hall.

For additional information, call ext. 6210.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. **ACADEMIC ADVISEMENT TRAINING SESSIONS FOR FACULTY.** Academic advising training sessions for newly-hired BSC faculty and staff will be held: Wednesday, Sept. 28, 3-4:15 p.m.; Thursday, Sept. 29, 12:15-1:30 p.m.; Tuesday, Oct. 4, 12:15-1:30 p.m. All sessions will be held in GC 417. Those planning to attend, please notify the Academic Advisement Office, GC 417, ext. 5223, by Monday, Sept. 26.

II. **FRESHMAN ASSISTANCE PROJECT.** The Academic Affairs Office announces that the Campus Retention Committee has initiated a pilot project this fall entitled the Freshman Assistance Project.

Targeted at approximately 300 high-risk, non-EOP freshmen, this project will consist of a "BSC Welcome Line," an effort at an Early Intervention Program, newsletters, and a referral system based on information freshmen provided at the summer orientation. In particular, we will be seeking to have a demonstrated effect on the attrition of these students.

Faculty and staff will be receiving letters enlisting their support of this project in two ways. The first will seek faculty assistance in identifying any of these targeted students who are experiencing academic

difficulty early in the semester.

Please give your support to these requests for assistance, if at all possible. Any questions regarding the overall Freshman Assistance Project can be directed to Kathryn Moran, assistant dean for undergraduate studies, ext. 5336.

Many members of the college community have already become involved in some of our new retention activities such as the Freshman Seminar Program and the revamped orientation. These efforts are very much appreciated and already appear to be yielding some positive results. We look forward to similar successes in the new pilot projects.

III. NEW LIBRARY POLICY. Beginning this fall Butler Library is introducing a new policy governing faculty and staff borrowing privileges which is intended to benefit patrons and assist the library in being more accommodating to faculty needs.

The new loan period will have two pre-set due dates which will occur on Sept. 15 and Feb. 15 of every year. The policy of one renewal remains the same. Overdue charges will accrue immediately following a five-day grace period. Until the library is fully automated, no overdue notices will precede the due date. Recalls will take precedence over normal due dates. Books will be due at the beginning of a semester, not to conflict with the busy end-of-semester rush when faculty are involved with correcting papers and evaluating final grades.

A letter of explanation has been mailed to each faculty and professional staff member. Regulations governing overdues, renewals, and late charges of \$.25 per operational day per item will be strictly enforced.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. FIRE EVACUATION DRILL SCHEDULE. Fire evacuation drills will be held in various buildings on campus from Sept. 19-23. Department heads and/or faculty will be responsible for complete evacuation of areas under their control. Procedures have already been sent by Gene Kaczmarek on Sept. 6. Any questions, call him at ext. 6332.

ITEMS OF INTEREST

PUBLIC HEARING. The Board of Trustees of SUNY will conduct a Public Hearing on Sept. 28 at State University Plaza, Elisabeth Luce Moore Board Room, Albany (this facility permits barrier-free access to the physically handicapped), 1:30 to 3 p.m. The purpose of the hearing is to receive testimony and statements from concerned individuals about university issues. If you have issues which are orientated to a single campus and would like to bring them to the attention of the Trustees, please feel free to do so by writing the Board at State University Plaza, Albany, N.Y. 12246.

Persons wishing to present prepared testimony to the Board are requested to write to Miss Martha J. Downey, Secretary of the University, at the above address; such communication to be received no later than noon on Sept. 27. In your letter please identify in a brief fashion the subject of your testimony and provide Miss Downey with a telephone number, as well as an address to which she can send a confirmation that you have a reserved place on the agenda. Such testimony will be limited to five minutes and the speakers will be requested to provide six copies of their written testimony to the Hearing Registration Officer on the day of the hearing.

Persons who wish to make brief extemporaneous comments (no more than three minutes) are requested to file their names with the Hearing Registration Officer on the day of the hearing. Time for such comments will be set aside at the end of the hearing and such persons will be called upon in the order in which they register.

NON-CREDIT COURSES. The Lifelong Learning Center is accepting proposals for non-credit courses and seminars for the spring 1989 semester. Proposals should reflect ideas which focus on satisfying the professional development needs of the local community. Submit proposals to TR 100 no later than Monday, Oct. 3. For additional information, call ext. 5906.

VACANCY NOTICES SEPTEMBER 6, 1988

Inquiries should be made at the appropriate campus as to the current status of the positions listed below:

SUNY/BUFFALO STATE COLLEGE

LOCAL TITLE: Director of Budget & Information Services
BUDGET TITLE: Director of Business Affairs
RANK: MACCC Level 4
SALARY: \$50,000
DATE OF HIRE: November 1, 1988
APPLICATION DEADLINE: October 1, 1988
DESCRIPTION OF DUTIES: Director should provide leadership in budget preparation, institutional research and personnel data systems. Candidate should have significant experience in budget/business functions in a college or institutional setting.
QUALIFICATIONS: Advanced business degree is preferred.

SUNY/ALBANY

Academic Adviser	Undergrad. Educ.	*D: Sept. 09
Stud. Act. Assoc.	Campus Life	Sep. 09
Sr. Staff Asst.	Inter. Programs	Sep. 19
Sr. Proj. Assoc.	Rockefeller Col.	Open
Research Assoc.	Psychology	Open

SUNY/BINGHAMTON

Instruc.Supt.Spec.	Geography	Sep. 09
Instruc.Supt.Assoc.	Chemistry	Sep. 09
Asst. Prof.	Mod.Japanese Hist.	Nov. 15
Instruc.Supt.Assoc.	Theater	Oct. 01

SUNY/BROOKPORT

Sr. Counselor	Counseling	Sep. 09
Diving Coach/Swin	Phys. Educ. & Sport	Oct. 15
Adj. Instructor	Social Work	Sep. 19

SUNY/CANTON, COLLEGE OF TECHNOLOGY

Director	Admissions	Sep. 19
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SUNY/DELHI, COLLEGE OF TECHNOLOGY

Sr. Programmer Anal.	Academic Computing	Sep. 19
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SUNY/FREDONIA

Sr. Staff Asst.	Sponsored Programs	Open
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SUNY/GENESEO

Asst. Director	Residence Life	Open
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TH Assoc. Dir.Nursing	Nursing Services	Sep. 19
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SUNY/HEALTH SCIENCE CENTER AT BROOKLYN

TH S.W. Asst.	Social Work	Sep. 19
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TH Clin.Lab Tech. I	Surgery-Histocompa.	Sep. 19
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TH Staff Asst. II	Admitting	Sep. 19
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TH Clin. Lab Tech. III	Surgery-Histocompa.	Sep. 19
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TH Social Worker II	Social Work	Sep. 19
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TH Asst. Administrator	Hosp. Administration	Sep. 19
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TH Clin.Lab Tech. III	Chemistry	Sep. 19
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HEALTH SCIENCE CENTER AT SYRACUSE

TH Med.Records Assoc.	Clin. Data Services	Sep. 09
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Sr. Dosimetrist	Radiology	Sep. 09
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Tech. Specialist	Genetics	Sep. 10
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Research Instructor	OB/GYN	Sep. 10
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Dir. Mgmt. Eng.	Hosp. Inf. Services	Sep. 09
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Staff Assistant	Psychiatry	Sep. 19
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TH Social Worker III	Social Work	Sep. 19
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TH Asst. Administrator	Comptroller's Off.	Sep. 19
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SUNY/MORRISVILLE, COLLEGE OF AGR. & TECH.

Instr. Supt. Assoc.	Agriculture	D: Sep. 19
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Dir. EOP	Student Affairs	Sep. 19
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SUNY/OSWEGO

Asst. to Pres.	President Office	Sep. 09
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*Deadline for receipt of applications.

For further information, contact Helen Rybak, Ext. 5102.

Buffalo State
College

College Bulletin

Volume XXXIV Number 3 September 15, 1988

OFFICIAL NOTICES

FROM THE PRESIDENT

I. STATE EDUCATION PROGRAM EVALUATIONS. The State Education Department will make a campus visit in spring 1990 to evaluate the BSC baccalaureate programs. While the evaluation will focus on teacher preparation programs, it will also serve general reregistration purposes for ALL our baccalaureate programs.

In preparation for the evaluation, the college is required to prepare a self-study document. It is essential to have broad-based institutional involvement because the evaluation by reregistration impacts on all of the undergraduate programs. A campus-wide coordinating committee has been established to facilitate the process.

In order to address the essential elements required in the self-study, the following sub-committees have been designated:

PROGRAMS: Review of every curriculum creditable toward a degree offered by the institution. (Robert Horvat, Norman Walker, chairpersons)

CURRICULA AND AWARDS: Institutional goals and objectives of each curriculum and of all courses shall be reviewed and a reviewing system shall be examined to estimate the success of students and faculty in achieving the goals and objectives. (Dennis Ponton, chairperson)

FACULTY: Training, earned degrees, scholarship, experience, classroom performance or other evidence of teaching potential will be examined. (Mary Davis, chairperson)

ADMISSIONS: Admission procedures and policies will be reviewed and will include examination of the admissions and recruitment process to encourage the participation in collegiate programs by persons from groups historically underrepresented. (William Schultz, chairperson)

ADMINISTRATION: Administrative responsibilities for institutional policies and programs will be reviewed. (Joyce Swartney, Lee Ann Grace, chairpersons)

RESOURCES: The resources necessary to accomplish the mission and purpose of each registered curriculum will be examined. (Virginia Wyly, chairperson)

SUMMARY: Highlights of any special aspects of programs will be emphasized in this section. This will also be a section to analyze the overall results of the self-assessment and plan for improvements. (Janet Ramsey, chairperson)

EDITORIAL: This sub-committee will review all copy submitted by other sub-committees for accuracy, coherence of writing style, etc. (James Grunebaum, chairperson)

Faculty/staff who are interested in participating

in this very important process are invited and encouraged to do so. In addition, the committee would appreciate receiving recommendations regarding students to serve on these sub-committees. You may submit names and assignment preference on the form on the back of this Bulletin or contact Richard Lee or Ann Egan, ext. 4214.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. ACADEMIC ADVISEMENT TRAINING SESSIONS FOR FACULTY. Academic advising training sessions for newly-hired BSC faculty and staff will be held: Wednesday, Sept. 28, 3-4:15 p.m.; Thursday, Sept. 29, 12:15-1:30 p.m.; Tuesday, Oct. 4, 12:15-1:30 p.m. All sessions will be held in GC 417. Those planning to attend, please notify the Academic Advisement Office, GC 417, ext. 5223, by Monday, Sept. 26.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. NYS TEACHERS RETIREMENT SYSTEM: ELECTION OF DELEGATES TO THE ANNUAL MEETING. Provisions of Section 505 of the Education Law provide for the election of delegates and alternates by members of the NYS Teachers Retirement System. The election will take place Friday, Sept. 30, 9 a.m. to 4:30 p.m., in GC 403.

Nominating petitions signed by at least 10 members of the retirement system must be received in the Personnel Office by the close of business Thursday, Sept. 22. Information and sample nominating petitions are available in GC 403.

BSC is entitled to one delegate and one alternate. Pursuant to Section 505 of Article 11 of the Education Law, if the number of nominees equals the number of delegates, or if no nominations are received, no election will be held. Please address any questions regarding this matter to Susan Earshen, GC 405, ext. 4821.

II. VOTER REGISTRATION. Voter registration forms are now available in the Personnel/Employee Relations Office, GC 403. If you wish to register by mail, please stop in to obtain a form or call ext. 4821. The last day to postmark voter registration forms for the November elections is Oct. 11.

FROM THE DIRECTOR OF PUBLIC AFFAIRS

I. QUICK COPY. For some time we have been experiencing difficulty in obtaining good quality copy paper. The paper industry has been heavily selling paper overseas and this is causing a shortage and spiraling price increases.

In order to respond to classroom needs, we would encourage you to use the Bulletin for all official communication and not duplicate additional memos. In addition, lengthy copy jobs MUST be typed on large reduction paper which is available in Quick Copy, GC 111.

Your cooperation in helping to stretch college resources will be greatly appreciated.

ITEMS OF INTEREST

FSA BOARD OF DIRECTORS meeting will be held on Tuesday, Sept. 20, at 8 a.m. in the MH Brown Bag Room. All members of the campus community are invited to attend.

BSC DAY CARE CENTER in CH has openings for children at least two years of age of students, faculty, and staff for the 1988-89 school year. For more information call ext. 5335. The center is open daily from 7:30 a.m. to 4:30 p.m. and closes at 3 p.m. on Friday.

VACANCY NOTICES
SEPTEMBER 13, 1988

Inquiries should be made at the appropriate campus as to the current status of the positions listed below:

SUNY/BUFFALO STATE COLLEGE (REVISION)
LOCAL TITLE: Director of Budget and Information Services
BUDGET TITLE: Director of Business Affairs
RANK: M/C PR-4 SALARY: \$47,000
DATE OF HIRE: November 1, 1988
APPLICATION DEADLINE: October 1, 1988
DESCRIPTION OF DUTIES: Director should provide leadership in budget preparation, institutional research and personnel data systems. Candidate should have significant experience in budget/business functions in a college or institutional setting.
QUALIFICATIONS: Advanced business degree is preferred.

SUNY/ALBANY		
Sr. Staff Asst.	Inter. Programs	*D:Sep.25
SUNY/ALFRED		
Staff Asst.	Athletics	Sep.25
SUNY/BINGHAMTON		
Research Assoc.	Chemistry	Oct.31
Editorial Assoc.	Computer Center	Sep.25
Comp.Ser.Coord.	Career Development	Sep.25
Asst.Prof./Lecturer	Japanese	Dec.01
SUNY/COBLESKILL		
Dir.of Pers./Aff.Action	Human Resources	Nov.01
Director	Physical Plant	Sep.30
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
TH Assoc.	Nursing Services	Sep.25
TH Assoc.	Operating & Recovery	Sep.25
TH Open Heart Perfus.	Cardiothoracic Surg.	Sep.25
TH Clin.Lab.Tech.III	Clinical Lab.	Sep.25
TH Clin.Lab.Tech.III	Chemistry	Sep.25
TH Asst.	Nursing/Critical Cr.	Sep.25
TH Asst.	Inservic Educ.	Sep.25
TH Clin.Lab.Tech.III	Pathology	Sep.25
TH Asst.	Aids Program	Sep.25

SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Univ. Asst.	Affirmative Action	Sep.25
Administrator	Nursing	Sep.25
TH Therapist	Phys. Therapy	Sep.25
SUNY/ONEONTA		
Graphic Artist	Instruc. Resources	Sep.25
SUNY/PURCHASE		
Sr. Counselor	Counseling	Open
Sr. Staff Asst.	Performing Arts	Open
SUNY/STONY BROOK		
TH Instr.Supt. Tech.	Computer Operations	Sep.19
Programmer Analyst	Computing Support	Sep.19
TH Nurse Practitioner	Pediatrics	Sep.19
TH Psychologist	Psychiatry Acute	Sep.19
TH Asst. Dir.	Nursing	Sep.19
TH Director	Social Services	Sep.19
TH Clin.Lab.Tech.	Labs/Blood Bank	Sep.19
TH Nurse Practitioner	Neurosurgery	Sep.19
TH Med.Radiographer II	Radiology/Diagnostic	Open
Tech.Spec.	Surgery/Oncology	Open
Sr. Staff Asst.	Math & Technology	Sep.25
Vice President	Finance & Mangement	Open
Res.Asst.Prof.	Pharmacological Sci.	Sep.25

*Deadline for receipt of applications.

For further information, contact Helen Rybak, Ext. 5102.

SED REVIEW SUB-COMMITTEE PARTICIPATION

I am interested in serving as a member of the _____
sub-committee.

NAME	_____
DEPARTMENT/AREA	_____
RECOMMENDED STUDENTS	_____
STUDENT ADDRESS	_____

Please return to R. Lee or A. Egan in CH 114 by October 3, 1988.

Buffalo State
College

College Bulletin

Volume XXXIV Number 4 September 22, 1988

OFFICIAL NOTICES

FROM THE PRESIDENT

I. COMMITTEE INTEREST SURVEY: 1988-89. Each year the Senate, president, and other administrative officers ask faculty and staff members to serve on a variety of standing committees. These committee appointments vary tremendously both in substance and in the time commitments they entail. Similarly, staff interests and schedule flexibility change over the years. The attached checklist is an attempt to draw into this critical aspect of the governance process as many of you as would care to participate, and to be able to call upon you whenever possible for those tasks most important to you. You should feel under no pressure to respond to this survey, but we do hope you will feel invited. On the other hand, an expression of interest at this time does not obligate you to serve; where appropriate, formal invitations will be issued, and you may accept or decline depending on circumstances at that time. Indeed, in making committee appointments many factors have to be considered and balanced, and not everyone expressing interest in a given area may be asked, or may be asked immediately, to serve on the corresponding committee. We may not ultimately form committees on some of the topics listed here, and on others, committees may already be fully defined. However, we plan to circulate the list of names we generate and to keep it handy so that when we need to find people who might be helpful on a given topic we can rely on more than our memories in identifying them.

The College Senate standing committees have been organized by this time and will present their memberships at the Sept. 23 meeting, but expressions of interest are welcome as they may need new members during the academic year. Other college committees are still in their organizational stages and your early response (by Sept. 30) will enable them to take advantage of willing and interested volunteers.

II. APPROVALS. I have approved the following curricular actions, which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the vice president for academic affairs:
New Minors: Computer Information Systems, Canadian Studies. **New Courses:** BIO 670 Biological Data Analysis, CFS 206 Introduction to Textiles, CFS 447 Clothing in Relation to Human Behavior, DAN 402 Advanced Modern Technique IV, DAN 412 Advanced Modern Technique V, EDU 616 Implementing Piagetian Theory in Early Childhood, ENG 309 Teaching and Evaluating Writing, MUS 335 Buffalo State College Singers, SPA 100 Beginning Conversational Spanish. **Course Revisions:** CFS 612 New Developments in Household Equipment, CHE 310 Literature of Chemistry, CHE 321 Principles of Organic Chemistry,

CHE 322 Biological Chemistry, CHE 401 Biochemistry I, DAN 200 Beginning Modern Technique I, DAN 220 Beginning Ballet, MUS 336 Concert Choir. **Prerequisite Changes:** PHI 315 Early Modern Philosophy, MAT prerequisite revisions. **Title Change:** PSC 309 from The Politics of Multinational Corporations to The Politics of International Business. **Number Changes:** Concert Band from MUS 114 to MUS 314, Ensemble I from MUS 117 to MUS 313. **General Education Course Listing:** Upon the recommendation of the vice president for academic affairs and the College Senate, I approve the changes in the General Education course listings as reported by the Senate in the Bulletin of Sept. 1, 1988. These changes in the courses that qualify for general education credit are effective Sept. 1, 1989, and will be reflected in the college catalog published during that year.

III. ANNUAL STATE EMPLOYEES FEDERATED APPEAL (SEFA). The annual SEFA campaign of Erie County which includes 100 United Way agencies, 29 national health agencies, and 30 international service agencies will officially start on campus Monday, Sept. 26, and will run through Oct. 26. This year the county-wide campaign has set a record goal of \$15.4 million to help meet the immediate and critical needs of individuals and families in our community.

Buffalo State has long been a leader among educational institutions as well as state agencies located in the Buffalo area in supporting this campaign. Last year we raised a record breaking \$74,700 from over 1,000 contributors. While the college has been recognized in the Buffalo community for its campaign leadership, we know it is only possible because of your personal and financial support.

As the campaign begins, please take time to consider and perhaps discuss with your family your support for this year's area-wide appeal. Remember, through this one campaign you can designate your support to one or more of 159 specific agencies of choice, or you can generally support this worthy community cause.

Glenn Nellis of my office is serving as director of this year's campus campaign again, ably supported by Doris Trudeau and by area co-chairs: Nan Lund, Academic Affairs; Stan Medinac, Finance and Management, and Kate Wallace, Student Affairs. One of your colleagues has volunteered to be the campaign solicitor in your department/area. Your cooperation in hearing what your department solicitor has to say will be appreciated. My thanks to all solicitors for their effort on behalf of SEFA. This appeal is critical to meeting the needs of individuals and families in the Buffalo area community.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. TEACHING SEMINARS. Three sessions designed to help faculty think of new ways to improve their instructional effectiveness will be offered this fall. The first will focus on different approaches to learning and to classroom interaction that students display. Suggestions will be offered for recognizing and dealing with student variability. This brown bag session will be held on Sept. 27, 12:15-1:30 p.m., in BA 116E. The second session on Friday, Oct. 14, 10-11:45 a.m., BL 210, will include teaching tips from several BSC faculty members. Techniques for increasing effectiveness with large classes will be included. Different techniques and mediums for evaluating student learning will be presented on Oct. 28, BL 210, 1-2:45 p.m. All full-time and part-time faculty are invited to attend these sessions. This series is co-sponsored by Academic Affairs and the Teaching Effectiveness Subcommittee of the Faculty/Staff Development Council. For further information call Wendel Wickland, ext. 4328, or Nan Lund, ext. 5630.

II. **NATIONAL FACULTY EXCHANGE.** Brochures and applications are available for the National Faculty Exchange from the Faculty and Staff Development Office, GC 415. See the attached announcement for "The Best of Both Worlds."

III. **DATABASE SEARCHING.** Beginning with this fall there will be a change in the pricing of database searching offered by the Butler Library information services department. The fee will correspond to the cost of the printed citations and will vary from database to database to more accurately reflect the cost to the library of these personalized computer bibliographies. The minimum cost is \$5 for each database requested. Patron searching is available without cost on two CD-ROMS: ERIC, an education index and Infotrac II, incorporating popular periodicals with some professional journals on a variety of subjects.

IV. **DIRECTORY OF POLICY STATEMENTS.** The Directory of Policy Statements is a compendium of existing college policies dealing primarily with the areas of Academic Affairs. It is meant to replace a document compiled in the 1970s called the Faculty Manual of Policies and Procedures. The directory is intended to supplement other documents that also contain policies, including the Faculty Handbook, the College Catalog, the Policies of the Board of Trustees of the State University, and the current Agreement between the State of New York and the United University Professions.

Preliminary copies of the Directory of Policy Statements have been distributed to the offices of all departments, deans, vice presidents, the College Senate, the library director, U.U.P., Affirmative Action, and Faculty-Staff Relations; a copy is also on reserve in BL. While this document has been compiled and reviewed by many college constituencies, including a joint ad hoc senate-administration committee, it is possible that some policy documents have been omitted. Therefore, the college community is asked to review this document to assure that it contains all appropriate policy statements. If any individual knows of a college policy that has not been included, a written copy of this policy, along with the original source if possible, should be sent to Academic Affairs by Nov. 1. All such policies will be considered for inclusion by the ad hoc committee. If it is determined that they are current for insertion into the directory, they will be sent to the above-listed offices. After Nov. 1, any new policies or revisions of existing policies that are approved through regular channels will be published in the College Bulletin in a format for addition to the Directory of Policy Statements.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. **INTERVIEWS FOR ASSOCIATE VICE PRESIDENT FOR FACULTY AND STAFF RELATIONS.** The following open interviews have been scheduled so that faculty and staff members may meet with the four finalists for the associate vice president for faculty and staff relations position.

The candidate names, titles, dates, times, and meeting locations are: **Ms. Dorcas Colvin**, executive assistant to the president, William Paterson College of New Jersey, Wayne, N.J., Tuesday, Sept. 27, 12:30 to 1:30 p.m., CCW; **Manuel Thomas**, director of personnel/affirmative action/payroll, North Adams State College, Massachusetts, Thursday, Sept. 29, 12:30-1:30 p.m., CCW; **Theodore Heidloff**, assistant vice chancellor for personnel administration, Illinois Board of Regents, Springfield, Ill., Tuesday, Oct. 4, 12:15 to 1 p.m., CCW; **Jeffrey Brandwine**, director of personnel/employee relations, Buffalo State College, Thursday, Oct. 6, 12:30 to 1:30 p.m., CCW.

Feedback from your meetings with the candidates

would be appreciated and can be addressed to any of the search committee members: Judi Basinski, Institutional Research, GC 509, ext. 4521; Dwayne Beery, Academic Affairs, GC 519, ext. 5901; Raymond Chamberlain, Computing Services, TR 204, ext. 4206; Archie Cureton, Financial Aid, GC 308, ext. 4901; John Dwyer, English, KH 326, ext. 5417; Rich LeCastre, Student Affairs, GC 513, ext. 4704; Barbara Meyer, Faculty and Staff Relations, GC 505, ext. 4306; Lynne Scalia, Business, CS 330, ext. 5322, and Barbara Sirvis, Applied Science and Education, CH 114, ext. 4214.

II. **ELMWOOD AVENUE PROJECT UPDATE.** Although the east end of Iroquois Drive was officially closed Aug. 8 to all pedestrian and vehicular traffic, the contractor has been permitting some "paths" to be used for access to campus and Rockwell Hall. Since conditions have now become unsafe no pedestrian or vehicular traffic will be permitted to enter the contractor's work site at the northeast corner of campus. Three exceptions are: emergency and maintenance vehicles, scheduled delivery vehicles, and Rockwell Hall handicap access by vehicle only.

Representatives from the offices of Environmental Health and Safety and Space Management have posted signs to alert people to the stricter access procedures. For the next month all entry and exit to/from RH will be limited to the south door, along Rockwell Road. Emergency exiting remains the same.

Iroquois Drive, with sidewalks, is scheduled to reopen during the third week of October.

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

SENATE MEETING, 9/23/88, BA 116E, 3 pm, will include:

1. Memorial to Dr. Kenneth Downey.
2. Nominations for Membership to the following Senate standing committees: Curriculum; Budget & Staff Allocations; Academic Plan; Standards for Students; Academic Services; Instruction & Research; ByLaws & Elections; Public Service Activities, and International Education.
3. Old business will include a report from the BSAC subcommittee on computer services, and an announcement about the Directory of Policy Statements.
4. New business will include nomination of the Secretary to the Senate; nomination of the chairperson of the Senate Professional Welfare Committee; nomination of the chairperson of the Student Welfare Committee, and election of the above; a special report on construction and parking on campus, and special charges to standing committees.

N.B.: All members of the college community are cordially invited to attend the monthly Senate meetings.

ITEMS OF INTEREST

FSA PROGRAM FUND. Applications are available at Campus House. Deadline date for submitting applications is Monday, Oct. 17. For further information call Gary Vickers, ext. 5211.

FACULTY RECREATION HOURS: Pool: Mondays and Wednesdays, 12-2 p.m. Racquetball Courts: Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

FACULTY GRANTS

UPCOMING DEADLINE DATES

SPONSOR	GRANT PROGRAM	DEADLINE
NEH	Summer Stipends	10/1/88
	Younger Scholars Program	11/1/88
	Reference Materials (Tools & Access)	11/1/88
NSF	Undergraduate Faculty Enhancement Program	10/14/88
	Visiting Professorships for Women	11/15/88
	Research Experiences for Undergraduates	10/10/88
	Teacher Preparation	10/15/88
	Instrumentation and Laboratory Improvement Program	11/14/88
	Postdoctoral Fellowships and Professional Development Awards in Studies in Science, Technology and Society Program	11/15/88
SUNY	Faculty Grants for the Improvement of Undergraduate Instruction	11/7/88
FIPSE	Comprehensive Program	11/18/88
U.S. Department of Education	Fulbright-Hays Group Projects Abroad	10/31/88
	Faculty Research Abroad Program	10/31/88
	Doctoral Dissertation Research Abroad Program	10/31/88
	Undergraduate International and Foreign Language Program	11/4/88
	International Research and Studies Program	11/18/88
	Business and International Education Program	11/19/88
U.S. Dept. of Energy	Pre-Freshman Engineering Program	10/30/88
Delta Society	Research Grants: Interactions of People, Animals and the Envir.	10/3/88
U.S. Department of the Interior	Water Resources Research Program	10/14/88
CIES	1989-90 Fulbright Scholar-In-Residence Program	11/1/88
USIA	Fulbright Teacher Exchange Program	10/15/88
ACLS	Grants for Travel to Meetings Abroad	10/1/88
	Fellowships for Postdoctoral Research	11/15/88
	China Conference Travel Grants (for conferences Dec. to Feb.)	11/1/88
	Grants for East European Studies	11/15/88
Canadian Embassy	Canadian Studies Faculty Enrichment Program	10/31/88
	Canadian Studies Senior Fellowship Award	10/31/88
Smithsonian Instit.	Minority Academic Internships	10/15/88
NEA	Museum Program - Special Exhibitions - Special Projects	11/14/88
	U.S. - Japan Exchange Fellowships - Media	11/1/88
	Media Arts - Film/Video Production	11/14/88
Office of Special Education	Field-Initiated Research in Education of the Handicapped Projects	10/17/88
CSCPRC	Student and Scholar Research Program in China	10/15/88
	Visiting Scholar Exchange Program with China	11/15/88
Commission on the Bicentennial of the U.S. Constitution	Education Grant Program	11/14/88
U.S. Dept. of Educ.	Law-Related Education Program	10/17/88
SUNY	Conversations in the Disciplines	1/30/89
NYS Center for Hazardous Waste Management	Research Grants	11/30/88
Dept. of Health & Human Services	1989 Coordinated Discretionary Funds Grant Program	11/10/88
Office of Special Education	Field-Initiated Research Projects	Extended from 10/17/88 to 11/10/88
Dept. of Educ.	Women's Educational Equity Act Program	10/24/88
ACTION	Drug Alliance Demonstration Grants: Special Volunteer Programs	11/2/88
NIDRR	Field-Initiated Grants	11/30/88
	Research Fellowships	12/2/88
National Research Council	NSF Graduate Fellowships	11/14/88
	NSF Minority Graduate Fellowships	11/14/88
	NATO Postdoctoral Fellowships	11/5/88
National Academy of Education	Spencer Fellowship Program	1/2/89

For further information contact Bill Pershyn - 6700.

THE BEST OF BOTH WORLDS

THE CHALLENGE OF A NEW ENVIRONMENT
THE SECURITY OF YOUR CURRENT POSITION

Faculty, Administrators and Staff

TEACH in a new setting.
RESEARCH with new colleagues.
MANAGE in a new administrative structure.
LEARN from new challenges.
EXPERIENCE the kind of change that will make a difference in your career.

NATIONAL FACULTY EXCHANGE

The National Faculty Exchange is membership network of colleges and universities in the United States, its territories, Australia, and Canada. NFE brokers the exchange of faculty, administrators and staff among its over 150 members. Limited opportunities for placement at federal agencies and education associations also exist within the network.

"Every now and then people need renewal. NFE offered the best opportunity to experience something new and yet maintain an anchor at my home university. It's the best of both worlds."

Anthony Gaudin, Professor of Biology
California State University, Northridge
1986-87 Exchange to Indiana University

David Toor, Professor of English at the SUNY College of Cortland, exchanged during 1986-87 to the University of Wyoming. He told NFE that "I found what I had been looking for: a chance to shake out the cobwebs of the years of routine and repetition that must, out of necessity, settle in when you're at the same place for such a long time."

Shake out the cobwebs, change your routine, put a breath of fresh air into your professional and personal life, broaden your horizons, experience the diversity of our country and its educational system, try something new while keeping your anchor at home. **Apply for the NATIONAL FACULTY EXCHANGE.**

FOR FURTHER INFORMATION CONTACT:
Faculty and Staff Development Office
Cleveland Hall 415

Application deadline: October 24, 1988
Applications accepted any time
for individuals who do not need to be replaced.

COMMITTEE INTEREST SURVEY 1988-89

Please check those committees on which you might consider serving during the coming academic year; include those which you are or have been a member of if you wish to participate in the future. Please return to the President's Office (GC 517) by Friday, September 30, 1988.

NAME _____
(please print)

DEPARTMENT _____

CAMPUS ADDRESS _____

COLLEGE SENATE COMMITTEES: Members are approved annually by the Senate upon the recommendation of committee chairs; more information about these committees is available from the Senate chair.

ACADEMIC PLAN (concerned with college mission, accreditation, enrollment projections, and other intermediate and long-range planning issues)

ACADEMIC SERVICES (recommends policies enhancing the usefulness of the library, instructional resources, and academic computing to the academic program and research, and the distribution of resources to these functions)

BUDGET AND STAFF ALLOCATIONS (facilitates broad participation in budget process, recommends criteria for resource allocation, analyzes data and policies upon which allocations are based)

BY-LAWS AND ELECTIONS (recommends changes in by-laws and conducts elections)

CURRICULUM (recommends curricular policy generally and reviews all existing, new, or revised courses and programs)

INSTRUCTION AND RESEARCH (concerned with instructional evaluation and improvement, research enhancement, the academic calendar)

INTERNATIONAL EDUCATION (concerned with overseas programs, the selection of their directors, and their impact on students, and with infusing international understandings into the college)

PROFESSIONAL WELFARE (recommends on aspects of professional welfare not covered by the UUP contract)

PUBLIC SERVICE ACTIVITIES (promotes public service activities)

STANDARDS FOR STUDENTS (recommends policy on admissions, retention, graduation)

STUDENT WELFARE (examines all aspects of student life)

ADMINISTRATIVE ADVISORY COMMITTEES/COUNCILS, BOARDS AND STEERING GROUPS:

PRESIDENTIAL

AFFIRMATIVE ACTION ADVISORY COUNCIL (responsible for advocating affirmative action goals and monitoring campus progress, advises president on policy, works closely with affirmative action officer; members appointed by the president upon the recommendation of the vice presidents and deans, chair appointed by the president, college affirmative action officer serves ex officio as vice chair and secretary)

BENGAL PAUSE STEERING GROUP (oversees the process of Bengal Pause scheduling, specifically with establishing necessary communications to explore innovative programming for that time period; faculty, student and staff members appointed by the president, chaired by the dean of students)

COMMENCEMENT SPEAKER ADVISORY COMMITTEE (recommends commencement speaker; faculty and staff members invited by the president on the recommendation of the commencement director, College Council representative appointed by council chair, two students chosen by USG president; chaired by commencement director)

EOP ADVISORY COMMITTEE (advises president on EOP/SEEK policies; members appointed annually by the president with recommendations from the EOP director; chaired by the president)

ETHNIC MINORITY AFFAIRS STEERING COMMITTEE (recommends and implements policies, programs and activities aimed at increasing the access, retention and graduation of ethnic minority students; members appointed by the president, convened by the assistant vice president for academic affairs)

FACULTY AND STAFF DEVELOPMENT ADVISORY COUNCIL (oversees the faculty and staff development program; advises the coordinator and administration on all aspects of development efforts; representatives are designated by each of the Faculties, the professional staff, the College Senate, and the vice presidents; chair is elected by members of the council. Inasmuch as council members are either appointed or elected, additional participation by faculty and staff on its working subcommittees is welcome.)

INTERCOLLEGIATE ATHLETIC BOARD (reviews and advises the president and vice president for student affairs on such intercollegiate athletic matters as planning for athletic participation in accord with NCAA, BSC, and SUNY rules, establishing the intercollegiate athletic budget and recommending same to president, and determining appropriate policies and procedures to govern athletic program. The membership consists of five students appointed through USG and five faculty/staff, at least two of whom must be instructional faculty, appointed by the president. In addition, the president shall appoint a chair, drawn from the ranks of the faculty or staff.)

PRESIDENT'S FORUM ON RACIAL AND CULTURAL DIVERSITY (overall campus committee charged with advocacy, oversight and program development on behalf of minorities, women, handicapped individuals and others who can contribute to our racial and cultural diversity; members appointed by the president)

WOMEN'S ISSUES COMMITTEE (will advise the president on issues of concern to women faculty, staff and students on the campus; representatives will be from multiple constituencies across the campus)

JUDICIAL BOARD (adjudicates charges of student conduct code violations; (28 members include 12 students [nominated by USG president], eight faculty members and eight staff and administrators [recommended by Academic Affairs and College Senate], appointed by the president to one-year terms; coordinated by the director of the student judicial system)

ACADEMIC AFFAIRS

BASIC SKILLS ADVISORY COMMITTEES: ENGLISH COMPOSITION AND MATHEMATICS (advises the English and Mathematics Departments on the standards used in the Basic Skills Program; members are chosen by the vice president for academic affairs in consultation with the chairperson of the Senate Standards Committee)

COMMITTEE ON ACADEMIC ADVISEMENT (assists Academic Affairs and the director of advisement with the monitoring of academic advisement; identifies problems as they develop and reviews all activities that impinge on advisement in an ongoing effort to enhance and strengthen the advisement system; members and chair appointed by vice president for academic affairs)

GRADUATE ADVISORY COUNCIL (advises the associate vice president for graduate studies and research with respect to policies, procedures and program developments at the graduate level. Generally, the council is comprised of graduate faculty who are drawn from departments offering programs or courses at the graduate level. Exceptions are, of course, possible.)

INSTITUTIONAL REVIEW BOARD FOR RESEARCH INVOLVING HUMAN SUBJECTS (responsible for reviewing all funded and unfunded research projects and instructional strategies which involve human subjects to insure that the rights and welfare of those subjects are appropriately safeguarded; members are recommended by the academic deans and chosen by the associate vice president for graduate studies and research; chaired by the director of research administration and services)

INTERNATIONAL PROGRAM ADVISORY COMMITTEES: ENGLAND, JAPAN, SALAMANCA, SIENA, AUSTRALIA (these committees screen students for program participation and help advise on program goals and direction; chaired by director of international education)

MULTIDISCIPLINARY GRADUATE DEGREE ADVISORY COMMITTEE (chairs of departments interested in the program appoint representatives for terms of up to two years; committee's function is to coordinate, review and evaluate the program; chaired by the associate vice president for graduate studies and research)

ORIENTATION ADVISORY BOARD (assists the orientation staff in the planning process for summer and mid-year programs for entering students; representatives are from offices that are involved with orientation programs plus any interested faculty members; chaired by the coordinator of orientation)

PROBATION APPEALS BOARD (recommends action on students whose grade-point average qualifies for probation or dismissal; one board in each Faculty and one in the Academic Standards and Advising Office; members appointed by dean or director of academic standards; chaired by director of academic standards)

RESEARCH ADVISORY COUNCIL (advises the associate vice president for graduate studies and research on campus research policies and procedures, and on implementation of college, SUNY and Research Foundation regulations; members include selected faculty and staff involved in major research efforts, and are appointed to two-year terms by the academic vice president with associate deans serving ex officio; chaired by the associate vice president for graduate studies and research)

RETENTION COMMITTEE (provides leadership in initiating, coordinating and overseeing institutional retention activities, as well as monitoring retention data; representatives from multiple constituencies, chaired by the associate vice president for academic affairs/dean of undergraduate studies)

STUDENT AFFAIRS

COMMITTEE ON FUNDING AND DEVELOPMENT OF ATHLETIC PROGRAM (chaired by the director of athletics to enhance private fundraising for the athletic program, help develop student athlete recruiting program; liaison with the Alumni Association; members appointed by the chair)

COMMITTEE ON THE STUDENT ATHLETE (established to review the academic needs of student athletes, monitor academic progress, seasonal eligibility and promote retention of student athletes; members appointed by director of athletics [chair])

COMMITTEE ON RECREATION, INTRAMURALS, AND CLUB SPORTS (chaired by the director of recreation to recommend policies in support of recreation, intramurals, and club sports)

COMMITTEE ON ATHLETIC OPERATIONS AND FACILITIES (chaired by the director of athletics and chair of HPER Department; will review current and future maintenance and physical plant needs of the athletic, intramural, and HPER programs)

ATHLETIC PROMOTION AND FAN SUPPORT COMMITTEE (co-chaired by director of student activities and USG representative to generate attendance at athletic events and spectator support during athletic contests; members appointed by the co-chairs)

COMMITTEE ON MINORITY STUDENT CONCERNS (assesses the needs of minority students and works to improve racial understanding; members invited to serve by vice president for student affairs; chaired by dean of students)

- Subcommittee on Black Student Concerns
- Subcommittee on Hispanic Student Concerns
- Subcommittee on Native American Students

CAMPUS COMMITTEE ON AIDS (advises vice presidents as appropriate; coordinates resources, support, and a proactive approach to anticipate the needs of the students, concerned parents, faculty and staff; sponsors programs of information and education for the campus community; co-chaired by director of student health center and dean of students)

COMMUNITY RELATIONS ADVISORY COUNCIL (advises the coordinator of commuter services, the president, and vice presidents; responsible for providing a continuous community-campus relationship between the college and neighborhood organizations; members chosen by president, vice president for student affairs, USG, and neighborhood organizations; chair elected from membership)

STUDENT HEALTH ADVISORY COUNCIL (gathers information on health matters and advises director and vice president for student affairs on improving campus services; members appointed to one and two-year terms by the president upon the recommendation of the health center director; chair appointed by the vice president for student affairs)

STUDENT LIFE ADVISORY COUNCIL (advises the vice president for student affairs and the director of student life on programmatic and capital improvements to the student union; membership represents the various constituent users of the student union and the participants in student life programs)

WELLNESS COMMITTEE (a campus-wide effort to promote wellness or wholistic human functioning and growth for students, faculty and staff; responsible for developing a common philosophy and designing specific programs; chaired by the senior counseling psychologist of the health and counseling center)

ADMINISTRATION

ENVIRONMENTAL CONCERNS ADVISORY COMMITTEE (master-planning group regarding landscaping, art on campus, building interiors, vandalism, signage; members appointed by the chair for period necessary to complete projects; chaired by vice president for administration)

REGISTRATION BOARD (policy-making group appointed by vice president for administration to advise on registration procedures; chaired by the college comptroller)

PUBLIC EMPLOYEES SAFETY AND HEALTH COMMITTEE (established in response to the Public Employees Safety and Health Act of 1979; purpose to provide a forum to address occupational safety and health issues; membership consists of representatives from all bargaining units, management confidential representatives, and students; chaired by director of personnel)

JOINT COMMITTEES

CAMPUS SAFETY FORUM (advises the administration on all aspects of campus safety and security; members appointed to two-year terms by the vice presidents for administration and student affairs; co-chaired by the vice presidents)

COMPUTER SERVICES ADVISORY COMMITTEE (advises the director of computer services and the Computer Policy Board on all expectations related to the level of computing support required to appropriately provide college-wide computer service for the academic and administrative user community; members appointed by the vice presidents for administration and academic affairs; chaired by the director of computer services)

SUBSTANCE ABUSE STEERING GROUP (prepares awareness and educational workshops on drug and alcohol abuse; members appointed by co-chairs representing student affairs and public safety)

Buffalo State
College

College Bulletin

Volume XXXIV

Number 5

September 29, 1988

OFFICIAL NOTICES

FROM THE PRESIDENT

I. **ENROLLMENTS.** The table below summarizes our fall 1988 enrollments. Please note that these figures are still preliminary, but we do not expect these counts to change significantly once SUNY makes them official.

ENROLLMENTS - FALL 1988 PRELIMINARY

TOTAL	12,700
Undergraduate	10,650
Full-time	8,100
Part-time	2,500
Graduate	2,050
Full-time	315
Part-time	1,735

NEW STUDENTS	
First-time Reg. Admitt.	1,309
EOP	273
Transfer Reg. Admitt.	945
EOP	46
Continuing Education	506
TOTAL	3,079

Full-time enrollments have remained close to last year's totals. The number of first-time students who registered is at its lowest level in many years (154 fewer students than in fall 1986). This follows our decision to bring down enrollments. Early this past summer, however, SUNY Central imposed a revenue target for the education students beyond our original targets. Our annual average FTE for 1988-89 will be around 9,450; this is approximately 120 AAFTE above the 1987-88 total. For 1989-90 we will work to bring enrollments more in line with budgeted levels of support.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. **SIENA DIRECTOR.** The International Education Office is accepting applications for the director of the Siena Program position for a two-year period beginning in the fall of 1989. The director is provided transportation reimbursement for one round trip per semester and is provided with an overseas salary adjustment to assist in housing and/or other costs encountered while in Siena. Further information is available from Emil Hoch, International Education Office, GC 415. The deadline for receipt of applications is Oct. 14.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. **BUDGET UPDATE.** We have been advised by SUNY Central that a \$259,000 budget cut has been assigned to the college as our proportionate share of the statewide budgetary deficiency caused by the massive revenue shortfall in New York State. Earlier in the summer, we had been advised that this number could be as high as \$508,000. For the current fiscal year, 1988-89, we are able to absorb the reduction in the following manner:

Savings on vacant lines	\$189,900
Delay in occupancy of South Wing	20,000
Reduction of 50% in signage program	20,000
Reduction in administrative travel	10,000
Reduction in M/C vacation buy-back	19,100
	<u>\$259,000</u>

For the next fiscal year, 1989-90, this reduction will be handled in accordance with specific instructions received from SUNY mandating position reductions. The plan is as follows:

7.25 vacant lines eliminated	\$232,300
Reduction in administrative travel	7,600
Reduction in M/C vacation buy-back	19,100
	<u>\$259,000</u>

You should be aware that the 1989-90 college budget is being pursued on two tracks. On track one is the annual budget request which calls for full funding of all mandated salary increases and inflationary increases and provides for modest program improvement. The full request is as follows:

1988-89 Base Budget	\$43,197,300
Base Budget Reduction	<259,000>
Partial funding of salary increases	790,300
Adjusted base budget	<u>\$43,728,600</u>

1989-90 SUNY Proposed Increases:

Inflationary (Supplies & Equipment)	\$163,300
Utilities	646,800
Library Acquisitions	71,200
Full funding of salary increases	2,714,800
Temporary Service	65,400
Student Support Services	106,700
Inter-campus parity	121,500
New buildings	<u>181,100</u>

Total Proposed Increase	<u>\$ 4,070,800</u>
1989-90 Proposed Budget Request	<u>\$47,799,400</u>

Track two consists of discussions being carried on at the present time between SUNY and the Division of Budget (DOB) regarding the DOB "budget call letter" which asks for SUNY analysis of the effects of self-funding of mandated salary increases and inflationary increases should such drastic measures become necessary. SUNY calculates that the effect of the worst case scenario is to create a deficiency in the range of \$90 million. Any plan to achieve this kind of budgetary reduction would necessarily involve drastic actions as recently pointed out by the chancellor who is working diligently to avoid such a situation. Hopefully, these track two discussions will result in a greatly moderated budgetary stance on the part of DOB which will enable the University to avoid any crippling actions. We will be working with the College Senate on these issues and will keep the campus posted as new information is received.

II. **COMPUTING SERVICES CHANGES. Scanning.** Effective Oct. 3 scanning operations will be supervised by Jennifer McMahon in GC 321, ext. 5122. The information everyone has received concerning scanning is accurate except the name of the contact person and the telephone number.

Scanning hours will remain the same for this

semester. Tests and scores will be able to be picked up and dropped off from 8:15 a.m.-7 p.m. Monday through Thursday, and 8:15 a.m.-4:30 p.m. on Fridays.

Scanning--Jennifer McMahon, ext. 5122, GC 321.
Input/Output. Effective Oct. 3 the Computing Services input/output area will be supervised by Ann Dennis. The area to pick up reports and drop off requests will remain the same. That is GC 321, ext. 5122.

I/O--Ann Dennis, ext. 5122, GC 321.
Remote Operations. Hours at the TR, SW, and NW sites have been reduced due to a severe shortage of work-study. We are open Monday-Thursday, 9 a.m.-9 p.m., Friday and Saturday, 9 a.m.-5 p.m., and Sunday, 1-9 p.m. If we obtain more assistance, we will expand these hours accordingly.

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

1. SENATE MEETING, 23 September 1988. The following items were acted upon:
 - a. Membership lists of eight standing committees were approved (see item #4 below). Membership lists for Professional Welfare, Student Welfare and International Education Committees will be acted upon at the Senate meeting of 28 October 1988.
 - b. Sandy Hise, student, was elected Secretary to the Senate.
 - c. Dr. Lydia Fish was elected Chair of the Professional Welfare Committee.
 - d. Kristin Rafter, student, was elected Chair of the Student Welfare Committee.

2. GENERAL EDUCATION CURRICULUM REVIEW. The Senate, after four years of implementation, will review the General Education curriculum. Dr. William Ganley, Chair of the Senate, and Dr. Neil Rudin, Vice-President for Academic Affairs have agreed that a joint Senate-Academic Affairs Office Review Committee will be constituted. Senators Theresa Platek and Paul Beaudet will co-chair the group. Sen. Paul Culkowski, Chair, Senate Curriculum Committee, has been appointed as a member of the group.

Each Faculty will be called upon to elect one representative to the committee.

United Students Government is being asked to elect a student member to the committee.

Dr. Gerald Accurso, Associate Vice-President for Academic Affairs, and Dr. Nan Lund, Special Assistant to the Vice-President for Academic Affairs, will serve as administrative liaisons to the committee.

The committee will solicit information from all appropriate sectors of the College. Formal hearings and written comments will constitute part of the review process.

3. DATE CHANGES FOR UPCOMING SENATE MEETINGS. The following changes have been instituted:

- a. The meeting of 21 Oct. has been moved to 28 October.
- b. A meeting has been scheduled for 18 November.

4. STANDING COMMITTEE MEMBERSHIP.
Curriculum - Paul Culkowski (Chair), Tim Blodgett, Richard Butz, Ann Colley, Mary Delmont, John Earshen, Lydia Fish, Judith Jones, Robert Moisand, Myron Nadel, John Rogers, Arthur Rubin, Robert Schmoyer, Sarah Slavin, Norman Walker.
Budget & Staff Allocations - Rosalyn Lindner (Chair), Robert Brock, Frederick Floss, Donald Kutschall, Shirley Lord, Robert Macey, Kenneth Mernitz, Richard McCowan, Timothy O'Dell, Ramone Parkins, Shirley Posner, Joan Roberts, Jill Singer, Benjamin Sackmary, Camille Spyra.

Academic Plan - Paul Martin (Chair), Marc Batchelor, Paul Bink, Donald Blundell, Betty Capella, Georgianna Jungels, Narendra Kalia, Charles LaMorte, David Lampe, Norman Lee, Alex Ratkowski, James Westrope, Roland Wise, Paul Zadner, Robert Zuercher.

Standards for Students - Thomas Quatroche (Chair), Mark Bausili, Mary Davis, Carl DeSantis, Richard Hall, Shirley Lord, Joseph Moran, Michael Parks, Ralph Raico, Alex Ratkowski, Carol Richards, Bonnie Sampsell, Russell Vannoy, Gerry Cornish, William Duggan.

Academic Services - Carole Harris (Chair), Charles Adair, Paul Andruczyk, David Cummings, Dorothy Galatz, Richard Heller, Norman Lee, Jennifer McMahon, Shirley Posner, Howard Reid, Carol Richards, Stephen Saracino, Arthur Schaeffer, James Shea, Tricia Strauss.

Instruction & Research Committee - Craig Werner (Chair), Charles Adair, David Carson, Susan Davis, Ralph Dykstra, Robert Frascatore, Virginia Grabiner, Sandy Hise, Carol Hodges, Howard Reid, Albert Riess, Edward Schulman, Harish Sikka, Tricia Strauss, Paul Thoms.

Bylaws & Elections - Mary Lee Xanco (Chair), Paul Andruczyk, Susan Carmichael, Mary Delmont, Michael DeMarco, Joseph Germano, Evalyn Jemiolo, Douglas Koritz, Charles LaMorte, Barbara Metivier, Roswell Park, Deborah Rindfuss, Russell Vannoy.

Public Service Activities - Robert Macey (Chair), Theodore Byrley, Marlene Borschel, Susan Carmichael, Louis Colca, Carl DeSantis, John Frederick, Keith Henderson, Sandy Hise, Ellie Munn, Thomas Peffer, Carlos Tejada, Louis Ward.

ITEMS OF INTEREST

FSA PROGRAM FUND. Applications are available at Campus House. Deadline date for submitting applications is Monday, Oct. 17. For further information call Gary Vickers, ext. 5211.

FACULTY RECREATION HOURS: Pool: Mondays and Wednesdays, 12-2 p.m. Racquetball Courts: Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Buffalo State College

College Bulletin

Volume XXXIV

Number 6

October 6, 1988

OFFICIAL NOTICES

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. SIENA DIRECTOR. The International Education Office is accepting applications for the director of the Siena Program position for a two-year period beginning in the fall of 1989. The director is provided transportation reimbursement for one round trip per semester and is provided with an overseas salary adjustment to assist in housing and/or other costs encountered while in Siena. Further information is available from Emil Hoch, International Education Office, GC 415. The deadline for receipt of applications is Oct. 14.

II. TELECONFERENCE ON ASSESSMENT. On Friday, Oct. 7, the college will be participating in a teleconference on Student Assessment. This will initiate our SUNYSAT satellite facility which makes it possible for participants at Buffalo State to interact with the panel and national audience. The focus of the conference is on improving student learning and development and will include assessment of a diverse student body. There will also be a review of the forms of student assessment that have been mandated for colleges and universities in several states. The conference is sponsored jointly by Academic Affairs, Student Affairs, and the Center for the Development of Human Services. All faculty and staff wishing to attend are welcome. It will be held in CC South, with seating by 1:45 p.m. and transmission of the conference from 2-4:30 p.m. For further information, contact Barry Herb, director of instructional resources, ext. 4104.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. COMPUTING SERVICES CHANGES. Scanning. Effective Oct. 3 scanning operations will be supervised by Jennifer McMahon in GC 321, ext. 5122. The information everyone has received concerning scanning is accurate except the name of the contact person and the telephone number.

Scanning hours will remain the same for this semester. Tests and scores will be able to be picked up and dropped off from 8:15 a.m.-7 p.m. Monday through Thursday, and 8:15 a.m.-4:30 p.m. on Fridays.

Scanning--Jennifer McMahon, ext. 5122, GC 321.
Input/Output. Effective Oct. 3 the Computing Services input/output area will be supervised by Ann Dennis. The area to pick up reports and drop off requests will remain the same. That is GC 321, ext. 5122.

I/O--Ann Dennis, ext. 5122, GC 321.

Remote Operations. Hours at the TR, SW, and NW sites have been reduced due to a severe shortage of work-study. We are open Monday-Thursday, 9 a.m.-9 p.m., Friday and Saturday, 9 a.m.-5 p.m., and Sunday, 1-9 p.m.

If we obtain more assistance, we will expand these hours accordingly.

EDITOR'S NOTE: In the Bulletin of Sept. 29, there was a typographical error in the official notice from the president on enrollments. The last paragraph should read as follows:

Full-time enrollments have remained close to last year's totals. The number of first-time students who registered is at its lowest level in many years (154 fewer students than in fall 1986). This follows our decision to bring down enrollments. Early this past summer, however, SUNY Central imposed a revenue target for the college that necessitated an enrollment of transfer and continuing education students beyond our original targets. Our annual average FTE for 1988-89 will be around 9,450; this is approximately 120 AAFTE above the 1987-88 total. For 1989-90 we will work to bring enrollments more in line with budgeted levels of support.

ITEMS OF INTEREST

FSA PROGRAM FUND. Applications are available at Campus House. Deadline date for submitting applications is Monday, Oct. 17. For further information call Gary Vickers, ext. 5211.

FACULTY RECREATION HOURS: Pool: Mondays and Wednesdays, 12-2 p.m. Racquetball Courts: Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

EXERCISE CLASS. Tired of the blistering winds buffeting you all over campus? Feeling low, inactive, and generally depressed? Get up, get out, and get moving through the courtesy of the Employee Assistance Program and the Health, Physical Education and Recreation Department.

Stretch, tone, and gently "aerobisize" your way to feeling good by coming to HG 213 from 5:15-6:15 p.m. on Monday, Tuesday, and Thursday until Dec. 22. Instructor Sandra Washington will lead you to total fitness. Showers and medical screening will be available for this free class.

VACANCY NOTICES OCTOBER 4, 1988

Inquiries should be made at the appropriate campus as to the current status of the positions listed below:

SUNY/BINGHAMTON		
Programmer/Analyst	Computer Ctr.	*D: Oct.21
Sr.Staff Asst.	Health Service	Oct.21
Staff Asst. to Chair	Romance Languages	Oct.21
Instr.Support Tech.	Computer Ctr.	Oct.21
Asst. Professor	Economics	Dec.01
Sr.Internat.Economist	Economics	Dec.01
Asst. Professor	Colonial History	Dec.01
Asst. Professor	Modern Russian Hist.	Dec.01
Staff Psychologist	Counseling Ctr.	Nov.15
SUNY/BROCKPORT		
Asst.Dir.-Donor Info.	College Development	Oct.21
Asst. Coach	Phys. Ed. & Sport	Oct.21
Coord.Alcohol/Substance	Counseling Ctr.	Oct.21
SUNY/BUFFALO		
Instr.Support Asst.	Lib.Preservation	Oct.21
Asst.Fac. Prog. Coord.	Architectural Serv.	Oct.21
SUNY/FREDONIA		
Sr.Academic Advisor	Academic Advisement	Oct.24

SUNY/GENESEEO		
Instr./Asst.Prof.	Foreign Languages	Feb.01
Asst. Professor	Anthropology	Dec.05
Instr./Asst.Prof.	Foreign Languages	Feb.01
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
TH Social Worker II	Social Work	Oct.21
TH Sr.Staff Asst.	Quality Assurance	Oct.21
TH Staff Associate	Epidemiology	Oct.21
Counselor	Psychiatry, Drug Dep.	Oct.21
TH Resp.Therapist II	Anesthesiology/Resp.	Oct.21
Asst.Professor	Surgery	Oct.21
TH Asst.Nursing Dir.	Nursing/Education	Oct.21
Clin.Asst.Professor	Surgery	Oct.21
TH Social Worker I	Social Work	Oct.21
TH Social Worker Asst.	Social Work	Oct.21
Sr.Planning Assoc.	Planning Office	Oct.21
Personnel Assoc.	Human Resources	Oct.21
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
TH Resp.Ther. III	Respiratory Therapy	Oct.21
TH In-S Educator I	Nursing Staff Devel.	Oct.21
Asst. Dean	Administration	Oct.21
TH Nurse Administrator	Nursing	Oct.21
TH Clin.Lab.Tech.	Clinical Pathology	Oct.21
TH Sr.Eng.Technician	Clinical Engineering	Oct.21
TH Associate	Anesthesiology	Oct.21
TH Therapist	Radiology	Oct.21
TH Instr.Support Assoc.	Poison Control	Oct.21
TH Med.Instrumen.Assoc.	Radiation Safety	Oct.21
TH Clin.Lab.Tech.III	Clinical Oathology	Oct.21
TH Resp.Ther. II	Respiratory Therapy	Oct.21
TH Pathologist II	Communication Disorder	Oct.21
SUNY/NEW PALTZ		
Admissions Intern	Records & Registration	Oct.21
SUNY/OSWEGO		
Asst. Professor (2)	Spanish	Dec.15
SUNY/PLATTSBURGH		
Asst.Prof. P/T	Art, Music & Theatre	Sep.30
Lecturer, Part Time	English	Open
SUNY/POTSDAM		
Asst.Prof. (2)	English	Open
SUNY/STONY BROOK		
TH Biomedical Engr.	Biomedical Engr.	Oct.21
Research Support Spec.	Marine Sciences Res.	Oct.06
TH Clin.Lab.Tech. I	Lab/Hematology	Oct.21
Clin.Nurse Spec.	Critical Care Inst.	Oct.21
TH CTS. Assoc.	Sleep Disorder Ctr.	Oct.21
TH Resp.Ther. I	Respiratory Care	Oct.21
TH Asst.Dir.Nursing	GYN/Oncology	Oct.21
Utiliza.Rev. Coord.	Medical Care Review	Oct.21
Programmer/Analyst	Library Dir. Office	Oct.21
Academic Advisor	Undergraduate Studies	Oct.21
Asst. Librarian	Library	Open
Clin.Asst. Professor	Medical Director	Oct.21
Admissions Advisor	Admissions	Oct.21
Instr.Support Assoc.	Marine Sciences P/T	Oct.21
SUNY/COLLEGE OF TECHNOLOGY AT CANTON		
Advisor	Financial Aid	Oct.21

*Deadline for receipt of applications.

For further information, contact Helen Rybak, Ext.5102.

College Bulletin

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Number 7

October 13, 1988

OFFICIAL NOTICES

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. FLOWER BEDS. During the past spring and summer several flower beds were not taken care of and went to weeds. This situation was caused by a misunderstanding of "ownership." To preclude a recurrence during the coming year, Physical Plant will care for all outdoor flower beds. Any department or organization desiring to assume the care and planting of an outside flower bed should forward a request in writing to Physical Plant indicating the exact location of the bed and the persons responsible. A permit will then be issued which will be renewable annually.

II. CLOSING OF COLLEGE IN EVENT OF EMERGENCY CONDITIONS OR EXTRAORDINARY WEATHER CONDITIONS.

As in past years, the Public Safety Department shall have the responsibility of monitoring all relevant weather conditions--this includes contacting the Sheriff's Department, the Weather Bureau, local schools, etc.

THE DECISION PROCESS. (A) DECISION NOT TO OPEN:

1. The College: Public Safety notifies the Vice President for Finance & Management and describes all relevant conditions. The Office of the Vice President for Finance & Management will make the closing decision and notify the Public Safety Office as to the decision. Public Safety is responsible for notifying the Director of the College Learning Laboratory, or his designee, of this decision.

2. College Learning Laboratory: Department of Public Safety notifies the Director or his designee, and describes all relevant conditions. The Director or his designee, will make the closing decision for the College Learning Laboratory in the event that the rest of the College is open. He notifies the Public Safety Office of the decision.

(B) DECISION TO CLOSE ONCE THE COLLEGE IS IN SESSION: Public Safety notifies the Office of the Vice President for Finance & Management and describes all relevant conditions. The Vice President, or his designee, will consult with Academic Affairs and the College Learning Laboratory staff to make the closing decision and notify the Public Safety Office as to the decision.

OFFICIAL NOTIFICATION: Once a decision

to close has been made, the Public Safety Office will notify the following:

1. All Radio Stations
2. All VP Offices
3. Switchboard operators
4. Union Information Desk -- 6511
5. Director, Residence Life (to notify all dorms/RAs) -- 6806
6. U.S.G. Office (to notify other student offices on campus) -- 6701
7. Commuter Services (to spread word) -- 5533
8. F.S.A. (Gary Vickers - to notify FSA enterprises such as Food Services, College Store, etc. -- 5211

Information: For campus information relative to school closing, please contact the School Closing Information number, 878-5000. Please do not call the Department of Public Safety, the College Switchboard or administrative offices for such information. Radio information when the College will not be in session due to snow storms or other emergency conditions will be transmitted this year from the following stations:

AM: WBEN (9300KC), WEBR (970), WGR (550), WWKB (1520), WECK (1230), WLVL (1340), WHLD (1270).

FM: WMJQ (102.5MC), WNED (94.5), WPHD (103.3), WBLK (93.7), WHTT (104.1), WRLT (96.9), WBNY (campus).

TV STATIONS: WGRZ - TV 2
WIVB - TV 4
WKEW - TV 7

Members of the College community hosting special events should contact radio stations directly to announce cancellations of such events.

II. POLICY ON ATTENDANCE UNDER EMERGENCY CONDITIONS

In the event of severe weather conditions or other emergency situations which present hazardous situations for students and staff, the President has delegated to the Vice President for Finance & Management the authority to cancel classes and services.

1. Policy - Cancellation prior to the start of the workday: Should a decision to cancel classes and services be made prior to the start of the business day, an announcement to that effect will be relayed to local radio stations for broadcast by approximately 6 a.m.

(A) Should such cancellation of classes and services occur, essential service* employees are required to report for work. Department heads are responsible for designating such employees after consultation with their vice president. Staff so designated will be notified by their department head of their responsibilities during a situation of temporary emergency.

(B) Other employees who wish to report to work may do so if they choose. However, during a temporary emergency situation, the College cannot guarantee that they will be able to work at their usual location or perform their normal duties.

PROCEDURES

(A) Employees who do not report for work under emergency conditions must charge the absence to appropriate leave credits as follows:

1. Vacation or personal leave
2. Sick leave (only in the event that an employee is ill or in danger of becoming ill)
3. Leave without pay (written requests for such leave must be submitted to the Personnel Office no longer than 10 days after the date of absence).

(B) Employees who elect to come to work should proceed as follows:

1. Report to the Public Safety Office, Chase Hall 110, and sign the Attendance Record --Emergency Conditions sheet. Your time of departure must also be indicated on this sheet when you leave campus.
2. Report to your normal work site. Should your supervisor be absent, perform previously assigned duties which have been provided by him/her. Supervisors are urged to make prior arrangements for work which may be done independently at the work site, insofar as it is possible. Such arrangements are particularly needed during the winter months.
3. If you are unable to gain access to your normal work site or have no previously assigned work to perform, report to the Director of Physical Plant (Clinton Center, ext. 6111) or the Director of Residence Life (Twin Rise, ext. 6806) for assignment under temporary emergency situation procedures.

NOTE: Parking may be severely restricted during periods of temporary emergency. The Grant Street lot is to be used by employees who report for work during a period of temporary emergency. Other parking lots must be kept free of cars to permit snow removal.

III. POLICY - Cancellation during the course of the workday: Should a decision to cancel classes and services because of emergency conditions be made during the course of the normal working day, announcement of the decision will be conveyed to each Vice President. The vice presidential offices will arrange for the information to be disseminated throughout their areas.

(A) Essential service employees will be required to remain on the job or report for work as scheduled. Supervisors will notify these employees of any changes to their normal shifts.

(B) Following notification to their supervisors, other employees may leave their work site at any time after the official announcement of cancellation of classes and services.

(C) Employees who wish to continue working until their normal time of departure may do so.

PROCEDURES

(A) Employees who choose to leave work earlier than their normal departure time must charge appropriate leave credits. Such absences

will be computed for the period which elapses between the time the employee leaves the work site and the time of normal departure.

Leave credits may be charged as follows:

1. Vacation or personal leave
2. Sick leave (only in the event that an employee is ill or in danger of becoming ill)
3. Leave without pay (written requests for such leave must be submitted to the Personnel Office no longer than 10 days after the date of absence.)

Should emergency conditions result in a decision by the President or his designee to direct employees to leave work after the start of the workday, the following regulations will apply:

An employee who has reported for work and, because of extraordinary circumstances beyond the employee's control, for example, extreme weather conditions or physical plant breakdown, is directed by the College President, or designee, to leave work, shall not be required to charge such directed absence during such day against leave accruals. Any such release of employees shall not create any right to equivalent time off by employees who are not directed to leave work.

* Essential services are those which must be maintained to ensure the well being of those who reside on campus and the protection and maintenance of College property. The following functions are considered essential services and employees serving in these units are required to report to work under emergency conditions: Law Enforcement Division of Public Safety, Physical Plant (all employees), staff assigned responsibility for the care and feeding of animals and maintenance of Greenhouse facilities, Student Health Services, Residence Life (staff designated by Director), and Dean of Student Life.

ITEMS OF INTEREST

FSA PROGRAM FUND. Applications are available at Campus House. Deadline date for submitting applications is Monday, Oct. 17. For further information call Gary Vickers, ext. 5211.

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ALCOHOL: A SPECIAL REPORT TELECONFERENCE covering alcohol use and abuse on college campuses will be shown Tuesday, Oct. 18, in CC at 11 a.m. and 8:30 p.m. Sponsored by the HPER Department and the Academic Affairs Office, the morning segment is intended for staff, faculty, administrators, and health professionals. The evening program is designed for students. Both segments are live and interactive. Direct telephone lines to panelists can be used by audience members.

Buffalo State
College

College Bulletin

Volume XXXIV

Number 8

October 20, 1988

OFFICIAL NOTICES

FROM THE PRESIDENT

I. POLITICAL ACTIVITIES. In order that all SUNY employees may be aware of the policy limiting certain political activities by State officers and employees, we are reproducing the State of New York Executive Chamber memorandum dated September 15, 1988. The exact laws can be found in BL Reserve Room attached to a memorandum of transmittal from Chancellor D. Bruce Johnstone dated September 28, 1988.

To: All Agency & Department Heads
From: Henrik N. Dullea
Subject: Political Activities: Executive Chamber Policy Memorandum 88:16

As we approach Election Day, I want to emphasize again existing policy regarding the necessary separation of political activities from the conduct of official State business.

While employees are not discouraged from participating in the political process, there must be a clear separation between their political activities and the proper discharge of duties as State employees. No employee is to conduct political activities on paid State time. In addition, State equipment, vehicles and office space are to be used only for official business.

Employees are also reminded they must not violate the prohibitions against political activities contained within Section 107 of the Civil Service Law and Section 17-158 of the Election Law, copies of which are attached.

In addition, any individual employed by the State whose principal employment is in connection with an activity which is financed in whole or in part by loans or grants made by the United States or a Federal agency are reminded that they must not violate the "Hatch Act," (5 USCA §1501 et seq.). Please see my previous communication on this subject, Executive Chamber Memo 86:1, issued January 9, 1986.

I had planned to send you once again a copy of the Federal Government's booklet reviewing the provisions of the Hatch Act and related matters, but it appears that the U. S. Merit Systems Protection Board has discontinued its publication and the Government Printing Office has never been provided with a substitute. As a result, no comparable document is available today from the Federal government. The New York State Civil Service Department will nonetheless continue to assist you and your employees should questions arise.

Please contact me if I can be of further assistance."

II. HOLIDAY OBSERVANCE FOR COLLEGE EMPLOYEES. All eligible classified and unclassified college employees may observe the following holidays: New Year's Day, Martin Luther King Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Election Day, Veterans Day, Thanksgiving Day, and Christmas. (Christmas and New Year's Day, which both fall on a Sunday, will be observed on Monday, Dec. 26, and Monday, Jan. 2, respectively.)

For employees represented by UUP, Election Day (Nov. 8) has been designated as a "floating" holiday which will be observed on the day after Thanksgiving, Friday, Nov. 25. For all college employees except Council 82 Security Services employees and supervisors, Lincoln's Birthday has been designated as a "floating" holiday and will be observed on Monday, Feb. 13, 1989. Since the college will be open on that day, UUP-represented employees may observe this holiday on any day prior to the start of the 1989-90 academic year with the approval of their supervisor and consistent with the needs of the campus. CSEA, PEF, and Classified M/C employees may arrange with their supervisors to take Feb. 13 off without charge to leave accruals or another day instead before Feb. 13, 1990. Council 82 members will observe Lincoln's Birthday as a regular fixed holiday (Monday, Feb. 13, 1989).

III. DIVERSITY CELEBRATION CALENDAR. Faculty, staff, and student groups are invited to submit information about their diversity-related events scheduled for December and January no later than 4 p.m., Friday, Nov. 4, using the form which is attached to this Bulletin.

IV. 1988-89 CHANCELLOR'S AND PRESIDENT'S AWARDS AND DISTINGUISHED TEACHING AND SERVICE PROFESSORSHIPS.

Nominations are invited for Chancellor's Awards for Excellence in Teaching, Librarianship, and Professional Service as well as for President's Awards for Excellence in Advisement, in Scholarship, Research and Creativity, and in Service to the College. In addition, there have been some significant changes in the guidelines for the Chancellor's Awards for Excellence in Teaching, Librarianship, and Professional Service and for the Distinguished Service and Distinguished Teaching Professorships. (Nominations for Distinguished Professorships may be submitted at any time and are not affected by these changes.) The major change has been to place greater weight on the recommendation of the local selection committee and thus increase the likelihood that local recommendations will be followed by the SUNY review committee. Committees are being established to solicit and review nominations for these various awards. Those interested in nominating someone for a Chancellor's Award for Excellence in Teaching or in Librarianship, for the President's Awards for Excellence in Advising or in Scholarship, Research or Creativity, or for the Distinguished Service or Distinguished Teaching Professorship should obtain a complete set of policies and procedures, which spell out the criteria and requirements, from Academic Affairs, GC 519. Information and guidelines for the Chancellor's Award for Excellence in Professional Service and the President's Award for Service to the College may be obtained from the President's Office, GC 517. The deadline for submission of completed nomination files is Friday, Dec. 2.

V. SEFA/UNITED WAY. While the early results are quite promising, we still have a significant way to go to meet our \$79,000 goal. As in past years we can only hit this target with the help of each and everyone of you. Your gift to this campaign can not only make a difference to an individual in need but it can continue to place Buffalo State College among the top institutions supporting this year's drive.

The next two weeks are critical to the campaign and your decision to contribute will assure that the college meets its goal.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. DEANS' RESIGNATIONS. Vern Bullough and Charles Deihl have asked to be relieved of their responsibilities as deans. Dean Bullough has indicated his desire to join the faculty, effective Sept. 1, 1989, while Dean Deihl has requested an administrative leave commencing shortly after the beginning of the new year. We extend our deep appreciation for their contributions to the college community in the course of their approximately ten years of service and wish them both all the best in the future. Search committees are being assembled and will be announced in a forthcoming issue of the Bulletin.

II. DIRECTORY OF POLICY STATEMENTS. The Directory of Policy Statements is a compendium of existing college policies dealing primarily with the areas of Academic Affairs. It is meant to replace a document compiled in the 1970s called the Faculty Manual of Policies and Procedures. The directory is intended to supplement other documents that also contain policies, including the Faculty Handbook, the College Catalog, the Policies of the Board of Trustees of the State University, and the current Agreement between the State of New York and the United University Professions.

Preliminary copies of the Directory of Policy Statements have been distributed to the offices of all departments, deans, vice presidents, the College Senate, the library director, U.U.P., Affirmative Action, and Faculty-Staff Relations; a copy is also on reserve in BL. While this document has been compiled and reviewed by many college constituencies, including a joint ad hoc senate-administration committee, it is possible that some policy documents have been omitted. Therefore, the college community is asked to review this document to assure that it contains all appropriate policy statements. If any individual knows of a college policy that has not been included, a written copy of this policy, along with the original source if possible, should be sent to Academic Affairs by Nov. 1. All such policies will be considered for inclusion by the ad hoc committee. If it is determined that they are current for insertion into the directory, they will be sent to the above-listed offices. After Nov. 1, any new policies or revisions of existing policies that are approved through regular channels will be published in the College Bulletin in a format for addition to the Directory of Policy Statements.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. ELMWOOD AVENUE PROJECT UPDATE. The work in the area at the north end of Rockwell Hall has intensified and is congested with contractor's equipment and workmen. As a result the contractor has opted to keep Iroquois Drive closed until Nov. 30 when, hopefully, the work will be completed.

Access to Lot M will continue as before but long delays can be expected because of the work in and around the lot.

The heavy rain over the past week has slowed some landscaping and concrete aspects of the work, and the contractor is now concerned with completing the entire project before seasonal changes hamper progress.

ITEMS OF INTEREST

AEROBICS. Reduce stress, lose weight, tone your body every Monday, Tuesday, Thursday, and Friday from 5:15-6:15 p.m. Free classes are held in the Houston Gym, second floor studio; Sandra Washington, instructor. Sponsored by the Employee Assistance Program and HPER.

FACULTY RECREATION HOURS: Pool: Mondays and Wednesday, 12-2 p.m. **Racquetball Courts:** Friday, 10 a.m. noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As the past, faculty may also use the facilities during regular student hours. For information on these hours call ext. 6721, 24 hours a day.

VACANCY NOTICES OCTOBER 18, 1988

Inquiries should be made at the appropriate campus as to the current status of the positions listed below:

SUNY/BUFFALO STATE COLLEGE

LOCAL TITLE: Director, E.O.P.
BUDGET TITLE: Director, E.O.P.
RANK: MACCC Level 6 **SALARY:** Competitive
DATE OF HIRE: Spring 1989
APPLICATION DEADLINE: November 30, 1988
DESCRIPTION OF DUTIES: Responsible for the development, implementation and evaluation of the Educational Opportunity Program. Will require experience in personnel management, budget, staff development, counseling, admissions, financial aid and basic skill development. Sensitivity to the needs of minority/disadvantaged students is mandatory.
QUALIFICATIONS: Terminal degree in counseling, higher education, educational administration or related field preferred. Masters' degree and experience required.

SUNY/ALBANY

Proj.Asst.Data Col. Child Research *D: Oct. 2
Financial Aid Advisor Financial Aid Nov. 1

SUNY/BINGHAMTON

Research Support Spec. Chemistry Nov. 3
Asst./Assoc. Prof. Theater Acting Prog. Nov. 1
Lead Prog./Analyst Computer Center Oct. 2
Asst. Prof. Analytical Chemistry Nov. 0
Asst. Prof. Physical Chemistry Nov. 0
Asst. Prof. Geography Dec. 3
Assoc. Prof. Modern Japanese Hist. Nov. 1
Lect./Asst. Prof. Spanish Dec. 0
Spanish Dec. 0

SUNY/FREDONIA

Asst. Prof. Economics & Finance Open
Asst. Prof. Environmental Econ. Open

SUNY/GENESEEO

Vis.Instr./Asst.Prof. English Nov. 1
Instr./Asst.Prof. Speech, Pathology Jan. 0
Asst.Prof. (2) English Nov. 1
Instr./Asst.Prof. Mathematics Feb. 0

SUNY/HEALTH SCIENCE CENTER AT SYRACUSE

Asst./Assoc.Prof. (2) Pathology Nov. 1
TH Resp.Ther. II Respiratory Therapy Nov. 1
Facilities Prog.Coord. Physical Plant Nov. 1
Financial Coordinator Admitting Nov. 1
TH Social Worker III Social Work Nov. 1

SUNY/MARITIME COLLEGE, BRONX

Asst. Prof. Oceanography Dec. 0

SUNY/POTSDAM

Asst. Prof. Mathematics Feb. 0
Asst. Prof. Communication Open

SUNY/STONY BROOK

Tech. Specialist Allergy/Rheumatology Oct. 24
Medical Administrator Surgery Oct. 24
Research Assistant Microbiology Oct. 24
Tech. Specialist Surgery Oncology Oct. 24
Proj. Staff Asst. Management & Policy Oct. 27
Prog.Analyst II Institutional Serv. Oct. 27

*Deadline for receipt of applications.

For further information, contact Helen Rybak, Ext. 510

CELEBRATION OF DIVERSITY

Publicity Information Form

Return to: Arts and Humanities, RH 222, no later than 4 p.m. on November 4

If you have scheduled an on-campus public event related to diversity for December or January, please complete and return this form. This information will be used in a bimonthly calendar to apprise the college community of forthcoming events in our yearlong celebration. (Each calendar will also feature a section announcing major events coming later in the year, so if the dates and other details are firm, please submit information now.)

Please double check all information for completeness and accuracy, especially dates, times, and spellings of persons' names.

TYPE OR PRINT

Date(s) of event _____

Type of event (e.g., film, lecture, exhibition) _____

Title of event _____

Full name of speaker, performer, artist, or group (please include relevant information such as titles, professions, etc.) _____

Location of event (building and room) _____

Starting time(s) of event _____

Admission fee _____

Sponsoring organization(s) _____

Full name of contact person _____ Phone _____

PLEASE INFORM ARTS AND HUMANITIES OF ANY CHANGES IMMEDIATELY

RH 222, Ext. 6326

Buffalo State
College

College Bulletin

Volume XXXIV

Number 9

October 27, 1988

SAVE THE DATE

HOLIDAY PARTY

Friday, December 16

4-6 p.m.

Moot Hall

OFFICIAL NOTICES

FROM THE PRESIDENT

I. AFFIRMATIVE ACTION AWARDS. As part of Affirmative Action Awareness Month, I am pleased to recognize the following faculty and staff members for their positive contributions to the college's affirmative action program. They were selected by the President's Affirmative Action Advisory Council.

Leb Arrington - for his continuous efforts in working with students on cross-cultural understanding; Larry Flood - for his lengthy commitment to Affirmative Action Progress and his leadership while serving as chairperson of the Affirmative Action Council; Monroe Fordham - for his lengthy and consistent leadership toward the achievement of our Affirmative Action Goals; Phil Santa Maria - for his consistent support and involvement as chairperson of the Minority Concerns Subcommittee of the Racial and Cultural Diversity Task Force; Tom Pepper - for his tireless support on behalf of the disabled students and staff here at Buffalo State College; Gary Phillips - for his leadership in doubling the dollars spent with the Minority/Women-Owned Businesses; Joe Zingaro - for his lengthy commitment towards making Affirmative Action a reality at the college, both as chairperson of the Affirmative Action Advisory Council and within his own department.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. COMPUTING SERVICES/SCANNING. Beginning this semester we have a new sheet compile scanner to replace the old mark sense machine for test scoring. In late August we sent out an explanation of new procedures which were necessary in order to operate the new scanner. There are many changes in the operation of the new system which are transparent to the end user. The major difference affecting faculty and staff is the following: 2 key sheets for each test, I.D. field must be blank on key sheets, and grade/educ must be blank on key sheets.

With the additional key sheet and the use of the two special code fields we will be able to provide enhancements which were not possible due to the limita-

tions of the old scanner.

The first improvement is that you are provided with the total raw score of correct items for the entire test rather than a raw score for each "quadrant" on the scan sheet. The second improvement is in the ease of data file creation from the scanner forms to faculty and staff computer accounts. Future enhancements which would allow for multiple tests/sub tests and variable weighting of questions on the item analysis are possible due to the flexibility of the new scanner. You will be notified as these options become available.

If you have any questions call Jennifer McMahon, ext. 5122.

FROM THE DIRECTOR OF PUBLIC AFFAIRS

I. MEDIA AND QUICK COPY GUIDELINES. For everyone's convenience we have appended the updated Quick Copy and media guidelines which should be kept for easy reference. Any questions, call ext. 4201.

II. "HAPPENINGS" DEADLINES. The November through January issue was recently distributed on campus. Items for the February-March issue from Arts and Humanities faculty members are due in Lee Ann Grace's office by Monday, Dec. 19; all other items are due Thursday, Dec. 22, in GC 515.

Events for Happenings are on-campus events open to the general public such as lectures, plays, exhibitions, etc. Questions should be addressed to Jim Koelmel, ext. 4201.

IN MEMORIAM

We were saddened to learn of the death of Dr. William H. Schunak, an alumnus and associate professor emeritus of business, on Oct. 19. Dr. Schunak received his bachelor's and master's degrees at BSC and his doctorate at SUNYAB. An elementary teacher and principal before he joined the college faculty, he was past president of Phi Delta Kappa.

Our sympathy goes to his wife Mary (59 Avalon Dr., Snyder, NY 14226) and his son John.

On Oct. 18 Doris Goggins, secretary in the Sociology Department, died after a lengthy illness. A BSC staff member for 23 years, Doris attended Wilberforce University (now Central State College) in Ohio.

Married and the mother of three, Doris was an active member of the Metropolitan United Methodist Church and the Iota Phi Lambda Sorority.

Our sympathy goes to her daughters Brenda Laster, Cheryl Renee, and Denise Brechelle.

ITEMS OF INTEREST

LECTURES. The Future Studies Academy and SUNYAB's School of Architecture and Environmental Design are co-sponsoring lectures by Dr. Seymour Papert, professor of media technology, Massachusetts Institute of Technology, on Monday, Oct. 31.

A faculty seminar will be held at 10 a.m. in Crosby Hall 150 on the Main Street campus. At 1 p.m. he will speak on "Recent Thoughts on Form and Significance" in Crosby Hall 301, which is open to students and the general public.

FACULTY RECREATION HOURS: Pool: Mondays and Wednesdays, 12-2 p.m. **Racquetball Courts:** Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

VACANCY NOTICES OCTOBER 25, 1988

Inquiries should be made at the appropriate campus as to the current status of the positions listed below:

<u>SUNY/BINGHAMTON</u>		
Asst./Assoc.Prof.	Anthropology	*D: Nov.15
Asst./Assoc.Prof.	Physics	Jan.20
Instr.Support Spec.	Computer Center	Nov.15
Research Asst.	Chemistry	Dec.01
<u>SUNY/DELHI TECHNOLOGY</u>		
Counselor	Development Ctr.	Nov.15
<u>SUNY/FREDONIA</u>		
Chair	Business Ad/Account.	Open
Asst. Prof.	Chemistry	Nov.15
Asst. Prof.	U.S. History	Jan.31
<u>SUNY/GENESE</u>		
Asst./Assoc. Prof.	Computer Science	Mar.01
<u>SUNY/HEALTH SCIENCE CENTER AT SYRACUSE</u>		
TH Clin. Nurse	Preventive Medicine	Nov.15
TH Resp. Ther. II	Respiratory Therapy	Nov.15
TH Staff Assoc.	Anesthesiology	Nov.15
TH Resp. Therapist	Respiratory Therapy	Nov.15
TH Instr.Support Assoc.	Poison Control	Nov.15
TH Supply Assoc.	Nursing	Nov.15
TH Eng. Tech.	Clinical Engr.	Nov.15
<u>SUNY/NEW PALTZ</u>		
Assoc. Prof.	Educ.Admin. & Super.	Nov.15
Asst./Assoc.Prof.	Science	Nov.15
<u>SUNY/OSWEGO</u>		
Asst. Prof. (2)	Psychology	Jan.16
Registrar	Administration	Nov.23
Asst. Prof.	Meteorology	Dec.31
Instructor (Temp)	Earth Sciences	Dec.01
<u>SUNY/POTSDAM</u>		
Assoc.Prof.	Mathematics	Feb.01
Instr./Asst.Prof.	Art	Dec.05
<u>SUNY/PURCHASE</u>		
Sr. Staff Asst.	Neuberger Museum	Nov.15
<u>SUNY/STONY BROOK</u>		
Asst. Prof.	Political Science	Jan.01
Community Rel. Assoc.	Univ. News Service	Nov.15
Instructional Spec.	Mineral Physics	Nov.15
Lead Prog.Analyst	Computing Support	Nov.15
Asst. Prof.	Political Science	Jan.01
Asst. Prof.	Political Psychology	Jan.01
Asst./Assoc./Full Prof.	Chemistry	Nov.15
Prof. and Chair	Electrical Engr.	Open
Assoc./Full Prof.	Political Science	Jan.01
Asst./Assoc. Prof.	American Politics	Jan.01
TH Med.Radiographer	Radiology	Nov.15
TH Phys. Ther.Asst.II	Physical Therapy	Nov.15
TH Mgmt.Engr.Tech.	Mgmt. Engr.	Nov.15
TH Sr. Fin. Analyst	Fiscal Services	Nov.15
Assoc. Director	Nursing	Nov.15
TH Clin. Lab Tech I	Lab/Special Coag	Nov.15
TH Clin. Lab. Tech.	Lab/Histology	Nov.15
Assoc.Director	Physical Therapy	Nov.15

TH Med.Radio II	Radiology	Open
Sr.Programmer Anal.	Technical Support	Nov.15
TH Med.Instrumen.Assoc.	Biomedical Engr.	Nov.15
TH Asst.Dir. Nursing	CVICU	Nov.15
TH Financial Analyst	Cost and Budget	Nov.15

*Deadline for receipt of applications.

For further information, contact Helen Rybak, Ext. 510

BUFFALO STATE COLLEGE - QUICK COPY GUIDELINES September 1988

PREPARING MATERIALS FOR DUPLICATION

Always prepare materials for duplicating as far in advance as possible so the job will be completed when you need it. Type only on white paper and use a dark (black) disposable ribbon. Dot matrix copy does not reproduce well.

Newsletters - Approved newsletters are to be typed on an 80% reduction typing mat available in Quick Copy, GC 111. The College Bulletin is an example of a campus newsletter reproduced this way. Newsletters not typed on the 80% format will not be run; no exceptions will be made. Newsletters for professional groups edited by faculty/staff must be reproduced off campus.

Letters/Memos - Letters to be printed on the official college stationery should be typed on a blank sheet of paper. The department submitting the request must also supply more than the needed number of official letterhead sheets to Quick Copy when the job request is made.

Reports - Reports and other materials to be bound should have pages numbered with odd numbers on the right-hand pages and even numbers on the left.

QUANTITIES/METHODS

The Quick Copy duplicating equipment makes it uneconomical to duplicate small runs. Requests for duplication of below 20 copies will be routed to one of the faculty copying machines. Conversely, any requests for work on 11" x 17" paper or runs of 2,000 or more must be accompanied by a negative. If a negative is required, you must take the original material off campus and have a negative made.

Paper - Quick Copy stocks 8 1/2" x 11" and 11" x 17" paper in pastel colors. If your job requires a special color not available, you must purchase and supply it to Quick Copy. Heavy stock (65# or more) is only available for covers of institutional reports.

With the exception of grant proposals and examinations, all materials will be run back to back.

SUBMITTING THE JOB REQUEST

Only State University instructionally related materials (exams, outlines, small quantities of forms for support offices) will be handled in Quick Copy. No theses, handbooks, texts, or proposed books will be duplicated. Personal work must be taken off campus and a list of off-campus printers is available in Quick Copy, GC 111.

All jobs will be run in black ink. Quick Copy personnel will make the final determination as to which piece of equipment a job will be run on. Departments requesting jobs run on 11" x 17" paper, folded booklet size, or any other job to be run on the offset machine, must supply a negative for a metal plate. Please remember that the facility is a duplicating center, NOT a print shop.

Please call the Public Affairs Office if you need to know the approximate cost of having a job run for any job charged to an income fund reimbursable. Remember, any price you are quoted is an estimate.

When submitting material for reproduction, complete a job request form. Be sure to fill the form out completely, including the account number the work is to be charged to. If the department name, individual's name, account number, etc., are missing on the form, the job will not be run (see form on last page).

Exams - Exams taken to Quick Copy by 9 a.m. may be picked up at 3 p.m. the same day. The shop will not be responsible for the security of documents longer than one day. To expedite such jobs, make sure exams are put in the bin marked "EXAMS" in Quick Copy. Due to the confidential nature of such jobs, completed exams must be picked up and signed for in GC 111.

Textbooks/Manuals - Faculty who are developing textbook materials and wish to use these as part of their class work, should discuss the duplication and sale of these materials through the College Store. A long manuscript with multiple chapters that is a first version of a textbook can profit considerably with the experience of having students read it and having a faculty member use it as a trial text. In these cases, it is likely to substitute for one or more of the textbooks normally purchased by students. Consequently, having students purchase it at the College Store at minimal cost seems to be a viable option.

Scholarly Articles/Research - It is very difficult for Quick Copy staff to determine whether a manuscript is a chapter of a book meant for commercial publication or whether it is something designed for a scholarly publication. These materials will be screened by the vice president for academic affairs and/or director of public affairs and judgments made. If a faculty member requires a small number of copies (4 or 5) of a book-length, scholarly monograph, the faculty member should discuss the situation with his or her dean to seek financial support for that duplicating task at an off-campus site. Academic Affairs, with the dean's office, will attempt to support the duplicating costs of such an undertaking.

FINISHING SERVICES/JOB PICK-UP

Quick Copy staff will not provide folding, collating, stapling, binding, or other finishing services. They will be happy to show you how to run the equipment so you can complete these processes.

Please do not call Quick Copy to find out if your job is ready; send someone to GC 103 instead. Telephone calls interrupt valuable production time.

Except for exams, which are kept in GC 111, finished jobs are kept in GC 103. If work is not there, it is not completed as yet. Please pick up finished jobs within one week of completion.

COPYRIGHT LAW

Most published materials are protected by the federal copyright law. The Quick Copy staff will not reproduce any materials submitted if doing so violates the law. This action is necessary to protect the instructor, department, and the college as a whole from involvement in litigation.

The following guidelines for duplicating copyrighted materials for classroom use were agreed to by the Authors League of America, the Association of American Publishers, and the Ad Hoc Committee of Educational Organizations on Copyright Law Revision, and approved by Congress in the legislative history of the Copyright Act of 1976. Read the guidelines carefully and refer to them when requesting reproduction of published materials. For more complete information or a bibliography on the subject, please contact Quick Copy. They will be happy to answer any questions about specific job requests.

When submitting published materials, you must complete the yellow copyright clearance form available in Quick Copy, GC 111.

COPYRIGHT CLEARANCE FORM

Instructor's Name: _____ Dept.: _____

Course material is to be used for: _____ No. of students in class: _____

Name of article: _____ Source: _____

ARTICLE MUST INCLUDE COPYRIGHT NOTICE (i.e., © 1982 by Buffalo Publishing Company).

Date of request: _____ Date material will be used in class: _____

This article is prose _____ poetry _____. Approximate number of words: _____

Letter of permission from publisher attached: _____ (Note: If letter is forthcoming, a copy must be filed with Quick Copy, GC 111, upon receipt.)

- NOTE: 1. Only nine instances of spontaneous copying are permitted each semester.
 2. You may not reproduce the same published material semester after semester without permission of the publisher.
 3. Nothing may be reproduced from a workbook or other consumable material.
 4. A work may be copyrighted even though the copyright notice does not appear.

If the published material is non-restricted, please indicate why it falls into that category (instructor is the author, work is in the public domain, etc.). If you have received special permission from the publisher to reproduce the work, attach a copy of the letter to the copyright form.

If you submit an illegal request, or if we do not have sufficient information about the nature of the request, we will contact you by phone. If you are unavailable, the work will be left for you in GC 103 with an explanation of why it violates the law or a note stating what information is missing.

Guidelines

I. Single Copying for Teachers

A single copy may be made of any of the following by or for a teacher at his or her individual request for his or her scholarly research or use in teaching or in preparation to teach a class:

- A chapter from a book;
- An article from a periodical or newspaper;
- A short story, short essay, or short poem, whether or not from a collective work;
- A chart, graph, diagram, drawing, cartoon, or picture from a book, periodical, or newspaper.

II. Multiple Copies for Classroom Use

Multiple copies (not to exceed in any event more than one copy per pupil in a course) may be made by or for the teacher giving the course for classroom use or discussion, provided that:

- The copying meets the tests of brevity and spontaneity as defined below, and
- Meets the cumulative effect test as defined below, and
- Each copy includes a notice of copyright.

Definitions:

Brevity

(i) Poetry: (a) A complete poem if fewer than 250 words and if printed on not more than two pages, or (b) from a longer poem, an excerpt of not more than 250 words.

(ii) Prose: (a) Either a complete article, story, or essay of fewer than 2,500 words, or (b) an excerpt from any prose work of not more than 1,000 words or 10% of the work, whichever is less, but in any event a minimum of 500 words.

(Each of the numerical limits stated in "i" and "ii" above may be expanded to permit the completion of an unfinished line of a poem or of an unfinished prose paragraph.)

(iii) Illustration: One chart, graph, diagram, drawing, cartoon, or picture per book or per periodical issue.

(iv) "Special" works: Certain works in poetry, prose or "poetic prose," which often combine language with illustrations and which are intended sometimes for children and at other times for a more general audience, fall short of 2,500 words in their entirety. Paragraph "ii" above notwithstanding, such "special works" may not be reproduced in their entirety; however, an excerpt, comprising not more than 10% of the words found in the text thereof, may be reproduced.

Spontaneity

(i) The copying is at the instance and inspiration of the individual teacher; and

(ii) The inspiration and decision to use the work and the moment of its use for maximum teaching effectiveness are so close in time that it would be unreasonable to expect a timely reply to a request for permission.

Cumulative Effect

(i) The copying of the material is for only one course in the school in which the copies are made.

(ii) Not more than one short poem, article, study, or essay or two excerpts may be copied from the same author, nor more than three from the same collective work or periodical volume during one class term.

(iii) There shall not be more than nine instances of such multiple copying for one course during one class term.

(The limitations stated in "ii" and "iii" above shall not apply to current news periodicals and newspapers and current news sections of other periodicals.)

III. Prohibitions As To I and II Above

Notwithstanding any of the above, the following are absolute prohibitions:

- Copying shall not be used to create or to

replace or to substitute for anthologies, compilations, or collective works. Such replacement or substitution may occur whether copies of various works or excerpts therefrom are accumulated or reproduced and used separately.

- There shall be no copying of or from works intended to be "consumable" in the course of study or of teaching. These include workbooks, exercises, standardized test booklets and answer sheets, and like consumable material.
- Copying shall not:
 - substitute for the purchase of books, publishers' reprints, or periodicals;
 - be directed by higher authority;
 - be repeated with respect to the same item by the same teacher from term to term.
- No charge shall be made to the student beyond the actual cost of the photocopying.

NOTE: PUBLICATIONS PRODUCED BY THE U.S. GOVERNMENT ARE NOT PROTECTED BY THE COPYRIGHT LAW.

PUBLICATION OF TEXTBOOKS

Quick Copy will not publish textbooks or excerpts from several published sources to substitute for a textbook. This is in keeping with the following copyright restriction: "Copying is not permitted to create or to replace or substitute for anthologies, compilations, or collective works."

The Association of American Publishers, Inc. states, "This means, for example, that without permission of the copyright owners of all works involved, faculty and staff members should not make, request, or use copies as a collection of 'course readings' or the like."

This limitation has caused some faculty members to say that suitable textbooks are not available for their courses, and they would like to reproduce their own texts for use in their classes only. In such cases, custom textbook publishing provides an answer.

Custom publishing, offered by such publishers as Ginn & Company, provides publication of texts tailor-made for specific courses. Ginn & Company handles all copyright permissions as well, and for a nominal fee will design the textbook cover. Faculty members have had textbooks published through the Ginn service and the books are sold through the College Store. For further information on Ginn & Company contact your department chair or the Public Affairs Office, GC 515.

STATE UNIVERSITY COLLEGE AT BUFFALO DUPLICATING INTERDEPARTMENTAL INVOICE

Date _____	Dept. Requesting Services _____	Account Number _____
Date Needed _____		

☐ A.B. DICK — Negative must be supplied/letterhead must be supplied

Make-Ready
Copies _____

☐ QUICK COPY — Size 8½ x 11 only/letterhead must be supplied

				Stock Supplied	BILLING INFORMATION
				Padded	
<input type="checkbox"/> Back to Back	Paper (white)		(color)	<input type="checkbox"/>	# _____ Metal Plate
<input type="checkbox"/> Single Side	8½ x 11	<input type="checkbox"/>	Blue	<input type="checkbox"/> Special Stock Ordered	
<input type="checkbox"/> Exam	11 x 17	<input type="checkbox"/>	Green	<input type="checkbox"/> Sp. Bind	# _____ LABOR (Hrs.)
<input type="checkbox"/> color supplied	INDEX white only	<input type="checkbox"/>	Pink	<input type="checkbox"/> Supply Cover	
			Yellow	<input type="checkbox"/> Letterhead Supplied	

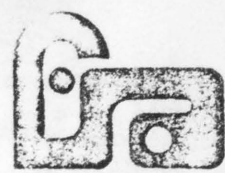
ALL JOBS WILL BE PRINTED BACK TO BACK

QUANTITY AND DESCRIPTION

(pages) **X** (copies)

Items in violation of the Copyright Law will not be reproduced

Name (print) _____	Bldg. & Room No. _____	Phone Ext. _____
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THE COLLEGE STORE

STUDENT UNION, 1300 ELMWOOD AVENUE, BUFFALO, NEW YORK 14222, (716) 878-5509

COLLEGE STORE PROCEDURES

Purchase and Resale of Unpublished Educational Materials

The F.S.A. College Store as the primary distribution center for the resale of educational materials to students will purchase and sell unpublished educational materials according to the following procedures.

1. The College Store will purchase "ready to sell" materials only. The store does not print, duplicate, or manufacture educational materials.
2. Purchases will be made by the store on a consignment basis only. The book department manager will determine the purchase quantity and issue a purchase order for the materials. After a period of time (to be determined by the buyer and seller) the store will inventory the merchandise and pay for the quantity sold.
3. The seller of the materials will establish the unit cost price and inform the store of this price in writing. The College Store will resell the materials at a price which includes a 25% retail profit margin (\$3.00 cost, \$4.00 retail).
4. The seller will be responsible for delivery and returns of unsold materials.
5. If the materials are to be used for a specific college course, a textbook requisition should be completed and submitted to the book department manager.

GM:ljg
12/12/80

BUFFALO STATE COLLEGE MEDIA POLICY

The basic premise underlying the college's Public Affairs program is the public's inherent right to know what the college is doing. For the most part, this is accomplished through the efforts of the Public Affairs Office in its daily interaction with the news media.

Public understanding of the college's policies, plans, and program can best be achieved through establishment of good relations with employees of press, radio, TV, and other communications media. The most advantageous means of developing such a relationship is by providing honest and helpful information in an atmosphere of mutual respect and candor.

Faculty and staff are encouraged to keep the Public Affairs Office fully and promptly informed about events, incidents, and developments in which there is current or potential public interest.

For anything to be newsworthy, it should be timely, fresh, current--something that is now happening, or will soon begin.

The following items would be considered newsworthy:

- new or unique educational projects or ideas
- outstanding speakers coming to campus
- faculty/staff/student election to state and/or national professional and educational associations
- research findings from individual or class projects
- major academic or administrative promotions
- athletic events
- awards and honors to faculty/staff/students
- art or other exhibitions, local/regional/national
- musical and theatrical events
- special workshops/symposia, etc., especially when open to the public
- involvement in projects which fill a civic need
- research papers or speeches given at state or national meetings (advance copies are most helpful)
- books/scholarly articles written by faculty/staff
- unusual hobbies, activities, or interests of faculty/staff

The media seldom have interest in events that happened yesterday and, in general, the greater the lead time, the greater the exposure rule prevails.

The Public Affairs Office is best equipped to direct releases to news outlets most likely to use them. To achieve coordination, it is essential that the Public Affairs Office serve as the office for dissemination of all news concerning the college.

While only the president of the college can speak as the chief officer and official spokesperson

for Buffalo State, he has appointed the director of public affairs as principal spokesperson for the release of material dealing with college policy, practice, or events which may impart the position of the college to the community.

In the event the college is confronted by a controversial situation, it is the director's responsibility to work with those most directly involved to coordinate the release of news, respond to inquiries from the news media, and to offer counsel as needed.

Sometimes reporters may bypass official channels in seeking information, and other information provided by unknowledgeable sources occasionally results in inaccuracies in stories which may tend to embarrass the college. Therefore, it is imperative that all inquiries from the news media be referred to the Public Affairs Office.

Press Inquiries

While the Public Affairs Office distributes releases and responds to all media queries addressed to it, other members of the college staff may occasionally receive press queries. Those questioned should feel free to respond directly only if the request pertains to a matter for which one has direct responsibility or relates to his or her area of expertise.

The following points may be helpful in dealing directly with a call from the media:

1. Ask the reporter's name, newspaper, or TV/radio station. If you feel it is a legitimate inquiry, give the reporter your full cooperation, but if you have any questions in your own mind, call the Public Affairs Office and ask for advice. If that office referred the reporter to you, you would have been previously informed.
2. If questions are outside your area of expertise or they involve more than one aspect of the college, refer the reporter to the Public Affairs Office. Unless you know the reporter, it is not wise to comment on controversial issues with a promise that your name will not be used.
3. If you supply a personal opinion on any subject, make sure the reporter understands you are speaking for yourself, not your department or the college.
4. Reporters are not bound to show any copy before publication, but if scientific or technical data are involved, suggest that the reporter check back with you; if time permits, they usually will.
5. In radio and TV interviews, remember the time factor and make your answers as succinct as possible.
6. Once you agree to be interviewed, you

are "on record," and most reporters dislike material which is "off the record." Therefore, it is a good idea not to supply such information.

7. When the interview is over, please inform the Public Affairs Office of what transpired.

The proper and prompt handling of press queries, whether directly or through the Public Affairs Office, helps to create credibility and reporter confidence, encourages reporters to seek information from official sources, and, above all, assures accurate and balanced news stories.

Handling an Emergency

On occasion, the college is susceptible to controversy, unfortunate accidents, or unfavorable incidents. At such times, the college is under pressure from the media. Sometimes this can result in unfavorable coverage in print or broadcast media.

Such incidents must get priority handling. The media must be given information so they can carry a comprehensive story as quickly as possible. This greatly reduces the need for follow-up stories.

Complete cooperation must be given newsmen covering the event. All pertinent information must be passed on as rapidly as possible. This serves to place an otherwise potentially misunderstood incident into proper perspective. To give media the impression that information is being withheld can result in a story being featured as a mystery or with some other negative connotation.

When emergencies or accidents occur on campus, please remember:

- Be available
- Be calm
- Be factual

The first to learn or hear of an accident or emergency should make contact with the director of public affairs.

The media should be given all the assistance possible in coverage of an accident. But do not speculate on the cause, and do not give out any facts unless they are known to be accurate or they have been cleared with the Public Affairs Office or the appropriate vice president.

Freedom of Information Law

The Freedom of Information Law went into effect Sept. 1, 1974. It provides everyone the right of public access to records reflecting governmental decision and policies.

The SUNY trustees have indicated the following records to which the public may have access:

1. College policies
2. Council minutes, excluding executive

sessions

3. Internal and external audits and statistical or factual data

4. Administrative staff manual and instructions to staff that affect members of the public

5. Police blotter and booking records

6. Name, address, title, salary of all employees

A form entitled "SUNY Application for Public Access to Records" may be completed and submitted to the director of public affairs, Joyce E. Fink, the duly authorized records access officer who is available in GC 515 from 8:30 a.m. to 4:30 p.m., Monday-Friday.

If access is denied, an appeal may be made in writing to the SUNY counsel and vice chancellor for legal affairs in Albany.

Revised 7/88

Buffalo State
College

College Bulletin

Volume XXXIV

Number 10

November 3, 1988

OFFICIAL NOTICES

FROM THE PRESIDENT

I. DISCRETIONARY AWARDS. I am pleased to announce that the preliminary list of the 1988 discretionary awards for UUP members has been placed in Butler Library Nov. 1. It is anticipated that these awards will be in paychecks on or before Dec. 21, 1988.

The final stage of the process outlined on Sept. 1 is the college level appeal. Faculty and professional staff may appeal to the appropriate board by the Nov. 10 deadline.

II. ADMISSIONS APPOINTMENTS. I am pleased to announce the appointments of Fajri Ansari and Paul T. Bink to the positions of assistant director of admissions.

Mr. Ansari, an Educational Opportunity Program staff member since 1981, will be responsible for coordinating the college's minority recruitment efforts as well as administering EOP admissions. Mr. Bink, an admissions staff member since 1978, will oversee the admissions outreach programs, including open house, campus visitation, direct mail, travel, and faculty/student/alumni recruitment initiatives.

III. HOLIDAY OBSERVANCE FOR COLLEGE EMPLOYEES. All eligible classified and unclassified college employees may observe the following holidays: New Year's Day, Martin Luther King Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Election Day, Veterans Day, Thanksgiving Day, and Christmas. (Christmas and New Year's Day, which both fall on a Sunday, will be observed on Monday, Dec. 26, and Monday, Jan. 2, respectively.)

For employees represented by UUP, Election Day (Nov. 8) has been designated as a "floating" holiday which will be observed on the day after Thanksgiving, Friday, Nov. 25. For all college employees except Council 82 Security Services employees and supervisors, Lincoln's Birthday has been designated as a "floating" holiday and will be observed on Monday, Feb. 13, 1989. Since the college will be open on that day, UUP-represented employees may observe this holiday on any day prior to the start of the 1989-90 academic year with the approval of their supervisor and consistent with the needs of the campus. CSEA, PEF, and Classified M/C employees may arrange with their supervisors to take Feb. 13 off without charge to leave accruals or another day instead before Feb. 13, 1990. Council 82 members will observe Lincoln's Birthday as a regular fixed holiday (Monday, Feb. 13, 1989).

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. HEALTH INSURANCE TRANSFER PERIOD. November has once again been designated as the 1988 open transfer period. During this period employees currently enrolled in one of the four health options may elect a different option effective Jan. 5.

The CSEA Benefits Division will send information on the open transfer period, including new rates for programs, printed materials on Empire Plan changes, and a new pre-tax contribution plan. As of Oct. 31, the Personnel Office had not received any of the brochures, guides, or employee contribution rates from Civil Service in Albany.

If information on the new rates is not received soon, it is possible that the transfer period may be extended. This would be announced later in the month if it occurs. As soon as guides and brochures are received they will be forwarded to all employees enrolled in the health insurance program.

Information sessions on the four health plans have been scheduled: **Tuesday, Nov. 15, CCS--**Empire Plan Changes; representatives from Metropolitan Life Ins. Note: The Empire Plan Changes presentation will be videotaped and be placed on reserve in BL. Employees who are unable to attend the Nov. 15 session may view the videotape in BL 218, Learning Systems. **Thursday, Nov. 17, CCS--**Health Maintenance Organizations; representatives of: The Health Care Plan, Independent Health, and Community Blue.

Further information will be shared with employees as soon as it is received. Questions should be directed to the Personnel/Employee Relations Office, ext. 6639.

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

1. SENATE MEETING, 28 OCTOBER 1988, included the following items:

a. Charges to standing committees:

1) **Budget & Staff Allocations:** Re: Accountability of the system used to collect campus parking fees and parking violation fines. Who collects, deposits, withdraws and has access to these funds? How are these funds used, and what consultation process takes place regarding expenditures?

Re: Rockwell Hall Box Office. Where are the revenues accounted for, what offices and individuals are responsible for them, and to what extent is it a revenue self-sufficient operation?

2) **Professional Welfare:** Re: Study the development and implementation of a personnel matrix used to rank individuals in the Faculty of Arts & Humanities. Have College policies been violated regarding its use?

Re: What policies govern uninvited classroom observers or visitors, and review reports of concerned faculty? Committee should work with the Senate Instruction & Research Committee on this matter.

3) **Instruction & Research:** Re: To undertake a study to identify the various campus measures of teaching effectiveness. Committee should document the methods and frequency of use, and then attempt to assess what impact this has had on classroom instruction.

4) **Student Welfare:** Re: A review of the policies governing Resident Assistants.

5) **International Education:** Re: Complete the recruitment video for international students that was begun last year.

Re: Consider the feasibility of a study of the environment for international students provided by the College.

Re: Undertake a study of the administration of overseas educational programs, concentrating in particular on the older ones such as the Siena program.

b. Standing committee reports:

- 1) Nomination and acceptance of membership for Professional Welfare Committee (see item #3 below).
- 2) Nomination and acceptance of membership for International Education Committee (see item #3 below).
- 3) Updated report on academic interdisciplinary units, from the Academic Plan Committee (see insert in this week's Bulletin), Paul Martin, Chair.
- 4) Subcommittee report update on computer Services, Budget & Staff Allocations Committee subcommittee, Fred Floss, Chair.

c. New business:

- 1) Ethics in government - financial disclosure responsibilities, reported by Dr. Wiesen and Mr. Caputi.
- 2) The situation relating to fixing the steam pipes, by Mr. Caputi.

2. SENATE MEETING FOR NOVEMBER. There will be a Senate meeting on 18 November 1988, though it is not shown on the administrative calendar.

3. STANDING COMMITTEE MEMBERSHIPS.

a. Professional Welfare - Lydia Fish, Chair; John Allen, Charles Aquino, Marc Batchelor, Nancy Belfer, Monroe Fordham, James Haynes, Andrew Joniak, Richard Kieffer, Maurine Lambrix, Rex Lohmann, Ron Meyer, Antoinette Paterson, Samuel Wakshull, James Westrope.

b. International Education - Fred Floss, Chair; Patricia Bazulka, Bruce Bryski, Warren Enters, Colleen Frye, Andrea Guiati, Keith Henderson, Barry Herb, Emil Hoch, Evalyn Jemiolo, Allan Korn, Benjamin Min, Tom Sarnacki, Wanda Slawinski.

4. CURRICULUM COMMITTEE ACTIONS. The following items have been approved by the Senate Curriculum Committee and forwarded to the President for his recommendations:

a. Program revision: B.S. in Geosciences

b. Course revisions:

ISM 260 - Data Structures

ISM 351 - Structured Programming

ISM 425 - Comparative Computer Languages

5. CURRICULAR ITEMS RECEIVED. The following have been received in the Senate office and forwarded to the Senate Curriculum Committee for review:

a. Program revisions:

Broadcasting

Public Communication

b. New course proposals:

EDF 302 - Educational Psychology: Elementary Education. EDF 302 is designed to help prospective elementary education teachers understand learners, the learning process, how to evaluate learning, and how to establish a classroom environment which will maximize learning.

PAR 100 - The Lively Arts. Through lectures, readings and live and recorded performances the student is introduced to the world of the performing arts.

BIO 103 - Genetics. A comprehensive presentation of genetic principles and experimental methods as applied to plants, animals, and microorganisms. Historical development of the field and its relationship to other areas of biology.

c. Course revisions:

EDF 202 - Child Development and Education. An introduction to the study of child behavior and development with emphasis on implications for teaching and learning. From the life span perspective, the focus will be on the child in school; from early childhood through preadolescence. Topics include child study and observation methods, theories of development, nature and sources of individual development from biological, cultural, and behavioral perspectives, with emphasis on the following areas of development as they apply to the classroom: cognitive; social; emotional, and physical.

JBS 401W - Communication Theory and Research. phasis is upon application of communication theory research to message design. Students are required propose and develop research papers based upon communication theories related to their major area of study.

ITEMS OF INTEREST

FSA BOARD OF DIRECTORS MEETING will be held Thursday, Nov. 3, at 8 a.m., in the MH Brown Bag Room. All members of the campus community are invited to attend.

FACULTY RECREATION HOURS: Pool: Mondays and Wednesday, 12-2 p.m. Racquetball Courts: Friday, 10 a.m. noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As the past, faculty may also use the facilities during regular student hours. For information on these hours call ext. 6721, 24 hours a day.

TO: William T. Ganley, Chair
College Senate

FROM: Paul D. Martin, Chair
Senate Academic Plan Committee

DATE: 28 October 1988

SUBJECT: Senate Consultation

At your request, the Academic Plan Committee met on April 11 to address the issue of the appropriate procedures for Senate Consultation in the establishment of an "interdisciplinary unit." While noting that the general procedures should be kept separate from the issue of a proposal for an "interdisciplinary unit in art therapy studies," you also gave your permission to use the difficulties with that situation in our deliberations, if it would be useful.

The Academic Plan Committee unanimously agreed that the establishment of an interdisciplinary unit is entirely consistent with the mission and objectives of the College, if it has been clearly demonstrated that existing administrative units cannot administer an approved academic program with a significant curricular direction.

Your view of the appropriate procedures for the Senate and its standing committees in these matters was unanimously supported by the Committee, namely:

1. Academic Affairs informs the Senate that it wants to establish an interdisciplinary unit.
2. A prospectus of the unit is submitted to the Senate that includes the organization of the unit, why existing units are inadequate to administer an academic program, what departments will be involved in the unit, and what their respective roles will be, and finally, how faculty members will be identified and asked to participate.
3. The Academic Plan Committee reviews the above statement and requests any necessary clarifications and additional information from Academic Affairs or the appropriate faculty proposing the creation of such a unit.
4. The Academic Plan Committee reports back to the Senate with its findings and makes appropriate recommendations for Senate consideration.

In addition, the Committee emphasized the need to communicate with the other major committees of the Senate in such matters, including, but not limited to, the Curriculum Committee and the Professional Welfare Committee. Such matters may be sent to other appropriate committees at the discretion of the Senate Chair.** There is a unanimous agreement, also, upon the need to follow the appropriate procedures for Senate consultation in the establishment of an "interdisciplinary unit," citing the February 3rd memorandum from the President of the University Faculty Senate, Karen Markoe, on consultation with the faculty, in which she states: "As always, I expect and encourage local governance bodies to maintain effective communications with Presidents, and Presidents with their local governance bodies. It's hard to imagine the effective implementation of campus programs without strong faculty support and involvement."

**Accepted as a friendly amendment by the body, 28 October 1988.

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In addition, the need for appropriate consultation procedures is further underscored by the report of the senate professional Welfare Committee, dated March 14, 1988, in which President Johnstone confirmed that "some ad hoc decisions regarding the formation of the Art Therapy Interdisciplinary Unit had been made, by-passing the College procedure."

In its deliberations, the Academic Plan Committee examined the College policy on the Interdisciplinary Unit, as approved by the College Senate on February 19, 1982 and as published in the College Bulletin on February 25, 1982. While noting the concern for providing "curricular flexibility" and protecting "academic integrity," the Committee also wishes to underscore its concern for the protection of the integrity of the individual faculty member and recommends the following change:

"3. Membership of the Interdisciplinary Unit

Faculty may gain membership in an interdisciplinary unit [(1)] by application [(in instances where there is no existing Faculty) or] and [(2)] by recommendation [s] of the Faculty of the [existing] interdisciplinary unit, with the approval of the faculty member and the faculty member's primary department, the dean of the Faculty, and the academic vice president. The faculty of the unit may teach, advise, or otherwise contribute to the program. The specific expectations for [that] the interdisciplinary unit faculty appointment will be designated at the time of appointment and will be compatible with the prospectus for the interdisciplinary unit.

4. Leadership of the Interdisciplinary Unit

A faculty member nominated by the unit members and approved by the dean and the vice president for academic affairs will be appointed by the president to serve as coordinator of the interdisciplinary unit and will report to an academic dean, as assigned.

The coordinator will [teach no more than three courses in addition to coordinating] have a reduced teaching load, in order to coordinate the activities of the interdisciplinary unit.

*KEY: [Deletion], Addition.

In this way, we believe that the intellectual environment of the campus will continue to be enhanced, interdepartmental curricular efforts will continue to be stimulated, curricular flexibility will continue to be provided, and the academic integrity and welfare of both the primary department and the faculty member will be protected, so that it will be consistent with the mission and objectives to be fulfilled by the campus.

pdm

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Volume XXXIV Number 11 November 10, 1988

OFFICIAL NOTICES

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. **MIDYEAR ORIENTATION.** Upon consultation with the campuswide Orientation Advisory Committee, the New Student Programs and Orientation Office is announcing the following midyear orientation programs: **Freshmen--** Tuesday, Jan. 10 through Thursday, Jan. 12, **Transfers--** Wednesday & Thursday, Jan. 11 & 12. The programs will include pre-registration academic advisement, registration, and informational and experiential programming as well as basic skills competency testing in mathematics, English, reading, and foreign languages.

During these sessions special orientation programming will be conducted for parents and re-entry adult students. Any comments or questions, call the New Student Programs and Orientation Office, ext. 5336.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. **TRAVEL ALLOWANCES.** The State Comptroller has distributed revised travel allowances for meals and lodging which have been sent to department offices. The State rates will now be the same as the rates allowed by the Federal Government which became effective Oct. 9. The Accounting Office will review travel vouchers from Oct. 9 to date for compliance with the new rates.

Employees may be eligible for adjustments to travel reimbursements prior to Oct. 9. The retroactive period for each negotiating unit is as follows: April 1-Oct. 8, Management Confidential; June 2-Oct. 8, CSEA, PEF, Security, and July 1-Oct. 8, UUP.

The rates for the retroactive period are the Federal rates in effect prior to Oct. 9 which in general are slightly lower than the new rate schedule. These rates are available in the Accounting Office. Individual work sheets need to be completed to claim retroactive adjustments, and assistance is available in the Accounting Office. For further information, call Accounting, ext. 4117.

II. **ELMWOOD AVENUE PROJECT UPDATE.** On Friday, Nov. 25, Rockwell Hall, Ketchum Hall, Bacon Hall, Theater Arts Building, and Campus House will be closed because electrical services will be shut off in order to replace a feeder cable. The work should be completed within the normal 6-8 hour workday.

The shutdown will affect fire alarm/detectors, security devices, computer equipment, lighting, and heating. Arrangements should be made by each department to assure appropriate protection of the building and its contents. Notices will be posted throughout the buildings. For further information, call Jim Yager, ext. 6115.

FROM QUICK COPY

I. **INVENTORY/REPAIR CLOSING.** In order to take care of some household chores, Quick Copy (GC 111) will be closed Monday and Tuesday, Nov. 21 and 22. Anyone needing work for those two days, including exams, should plan ahead.

ITEMS OF INTEREST

FACULTY RECREATION HOURS: Pool: Mondays and Wednesdays, 12-2 p.m. **Racquetball Courts:** Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

VACANCY NOTICES NOVEMBER 8, 1988

Inquiries should be made at the appropriate campus as to the current status of the positions listed below:

<u>SUNY/ALBANY</u>	Psychology	*D: Nov.26
Research Support Spec.	Undergrad.Adm.	Nov.21
<u>SUNY/BINGHAMTON</u>		
Research Support Spec.	Chemistry	Nov.30
Postdoctoral Assoc.	Geology	Open
Vice President	Academic Affairs	Nov.16
<u>SUNY/BROCKPORT</u>		
Counselor	Counseling Ctr.	Nov.21
Counselor	E.O.P.	Nov.21
Asst./Assoc. Prof.	Criminal Justice	Feb.15
Asst./Assoc. Prof.	Health Science	Feb.15
Asst. Prof.	Biological Sciences	Jan.16
Director, Affir.Act.	Faculty & Staff	Dec.07
<u>SUNY/BUFFALO</u>		
Sr.Develop. Officer (2)	Community Relations	Nov.21
<u>SUNY CENTRAL ADMINISTRATION</u>		
Scenery Technician	Performing Arts	Nov.21
<u>SUNY/NEW PALTZ</u>		
Asst. Prof.	Computer Science	Dec.01
<u>SUNY/PLATTSBURGH</u>		
Asst. Prof.	Theatre	Apr.20
Asst. Prof.	Philosophy	Mar.31
Instructors (Part Time)	Anthropology, Psych., Communications, For. Lang., Comp.Sci., Engl., Sociology	Dec.15
Sr. Counselor	Psychological Serv.	Dec.01
Assoc./Full Prof. Chair	Mathematics	Dec.15
Asst. Prof.	Mathematics	Jan.20
Instr./Asst. Prof.	Sociology	Dec.15
<u>SUNY/POTSDAM</u>		
Lect., Head Coach	Varsity Lacrosse	Open
Asst. Prof.	Special Educ.	Dec.01
Asst. Prof.	Curriculum Instr.	Open
<u>SUNY/PURCHASE</u>		
Lect./Asst. Prof.	Philosophy	Dec.01
<u>SUNY/STONY BROOK</u>		
Asst. Prof.	Microbiology	Open
Asst./Assoc./Full Prof.	Electrical Engr.	Open
Instr./Asst./Assoc.Prof.	Med./Training & Ed.	Open
Advisor	Admissions	Nov.21
Staff Assistant	Graphic Support	Nov.21
Programmer/Analyst	Mgmt. Systems	Nov.21
Com. Rel. Asst.	Un. Affairs	Nov.21
Asst. to Dir.	Com. Relations	Nov.21
Asst./Assoc. Prof.	Materials Science	Nov.21
Instr./Asst. Prof.	Occupational Med.	Open
Assoc. Prof.	Applied Math.& Stat.	Nov.21

*Deadline for receipt of applications.

For further information, contact Helen Rybak, Ext. 5102.

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November 17, 1988

EDITOR'S NOTE: Remaining 1988 Bulletins
have the following Tuesday noon deadlines:
Nov. 29, Dec. 6 and 13.

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

1. SENATE ROSTER. Dr. Mary Davis, Dept. of Business, has replaced Prof. Lynne Scalia as a College Senate representative from the Faculty of Applied Science and Education.

Mr. C. Fioravanti has replaced Ms. K. Rafter for a one-year term as a student Senator.

2. SENATE MEETING, 11/18/88, BA 116E, 3:00 pm, will include the following:

a. Standing committee reports:

- 1) Committee structure and activities - Budget & Staff Allocations Committee
- 2) Parking policies and procedures - Budget & Staff Allocations Committee
- 3) Committee membership nominations - Student Welfare Committee

b. Old Business:

General education curriculum review - tentative timetable and review process

c. New Business:

State Education Department review and program reregistration - status report

3. CURRICULAR ITEMS. The following have been received in the Senate office and forwarded to the Curriculum Committee for consideration:

a. Course revision and number change:

From EDF 201 to EDF 203 - School and Society. Education as a function of a democratic society; sociological and historical backgrounds of the schools; current issues and problems affecting the schools; objectives, control and financial support of education in the State of New York and the U.S.; directed observation.

b. Course number and title change:

From SLA 305 - Phonetics, to SLA 302 - Clinical Phonetics. Production, acoustic analysis, representation of English (American) speech sounds; application of phonetics to deviation in speech.

4. CURRICULUM COMMITTEE ACTIONS. The following have been approved by the Curriculum Committee and forwarded to the President for his consideration:

a. Course title change:

BIO 412 - from Chordate Development, to Embryology

b. Revisions of course descriptions:

CRJ 101 - Introduction to Criminal Justice and Administration

CRJ 402 - Advanced Administration in Criminal Justice

CRJ 406 - Introduction to Correction Management

CRJ 408 - Proseminar in Criminal Justice

5. CURRICULUM CORRECTION. The following new course proposal was incorrectly identified in last week's Bulletin:

BIO 303 - Genetics, not BIO 103

FROM THE DIRECTOR OF THE PERFORMING ARTS CENTER

I. RESERVATIONS. In accordance with the Guidelines for Use of the BSC Performing Arts Center (Rockwell Hall Auditorium, Rockwell Recital Hall, Upton Auditorium, College Learning Lab Auditorium, and other ad hoc performance spaces), adopted in February 1986 and published in the Nov. 20, 1986 College Bulletin, reservations for use of Rockwell Hall Auditorium by faculty, staff, and students (the priority users) for the 1989-90 academic year will be accepted from now through Feb. 1, 1989.

Requests are on a first-come, first-served basis and only events sponsored by faculty, staff, or students will be considered until Feb. 1. Outside groups may not contract for space until March 1, 1989.

On-campus groups are not charged a rental fee, but may be responsible for personnel and supply costs incurred as a result of their use of the space.

If you wish to book a reservation for the 1989-90 academic year, please call Steve Scott-Martin, ext. 3032, or stop by RH 210 between now and Feb. 1, 1989.

II. ROCKWELL HALL SCHEDULING. A meeting to schedule the events of first priority users of Performing Arts Center space, primarily Rockwell Hall auditorium, will be during Bengal Pause (12:15-1:30 p.m.), Tuesday, Feb. 7, in the auditorium. Detailed PAC use guidelines were printed in the Nov. 20, 1986 Bulletin, but for your convenience, those guidelines (5.3-5.7) pertaining to this meeting are reprinted following this item.

Each BSC department, organization, and program that is represented at the Feb. 7 meeting will be able to secure 1989 priority scheduling. No rental or equipment fees are charged on-campus users, but there could be some out-of-pocket expenses depending upon the needs of a given presentation. Such expenses are defined as those incurred in a use of a facility not covered by the college as ongoing support; furthermore, they are incurred at the request of the user group and with its prior approval.

For information on dates available and the fee schedule, please contact the Performing Arts Center, RH 210.

5.3 Priority Groups

The following priorities will be used as a guideline for scheduling space allocations in the Buffalo State College Performing Arts Center. Subdivisions within a numbered group (e.g., a and b) will not affect the sponsor's scheduling priority. This section is to be administered in conjunction with Sections 5.4 and 5.5 and 5.6 to determine priority.

1. a. Events sponsored by the President, Vice Presidents, or the Buffalo State College Performing Arts Center (e.g., the Honors Convocation).
- b. Events sponsored by academic departments, involving faculty as primary participants.
- c. Events sponsored by academic departments or college organizations involving students as primary performers.
2. Events sponsored by college organizations involving non-college participants.
3. Events sponsored by non-college organizations.

5.4 Meeting for First Priority Groups (1a, 1b, 1c)

First Priority Users who wish the protection of the priorities schedule should attend a scheduling meeting held annually the first week in February. The meeting will be chaired by the Director of the Buffalo State College Performing Arts Center or designee. Representatives of each First Priority User will work to determine a mutually agreeable schedule and minimize conflicts for the following season. Any remaining conflicts will be resolved by the Director. Additional meetings will be held if necessary. The Director will publish a preliminary calendar showing first priority usage by Feb. 21.

5.5 Requests by Other Priority Groups (2, 3)

All other users who wish the protection of the priority schedule should submit written requests by March 7. Users may submit requests before the scheduling meeting of First Priority Users. The Director will bring these requests to the attention of First Priority Users, who will be asked to take these requests into consideration. No general meeting will normally be held with other users. However, user representatives will occasionally be asked to meet with the Director to discuss their specific needs.

5.6 Late Requests

Facility requests submitted after the deadlines above will be accommodated to the fullest extent possible. In general, such requests will be honored on a first-come, first-served basis.

5.7 Cancellations and Postponements

Public events scheduled for the Buffalo State College Performing Arts Center are soon widely publicized through the region. Cancellations and postponements after public announcements have been made are an embarrassment to the performer, sponsor, the Buffalo State College Performing Arts Center, and the college. Cancellations should be avoided except as a last resort.

If an event must be cancelled, the sponsor is responsible for publicizing the cancellation through the sponsor's normal publicity channels. In addition, the sponsor is required to:

1. Notify the Center Director in writing.
2. Post appropriate notices.
3. Arrange for a person to be at the place and time of the originally scheduled event to inform those who may not have otherwise been advised.

ITEMS OF INTEREST

BOOK DONATIONS. The Buffalo Branch of the American Association of University Women is asking for book donations for their March 29-April 1, 1989 used book sale. In order to better accommodate faculty and staff who may have some books they wish to donate to the sale, books may be taken to the director's office in Butler Library, Monday-Friday, 9 a.m. to 4 p.m. The sale benefits the association's fellowship programs and all donations are tax deductible.

FACULTY RECREATION HOURS: Pool: Mondays and Wednesdays, 12-2 p.m. **Racquetball Courts:** Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Buffalo State College

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Volume XXXIV

Number 13

December 1, 1988

OFFICIAL NOTICES

FROM THE PRESIDENT

I. DISCRETIONARY SALARY AWARDS. I am pleased to announce that the final roster of the 1988 discretionary salary increases for UUP members has been placed in BL Reserve as of Nov. 18. It is anticipated that the awards will be in paychecks dated Dec. 21.

II. DIVERSITY CELEBRATION CALENDAR. Faculty, staff, and student groups are invited to submit information about their diversity-related events scheduled for February and March no later than 4 p.m. on Friday, Dec. 16, using the form in this issue.

ITEMS OF INTEREST

STUDENTS IN CRISIS will be presented by the Counseling Center staff at noon, Tuesday, Dec. 6, in CCE. This specially designed presentation for all campus personnel who interface with students will feature a 30-minute film developed by the National Committee on Youth Suicide Prevention and the American Association of Suicidology in consultation with Harvard Medical School. The counseling staff will cover: (1) recognizing danger signals, (2) what you can do to help, (3) how and when to refer, and (4) helping resources on campus and in the community.

The one-hour program is designed to provide everyone with some basic guidelines for assisting students.

A GREAT HOLIDAY GIFT PACKAGE, The Buffalo Philharmonic Orchestra is bringing the stars out with a great four-concert ticket package especially for BSC employees. You can enjoy four performances of fabulous music with our own orchestra, one of the top orchestras in the country, and top guest entertainers--at prices you can't resist. Choose from great classical works and popular tunes from the '60s to the '80s, from Broadway to vaudeville, from jazz to rock 'n roll.

Your four-concert series is just \$64 or \$56, a price that is discounted 30% off the price of single tickets. Four unforgettable evenings at an incredible price! As a series ticket buyer, you get not only fantastic prices, but exclusive benefits as well: no waiting in line, special dining privileges at Western New York restaurants, and exchange of tickets for another concert if you can't make it to one of the concerts in your series. Choose from: a pops series on Friday evenings, a symphony series on Friday evenings, or a sampling of both classical and pops on Saturday evenings.

Pick up your complimentary brochure with all the details from the Public Affairs Office, GC 515.

NEW FACULTY/STAFF EAP AEROBICS SCHEDULE: Monday, Wednesday, and Thursday, 5:15-6:15 p.m., HG 213.

VACANCY NOTICES NOVEMBER 29, 1988

Inquiries should be made at the appropriate campus as to the current status of the positions listed below:

SUNY/ALBANY		
Dean	Social Welfare	*D: Dec.09
Assoc./Asst. Prof.	Finance	Dec.09
Asst./Assoc. Prof.	Public Health	Feb.01
Staff Asst./Dir.	Small Bus.Dev.Ctr.	Dec.17
Research Supt.Spec.	Biological Sciences	Dec.09
Asst./Assoc. Prof.	Sociology	Dec.09
Asst. Prof.	Sociology	Dec.09
SUNY/BINGHAMTON		
Spec. Ed. Teacher	Child. Psychology	Dec.15
Sr. Staff Assoc.	Health Service	Dec.16
Sr.Prog. Analyst	Computer Center	Dec.09
Professor	Creative Writing	Open
Chair	Cinema	Open
SUNY/BROCKPORT		
Project Dir./Counselor	Student Supt. Serv.	Dec.09
Project Staff Assoc.	Student Support Ser.	Dec.09
Professor	Business Administra.	Jan.01
Asst. Prof.	Math./Computer Sci.	Jan.16
Asst. Prof.	Reading & Elem. Ed.	Jan.15
Asst. Prof.	Language Arts & Eng.	Jan.15
Director	Physical Plant	Dec.20
SUNY/BUFFALO		
Instr.Supt. Assoc.	Communicative Disor.	Dec.09
SUNY/FREDONIA		
Sr. Staff Assoc.	Spons.Prog. & Res.	Jan.03
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
Counselor	Psychiatry	Dec.09
Counselor P/T	Psychiatry	Dec.09
TH Biomedical Engr.	SMIC	Dec.09
TH Phar.Asst.	Pharmacy	Dec.09
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Instructional Spec.	Anatomy/Cell Biology	Dec.09
TH Phys. Ther. II	Physical Therapy	Dec.09
SUNY/OLD WESTBURY		
Asst. Librarian	Library	Jan.06
SUNY/OSWEGO		
Professor	Broadcasting & Comm.	Jan.01
Asst. Prof.	English, Am. Lit.	Jan.20
Instr./Asst. Prof.	Latin American Hist.	Feb.10
Instr./Asst. Prof.	Afro-American Hist.	Feb.10
Staff Associate	Development-Resource	Dec.09
Adj. Asst./Assoc. Prof.	Educ. Administration	Dec.09
Instructor P/T	Arts & Graphic Design	Dec.09
Asst./Assoc./Full Prof.	Elem./Second. Ed. (3)	Mar.15
SUNY/PLATTSBURGH		
Adj. Faculty P/T	Nursing, Hearing & Speech, Phys. Ed., Teach. Ed & Ed.Serv., Human Resources.	Open
Vis. Asst.Prof.	Anthropology	Open
Vis. Asst./Assoc.Prof.	Computer Science	Feb.15
SUNY/POTSDAM		
President	Administration	Dec.01
SUNY/STONY BROOK		
Research Supt. Spec.	Pharmacology	Dec.05
Research Supt. Spec.	High Energy Physics	Dec.07
Staff Assistant	Pharmacology	Dec.09
Asst. Prof. (4)	Pathology	Open
Assoc./Full Prof.	Thoracic Surgery	Open
Instr./Asst. Prof.	Emerg. Medicine	Open
Community Rel. Assoc.	Univ. News Serv.	Dec.09
Asst. Prof.	Design-Theatre Arts	Dec.09
SUNY/COLLEGE OF TECHNOLOGY/DELHI		
Instr./Asst. Prof.	Business Adminis.	Dec.09
Instr./Asst. Prof.	Data Structures	Dec.09

*Deadline for receipt of applications.
For further information, contact Helen Rybak, Ext. 5102.

[IF YOU WISH TO RETAIN THE FIRST PAGE OF THE COLLEGE BULLETIN, PLEASE XEROX THIS FORM.]

CELEBRATION OF DIVERSITY

Publicity Information Form

Return to: Arts and Humanities, RH 222, no later than 4 p.m. on
December 16

If you have scheduled an on-campus public event related to diversity for February or March, please complete and return this form. This information will be used in a bimonthly calendar to apprise the college community of forthcoming events in our yearlong celebration. (Each calendar will also feature a section announcing major events coming later in the year, so if the dates and other details are firm, please submit information now.)

Please double check all information for completeness and accuracy, especially dates, times, and spellings of persons' names.

TYPE OR PRINT

Date(s) of event _____

Type of event (e.g., film, lecture, exhibition) _____

Title of event _____

Full name of speaker, performer, artist, or group (please include relevant information such as titles, professions, etc.) _____

Location of event (building and room) _____

Starting time(s) of event _____

Admission fee _____

Sponsoring organization(s) _____

Full name of contact person _____ Phone _____

PLEASE INFORM ARTS AND HUMANITIES OF ANY CHANGES IMMEDIATELY

RH 222, Ext. 6326

Buffalo State
College

College Bulletin

Volume XXXIV

Number 14

December 8, 1988

OFFICIAL NOTICES

FROM THE PRESIDENT

I. ASSOCIATE VICE PRESIDENT APPOINTED. Vice President Caputi and I are pleased to announce the appointment of Dorcas Colvin as associate vice president for faculty and staff relations effective Jan. 3.

Ms. Colvin comes from William Patterson College of New Jersey where she has been a staff member since 1981, having served as assistant director of faculty and staff relations, then as director, before her appointment to the position of executive assistant to the president. For several years she also worked in personnel administration at the University of Iowa.

Ms. Colvin received her baccalaureate degree from Brown University and her master's degree from the University of Iowa.

She is program chairperson of the New Jersey Association for Affirmative Action in Higher Education and was appointed by the New Jersey chancellor of higher education to the State College Autonomy Transition Task Force. In addition, she was an officer of the Urban League of Essex County, N.J.; an Education Policy Fellow, Institute for Educational Leadership, Washington, D.C., and campus coordinator for the National Identification Program of the American Council on Education's Office of Women in Higher Education.

Ms. Colvin will join Dr. Jeffrey Brandwine in providing leadership for the campus in labor relations, faculty/staff development, and personnel contract administration.

II. DIRECTOR APPOINTED. Vice President Caputi and I are pleased to announce the appointment of Slawko Medinac as director of budget and information services effective immediately. Mr. Medinac had served as director of institutional research since 1982 and prior to that as a research associate since 1977.

The Budget and Information Services Office, which was created as a part of the streamlining initiative of Finance and Management announced in April 1988, combines Institutional Research and related information services with the operation of the Budget Office.

III. REQUEST FOR PROPOSALS: AN ANALYSIS OF EMPLOYMENT AT BUFFALO STATE COLLEGE. As part of our effort to recruit the best faculty and staff at Buffalo State College, we are seeking a proposal for a study to demonstrate the factors that make joining the staff at the college an attractive choice. The study should compare Buffalo State College to several comparable institutions around the country and should address factors such as salaries and fringe benefits, cost of living (housing, medical services, food, etc.), and "quality of life." The clear intention is to use the

study as source material for developing faculty recruitment materials.

Peer institutions should be identified. The proposals should address (1) the factors on which these institutions would be compared with Buffalo State College (not necessarily limited to items mentioned above), (2) the means by which the comparisons would be done and sources of data, (3) the form in which results will be presented, (4) projected cost for undertaking this project or a range of cost alternatives, (5) timeline of activities.

Proposals by individuals or teams of faculty and staff will be accepted through Feb. 15. Project will be awarded by March 15 and should be completed by Aug. 1. If there are questions regarding the project or proposals, please contact the President's Office, ext. 4101.

IV. DOPS REVISION. Following recommendations of the executive administrative staff in Academic Affairs and consultation with the College Senate, I am approving the revision of the college policy on Interdisciplinary Units (Directory of Policy Statements III:03:00). The revision is included here as an attachment to this issue of the Bulletin. Offices with a complete copy of DOPS should make this change.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. POD GRANT PROGRAM. The Professional and Organizational Development Network in Higher Education is soliciting applications for proposals that increase research and exchange of information on issues in higher education and strengthen institutional and faculty development programs. The maximum award is \$1,000.

There are two categories of awards. The first is in research, with a focus either on classroom projects that investigate basic teaching/learning questions or on institutional or professional development. The second category is for projects that implement, expand, or revitalize programs of professional, organizational, or instructional development.

Applications are restricted to two descriptive pages and the deadline is Feb. 6. For further information and application format, contact Wendel Wickland, ext. 4238, or Nan Lund, ext. 5901.

II. BUTLER LIBRARY LATE NIGHT STUDY. The library will offer late night study hours to afford students a quiet place to study from 11 p.m. to 2 a.m. Sunday-Thursday, Dec. 11-21. The first floor lounges, Information Services Room, and Bound Periodicals will be open for studying only. No service points will be staffed and book stacks, including Curriculum Lab and Current Periodicals & Reserve, will be closed.

FROM THE CHAIRMAN OF THE COLLEGE SENATE

I. CURRICULAR RECOMMENDATIONS. The following curricular items have been approved by the College Senate Curriculum Committee and forwarded to the President for his consideration:

a. New course proposals:

- INT 670 - Production and Inventory Management
- INT 675 - Just-In-Time Manufacturing
- INT 685 - Research Design and Methodology
- PHY 512 - Mechanics, Energy and Motion
- PHY 515 - Electricity, Magnetism and Applications
- PHY 518 - Wave Phenomena and Optics

b. Course revisions:

- JBS 310 - International Communication
- MAT 381 - Probability
- MAT 382 - Mathematical Statistics
- PHY 111 - University Physics I
- PHY 112 - University Physics II
- PHY 213 - University Physics III

- PHY 303 - Heat and Thermodynamics
- PHY 305 - Modern Physics
- PHY 308 - Optics
- PHY 320 - Introduction to Theoretical Physics
- PHY 325 - Electronics
- PHY 406 - Introduction to Quantum Physics
- PHY 408 - Nuclear Physics
- PHY 410 - Advanced Physics Laboratory
- PHY 411 - Introduction to Solid State Physics
- PHY 425 - Classical Mechanics
- PHY 430 - Electromagnetic Theory
- PHY 431 - Electromagnetic Theory II
- PHY 520 - Internal Energy and Modern Physics
- PHY 525 - Frontiers in Nuclear Physics

2. CURRICULAR ITEMS. The following have been received in the College Senate office and forwarded to the Curriculum Committee for consideration:

a. New course proposals:

CNS 652 - Professionalism in Conservation II. This course is a continuation of CNS 651. Subjects discussed will center on the ethical and practical aspects of professional conservation activity. Visiting speakers from the conservation and allied professions will augment the instruction by the faculty. Students, each of whom majors in one of the three disciplines (paintings, paper or objects), will attend one of the three concurrent seminars aimed at enriching course material covered in previous semesters as well as introducing new topics for discussion and/or demonstration.

FLA 346 - Women in Foreign Literature. An examination of the contributions of women writers and of the portrayal of women as literary characters by male and female writers in one or more foreign literatures. Emphasis on authors, eras, topics and literature varies with instructors.

JBS 440 - Electronic News Gathering. Provides a perspective on electronic news gathering based on its history and ethics. Teaches the techniques of shooting and editing videotaped news stories. Using 3/4" portable equipment, students will shoot stories for news and feature programs.

b. Course revisions:

CHE 201L - Organic Chemistry Lab I. An introduction to basic organic laboratory operations. Methods of isolation, purification, and identification of organic compounds. Experiments will be chosen from a variety of possible topics such as synthesis, qualitative organic analysis and mechanistic studies.

CHE 202L - Organic Chemistry Laboratory II. A continuation of CHE 201L - Organic Chemistry Lab I.

3. GENERAL EDUCATION REVIEW COMMITTEE. Dr. Herbert Aurbach was elected as the representative from the Faculty of Natural & Social Sciences. Mr. Marc Batchelor was appointed as the student representative.

FROM THE DIRECTOR OF THE PERFORMING ARTS CENTER

I. RESERVATIONS. In accordance with the Guidelines for Use of the BSC Performing Arts Center (Rockwell Hall Auditorium, Rockwell Recital Hall, Upton Auditorium, College Learning Lab Auditorium, and other ad hoc performance spaces), adopted in February 1986 and published in the Nov. 20, 1986 College Bulletin, reservations for use of Rockwell Hall Auditorium by faculty, staff, and students (the priority users) for the 1989-90 academic year will be accepted from now through Feb. 1, 1989.

Requests are on a first-come, first-served basis and only events sponsored by faculty, staff, or students will be considered until Feb. 1. Outside groups may not contract for space until March 1, 1989.

On-campus groups are not charged a rental fee, but may be responsible for personnel and supply costs

incurred as a result of their use of the space.

If you wish to book a reservation for the 1989-90 academic year, please call Steve Scott-Martin, ext. 3032, or stop by RH 210 between now and Feb. 1, 1989.

II. ROCKWELL HALL SCHEDULING. A meeting to schedule the events of first priority users of Performing Arts Center space, primarily Rockwell Hall auditorium, will be during Bengal Pause (12:15-1:30 p.m.), Tuesday, Feb. 7, in the auditorium. Detailed PAC use guidelines were printed in the Nov. 20, 1986 Bulletin, but for your convenience, those guidelines (5.5-5.7) pertaining to this meeting are reprinted following this item.

Each BSC department, organization, and program that is represented at the Feb. 7 meeting will be able to secure 1989 priority scheduling. No rental or equipment fees are charged on-campus users, but there could be some out-of-pocket expenses depending upon the needs of a given presentation. Such expenses are defined as those incurred in a use of a facility not covered by the college as ongoing support; furthermore, they are incurred at the request of the user group and with its prior approval.

For information on dates available and the fee schedule, please contact the Performing Arts Center, RH 210.

5.3 Priority Groups

The following priorities will be used as a guideline for scheduling space allocations in the Buffalo State College Performing Arts Center. Subdivisions within a numbered group (e.g., a and b) will not affect the sponsor's scheduling priority. This section is to be administered in conjunction with Sections 5.4 and 5.5 and 5.6 to determine priority.

1. a. Events sponsored by the President, Vice Presidents, or the Buffalo State College Performing Arts Center (e.g., the Honors Convocation).
- b. Events sponsored by academic departments, involving faculty as primary participants.
- c. Events sponsored by academic departments or college organizations involving students as primary performers.
2. Events sponsored by college organizations involving non-college participants.
3. Events sponsored by non-college organizations.

5.4 Meeting for First Priority Groups (1a, 1b, 1c)

First Priority Users who wish the protection of the priorities schedule should attend a scheduling meeting held annually the first week in February. The meeting will be chaired by the Director of the Buffalo State College Performing Arts Center or designee. Representatives of each First Priority User will work to determine a mutually agreeable schedule and minimize conflicts for the following season. Any remaining conflicts will be resolved by the Director. Additional meetings will be held if necessary. The Director will publish a preliminary calendar showing first priority usage by Feb. 21.

5.5 Requests by Other Priority Groups (2, 3)

All other users who wish the protection of the priority schedule should submit written requests by March 7. Users may submit requests before the scheduling meeting of First Priority Users. The Director will bring these requests to the attention of First Priority Users, who will be asked to take these requests into consideration. No general meeting will normally be held with other users. However, user representatives will occasionally be asked to meet with the Director to discuss their specific needs.

5.6 Late Requests

Facility requests submitted after the deadlines above will be accommodated to the fullest extent possible. In general, such requests will be honored on a first-come, first-served basis.

5.7 Cancellations and Postponements

Public events scheduled for the Buffalo State College Performing Arts Center are soon widely publicized through the region. Cancellations and postponements after public announcements have been made are an embarrassment to the performer, sponsor, the Buffalo State College Performing Arts Center, and the college. Cancellations should be avoided except as a last resort.

If an event must be cancelled, the sponsor is responsible for publicizing the cancellation through the sponsor's normal publicity channels. In addition, the sponsor is required to:

1. Notify the Center Director in writing.
2. Post appropriate notices.
3. Arrange for a person to be at the place and time of the originally scheduled event to inform those who may not have otherwise been advised.

ITEMS OF INTEREST

BOOK DONATIONS. The Buffalo Branch of the American Association of University Women is asking for book donations for their March 29-April 1, 1989 used book sale. In order to better accommodate faculty and staff who may have some books they wish to donate to the sale, books may be taken to the director's office in Butler Library, Monday-Friday, 9 a.m. to 4 p.m. The sale benefits the association's fellowship programs and all donations are tax deductible.

NEW FACULTY/STAFF EAP AEROBICS SCHEDULE: Monday, Wednesday, and Thursday, 5:15-6:15 p.m., HG 213.

FSA BOARD OF DIRECTORS MEETING will be held on Tuesday, Dec. 13, at 8 a.m. in MH Brown Bag Room. All members of the campus community are invited to attend.

FSA COLLEGE STORE HOLIDAY SCHEDULE is as follows:

Friday, Dec. 23, 8 a.m.-3:30 p.m.; Saturday-Monday, Dec. 24-26, CLOSED; Tuesday-Friday, Dec. 27-30, 8 a.m.-4 p.m.; Saturday-Monday, Dec. 31-Jan. 2, CLOSED; Tuesday-Friday, Jan. 3-6, 8 a.m.-4 p.m.; Saturday, Jan. 7, CLOSED; Monday & Tuesday, Jan. 9-10, 8 a.m.-4 p.m.; Wednesday & Thursday, Jan. 11-12, 8 a.m.-7:30 p.m.; Friday, Jan. 13, 8 a.m.-4 p.m.; Saturday-Monday, Jan. 14-16, CLOSED.

Spring opening schedule: Wednesday and Thursday, Jan. 11-12, 8 a.m.-7:30 p.m.; Friday, Jan. 13, 8 a.m.-4 p.m.; Saturday-Monday, Jan. 14-16, CLOSED; Tuesday-Thursday, Jan. 17-19, 8 a.m.-9 p.m.; Friday, Jan. 20, 8 a.m.-5 p.m.; Saturday, Jan. 21, 11 a.m.-2:30 p.m.; Monday and Tuesday, Jan. 23-24, 8 a.m.-8 p.m.; Wednesday and Thursday, Jan. 25-26, 8 a.m.-5:30 p.m.; Friday, Jan. 27, 8 a.m.-3:30 p.m.; Saturday, Jan. 28, 11 a.m.-2:30 p.m.; Monday, Jan. 29, resume regular hours.

B U F F A L O S T A T E C O L L E G E

DIRECTORY OF POLICY STATEMENTS

Policy Number: III:03:00

Revision (11/15/88)

Initial Policy: March 1982

Interdisciplinary Unit

The need for interdisciplinary faculty structures has been apparent on this campus for several years. Various responses to the need have been designed and have enhanced the intellectual environment of the campus and have stimulated the interdepartmental curricular efforts. It now seems appropriate to define an "interdisciplinary unit," so that it will be clearly understood by its participants as well as by the college community, so that it will provide curricular flexibility but protect academic integrity, and so that it will be consistent with the mission and objectives to be fulfilled by the campus.

1. Definition of Interdisciplinary Unit

- a. An interdisciplinary unit may be established when an academic (a major or a minor or certification) program is approved in an area where it has been clearly demonstrated that an existing administrative unit cannot appropriately administer the program.
- b. College Senate will be consulted prior to formation of an interdisciplinary unit. (see 3 below)
- c. Interdisciplinary units will report to a dean.

2. Functions of the Interdisciplinary Unit

- a. The unit will maintain course and other requirements for its program, referring recommended program changes, as appropriate, to the dean and to the curriculum committee.
- b. The unit will stimulate, through existing departments, the development and offering of appropriate courses and coordinate course offerings for the completion of majors and minors.
- c. The unit will recommend departmental courses for crosslisting to indicate department courses applicable to the interdisciplinary unit.
- d. The unit will recruit and advise students, check audit sheets for the unit program, and perform such other administrative tasks for its program as may be necessary.

3. Formation of an Interdisciplinary Unit

An Interdisciplinary Unit is established by the administration after consultation with the College Senate. That consultative process has four steps:

- Academic Affairs informs the Senate that it wants to establish an interdisciplinary unit.
- A prospectus of the unit is submitted to the Senate that includes the organization of the unit, why existing units are inadequate to administer an academic program, what departments will be involved in the unit, and what their respective roles will be, and finally, how faculty members will be identified and asked to participate.
- The Academic Plan Committee reviews the above statement and requests any necessary clarifications and additional information from Academic Affairs or the appropriate faculty proposing the creation of such a unit.
- The Academic Plan Committee reports back to the Senate with its findings and makes appropriate recommendations for Senate considerations.

It is the responsibility of the College Senate to broaden the consultation process to other Senate committees should that be seen as appropriate.

4. Membership of the Interdisciplinary Unit

Faculty may gain membership in an interdisciplinary unit by application and by recommendation of the faculty of the interdisciplinary unit, with the approval of the faculty member and faculty member's primary department, the dean of the faculty, and the academic vice president. The faculty of the unit may teach, advise, or otherwise contribute to the program. The specific expectations for the interdisciplinary unit faculty appointment will be designated at the time of appointment and will be compatible with the expectations for the unit.

5. Leadership of the Interdisciplinary Unit

- A faculty member nominated by the unit members and approved by the dean and the vice president for academic affairs will be appointed by the president to serve as coordinator of the interdisciplinary unit and will report to an academic dean, as assigned.
- The coordinator will have a reduced teaching load, in order to coordinate the activities of the interdisciplinary unit.

Buffalo State
College

College Bulletin

Volume XXXIV Number 15 December 15, 1988

OFFICIAL NOTICES

NEXT BULLETIN

The deadline for the next issue will be noon, Tuesday, Jan. 10.

FROM THE PRESIDENT

I. **APPROVALS.** I have approved the following program revisions, new courses, and course revisions which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the vice president for academic affairs: **Program Revisions** - B.S. in Geosciences. **New Courses** - INT 670 Production and Inventory Management, INT 675 Just-In-Time Manufacturing, INT 685 Research Design and Methodology, PHY 512 Mechanics, Energy and Motion, PHY 515 Electricity, Magnetism and Applications, PHY 518 Wave Phenomena and Optics. **Course Revisions** - BIO 412 Title change from Chordate Development to Embryology, CRJ 101 Introduction to Criminal Justice and Administration, CRJ 402 Advanced Administration in Criminal Justice, CRJ 406 Introduction to Correction Management, CRJ 408 Proseminar in Criminal Justice, ISM 260 Data Structures, ISM 351 Structured Programming, ISM 425 Comparative Computer Language, JBS 310 International Communication, MAT 381 Probability, MAT 382 Mathematical Statistics, PHY 111 University Physics I, PHY 112 University Physics II, PHY 213 University Physics III, PHY 303 Heat and Thermodynamics, PHY 305 Modern Physics, PHY 308 Optics, PHY 320 Introduction to Theoretical Physics, PHY 325 Electronics, PHY 406 Introduction to Quantum Physics, PHY 408 Nuclear Physics, PHY 410 Advanced Physics Laboratory, PHY 411 Introduction to Solid State Physics, PHY 425 Classical Mechanics, PHY 430 Electromagnetic Theory, PHY 431 Electromagnetic Theory II, PHY 520 Internal Energy and Modern Physics, PHY 525 Frontiers in Nuclear Physics.

II. **CAMPAIGN RESULTS.** The rush of the fall SEFA/United Way Campaign is behind us and it is with great pleasure that I announce the final results of another record-breaking campaign. For the first time the campus drive reached \$80,001, an increase of \$5,250 over the previous year. Our thanks to the over 1,000 faculty and staff members and the students who made this possible.

Once again, as a college family we have provided leadership beyond this campus for all state agencies in Western New York. Without your participation this could not have been realized. With your support Buffalo State was once again one of the "success stories" of this annual community appeal.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. **SCANNER/TEST SERVICES.** To accommodate the college community during Critique and Evaluation period, Dec. 16-22, test scoring service hours will be Monday-Thursday, 8:30 a.m.-7 p.m.; Friday, 8:30 a.m.-4:30 p.m. After hours drop off/pick up can be arranged by calling ext. 4204 for entry into GC 321. Tests will be processed as soon as possible and faculty will be notified of completion for pick up. To avoid unnecessary delays in processing please check to be sure you have two identical key sheets for each exam. Questions should be directed to either Jennifer McMahon or Marlene Kasprzak, ext. 5122.

II. **CSEA PRESIDENT HONORED.** I congratulate Richard F. Parker, president of CSEA, Local 640, on being selected for a 1988 Labor/Management Achievement Award. This award represents a joint commitment between the Governor's Office of Employee Relations and the Civil Service Employees Association to recognize the value of cooperation and the benefits when labor and management work together to improve the work environment.

The Buffalo State College community is quite proud of you!

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

1. **CURRICULAR ITEMS.** The following new items have been received in the Senate office and forwarded to the Senate Curriculum Committee for consideration:

- Minor: Music
- Course proposals:
 - CSP 634 - Issues in Adult Learning. An introduction to the nature of adult learning and the various programs and situations in which it occurs. Presents key issues in the field and presents various approaches to adult learning theory. Examines the nature of participation, adult learning environments nationally and internationally, and emerging trends.
 - GEG 370 - Introduction to Water Resource Planning. An introduction to water resource planning in the United States. Emphasizes project management and planning processes utilized by federal water resources agencies. A field trip and group project are required.
 - HIS 305 - Sex and Gender in History. An examination of the background and sources of some of the major sex and gender issues of our own day. Topics to be analyzed include the influence of historical and cultural factors on attitudes, changing understanding of the nature of sexuality in the Western world, influence of religion in moderating change, effect of disease in forming attitudes, and the development of the concepts of deviance, stigmatized behavior, and gender dysphoria.

2. **SENATE MEETING, 12/16/88, BA 116E, 3:00 pm:**

- Standing committee report: President's budget guidelines - Budget & Staff Allocations Committee.
- Old business: Task force on curriculum development and resource planning - interim report.
- New business: Presidential Search Committee - report to the Senate, including commentary.

3. **SENATE INTERNATIONAL EDUCATION COMMITTEE.** Dr. J. Gounard, Director, International Student Affairs, has been appointed administrative liaison to the committee.

FROM THE DIRECTOR OF PUBLIC AFFAIRS

I. **"HAPPENINGS" DEADLINES.** Items for the February-March issue of Happenings from Arts and Humanities faculty members are due in Lee Ann Grace's office by Monday, Dec. 19; all items from other faculties are due Thursday, Dec. 22, in Public Affairs, GC 515.

Events for Happenings are on-campus events open to

the general public such as lectures, plays, exhibitions, etc. Questions should be addressed to Jim Koelmel, ext. 4201.

ITEMS OF INTEREST

BOOK DONATIONS. The Buffalo Branch of the American Association of University Women is asking for book donations for their March 29-April 1, 1989 used book sale. In order to better accommodate faculty and staff who may have some books they wish to donate to the sale, books may be taken to the director's office in Butler Library, Monday-Friday, 9 a.m. to 4 p.m. The sale benefits the association's fellowship programs and all donations are tax deductible.

NEW FACULTY/STAFF EAP AEROBICS SCHEDULE: Monday, Wednesday, and Thursday, 5:15-6:15 p.m., HG 213.

FACULTY RECREATION HOURS: Pool: Mondays and Wednesdays, 12-2 p.m. Racquetball Courts: Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

A GREAT HOLIDAY GIFT PACKAGE, The Buffalo Philharmonic Orchestra is bringing the stars out with a great four-concert ticket package especially for BSC employees. You can enjoy four performances of fabulous music with our own orchestra, one of the top orchestras in the country, and top guest entertainers--at prices you can't resist. Choose from great classical works and popular tunes from the '60s to the '80s, from Broadway to vaudeville, from jazz to rock 'n roll.

Your four-concert series is just \$64 or \$56, a price that is discounted 30% off the price of single tickets. Four unforgettable evenings at an incredible price! As a series ticket buyer, you get not only fantastic prices, but exclusive benefits as well: no waiting in line, special dining privileges at Western New York restaurants, and exchange of tickets for another concert if you can't make it to one of the concerts in your series. Choose from: a pops series on Friday evenings, a symphony series on Friday evenings, or a sampling of both classical and pops on Saturday evenings.

Pick up your complimentary brochure with all the details from the Public Affairs Office, GC 515.

VACANCY NOTICES DECEMBER 13, 1988

Inquiries should be made at the appropriate campus as to the current status of the positions listed below:

<u>SUNY/GENESEO</u>		
Instr./Asst.Prof.	El. & Sec.Educ.	*D: Jan.31
<u>SUNY/HEALTH SCIENCE CENTER-SYRACUSE</u>		
TH Resp.Ther. II	Respiratory Ther.	Dec.20
TH Occup.Ther.III	Occupational Ther.	Dec.20
<u>SUNY/COLLEGE AT OLD WESTBURY</u>		
Tenure-Track Fac.	Liberal Arts	Jan.06
<u>SUNY/ONEONTA</u>		
Personnel Assoc.	Personnel	Dec.20
<u>SUNY/PURCHASE</u>		
Scenic Design Teacher	Design/Tech/Arts	Mar.10
<u>SUNY/STONY BROOK</u>		
Sr.Staff Asst.	Undergrad.Studies	Dec.20
Senior Counselor	Counseling Center	Dec.20
Administrator	Nursing Home	Dec.20
Staff Assoc.	Campus Residences	Dec.20
Staff Associate	Small Bus. Develop.	Dec.20
Asst. Director	Payroll	Dec.20
Instr.Support Tech.	DLAR	Dec.20
Faculty Positions	Mathematics	Open
Asst./Assoc. Prof.	Pharmacological Sci.	Open
Tenure-Track Fac. (2)	Physics	Jan.15
Instr./Asst./Assoc.	Med./Gastroenterology	Open
Instructor	Medicine	Open
<u>SUNY/COLLEGE OF TECHNOLOGY AT CANTON</u>		
Financial Aid Advisor	Financial Aid	Open
<u>SUNY/COLLEGE OF ENV. SCIENCE AND FORESTRY</u>		
Asst. Professor	Polymer Chemistry	Jan.30
Faculty Position	Outdoor Recreation	Jan.25

*Deadline for receipt of applications.

For further information, contact Helen Rybak, Ext. 5102.

Buffalo State College

College Bulletin

Volume XXXIV Number 16 January 12, 1989

OFFICIAL NOTICES

FROM THE PRESIDENT

I. PRINCIPLES AND PROCEDURES FOR COST REDUCTION.

Since early fall the vice presidents and I have been giving thought to the processes that would be used if the college is faced with the need to plan for a significant budget cut in the next fiscal year. The result was a draft paper entitled "Principles and Procedures for Cost Reduction." Early in November the paper was sent to the College Senate with a request for consultation. The paper was also shared with other groups on campus at that time. At the Dec. 16 College Senate meeting the Budget and Staff Allocation Committee recommended the document as being a "reasonable approach" to the problem. The Senate approved the recommendation.

Attached to this issue of the College Bulletin is the paper distributed to the Senate. It will serve now as the primary planning document should it be necessary to effect a significant reduction in the operating expenses at the college beginning April 1, 1989.

II. ADMISSIONS ADVISORY COMMITTEE. I am pleased to announce the formation of a Faculty/Staff Admissions Advisory Committee, appointed by me and the Director of Admissions Deborah Renzi. Members are: Dolores E. Battle, Fred E. Chapman, Robert J. Davitt, Nuala M. Drescher, Shirley A. Lord, Stan F. Medinac, John S. Montague, Constance W. Payne, Theresa F. Platek, Thomas J. Quatroche, and I. Joyce Swartney.

The committee is designed to follow the lead of the joint Senate/Administration ad hoc admissions committee of the last academic year and serves as a forum for discussions and advice to the Admissions Office from the broader college community.

The charge to the committee which will meet through the end of the next academic year is four-fold: (1) to assess the effects of some recent initiatives of the Admissions Office, (2) to assess the effects the program demands for freshman and transfer applicants, (3) to assess the effects of recent changes in admissions standards, (4) to make recommendations regarding changes or modifications in admissions standards.

III. PDQWL AWARDS. I am pleased to announce that the joint NYS/UUP Professional Development and Quality of Working Life Program has been continued in the 1988-91 Collective Bargaining Agreement. In addition to providing support for various campus-wide and multi-campus proposals, funding is available for Librarian Study Leaves, Professional Study Leaves, Experienced Faculty Travel Awards, and New Faculty Development Awards.

The application deadline for New Faculty Development Awards and Experienced Faculty Travel Awards is Feb. 17; for Librarian and Professional Study Leaves,

March 8.

A brief description of the PDQWL programs is outlined below. Complete guidelines and application forms are available from the Faculty and Staff Relations Office, GC 505.

(1) **New Faculty Development Awards.** Maximum Individual Award: \$750. Objective: To provide new, non-tenured, tenure track faculty, holding term appointments with seed money to enable them to conduct research, to apply the results of their scholarly work to the improvement of teaching, or to develop new skills which will enable them to increase their effectiveness or stature as teachers, scholars, or practitioners. Eligibility: New, non-tenured, tenure track faculty in the 08 bargaining unit holding term appointments. Initial date of appointment must be on or after July 1, 1988.

(2) **Experienced Faculty Travel Awards.** Maximum Individual Award: \$750 for travel and living expenses or \$500 for other appropriate activity. Objectives: To support travel to conduct research related to a specific approved project, travel to present an invited paper, chair a session or otherwise formally participate in the program of a professional conference, and travel to conferences, workshops, or seminars designed to enable participants to develop new instructional materials or strategies which relate to teaching responsibilities. Eligibility: All full- and part-time faculty members in the 08 bargaining unit who hold term or continuing appointments and were appointed prior to July 1, 1988.

(3) **Professional Study Leaves.** Maximum Individual Awards: \$5,000. Objectives: To assist employees in developing their full professional potential and in preparing for advancement. The proposed activity must enable the applicant to meet one or more of the criteria required in the Board of Trustees Policies, Article XII, Title C, and must have been rejected for fiscal reasons through regular campus sources. Eligibility: Any professional employee in the 08 bargaining unit.

(4) **Librarian Study Leaves.** Maximum Individual Award: \$5,000. Objectives: To assist employees in developing their full professional potential and in preparing for advancement. The proposed activity must enable the applicant to meet one or more of the criteria required in the Board of Trustees Policies, Article XII, Titles A and B and must have been rejected for fiscal reasons through regular campus sources. Eligibility: Employees holding the titles librarian, associate librarian, senior assistant librarian, and assistant librarian.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIR

I. COLLEGE POLICY REGARDING RELIGIOUS HOLIDAYS. In accordance with the college policy regarding religious holidays as stated in the September 1, 1988 issue of the College Bulletin, this is a reminder that the administering of evaluative examinations on Good Friday (March 24) will not be permitted.

II. ESTABLISHMENT OF SEARCH COMMITTEES. The following committees have been established to screen and recommend candidates for the positions of dean of arts and humanities and dean of natural and social sciences:

Arts and Humanities: Victor Balowitz, Kenwyn Boldt, John Davidson (student), John Dwyer, Susan Lemma (student), Mark Littlefield, Paul Martin (chair), John Montague, Michael Parks, Ronald Rabin, Barbara Sirvis, Joyce Swartney, Jonathan Thornton, and Jeffrey Wallace;

Natural and Social Sciences: Gerald Accurso, Herbert Aurbach, Monroe Fordham, William Ganley (chair), James Haynes, Kathryn Moran, Ramon Parkins (student), Theresa Platek, Alex Ratkowski, Howard Reid, Om Rustgi, Bonnie Sampell, and Sue Szczepanski (student). An announcement regarding the deanships is appended to this

III. APPOINTMENT OF ACTING DEAN OF ARTS AND HUMANITIES. Dr. Lee Ann Grace has been appointed to serve as acting dean of arts and humanities, effective January 3, 1989. Dr. Grace has served as associate dean since 1981 and has been a member of the college community since 1973.

IV. CONVERSATIONS IN THE DISCIPLINES. This is a reminder that the deadline for submission of proposals for the Conversations in the Disciplines program is Jan. 30. For further information call Bill Pershyn, ext. 6700.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. ETHICS IN GOVERNMENT LEGISLATION. The Ethics in Government Legislation went into effect on January 1, 1989 to address "potential" conflict of interest of state employees and officers.

The Ethics Act affects two primary areas including the "revolving door" issue, i.e., prohibiting various activities either during or subsequent to "employment" with the state agency. This is applicable to all officers and employees.

The second part of this legislation is a financial disclosure statement to be filed by May 15. This is applicable to all state officers and employees who are either in a policy-making position or earn more than \$30,000 per year.

The financial disclosure statement will be distributed to employees via payroll on or after April 1 and must be completed and returned to the commission, postmarked not later than May 15. Failure to do so or falsification of the document may result in a \$10,000 civil penalty and criminal prosecution (Class A Misdemeanor). The college will not be monitoring this process but will distribute the form.

The general public will be able to know what an individual owns but not the amount of market value. Requests to delete information, etc. may be made to the Public Advisory Council. If you have further questions, please call Jeff Brandwine, ext. 4821.

II. BUILDING DESIGNATION. After review and consultation it has been decided that effective immediately the building designations of North Wing and South Wing will no longer be used. These areas will now be referred to as Twin Rise North and Twin Rise South.

The Paul G. Bulger Lifelong Learning Center will keep its same room designation in Twin Rise and the computer center, soon to be located in Twin Rise basement, will have a location designation complementing the microcomputer classroom/laboratories already located there.

This change will make the student services offices which recently moved to Twin Rise South more accessible to students and facilitate both the signage program, which has reached the implementation stage, and the reworking of future campus maps. Appropriate changes will be made in future publications and all computer system files.

III. SURPLUS PROPERTY SALE. A sale of surplus college property will take place Jan. 21 from 8 a.m. to noon. Information regarding terms of sale and forms may be obtained from Rich Saddleson, GC 410, ext. 6835. The following sale items are in varying condition: range w/oven base, coffee maker (2), calculator programmable, reader microfilm, reader/printer microfilm, typewriter electric (9), kiln elec bench (2), reader easamitic, copier microcard, typewriter manual (2), composing machine, television (B&W), kiln (2), throwing (potter) wheels (5), potter wheel (5).

FROM THE SEFA/UNITED WAY CAMPUS CAMPAIGN DIRECTOR

I. PRIZES. Various prizes were donated for our SEFA/United Way Campaign, and the following winners were drawn at the solicitors' reception on Dec. 13:

Category-100% Participation. Sunday brunch at Hyatt (for two)-Academic Advisement, Special Programs, International Exchange, Student Teaching; two tickets, "From the Mississippi Delta"-Consumer Studies and Home Economics; two tickets to the movies-Bursar's Office.

Category-Solicitors. Brunch for two at Albright-Knox-Keith Curry; two tickets to the movies-Edward Gleason; two Sabres hockey tickets-Scott Isaksen; two tickets to the movies-Abel Fink. **Category-Individual Contributors.** two Sabres hockey tickets-Jean Hawkes; two tickets to the movies-James Bagley; candy dish and coaster set-Carolyn Rose; Entertainment Book-Marjorie Sciolino.

Category-\$25 and Over Contributors. Membership in Burchfield Art Center-Richard Seibert; gift certificate to Harlan's-Ken Cross; portrait-Susan Kendt; two tickets to "From the Mississippi Delta"-Mary Davis; two tickets to the movies-Mary Graue and Michael Christman.

IN MEMORIAM

We were saddened to learn of the death of Walter B. Greenwood on Jan. 4. Dr. Greenwood joined the English faculty in 1950. During his BSC career he also served as director of summer session, dean of arts and sciences, and vice president for academic affairs.

Active in numerous campus faculty associations, Dr. Greenwood chaired the President Fretwell inaugural committee and was faculty adviser to the Elms. In addition, Dr. Greenwood reviewed about 2,000 books for the Buffalo News.

Our sympathy goes to his wife Rhoda and son Calvin. Memorials may be made to the charity of your choice. A memorial service will be held at 11 a.m. Saturday, Jan. 21, in Kenmore Methodist Church, 32 Landers Rd., Kenmore.

ITEMS OF INTEREST

TAX FORMS. Selected federal and New York State income tax forms and instructions are available to the college community at BL Information Services.

CLL LOTTERY. The College Learning Laboratory is currently accepting applications for the annual lottery for the selection process of students to attend the school beginning September 1989. If you are interested in securing an application for your child, grandchild, etc., please call ext. 6411. The deadline for receipt of applications is Feb. 10.

**VACANCY NOTICES
JANUARY 10, 1989**

Inquiries should be made at the appropriate campus as to the current status of the positions listed below:

SUNY/BUFFALO STATE COLLEGE

LOCAL TITLE: Dean, Natural & Social Sciences
BUDGET TITLE: Dean, Natural & Social Sciences
RANK: M/C PR-5 **SALARY:** \$60,-\$65,000
DATE OF HIRE: September 1, 1989
APPL. DEADLINE: February 1, 1989
DESCRIPTION OF DUTIES: Provide academic leadership including curriculum development and review; faculty recruitment, review and advancement; encouragement of scholarly/creative endeavors; represent faculty on various administrative and advisory bodies; work closely with Academic Affairs Executive Staff, other Academic Deans, and Officers of the College.
QUALIFICATIONS: Demonstrated significant leadership abilities to foster environment conducive to teaching, learning and scholarship; commitment to Affirmative Action; successful and relevant academic administrative experience; appropriate terminal degree in area represented within faculty; excellent record of teaching and scholarly/creative activity; ability to represent needs and concerns of faculty to variety of constituencies; interact cooperatively and collegially with students, faculty & administrators.

LOCAL TITLE: Dean, Arts and Humanities
BUDGET TITLE: Dean, Arts and Humanities
RANK: M/C PR-5 **SALARY:** \$60-\$65,000
DATE OF HIRE: September 1, 1989
APPL. DEADLINE: February 1, 1989
DESCRIPTION OF DUTIES: Provide academic leadership including curriculum development and review; faculty recruitment, review and advancement; encouragement of scholarly/creative endeavors; represent faculty on various administrative and advisory bodies; work closely with Academic Affairs Executive Staff, other Academic Deans, and Officers of the College.
QUALIFICATIONS: Demonstrated significant leadership abilities to foster environment conducive to teaching, learning, and scholarship; commitment to Affirmative Action; successful and relevant academic administrative experience; appropriate terminal degree in area represented within faculty; excellent record of teaching and scholarly/creative activity; ability to represent needs and concerns of faculty to variety of constituencies; interact cooperatively and collegially with students; faculty & administrators.

Asst. Prof.	Psychology	*D: Open
Asst. Prof.	I.S.M.	Apr.15
Asst. Prof. (2)	Nutr. & Food Sci.	Mar.01
Asst. Prof.	Jour., Brdctng. & Speech	Feb.10
Asst. Prof.	Speech Language,	Mar.01
	Pathology & Audiology	
Asst. Prof.	Performing Arts	Jan.20
Asst. Prof.	Design	Feb.01
Asst. Prof.	Biology	Feb.01
Asst. Prof.	Chemistry	Mar.15
Dept. Chair	Exceptional Educ.	Feb.01
Asst. Prof.	Sociology	Mar.01
SUNY/ALBANY		
Controller	Proj. Admin. Officer	Jan.16
SUNY/BINGHAMTON		
Postdoctoral Assoc.	Chemistry	Feb.01
Asst./Assoc. Prof.	Race/Gender Studies	Jan.16
Asst. Prof.	Society/Com. Health	Jan.16
Asst. Prof. Entry	Art History	Jan.31
Asst./Assoc. Psychologist	Clinical Teaching	Open
Asst. Prof.	Accounting	Open
Asst. Prof.	Marketing	Open

SUNY/BROCKPORT		
Hd. Track Coach	Phys. Education	Feb.01
Soccer Coach	Phys. Education	Feb.10
Asst. Prof.	Scene Design & Teach.	Jan.31
Asst. Prof.	Art History	Apr.01
SUNY/CORTLAND		
Lecturer, Coach	Phys. Education	Feb.01
SUNY/FREDONIA		
Asst. Prof.	Theatre	Jan.20
SUNY/PLATTSBURGH		
Adj. Faculty P/T	Educ. Social Science	Open
SUNY/PURCHASE		
Staff Assistant	Performing Arts Ctr.	Open
SUNY/STONY BROOK		
Med. Plan Adminis.	CPMP	Jan.16
Sr. Med. Plan Adminis.	CPMP	Jan.16
Research Supp. Spec.	Allergy, Rheuma.	Jan.16
Research Supp. Spec.	Surgical Oncology	Jan.16
Health Educator	Preventive Medicine	Jan.16
Research Supp. Spec.	Bio Tech.	Jan.16
Research Supp. Spec.	Neurobiology	Jan.16
SUNY/COLLEGE OF AGRICULTURE & TECHNOLOGY AT MORRISVILLE		
Director of EOP	Student Affairs	Jan.16

*Deadline for receipt of applications.

For further information, contact Helen Rybak, Ex. 5102.

Groceries run out but friends never do.



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Central Referral Service
a United Way agency



United Way
of Buffalo & Erie County

POSITION ANNOUNCEMENT

STATE UNIVERSITY COLLEGE AT BUFFALO

Dean, Faculty of Arts and Humanities
Dean, Faculty of Natural and Social Sciences

Buffalo State College invites applications and nominations for two academic deanships. The largest college of arts and science in the State University of New York system, Buffalo State is located in the heart of an ethnically diverse and culturally rich major metropolitan area which offers excellent opportunities for personal and professional satisfaction and growth. A dynamic faculty of 450 serves an enrollment of approximately 12,000 students, providing a superb array of more than 100 academic programs.

Responsibilities: Reporting to the vice president for academic affairs, deans are responsible for providing academic leadership within their respective faculties. This includes initiatives related to strategic planning; curriculum development and review; faculty recruitment, review, and advancement; and encouragement of scholarly/creative endeavors. The deans also represent their faculties on various administrative and advisory bodies and must be able to work closely with executive staff in Academic Affairs, with other academic deans, and with officers of the college.

Requirements: The college seeks candidates who have demonstrated significant leadership abilities, who are dedicated to fostering an environment conducive to teaching, learning, and scholarship, and who have an appreciation for pluralism and a commitment to affirmative action. Additional requirements include successful and relevant academic administrative experience, an appropriate terminal degree in an area represented within the faculty, an excellent record of teaching and scholarly/creative activity, and an ability to represent effectively the needs and concerns of the faculty to a variety of constituencies and to interact cooperatively and collegially with students, faculty, and administrators.

Dean, Faculty of Arts and Humanities: The Faculty of Arts and Humanities consists of approximately 140 full-time faculty members and is organized into the departments of Art Conservation; Art Education; Design; English; Fine Arts; Foreign Language; Journalism, Broadcasting, & Speech; Performing Arts; and Philosophy & Religious Studies. The faculty houses a wide variety of undergraduate baccalaureate programs reflective of these departments as well as master's-level programs in English (M.A. and M.S.), art education, and art conservation.

Dean, Faculty of Natural and Social Sciences: The Faculty of Natural and Social Sciences consists of approximately 150 full-time faculty members and is organized into the departments of Anthropology; Biology; Chemistry; Earth Sciences & Science Education; Economics; Geography & Planning; Health, Physical Education & Recreation; History & Social Studies Education; Mathematics; Physics; Political Science; Psychology; and Sociology. The faculty houses a wide variety of baccalaureate programs reflective of these departments as well as master's-level programs (M.A. and M.S.) in chemistry, biology, earth science, mathematics, and history and social studies education.

Candidates must submit a letter of application addressing the above, a current resume, and the names, telephone numbers, and addresses of at least three references. Screening of applications will begin **February 1, 1989**, and continue until the conclusion of the search. (The positions will be available September 1, 1989.) Applications and nominations should be addressed to:

Paul Martin, Chair, Search Committee for Dean of Arts & Humanities
OR
William Ganley, Chair, Search Committee for Dean of Natural & Social Sciences
Cleveland Hall 519

An Affirmative Action/Equal Opportunity Employer

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Principles and Procedures for Cost Reduction

Buffalo State College is in robust health with enrollment and revenue above targets. Expenses are at or below budgeted levels. The mission of the college is broad and we are serving our students and the Western New York community well.

In the event that New York State executive policy makers mandate significant cost reduction measures for fiscal year 1989-90, the following principles and procedures will be in effect.

Principles:

1. Give all possible support to SUNY in its struggle to preserve the fiscal base in light of current financial problems in New York state while arguing the fiscal strength of this college and the leanness of our budget.
2. Prudent fiscal restraints including a partial hiring freeze will be implemented during 1988-89 to insure maximum flexibility at the beginning of the new fiscal year. To the fullest extent possible the college seeks to maintain the employment of its faculty and staff.
 - o No new full-time tenure-accruing faculty will be hired until after the beginning of the new fiscal year. Because faculty recruiting is often difficult, a reasonable number of faculty searches should however be initiated following authorization by the vice president. Written approval of the vice president for academic affairs and concurrence of the president is necessary for the appointment to the faculty.
 - o Similarly, recruitment of professional and clerical staff may be undertaken with the same caveat and under the same conditions. An exemption to the freeze on support positions must be requested from the president.
 - o In expenditure of Other Than Personal Service (non-payroll) funds, careful consideration shall be given to purchase supplies which might be carried over to the next fiscal year.

3. The long-range interests of the college are paramount. To the fullest extent possible cost reductions will be made with a balanced approach. Each sector of the community contributes to the need for and effectiveness of other sectors to some degree. The college must be selective and analytical. Assessments must be made in a professional manner. Personalities will not be used as a measure of effectiveness. To the fullest extent possible, the various provisions of the negotiated labor contracts relative to terminations and layoffs will be observed.
4. Given the leanness of the current level of faculty and professional staff, any significant reduction in expenses will require a corresponding reduction in enrollments. We will not be able to serve as many students. The reductions must be phased over a 2-4 year period to avoid the undesirable effects of a very small freshman class followed by somewhat larger incoming classes.
5. There is no single criterion which can adequately target areas for reductions. Rather, multiple criteria will be used. For example,
 - o Contribution to the Mission of the College. The college over the past decade has broadened its mission within the Western New York community. We have, for example, significant involvement in economic development, cultural affairs, efforts for the improvement of access to higher education for minority communities and assistance to teachers to enhance retention on our public schools. All of these are important to the college and region. Any significant reduction will require careful assessment.
 - o Program Integrity. The college has a broad and rich undergraduate curriculum and a selected number of graduate programs. Students have many choices of disciplines and co-curricular educational experiences. To the fullest extent possible we must strive to preserve this diversity. We must nevertheless recognize on the undergraduate level such concepts as "the centrality of a discipline" to a liberal arts education and the "critical mass of a department" below which we jeopardize the health of the unit and the viability of programs.
 - o Centers of Excellence. Arguably, departments/units/programs which have been recognized on the state or national level for contributions to the discipline, science or pedagogy should have that status taken into consideration.
 - o Competitive Edge. Students attend Buffalo State College for many reasons - programmatic, cost, accessibility, size, appearance, etc. Students, parents, and visitors are quick to observe a deterioration of the campus environment in both the physical as well as human contact terms. Significant cost reductions must not unduly restrict our ability to attract students in sufficient numbers to maintain enrollments in the future.
 - o Revenue. The college must maintain its ability to meet the tuition revenue targets which are part of the budget.

- o Productivity. A very high level of productivity will not in and of itself protect a department or program from cost reduction. Inversely, low productivity will not necessarily target a department or program for cost reduction.
- o State/Federal Regulations and Other Mandates. The college must remain in compliance with state and federal laws/regulations and other mandates. Health and safety must remain at acceptable levels. Mandated services for students (e.g., processing financial aid) must continue at acceptable levels. Standards of accrediting agencies must be observed to the fullest extent possible.

Procedures

1. Share in a timely fashion all important communications between the college and SUNY Central as they become available.
2. Draft a paper containing principles and procedures for reaching decisions on cost reductions for 1989-90. (November 1988)
 - o Share early draft with the College Senate.
 - o Share drafts with all bargaining agents on campus.
 - o We invite their comments and suggestions within 30 days. Meetings can be held to discuss that draft.
3. Establish a data/resource file which will contain the essential elements of the data supporting the decision making process. The 1988 Departmental Data Book, Personnel Data System Summary Studies, and CASH summaries are examples of data sources. (October 1988-January 1989)
4. Look for new ideas or new applications of well known strategies to reduce the impact on personnel. Explore these before they are needed. (For example, early retirement plans, phased retirement, job sharing, reassignments, lend lease arrangements, etc.) (October-December 1988)
5. In the event that specific reductions are mandated by the chancellor, invite the College Senate's Budget and Staff Allocations Committee to participate in the development of priorities for budget reductions at the college. These priorities must recognize the vision of what Buffalo State College ought to be, the fiscal constraints placed on us by the state and the contractual obligations placed upon us by agreements between the state and the bargaining units. We would present these priorities to the various bargaining units on campus and invite their comments and suggestions for change. In as far as it is practical, meetings will be held with these groups to discuss the proposals.
6. Final decisions on reductions will be made by the president.

Timetable

- Given the current uncertainty of the state budget situation and the lack of concrete information, any attempt to project a definite time line for the budget development/implementation phases is futile. The following is one scenario.
- August: Draft president's statement was submitted on schedule. No preliminary information (targets) were available from SUNY Central staff. Ask for BSAC comments. Chancellor Johnstone responded to Dall Forsythe's call letter.
- September: Strategy session in Albany (chancellor, campus presidents and SUNY Central staff) on September 9. Final budget requests from campus due at end of month. Will it be business as usual or significant reduction in base? A very tough decision in view of Governor Cuomo's stance last spring with respect to SUNY. Negotiation continued until mid-October.
- October: University budget is developed by SUNY Central staff, submitted to Division of the Budget with approval of Trustees at the end of the month. The college was approved for a 48 million dollar budget (9.4 percent increase).
- November: Election year for Assembly and Senate; political pressures begin to build. An announcement of the fiscal condition of the state is expected six months into the fiscal year. A further reduction is possible for the current year.
- December/January: Executive branch formulates state budget to be presented to Legislature at middle of January. Now the governor is on the record! If the budget mandates significant cost reductions beginning April 1, will those be restored by the Legislature before that date? Some significant dollar savings can occur before June 1 at most will occur from September 1, 1989 through March 31, 1990, at the budget level. This has a balloon effect—a larger reduction must be made at the end of the fiscal year to have total reduction at the correct level for the entire year.

RAM:ml

Buffalo State College

Volume XXXIV

Number 17

January 19, 1989

OFFICIAL NOTICES

FROM THE PRESIDENT

I. GUIDELINES FOR PROMOTION. In the early 1980s President Johnstone developed a position paper on academic appointment and promotion. There was wide distribution of the document and opportunity for many campus constituencies to comment on it. The paper is now policy and part of the Faculty Handbook (pp. 18-21). In fall 1987 Academic Affairs developed a second paper articulating expectations and goals for faculty consistent with the concern for the development of the college's academic program. This paper was meant to build on the foundation of the earlier principles.

In December 1987 the paper was sent to the chairman of the College Senate with a request that the Senate provide consultation on the draft. In January 1988 copies of the draft position paper were circulated among department chairpersons requesting comments. At this time I am sharing the draft document with the entire college community and seeking comments on its content.

I would ask that comments be shared in writing on or before April 1. Prior to that date I would be happy to meet and discuss the paper with interested groups.

II. DIRECTORY APPROVED. The Directory of Policy Statements is now approved in its final form following the procedures agreed upon by myself and the College Senate. I very much appreciate the contributions of faculty and staff to this effort over the past several years. Modifications of existing policies or additions to college policies can be made using the procedures of consultation with appropriate governance bodies and approval by the president.

III. REQUEST FOR PROPOSALS: AN ANALYSIS OF EMPLOYMENT AT BUFFALO STATE COLLEGE. As part of our effort to recruit the best faculty and staff at Buffalo State College, we are seeking a proposal for a study to demonstrate the factors that make joining the staff at the college an attractive choice. The study should compare Buffalo State College to several comparable institutions around the country and should address factors such as salaries and fringe benefits, cost of living (housing, medical services, food, etc.), and "quality of life." The clear intention is to use the study as source material for developing faculty recruitment materials.

Peer institutions should be identified. The proposals should address (1) the factors on which these institutions would be compared with Buffalo State College (not necessarily limited to items mentioned above), (2) the means by which the comparisons would be

done and sources of data, (3) the form in which results will be presented, (4) projected cost for undertaking this project or a range of cost alternatives, (5) time-line of activities.

Proposals by individuals or teams of faculty and staff will be accepted through Feb. 15. Project will be awarded by March 15 and should be completed by Aug. 1. If there are questions regarding the project or proposals, please contact the President's Office, ext. 4101.

IV. CONSUMER STUDIES AND HOME ECONOMICS DEPARTMENT.

Following a process of lengthy discussions spanning several years and involving considerable thought, a recommendation has been sent to me to take a series of actions with respect to the Consumer Studies and Home Economics Department and its programs. The recommendation recognizes the needs of students currently enrolled and the positions of the faculty members in the department and seeks to meet those needs. The recommendations do not stem from budgetary reasons alone; there are curricular concerns, and there are issues of enrollments and faculty resources.

The department administers three degree programs (two programs in Home Economics Education and one in Consumer and Family Studies). There are four full-time faculty offering courses in two specializations within the Consumer and Family Studies degree.

I invite comments on the following recommendations on or before Feb. 15, 1989: (1) Effective fall 1989, the functions of the Consumer Studies and Home Economics Department as an administrative unit will be disbanded. (2) Two of the specializations (Consumer Affairs and Policy, Human Development/Family Studies) under the B.S. in Consumer and Family Studies will be deactivated (see pages 48-49 of current undergraduate catalog). The courses will be transferred to other appropriate departments with their concurrence. The single full-time faculty member, from these specializations, will become part of the Educational Foundations Department. (3) The three faculty and the courses for the Fashion Technology specialization will be subsumed under the Nutrition and Food Science Department with the unanimous support of faculty in both areas and that portion of the B.S. degree will remain intact and viable. (4) The curriculum in Home Economics Education at both the undergraduate and graduate levels will be deactivated. Enrollments in this area have declined more than 75 percent in the last 10 years with few new students interested in the major. No full-time faculty remain. A three-year phase-out has been prepared to accommodate currently enrolled students. During the phase-out part-time faculty will be part of the Nutrition and Food Science Department.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. END OF 1988-89 FISCAL YEAR. All purchases for this fiscal year must adhere to the following schedule:

<u>All Items Not on State Contract</u>	<u>Deadline</u>
Over \$20,001	Wed., Jan. 25
\$5,001 to 20,000	Fri., Feb. 10
\$2,501 to 5,000	Tues., Feb. 28
\$2500 and under from a reliable source at a reasonable price	Fri., March 10

Contract Items

Under contract still in effect by Fri., March 10 or two (2) weeks prior to expiration of contract, whichever comes sooner.

All requisitions in the above categories must be in Purchasing by the deadline date or they will need to be returned to the issuing department for processing in the next fiscal year.

NOTE: Justifications and a list of any known suppliers must accompany the requisition on non-contract items of \$2,500 and over.

There will be **no exceptions** to the above.

FROM THE FACULTY AND STAFF DEVELOPMENT OFFICE

I. WINTERIM IV. Winterim IV was a smashing success with a good selection of sessions and an overwhelming number of participants. There will be a more formal report in the near future. We want everyone who was involved in preparation, presentation, and participation to know that we sincerely appreciate your cooperation and enthusiasm. Participants are reminded to return their session evaluations to GC 415 as soon as possible.

FROM THE DIRECTOR OF THE PERFORMING ARTS CENTER

I. RESERVATIONS. In accordance with the Guidelines for Use of the BSC Performing Arts Center (Rockwell Hall Auditorium, Rockwell Recital Hall, Upton Auditorium, College Learning Lab Auditorium, and other ad hoc performance spaces), adopted in February 1986 and published in the Nov. 20, 1986 College Bulletin, reservations for use of Rockwell Hall Auditorium by faculty, staff, and students (the priority users) for the 1989-90 academic year will be accepted from now through Feb. 1, 1989.

Requests are on a first-come, first-served basis and only events sponsored by faculty, staff, or students will be considered until Feb. 1. Outside groups may not contract for space until March 1, 1989.

On-campus groups are not charged a rental fee, but may be responsible for personnel and supply costs incurred as a result of their use of the space.

If you wish to book a reservation for the 1989-90 academic year, please call Steve Scott-Martin, ext. 3032, or stop by RH 210 between now and Feb. 1, 1989.

II. ROCKWELL HALL SCHEDULING. A meeting to schedule the events of first priority users of Performing Arts Center space, primarily Rockwell Hall auditorium, will be during Bengal Pause (12:15-1:30 p.m.), Tuesday, Feb. 7, in the auditorium. Detailed PAC use guidelines were printed in the Nov. 20, 1986 Bulletin, but for your convenience, those guidelines (5.3-5.7) pertaining to this meeting are reprinted following this item.

Each BSC department, organization, and program that is represented at the Feb. 7 meeting will be able to secure 1989 priority scheduling. No rental or equipment fees are charged on-campus users, but there could be some out-of-pocket expenses depending upon the needs of a given presentation. Such expenses are defined as those incurred in a use of a facility not covered by the college as ongoing support; furthermore, they are incurred at the request of the user group and with its prior approval.

For information on dates available and the fee schedule, please contact the Performing Arts Center, RH 210.

5.3 Priority Groups

The following priorities will be used as a guideline for scheduling space allocations in the Buffalo State College Performing Arts Center. Subdivisions within a numbered group (e.g., a and b) will not affect the sponsor's scheduling priority. This section is to be administered in conjunction with Sections 5.4 and 5.5 and 5.6 to determine priority.

1. a. Events sponsored by the President, Vice Presidents, or the Buffalo State College Performing Arts Center (e.g., the Honors Convocation).
- b. Events sponsored by academic departments, involving faculty as primary participants.
- c. Events sponsored by academic departments or college organizations involving students as primary performers.
2. Events sponsored by college organizations involving non-college participants.
3. Events sponsored by non-college organizations.

5.4 Meeting for First Priority Groups (1a, 1b, 1c)

First Priority Users who wish the protection of the priorities schedule should attend a scheduling meeting held annually the first week in February. The meeting will be chaired by the Director of the Buffalo State College Performing Arts Center or designee. Representatives of each First Priority User will work to determine a mutually agreeable schedule and minimize conflicts in the following season. Any remaining conflicts will be resolved by the Director. Additional meetings will be held if necessary. The Director will publish a preliminary calendar showing first priority usage by Feb. 21.

5.5 Requests by Other Priority Groups (2, 3)

All other users who wish the protection of the priority schedule should submit written requests by March 7. Users may submit requests before the scheduling meeting of First Priority Users. The Director will bring these requests to the attention of First Priority Users, who will be asked to take these requests into consideration. No general meeting will normally be held with other users. However, user representatives will occasionally be asked to meet with the Director to discuss their specific needs.

5.6 Late Requests

Facility requests submitted after the deadlines above will be accommodated to the fullest extent possible. In general, such requests will be honored on a first-come, first-served basis.

5.7 Cancellations and Postponements

Public events scheduled for the Buffalo State College Performing Arts Center are soon widely publicized through the region. Cancellations and postponements after public announcements have been made are an embarrassment to the performer, sponsor, the Buffalo State College Performing Arts Center, and the college. Cancellations should be avoided except as a last resort.

If an event must be cancelled, the sponsor is responsible for publicizing the cancellation through the sponsor's normal publicity channels. In addition, the sponsor is required to:

1. Notify the Center Director in writing.
2. Post appropriate notices.
3. Arrange for a person to be at the place and time of the originally scheduled event to inform those who may not have otherwise been advised.

IN MEMORIAM

On Friday, Jan. 14, Professor Emeritus of Music Anton Wolf died after a long illness.

A noted composer and flutist, he taught at Buffalo State from 1962 until his retirement in 1984.

One of his orchestral works was premiered by the Buffalo Philharmonic at the October 1987 reopening of Rockwell Hall. He also composed special works for the presidential inauguration of E. K. Fretwell Jr. and the opening of the Burchfield Art Center.

He is survived by his widow Muriel Hebert-Wolf, a professor of voice and opera at SUNY at Buffalo. A memorial concert of his works will be held later in the spring.

ITEMS OF INTEREST

PHI DELTA KAPPA is having Dr. William Powell, professor of education, University of Florida, as a featured speaker at a Feb. 4, 12:30 p.m. luncheon in the Saratoga Restaurant. He will speak on "The Five-Year Teacher Preparation Program: Its Advantages and Disadvantages." Nine dollar reservations may be mailed to Joseph Sperrazza, 18 Hancock Terrace (14226), 839-0698.

VACANCY NOTICES JANUARY 18, 1989

Inquiries should be made at the appropriate campus as to the current status of the positions listed below:

SUNY/BUFFALO STATE COLLEGE

Asst. Prof.	Speech Language	D: Mar.01
Asst. Prof.	Jour.Brdocstg.& Speech	Feb.10

SUNY/ALBANY

Asst. Prof.	Anthro.& Linguist.	Jan.31
Staff Assistant	Telephone Systems	Jan.31
Asst./Assoc. Prof.	Economics	Jan.31
Asst. Prof.	Economics	Jan.31
Assoc. Librarian	Univ. Libraries	Mar.01
Assoc. Prof.	Anthro. & Educ.	Jan.31
Asst. Prof.	Communication	Jan.31
Research Asst. Prof.	Neurobiology Res.	Jan.31
Senior Counselor	Counseling Center	Jan.31
Financial Asst.	International Prog.	Jan.30

SUNY/BROCKPORT

Director	Affirmative Action	Jan.31
Asst. Prof.	Phys. Ed & Sport	Mar.01
Exec. Director	Educ. Oppor. Center	Feb.17

SUNY/CENTRAL ADMINISTRATION

Director of Music	Performing Arts	Jan.31
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SUNY/HEALTH SCIENCE CENTER AT SYRACUSE

Instruc. Specialist	Anatomy & Cell Biol.	Jan.31
TH Assoc. Adminis.	Ambulatory Care Serv.	Jan.31

SUNY/ONEONTA

Instructor (Temp)	Education	Jan.31
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SUNY/OSWEGO

Dean	Continuing Education	Mar.01
Professor	Broadcasting & Com.	Feb.15

SUNY/PLATTSBURGH

Librarian	Feinberg Library	Open
Athletic Trainer	Health Service	Open

SUNY/ROCKEFELLER COLLEGE

Asst. Prof.	Social Welfare	Jan.30
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SUNY/STONY BROOK

TH Clin. Lab Tech II	Laboratory/Immunology	Jan.31
Staff Asst. I	Health Resources	Jan.31
Sr. Staff Asst.	Anthropology	Jan.31
Lead Prog. Analyst	Computing Support	Jan.31
Asst. Prof.	Earth & Space Science	Mar.01

Instr./Asst./Assoc./

Professor	Obstetrics & Gyn.	Open
Asst. Prof.	Phys. Oceanography	Feb.15
Asst./Assoc. Prof.	Mech. Engineering	Open

For further information, contact Helen Rybak, ext.5102.

ACADEMIC AFFAIRS POSITION PAPER
GUIDELINES FOR PROMOTION

DRAFT: 12/87

The Faculty Handbook contains a section (pp. 18-21) on faculty ranks. It addresses in specific terms qualifications for appointments to each of the regular academic ranks, qualified academic ranks, and secondary appointments.

Part of that statement addresses promotions to each of the regular academic ranks. This document, an elaboration of those guidelines, is the result of discussions between the president, vice president, and deans, and sets goals for each of the criteria.

General Statement

Three major promotion criteria are outlined in the Board of Trustees Policies:

1. Effectiveness in Teaching
2. Scholarly Ability
3. University and Public Service

Scholarly ability will be evaluated in the context of the approved departmental statement on research, scholarship, and creative activity. The other two criteria, Mastery of Subject Matter and Continued Growth, are interrelated with the major criteria in the forms of sustained contributions and demonstrated excellence.

Instructor

The rank of "Instructor" should be used for a full-time academic appointment when a regular (i.e., not "qualified") appointment is appropriate but the candidate is minimally short of the requirements for an assistant professor, i.e., absent of a finished terminal degree or absent minimal experience in fields traditionally requiring a terminal master's degree plus experience prior to the assistant professorship. The initial appointment may be for two years, but reappointments should normally be for not more than one year. Initial appointments for those who are some years away from the terminal degree might better be made in a lecturer rank so that the faculty member can have sufficient time after the terminal degree, but prior to the determination of continuing status, in which to build scholarly credentials.

Promotion to Rank of Assistant Professor

Assistant professor is the normal beginning rank for a faculty member with a terminal degree or its equivalent and less than five years' experience elsewhere. A person promoted to the rank has established himself or herself as being qualified in the discipline/profession. In addition, there is the expectation that the person has the potential for achieving excellence in the discipline/profession and for attaining the highest rank in the department.

The "terminal degree" is a doctorate in most fields but may be the master's in certain applied and studio fields. Some departments may require a

doctorate for certain posts and less than a doctorate for others, depending on the particular teaching and scholarly expectations.

I. Teaching

The person demonstrates knowledge of the discipline/profession, skills of pedagogy, including clear and precise communication and methods of instruction, and interest in the educational achievements of students. The person should provide the following evidence: syllabi which reflect the use of contemporary sources; a good correlation of method, content, and student interest and need; student evaluation appropriate to the course objectives and academic standards of the institution; and other appropriate indices of teaching effectiveness.

II. Scholarship, Research, and Creative Activity

In the area of scholarship, research, and creative activity, competency is demonstrated by completing successfully a doctoral dissertation or project that is required for the terminal degree. In addition, there should be some indication from the individual that he or she expects to continue scholarly/creative work.

III. Public, University, and Professional Service

The person demonstrates a willingness to serve the department, college, university, community, and discipline/profession by participating on departmental program and service committees, by providing students regularly with accurate academic advisement and information about college services, and by involvement in community service activities and professional organizations.

Promotion to Rank of Associate Professor

Promotion to associate professor requires both a high and a consistent level of performance on all of the Trustees' Policies criteria. Evaluation and recommendation for promotion to associate professor and for continuing appointment will normally take place within the same cycle of departmental, faculty, and administrative considerations. Although the Trustees' Policies do not permit continuing appointment being made contingent upon promotion to associate professor, or vice versa, a recommendation for one substantially reinforces a recommendation for the other. Faculty seeking continuing appointment who have not yet sought promotion are urged to do so simultaneously.

I. Teaching

The person's teacher effectiveness dossier evidences continued excellence in the classroom in the rank of assistant professor. This is to be done in the following ways:

- A. By demonstrating that courses taught are in a continuous state of development and reflect extensive and current resources.
- B. By undertaking successfully new course assignments; by designing, developing, and successfully teaching new courses not previously

- part of a department's offerings; and by participating successfully in the collegewide instruction programs.
- C. By providing whole-class student evaluations of teaching effectiveness in a variety of courses over a reasonable period of time since appointment or promotion to the rank of assistant professor.
 - D. By confirmation of teaching excellence by departmental colleagues who are directly familiar with the person's work.
 - E. By demonstrating consistent and successful involvement with independent studies, research projects, final major student works, and/or theses.

II. Scholarship, Research, and Creative Activity

The person has advanced significantly in the area of scholarship beyond the level of assistant professor. This progress is demonstrated by providing the following evidence:

- A. Scholarly/creative work or performance record beyond that demonstrated for the terminal degree. (There should be evidence that the person promoted to the rank of associate professor has completed substantial work in new or continuing investigations that demonstrate a cohesive line of thought in the discipline.)
- B. Scholarship, creative works, and performance record (documented in visual media or through reviews) should be national in scope, preferably international. (Reputation of the journals, sources of reviews, and extent of the performance record will be an important consideration.)
- C. Significant work/research conducted, but not yet published, can also be provided at this stage of professional development. (The significance of the creative research/work should be attested to by reputable and established individuals in the field. It is important in these cases to attain a number of objective evaluations that testify to the quality and the value of the research, product, or performance.)
- D. Invitations (particularly if unsolicited) to give readings, presentations, exhibitions, demonstrations, or workshops at major conferences, institutes, or universities should also be included.
- E. Grants, awards, and particularly the quality of the works resulting from them are important for promotion to associate professor.

III. Public, University, and Professional Service

The person ought to be able to demonstrate excellence on a continuous basis in the area of service during the period of tenure as assistant professor. This is demonstrated by providing the following evidence:

- A. Increased administrative responsibilities and major leadership roles. (The important point is that the assistant professor has consistently played an active and constructive role in departmental meetings and committees and in collegewide service, including academic advisement, recruitment, and in student service activities.)
- B. Substantive letters of recommendation which cite and describe the

success of specific contributions in providing initiative and direction in committee efforts.

- C. Active role in the resolution of issues in professional and/or community organizations.

Those assistant professors already holding continuing appointments should be considered periodically for promotion, at least by their chairs and deans. Although not all of these assistant professors on continuing appointment can be expected to be promoted, chairs and deans should consider each case and discuss with the candidate whatever criteria are still being insufficiently met, to the end of facilitating the promotion to associate professor of those "tenured assistants" that are meeting our expectations for promotion and continuing status.

Promotion to Rank of Professor

The promotion to professor should signal maturity and demonstrated excellence as scholar, teacher, and contributing member of the college. Promotion to professor demands substantial and sustained growth and evidence of contributions beyond the levels upon which promotion to associate professor was based. There are no hard and fast rules for time in rank or promotion to the next higher rank, and faculty may apply for promotion at any time.

I. Teaching

The person must demonstrate continued excellence in the classroom in the rank of associate professor. This is to be done in the following ways:

- A. By demonstrating that the courses taught are in a continuous state of development and provide students with extensive resources.
- B. By undertaking successfully new course assignments and by designing, developing, and successfully teaching new courses not previously part of curricular offerings.
- C. By providing whole-class evaluations in a variety of courses since promotion to the rank of associate professor.
- D. Confirmation of teaching excellence by departmental colleagues who are directly familiar with the person's work.
- E. Evidence of a major contribution to the department or collegewide instructional program.
- F. External assessment/reviews of student accomplishments/creative works which have a direct link to the faculty member.

II. Scholarship, Research, and Creative Activity

Accomplishment in this area should be significantly greater than was expected to achieve the rank of associate professor. There should be evidence of new and more sophisticated levels of achievement. Successful research has led by now to publication or creative work which has been subject to further review. Furthermore, the significance of the person's accomplishment is attested to by peers and reputable figures in the field away from campus.

- A. Recognition of the quality of the work (publications, works of art,

- or performance record) should be made evident and available in the form of reviews, comments, and citations in the works of others; direct letters of assessment by recognized authorities off campus solicited by the department and by the candidate; and such evidence as invitations from leaders in the field to contribute to publications, conferences, and exhibitions, to serve on editorial boards, to review books, etc. (Reputation of the place--journal, gallery, theatre--in which the articles, research projects, poems, short stories, works, etc., have appeared will be an important consideration, as will the publishers or sponsors.)
- B. Honors or awards serve to recognize the person's contributions for long-term work in the field and/or new interpretations and applications of research.

III. Public, University, and Professional Service

Accomplishment in this area should be significantly greater than was expected to achieve the rank of associate professor. Not only has the person consistently played a constructive role in departmental meetings, committee, academic advisement, and in collegewide faculty governance since the last promotion, he or she is now an acknowledged leader in the department, the college, and the profession. This is demonstrated by providing the following evidence:

- A. Increased complexity in administrative duties. (For example, the person has chaired a variety of committees, both inside and outside the department.)
- B. The excellence of his or her contributions to the committees is testified to by colleagues and can be illustrated in tangible ways.
- C. The work/product of the committees is exemplary and significant to the college or organization.

As a general guideline, promotion from associate to professor could come as quickly as four or five years after promotion to associate for the most exceptional faculty, i.e., those who are clearly outstanding on all promotional criteria. Most associate professors should aspire to and seek promotion to full professorial status from six to ten years after their promotion to associate status. Those associate professors whose further growth is undistinguished or poorly balanced (i.e., very strong on some promotional criteria but undistinguished on others) may expect to serve longer as associate professor before promotion to professor. Some associate professors can be expected never to become professors; however, those remaining at the rank of associate professor longer than, say, fifteen years should be those who clearly fall short of expectations on the Trustees' promotional criteria.

College Bulletin

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Number 18

January 26, 1989

OFFICIAL NOTICES

FROM THE PRESIDENT

I. DEPARTMENT NAME CHANGE. On the basis of the unanimous vote of the JBS faculty, the support of the dean, and the recommendation of the academic vice president, I am proposing the name of the Journalism, Broadcasting and Speech Department be changed to the Communication Department.

The new title will be less cumbersome and will more accurately reflect the comprehensive nature of the department's curriculum, which has changed substantially since the existing title was selected. I invite comments to my office on or before Feb. 15.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. TELECONFERENCE SCHEDULED. A national teleconference entitled Myths, Models, and Realities: Creating a Campus of the Future will be received on campus on Feb. 7 from 11:15 a.m. to 4:30 p.m. in GC 506. It will focus on the planning and implementation of new information-age technology on the college campus to enhance the learning/teaching/research environment. Models and experiences from several institutions will be presented addressing the problems and potentials. If you are interested in attending all or part of the program, call Dwayne Beery, ext. 5901, by Feb. 6 for more detailed information.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. PERSONAL CAR MILEAGE W-2 STATEMENTS. The federal rate for personal car mileage has been increased to 24¢ per mile for the 1988 calendar year. Since the federal rate is greater than the rates paid by the college during 1988, W-2 statements will not be issued for mileage reimbursements to employees.

II. SPRING CSEAP TRANSITION COURSES. The Clerical and Secretarial Employee Advancement Program (CSEAP) offers transition courses each fall and spring in subjects such as math, time management, communication skills, and technology. Classes meet for one to three days during daytime working hours and are free.

Courses are open to employees in the CSEA Administrative Services Unit and to those in M/C clerical or secretarial titles. Employees who have been in transition titles one year or less, or who are in transition traineeships, will receive first preference in the registration process. You can review a spring catalog for course descriptions, schedules, and application information in the Personnel office, GC 403.

FROM PUBLIC AFFAIRS

"HAPPENINGS" DEADLINES. Campus events items for the April-May issue of Happenings are due Thursday, Feb. 16, in GC 515. Items from Arts and Humanities faculty members are due in Acting Dean Lee Ann Grace's office Monday, Feb. 13.

Events for Happenings are on-campus activities open to the general public such as concerts, plays, exhibitions, general-interest lectures, etc. Questions should be addressed to Jim Koelmel, ext. 4201.

ITEMS OF INTEREST

FACULTY RECREATION HOURS: Pool: Monday, Wednesday, and Friday, 12-2 p.m. Indoor Track: Monday-Friday, 12-1:30 p.m. Indoor Tennis: Monday, Wednesday, and Friday, 1:30-3 p.m. Racquetball Courts: Monday and Wednesday, 12-2 p.m.; Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

BOOK DONATIONS. The Buffalo Branch of the American Association of University Women is asking for book donations for their March 29-April 1, 1989 used book sale. In order to better accommodate faculty and staff who may have some books they wish to donate to the sale, books may be taken to the director's office in Butler Library, Monday-Friday, 9 a.m. to 4 p.m. The sale benefits the association's fellowship programs and all donations are tax deductible.

VACANCY NOTICES

JANUARY 24, 1989

Inquiries should be made at the appropriate campus as to the current status of the positions listed below:

<u>SUNY/ALBANY</u>		
Asst./Assoc. Prof.	Molecular Biology	D: Jan.31
Asst. Prof.	Social Studies	Feb.24
Asst. Prof.	English Educ.	Feb.24
Asst. Prof.	Science Educ.	Feb.24
Asst. Prof.	Mathematics	Feb.24
Asst. Prof.	Foreign Language	Feb.24
<u>SUNY/BINGHAMTON</u>		
Assoc. Prof.	Operations Mgmt.	Open
Prof. and Chair	Computer Science	Open
<u>SUNY/CORTLAND</u>		
Assoc. Prof./Prof.	Education	Feb.15
<u>SUNY/OSWEGO</u>		
Asst./Assoc. Prof.	Marketing	Feb.15
Assoc. Prof.	Human Resource	Feb.15
<u>SUNY/PLATTSBURGH</u>		
Asst. Prof.	Theatre	Open
<u>SUNY/POTSDAM</u>		
Asst. Prof.	Geology	Mar.01
<u>SUNY/PURCHASE</u>		
Librarian	Library	Open
<u>SUNY/STONY BROOK</u>		
Vis.Asst. Prof.	Earth & Space Sci.	Mar.01
Prof. & Chair	Obstetrics & Gyn.	Open
Program Director	Technology & Society	Open
<u>SUNY/UTICA/ROME</u>		
Vice President	Academic Affairs	Feb.17
Staff Assistant	Arts & Sciences	Mar.01
Instr./Asst. Prof.	Physics	Mar.01
Instr./Asst. Prof.	Communications	Mar.01
Asst./Assoc. Prof.	Business/Accounting	Mar.01
Asst./Assoc. Prof.	Finance/Management	Mar.01
Asst./Assoc. Prof.	Information Systems	Mar.01
Asst./Assoc. Prof.	Computer Science	Mar.01
Asst./Assoc. Prof.	Communications	Mar.01
For further information, contact Helen Rybak, at 5102.		

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February 2, 1989

OFFICIAL NOTICES

FROM THE PRESIDENT

I. LINCOLN/WASHINGTON HOLIDAYS. For all college employees, except Council 82 Security Services employees and supervisors, Lincoln's Birthday has been designated as a "floating" holiday by the state and will be observed on Monday, Feb. 13. Since the college will be open for business as usual on that day, UUP represented professional employees may observe this holiday on any day prior to the start of the 1989-90 academic year with the approval of their supervisor and consistent with the needs of the campus. CSEA, PEF, and Classified M/C employees may arrange with their supervisors to take Feb. 13 off without charge to leave accruals or an alternative day before Feb. 12, 1990. Council 82 members will observe Lincoln's Birthday, Monday, Feb. 13, as a regular fixed holiday.

Washington's Birthday will be observed as a fixed holiday by all college employees on Monday, Feb. 20. There will be no classes in session on that day. Although there are no classes scheduled for Tuesday, Feb. 21, it is a regular workday for all college employees.

II. EMPLOYEE ASSISTANCE PROGRAM. The Employee Assistance Program is a benefit to all college employees and is designed to offer assistance in a confidential manner to all who have personal problems.

There are many influences which might diminish an individual's effectiveness, such as physical illness, dependency on drugs and/or alcohol, and family and financial concerns. This program will help those who request such aid to find, through local agencies, assistance for themselves and their families in dealing with their problems.

I support this program and have been pleased with EAP's accomplishments. If either you or your family need some help, please contact one of the coordinators: Paul Martin, ext. 4307, Debbie Hard, ext. 6303, or Dave Cummings, ext. 5122.

III. OPEN HOUSE. An Open House for prospective students, parents, and the general public will be held on Saturday, April 8, from 1 to 5 p.m. The program will include faculty conferences, student affairs presentations and exhibits, campus tours, and other special events. The Admissions Office has undertaken the responsibility of planning Open House and representatives from that office will be in touch with the various departments and campus organizations in the near future regarding details of their participation. Faculty are urged to attend and assist in whatever way possible. This is an important opportunity for the college.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. ETHICS IN GOVERNMENT LEGISLATION. The Ethics in Government Legislation went into effect on January 1, 1989 to address "potential" conflict of interest of state employees and officers.

The Ethics Act affects two primary areas including the "revolving door" issue, i.e., prohibiting various activities either during or subsequent to "employment" with the state agency. This is applicable to all officers and employees.

The second part of this legislation is a financial disclosure statement to be filed by May 15. This is applicable to all state officers and employees who are either in a policy-making position or earn more than \$30,000 per year.

The financial disclosure statement will be distributed to employees via payroll on or after April 1 and must be completed and returned to the commission, postmarked not later than May 15. Failure to do so or falsification of the document may result in a \$10,000 civil penalty and criminal prosecution (Class A Misdemeanor). The college will not be monitoring this process but will distribute the form.

The general public will be able to know what an individual owns but not the amount of market value. Requests to delete information, etc. may be made to the Public Advisory Council. If you have further questions, please call Jeff Brandwine, ext. 4821.

II. HEALTH INSURANCE. To avoid problems and possible loss of benefits, please be sure to notify the Personnel/Employee Relations Office, GC 403, ext. 6639, if: (1) you acquire a dependent child or no longer wish to provide coverage for a dependent child, (2) you marry, (3) your spouse dies, (4) you become divorced, (5) you have a disabled dependent who reaches age 19, (6) your dependent child reaches age 19 and is not a full-time student, (7) your dependent student child graduates, marries, or reaches age 25. Also please notify the Personnel Office if you change your home address so this can be reported to the insurance carriers in order to receive all information and identification cards in the future.

FROM THE ACTING DEAN OF ARTS AND HUMANITIES

I. DIVERSITY CELEBRATION CALENDAR. Faculty, staff, and student groups are invited to submit information about their diversity-related events scheduled for April and May no later than 4 p.m. Monday, Feb. 13, using the form which is attached to this Bulletin.

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

GENERAL EDUCATION REVIEW COMMITTEE. The committee has sent out the following letter to all faculty, Deans and appropriate offices:

The College Senate has mandated that the general education curriculum be reviewed four years after its implementation. A joint Senate-Academic Affairs committee has been set up to review the curriculum.

The intent of this review is to make needed revisions within the gen. education requirements. We will not return to the old system, and there will be no attempt to radically change the present system. Rather, there may be adjustments in the system.

All faculty, whether individually or through their departmental committees or Faculty curriculum committees, are urged to present their suggestions. The Review Committee will entertain any and all comments for the purpose of improving the existing curriculum. Written comments will be accepted until February 28. Open hearings are scheduled for the following times:

February 28, Bengal Pause, TR 104.
March 1, 3-4:30 pm, TR 201

The completed report should be ready for the College Senate meeting on April 14, 1989. Please send comments to either Dr. Theresa Platek, KH 306; Dr. Paul Beaudet, HA 202, or the following: Faculty members: Dr. Herbert Aurbach, Natural and Social Sciences, HB 306; Dr. Paul Culkowski, Applied Science and Education, UH 301; Dr. Richard Lee, Applied Science and Education, KH 204. Student representative: Marc Batchelor, UN 401. Administrative liaisons: Dr. Gerald Accurso, associate vice president, Academic Affairs, GC 511; Dr. Nan Lund, special assistant to the vice president, Academic Affairs, GC 519.

Drs. Platek and Beaudet, as committee co-chairs, will be pleased to speak to any and all groups should they so desire.

FROM INSTRUCTIONAL RESOURCES

I. SUNYSAT/SATELLITE UPDATE. SUNYSAT, the State University of New York's TV communications system is on the air. A wide variety of programming for preview and evaluation purposes can be seen by tuning to channels 6 and 8 Monday-Friday from 12-2 p.m. on our campus closed circuit TV system. In addition, a variety of teleconferences are scheduled each month. The following teleconferences will be "down-linked" during February: 2--"Acquaintance/Date Rape Prevention," 2-5 p.m.; 3--"Star Schools-Teaching and Learning Through Technology," 2-4 p.m.; 7--"Myths, Models and Realities: Creating a Campus of the Future," 11:15 a.m.-4:30 p.m.; 8--"DNA Identification," 12-3 p.m.; 28--"Drugs, the Reality," 7:30-8:30 p.m.; 28--"Advertising That Sells," 8-10 p.m.

The Media Library has a videotape copy of the following special programs and teleconferences obtained via satellite: France-TV Magazine (Oct/Nov/Dec programs); Assessment to Improve Student Learning and Development; Alcohol, A Special Report; National Gallery of Art Series (John James Audubon-Birds of America, American Light-the Luminist Movement, James McNeill Whistler-His Etchings, John F. Peto and the Idea of Still-life Painting, David Smith-American Sculptor 1906-1965, The Christmas Story in Art); Adolescent Pregnancy Prevention; Balancing Work and Family; Ethics in American Business; How Americans in Transition Study for College Credit; Public Relations and the Media-How They Work Together-How They Don't; Liberty Scholarships/Partnerships; Creating Your Identify as a Supervisor; Governor Cuomo's State of the State Address/Legislative Response; Governor Cuomo's Budget Briefing/Legislative Reply; The Impact of Black Political Empowerment on the '88 Elections; Beyond the Dream-A Celebration of Black History; Computer Assisted Design.

For more information call Barry Herb, ext. 4104; Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

ITEMS OF INTEREST

A MEMORIAL GATHERING FOR ANTON WOLF, PROFESSOR EMERITUS OF MUSIC. Please join us for a memorial gathering for our friend and colleague Anton Wolf at 3:30 p.m., Wednesday, Feb. 15, in BL 210. The program will begin with some recordings of Anton's flute playing. Anyone wishing to recount memories of Anton is welcome to participate.

FACULTY RECREATION HOURS: Pool: Monday, Wednesday, and Friday, 12-2 p.m. **Indoor Track:** Monday-Friday, 12-1:30 p.m. **Indoor Tennis:** Monday, Wednesday, and Friday, 1:30-3 p.m. **Racquetball Courts:** Monday and Wednesday, 12-2 p.m.; Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

EAP/HPER AEROBICS PROGRAM - BACK BY POPULAR DEMAND! Classes begin Wednesday, Feb. 8. Monday, Wednesday, Thursday, 4:30-5:40 p.m., Sunday (TBA). Meet in HG 213 dance studio.

BOOK/POSTER/PRINT DONATIONS. The Burchfield Art Center will hold its annual Book, Poster, and Print Sale April 14-16. Featured will be distinctive posters, art books, graphics, original oils, signed prints, and art materials. We are asking for assistance in the procurement of books, art catalogues, and other art related items. If you have anything you would like to donate please bring it to the center before April 7, or if you would like it picked up please contact Joan Bukowski, ext. 4077.

CELEBRATION OF DIVERSITY

Publicity Information Form

Return to: Arts and Humanities, RH 222, no later than 4 p.m. on February 13

If you have scheduled an on-campus public event related to diversity for April or May, please complete and return this form. This information will be used in a bimonthly calendar to apprise the college community of forthcoming events in our yearlong celebration.

Please double check all information for completeness and accuracy, especially dates, times, and spellings of persons' names.

TYPE OR PRINT

Date(s) of event _____

Type of event (e.g., film, lecture, exhibition) _____

Title of event _____

Full name of speaker, performer, artist, or group (please include relevant information such as titles, professions, etc.) _____

Location of event (building and room) _____

Starting time(s) of event _____

Admission fee _____

Sponsoring organization(s) _____

Full name of contact person _____ Phone _____

PLEASE INFORM ARTS AND HUMANITIES OF ANY CHANGES IMMEDIATELY

RH 222, Ext. 6326

Buffalo State
College

College Bulletin

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February 9, 1989

OFFICIAL NOTICES

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. **SABBATICAL LEAVES FOR 1989-90.** The Academic Affairs Office is pleased to announce the awarding of the following sabbaticals for 1989-90. **Fall 1989:** William Bennett, Prof. (Economics), Vern Bullough, Dean (Faculty of Natural and Social Sciences), Bernhard Frank, Prof. (English), Leslie Krims, Prof. (Fine Arts), and John Dwyer, Chair & Assoc. Prof. (English). **Spring 1990:** Herbert Aurbach, Prof. (Sociology), Dolores Battle, Chair & Assoc. Prof. (SLPA), Judith Bondurant-Utz, Assoc. Prof. (Exceptional Education), James Fox, Assoc. Prof. (Criminal Justice), Marie Geise, Prof. (Anthropology), Richard Gubernick, Prof. (Fine Arts), Gary Heiman, Assoc. Prof. (Psychology), George Hole, Chair & Assoc. Prof. (Philosophy & Religious Studies), Robert Horvat, Chair & Assoc. Prof. (Earth Sci. & Sci. Educ.), Richard Kieffer, Prof. (Economics), E. Carole Knuth, Prof. (English), Dennis McCarthy, Assoc. Prof. (Performing Arts), Terence McDonald, Assoc. Prof. (Performing Arts), Stephen Schwartz, Assoc. Prof. (HPER), Peter Sowiski, Assoc. Prof. (Fine Arts). **Academic Year 1989-90:** Bernard Ansel, Assoc. Prof. (History & Social Studies Educ.), Lori Christmastree, Assoc. Prof. (Design), Richard LaCroix, Prof. (Philosophy & Religious Studies), Kathleen Mallea, Assoc. Prof. (CLL), Karen O'Quin, Assoc. Prof. (Psychology), Susan Stievater, Assoc. Librarian (Butler Library).

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

1. **NEW COURSE PROPOSALS.** The following have been received in the Senate office and forwarded to the Senate Curriculum Committee for review:

HIS 331 - American Westward Expansion. An examination of the gradual westward migration of Americans; their patterns of migration and settlement; the natural environment and peoples they encountered; and the influence of the frontier on the development of American institutions, thought and the American personality.

SWK 645 - Program Planning in the Human Services. This course is designed to provide students with skills in the use of data for program planning in human service organizations. Students will be required to design a study pertinent to human service management.

2. **CURRICULAR RECOMMENDATIONS.** The following curricular items have been accepted by the Curriculum Committee and have been forwarded to the President for his recommendations.

a. New courses:

EDF 302 - Educational Psychology: Elem. Education

HIS 334 - Modern Ireland Since 1800

PAR 100 - The Lively Arts

b. Course revision and renumbering:

GES 314 (from **GES 414**) - Geological Oceanography
GES/SCI 337 (from **SCI 409**) - Astronomy and the Astronomers to 1650

EDF 202 (from **EDF 351**) - Child Development and Education

EDF 203 (from **EDF 201**) - School and Society

c. Course revision:

BIO 303 - Genetics

d. Program revision:

Public Communication
Broadcasting

e. Course number and title change:

SLA 302 - Phonetics, from **SLA 305** - Clinical Phonetics

3. **SENATE MEETING**, 2/10/89, BA 116E, 3:00 pm, will include the following items:

a. Standing Committee Reports:

1) Budget Process and Consultation - Budget & Staff Allocations Committee

2) Committee Organization and Membership - Common Standards for Students

3) Report on Committee Activities - International Education Committee

b. Old Business:

1) College Smoking Policy

2) Handicapped Parking Status Report

c. New Business:

Revision of Curriculum and NCATE/SED Evaluation

ITEMS OF INTEREST

FSA BOARD OF DIRECTORS MEETING will be held on Tuesday, Feb. 14, at 4 p.m. in the MH Brown Bag Room. All members of the campus community are invited to attend.

EAP/HPER AEROBICS PROGRAM: 4:40-5:40 p.m., Monday, Wednesday, Thursday and Sunday (TBA). Classes meet in HG 213, dance studio.

FACULTY RECREATION HOURS: Pool: Monday, Wednesday, and Friday, 12-2 p.m. **Indoor Track:** Monday-Friday, 12-1:30 p.m. **Indoor Tennis:** Monday, Wednesday, and Friday, 1:30-3 p.m. **Racquetball Courts:** Monday and Wednesday, 12-2 p.m.; Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

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Buffalo State
College

College Bulletin

Volume XXXIV

Number 21

February 16, 1989

OFFICIAL NOTICES

FROM THE PRESIDENT

I. JOINT AD HOC SENATE/ADMINISTRATION COMMITTEE.

Following a request, Dr. William Ganley, chairman of the College Senate, and I have formed a joint ad hoc Senate/Administration committee for the development of a policy statement concerning the handling of complaints against faculty and staff. Currently, we have an informal procedure which is seen to be effective a great deal of the time. The college, at this point, has no formal, approved policy covering circumstances in which students, staff, or community members have complaints about individual faculty or staff on campus. All of us who deal with such complaints recognize the complexity of the situation and the care with which those complaints must be handled. When the ad hoc committee has completed its work, the draft policy will be submitted through the normal channels of policy approval on campus, beginning with the College Senate.

The charge is as follows: "Review all current policies and procedures for handling complaints regarding faculty and staff, including the current SUNY policy for processing affirmative action complaints, make recommendations to the College Senate for any modifications of these policies and procedures."

The committee membership includes: Jeffrey Brandwine, Vern Bullough, George Degener, Mary Delmont, James Fox, Carole Harris, Sandra Heis (secretary), Rosalyn Lindner, Janice Mazurek, Richard McCowan, Constance Milliner, Sheila Nickson, Ramon Parkins, Phillip Santa Maria, Jean Young. Dorcas Colvin and Janice Moritz will serve as liaison to the committee.

II. 1989 PRESIDENT'S MEDAL. It is time to begin the selection of candidates for the 1989 President's Medal which will be presented to an outstanding senior at the 117th commencement ceremony. The medal is designed to recognize an outstanding member of the senior class who has demonstrated excellence in the areas of academic achievement, citizenship, leadership, and community service.

Each faculty-staff member has the privilege of submitting the name of one graduating senior for consideration. Nomination forms are available from department chairs and directors. You are requested to send supporting documentation with your recommendation. All nominations must be received in the Dean of Students Office by March 5.

A selection committee comprised of representatives from the three vice presidential areas and the student population will review submitted nominations, solicit applications from the top group of seniors nominated, and schedule interviews with finalists. The committee, under the chairmanship of Phillip Santa Maria, will

present its recommendation to me by April 28.

Recognizing excellence and achievement in our graduates is very important, and I wholeheartedly solicit the support of faculty and staff in this important process.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. PROJECT REACH. Project REACH--Reading, Education, and Achievement is being run in several state agencies to improve employee reading skills. All NYS employees who are represented by CSEA are eligible to participate as REACH students. A major part of Project REACH is one-on-one tutoring and all state employees are eligible to apply for tutor training.

This program is supported by the college administration, the SUCB/EAP Committee, and the unions representing college employees: CSEA, PEF, UUP, Council 82.

The project needs both tutors and students, and we have planned a program of further information in cooperation with the Project REACH state-wide program personnel, Amy Rossman and Diane Wagner. All BSC faculty and staff members are invited to attend one of the following Project REACH information programs in BL 210: Wednesday, Feb. 22 and Thursday, Feb. 23, 10 a.m., 11 a.m., 2 p.m., 3 p.m.

If you are interested in more information about the Project REACH program, please attend one of these scheduled informational programs.

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

GENERAL EDUCATION REVIEW COMMITTEE ITEMS:

a. Prof. Robert Brock, Professor of Fine Arts, has been temporarily appointed to the General Education Review Committee from the Faculty of Arts & Humanities until that Faculty elects a member.

b. The Committee will hold open hearings:

OPEN HEARINGS:

General Education Review

Tuesday, February 28, Bengal Pause, TR 104

Wednesday, March 1, 3 to 4:30 pm, TR 201

Faculty, students and other appropriate persons are invited to submit oral or written comments to the committee at the hearings. Written responses may be sent to Dr. Paul Beaudet, HA 202 or Dr. Teresa Platek, KH 306, prior to February 28.

ITEMS OF INTEREST

EMPLOYEE ASSISTANCE PROGRAM--A confidential, free, support and referral service for employees and their families. For assistance, contact: Dave Cummings, ext. 5233; Deborah Hard, ext. 6303; Paul Martin, ext. 4307

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EAP/HPER AEROBICS PROGRAM: 4:40-5:40 p.m., Monday, Wednesday, Thursday and Sunday (TBA). Classes meet in HG 213, dance studio.

FACULTY LOAN DUE DATES. As part of the new extended loan policy for faculty and staff, they are reminded that most books borrowed in 1988 were due on Feb. 15. One in-person renewal is available to you and overdue charges begin accruing at that due date.

VACANCY NOTICES FEBRUARY 14, 1989

Inquiries should be made at the appropriate campus as to the current status of the positions listed below:

SUNY/ALBANY		
Research Support Spec.	Biological Sci.	*D: Feb.17
Proj. Staff Asst./Field	Criminal Just.	Feb.28
Asst. Librarian	Library	Apr.20
Sr. Staff Asst.	Development	Feb.27
Sr. Prog. Analyst	Computing Serv.	Feb.26
SUNY/BINGHAMTON		
Computer Op. Super.	Computer Center	Mar.01
Counselor	Upward Bound	Mar.01
Asst. Dir./Assoc. Lib.	Library	Apr.01
Asst. Lib.	Library	Apr.01
Asst. Lib.	Library	Apr.01
SUNY/BROCKPORT		
Asst. Football Coach	Physical Educ.	Mar.15
SUNY/COBLESKILL		
Programmer/Analyst	Computer Services	Feb.27
SUNY/CORTLAND		
Lect./Asst. Prof.	Sociology/Anth.	Mar.01
SUNY/EMPIRE STATE COLLEGE		
Faculty P/T	Comm. & Human Serv.	Mar.01
SUNY/COLL. ENVIRONMENTAL SCI. & FORESTRY		
Dir., Business Affairs	Business Ofc.	Mar.01
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
Sr. Counselor	Psychiatry	Feb.27
Counselor	Psychiatry	Feb.27
Counselor	Psychiatry	Feb.27
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Clinical Investigator	Obstet. & Gyn.	Mar.04
Clinical Investigator	Anesthesiology	Feb.25
Univ. Instruc. Spec.	Anatomy & Cell Bio.	Mar.01
TH Resp. Therapist	Respiratory Ther.	Mar.01
SUNY/NEW PALTZ		
Counselor/Coord.	Career Develop.	Feb.20
SUNY/OLD WESTBURY		
Purchase Assoc.	Purchasing	Mar.01
Asst. Prof.	Mathematics	Mar.09
Asst. Prof.	Mathematics	Mar.09
Instr./Asst. Prof.	Mathematics	Mar.09
SUNY/OSWEGO		
Faculty/Inorganic Chem.	Chemistry	Mar.15
SUNY/PLATTSBURGH		
Asst. Prof.	English	Mar.01
SUNY/STONY BROOK		
Assoc./Univ. Fin. Serv.	Internal Audit	Mar.01
Instr./Asst./Assoc./Prof.	Obstet. & Gyn.	Open
Asst./Assoc. Prof.	Social Welfare	Mar.01
Res. Instr.	Microbiology	Mar.01
Staff Assoc.	Campus Residence	Feb.20
TH Staff Asst. I	Exec. Dir. Ofc.	Feb.20
SUNY/STONY BROOK		
TH Assoc. Dir./Nursing	Nursing	*D: Feb.20
Asst./Assoc./Prof.	Anatomical Sci.	Open
Visiting Asst. Prof.	History	Open
Faculty Position	Mineral Physics	Apr.01
Asst./Assoc./Prof.	App. Math & Stats	Mar.01
Lead Programmer Analyst	Electrical Eng.	Feb.20
Sr. Programmer Analyst	Comm. Mgmt. Engineering	Feb.20
Assoc. Univ. Fin. Analysis	Internal Audit	Mar.01
Faculty-Field Liaison	Social Welfare	Mar.01
Proj. Staff Assist.	Surgery	Feb.20
Research Support Spec.	Med/Infectious Disease	Feb.27

SUNY/COLLEGE OF TECHNOLOGY AT CANTON
Admissions Advisor Admissions
SUNY/COLLEGE OF TECHNOLOGY AT UTICA/ROME
Instr./Asst. Prof. Psychology
Instr./Asst. Prof. Communications

Feb.27

Mar.01

Mar.01

For further information contact Helen Ryback at 5102.

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Number 22

February 23, 1989

OFFICIAL NOTICES

FROM THE PRESIDENT

I. APPROVALS. Consumer Studies and Home Economics Department: The four recommendations concerning the Consumer Studies and Home Economics Department published in the College Bulletin on Jan. 19, 1989 are approved.

JBS Department name change approved: Effective Sept. 1, 1989, the Journalism, Broadcasting and Speech Department will be renamed the Communication Department.

II. COURSE APPROVALS. I have approved the following courses and course revisions, which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the vice president for academic affairs: **Courses--**EDF 302 Educational Psychology: Elementary Education, HIS 334 Modern Ireland Since 1800, PAR 100 The Lively Arts. **Course Revisions--**BIO 303 Genetics. **Course Renumbering and Title Changes--**GES 314 (from GES 414) Geological Oceanography, GES/SCI 337 (from SCI 409) Astronomy and the Astronomers to 1650, EDF 202 (from EDF 351) Child Development and Education, EDF 203 (from EDF 201) School and Society, SLA 302 Phonetics (from SLA 305 Clinical Phonetics).

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. CONFERENCE. Appended to this Bulletin is an announcement regarding the conference "Teaching for Tomorrow--Integrating Scholarship on Women and Minorities Across the Curriculum" to be held Thursday, March 23. All members of the college community are invited to attend as part of our yearlong "Celebration of Diversity."

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. FISCAL YEAR DEADLINES. Items not on state contract: \$2,501 to 5,000--Tuesday, Feb. 28; \$2,500 and under from a reliable source at a reasonable price--Friday, March 10. Contract items: Under contract still in effect by Friday, March 10 or two (2) weeks prior to expiration of contract--whichever comes sooner. All requisitions in the above categories must be in Purchasing by the deadline date or they will be returned to the issuing department for processing in the next fiscal year. **Note:** Justifications and a list of any known suppliers must accompany the requisition on non-contract items of \$2,500 and over.

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

1. CURRICULAR RECOMMENDATIONS. The following new course proposals have been approved by the Senate Curriculum Committee. They have been forwarded to the President for his recommendations:

CNS 652 - Professionalism in Conservation
JBS 440 - Electronic News Gathering
PHY 500 - Seminar for Physics Teachers
SOC 370 - The Sociology of Deviant Behavior

2. GENERAL EDUCATION REVIEW. The Committee will hold the following open hearings:

OPEN HEARINGS:

General Education Review

Tuesday, February 28, Bengal Pause, TR 104

Wednesday, March 1, 3 to 4:30 pm, TR 201

Faculty, students and other appropriate persons are invited to submit oral or written comments to the committee at the hearings. Written responses may be sent to Dr. Paul Beaudet, HA 202 or Dr. Teresa Platek, KH 306, prior to February 28.

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EAP/HPER AEROBICS PROGRAM: 4:40-5:40 p.m., Monday, Wednesday, Thursday and Sunday (TBA). Classes meet in HG 213, dance studio.

FREE TAX ASSISTANCE is available in BL lobby through April 12 from noon to 3 p.m., Tuesday, Wednesday, and Thursday. For further information call Lynne White, ext. 5704/6103 or Sarah Manning, 832-8171.

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TEACHING FOR TOMORROW

Integrating Scholarship on Women and Minorities
Across the Curriculum

Thursday, March 23, 1989

Bacon Hall 116
State University College at Buffalo

PRESENTERS

Susan Van Dyne and Marilyn Schuster
Curriculum Consultants, Smith College

SPONSORS

Women's Studies Interdisciplinary Unit
African and African-American Studies
Teaching Effectiveness Subcommittee
Faculty-Staff Development Council

PROGRAM

- 9:00 - 9:15 WELCOME AND INTRODUCTION
- 9:15 - 11:15 SESSION I: The Challenge of Teaching for the 21st Century
- 12:15 - 1:30 SESSION II: Strategies for Integrating Women and Ethnic Minorities
across the Curriculum: Redesigning the Syllabus
- 2:45 - 4:00 SESSION III: Creating an Equitable Classroom

REGISTRATION

Participation by faculty, staff, and students is invited for all or part of the day. There is no charge but advance registration is requested. Please return this form by March 17 to Nan Lund, Cleveland Hall 519, Buffalo State College, 1300 Elmwood Ave., Buffalo, NY 14222-1095

NAME _____

I plan to attend:

ADDRESS _____

Session I _____

AFFILIATION _____

Session II _____

Session III _____

THE ISSUE

The college curriculum largely reflects the issues, the research, and the experience of white males. The challenging task for all educated persons is to rethink the concepts presented in the disciplines from diverse frameworks that include those of women and ethnic minorities who are traditionally underrepresented in scholarly work. As our society becomes increasingly diverse and strives to provide equitable opportunity for all citizens, the issues become critical to the academy.

THE SESSIONS

I. The Challenge of Teaching for the 21st Century

Research on women and ethnic minorities not only creates new knowledge but reshapes our understanding of the traditional curriculum. Three strategies for educational equity are outlined and placed in the national context. This workshop focuses on incentives that motivate teachers, on changes in student roles, and on the types of courses generated. Together we identify typical sources of resistance within ourselves, our students, and our disciplines.

II. Strategies for Integrating Women and Ethnic Minorities across the Curriculum: Redesigning the Syllabus

This session analyzes the forces that govern the content and structure of our courses and the transformative strategies that promote change.

III. Creating an Equitable Classroom

This session identifies sources of power in the classroom that will increase teaching effectiveness and independent learning. It will conclude with a synopsis of the characteristic of a fully transformed course.

CELEBRATING DIVERSITY

The 1988-89 academic year has been designated as a yearlong Celebration of Diversity at Buffalo State College. This celebration is undertaken to recognize the significant and varied contributions that are made to the academic community and to the society at large by members of diverse groups. The college recognizes its opportunity and responsibility to sensitize students to the richness of history and culture of groups that are traditionally underrepresented in the curriculum and on the campus. There also is a need to alert students to the very real dangers and costs of bias and discrimination. When a door of opportunity is closed for any student based on race, gender, physical ability, ethnicity, or other qualities unrelated to the individual worth, the society feels the loss. When any individual is demeaned by word or deed, the entire society is diminished.

Buffalo State has chosen to celebrate the diversity of our students, our community, and our global village. We are doing this through artistic performances, scholarly presentations, informal discussions, student events, and attention to the curriculum. We hope to end this year with greater appreciation and understanding of our diversity and to be better prepared to meet the challenges of education in the 21st century.

This program is part of the yearlong Celebration of Diversity at Buffalo State College. It is funded by:

Faculty-Student Association
Faculty of Arts and Humanities
Faculty of Applied Sciences and Education
Faculty of Natural and Social Sciences
Academic Affairs



FUNDING PROVIDED BY
THE FACULTY-STUDENT ASSOCIATION

Buffalo State
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Volume XXXIV

Number 23

March 2, 1989

OFFICIAL NOTICES

FROM THE PRESIDENT

I. HONORARY DEGREE. I am pleased to announce that Tom Wicker, political columnist for *The New York Times*, will receive a SUNY honorary doctor of letters degree at the college's 117th commencement on May 19 in Memorial Auditorium.

Mr. Wicker is one of 31 SUNY-wide honorary degree candidates recently approved at a SUNY Board of Trustees meeting in Albany.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. ORIENTATION. Upon consultation with the campuswide Orientation Advisory Committee, the New Student Programs and Orientation Office is announcing the following dates for the 1989 summer orientation programs: Freshmen--July 5-7, July 12-14, July 17-19, and Aug. 29-31; Transfers--July 6, 13, 16, and Aug. 30. During these sessions, special orientation programming will be conducted for families of new students and for re-entry adult students.

New Student Orientation will include preregistration academic advisement, registration, and informational and experiential programming as well as basic skills competency testing in mathematics, English, reading, and foreign languages.

Also, in our continuing effort to initiate more direct contact between faculty and new students, we will be selecting a cadre of faculty to participate in the Orientation Faculty Enhancement Project. Funded by Title III, Activity 1 of the Strengthening Developing Institutions grant, this project will enable trained faculty to assist our undecided freshmen to intelligently select their academic courses. Faculty participants will help introduce new students to the goals of higher education, BSC's general education and basic skills requirements, and planning for academic excellence through active academic advising.

Faculty interested in obtaining more information about the Faculty Enhancement Project should contact New Student Programs and Orientation, ext. 5336.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. BROTHER typewriters and word processors on state contract will be demonstrated in GC 418 on Monday, March 6, from 10 a.m. to 3 p.m. This is open to all campus personnel. Specialists will be able to assist you with any questions and/or problems with your existing Brother equipment.

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

1. CURRICULAR ITEM. The following new program proposal has been received in the Senate office:

Health/Wellness

It will be forwarded to the following Senate standing committees for their review: Curriculum, Budget & Staff Allocations, Academic Plan, Academic Services and Standards for Students. Committee recommendations will then be forwarded to the College Senate for its recommendation to the President.

2. JOINT AD HOC SENATE/ADMINISTRATION COMMITTEE. The official notice from the President in the Bulletin of February 16, 1989, concerning this committee should read:

Sandra Hise, Secretary of the College Senate
Ramon Parkins, President of United Students Government.

FROM INSTRUCTIONAL RESOURCES

I. SUNYSAT/SATELLITE UPDATE. Teleconferences have been scheduled for viewing on campus during March: 8--Black Political Empowerment in the '90s: Future Implications, 1-3 p.m.; 20--AIDS--A Burning Issue: Community Education and Action, 1-4:30 p.m.

The Media Library has a videotape copy of the following special programs obtained via satellite during February: France-TV Magazine (Sept.88/Jan.89/Feb.89 programs); Acquaintance/Date Rape Prevention; DNA Identification; Myths, Models and Realities: Creating a Campus of the Future; Introduction to the Profession: What it Means to be an Engineer; Author, Author Series-Saving Your Child's Mind and the Moral Imperative.

SUNYSAT continues to broadcast a variety of preview programming Monday-Friday from 12-2 p.m. on channels 6 and 8. Some of the series currently being distributed include: Voices and Visions, War and Peace in the Nuclear Age, Faces of Culture, The Mechanical Universe and Beyond, Economics USA.

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

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EAP/HPER AEROBICS PROGRAM: 4:40-5:40 p.m., Monday, Wednesday, Thursday and Sunday (TBA). Classes meet in HG 213, dance studio.

FSA BOARD OF DIRECTORS meeting will be held on Wednesday, March 15, at 4:30 p.m. in the Brown Bag Room of Moot Hall. All members of the campus community are invited to attend.

PUBLIC HEARING. The Board of Trustees of SUNY will conduct a Public Hearing on March 22 at State University Plaza, Elisabeth Luce Moore Board Room, Albany (this facility permits barrier-free access to the physically handicapped), 1:30 to 3 p.m. The purpose of the hearing is to receive testimony and statements from concerned individuals about university issues. If you have issues which are oriented to a single campus and would like to bring them to the attention of the Trustees, please feel free to do so by writing the Board at State University Plaza, Albany, NY 12246.

Persons wishing to present prepared testimony to the Board are requested to write to Miss Martha J. Downey, Secretary of the University, at the above address; such communication to be received no later than noon on March 21. In your letter please identify in a brief fashion the subject of your testimony and provide Miss Downey with a telephone number, as well as an address to which she can send a confirmation that you have a reserved place on the agenda. Such testimony will be limited to five minutes and the speakers will be requested to provide six copies of their written testimony to the Hearing Registration Officer on the day of the hearing.

Persons who wish to make brief extemporaneous comments (no more than three minutes) are requested to file their names with the Hearing Registration Officer on the day of the hearing. Time for such comments will be set aside at the end of the hearing and such persons will be called upon in the order in which they register.

VACANCY NOTICES FEBRUARY 28, 1989

<u>SUNY/BINGHAMTON</u>		
Staff Assistant	Libraries	*D: Mar.15
<u>SUNY/BUFFALO STATE COLLEGE</u>		
Staff Associate	Public Safety	Open
Staff Associate	Institutional Adv.	Apr.15
<u>SUNY/CENTRAL ADMINISTRATION</u>		
Sr. Staff Associate	Library Services	Mar.15
Staff Assistant	Library Services	Mar.15
<u>SUNY/CORTLAND</u>		
Residence Hall Dir.	Residence Life	Open
Reference Librarian	Library	Open
<u>SUNY/COLLEGE AT FREDONIA</u>		
Faculty positions	Business Admin.	Mar.10
<u>SUNY/GENESEO</u>		
Instr./Asst.Prof.	School of Business	Mar.17
Residence Hall Dir.	Residence Life	Mar.15
<u>SUNY/HEALTH SCIENCE CENTER AT BROOKLYN</u>		
TH Super.Fin.Analyst	Hospital Business Ofc.	Mar.15
<u>SUNY/HEALTH SCIENCE CENTER AT SYRACUSE</u>		
TH Nurse Administrator	Nursing	Mar.15
TH Medical Radiographer	Radiology	Mar.15
Tchg.Hspt.Asst.Adm.	Materials Mgmt.	Mar.15
Assoc.Prof.	Obstetrics/Gyn.	Mar.10
College Accountant	Accounting/Bdgt.	Mar.10
TH Asst.Administrator	Nursing	Mar.10
Dpty.Nursing Dir.	Nursing	Mar.10
Instr.Support Tech.	Educ.Communication	Mar.10
<u>SUNY/COLLEGE OF AGRICULTURE & TECHNOLOGY/MORRISVILLE</u>		
St.Activities,Asst.Dir.	Student Activities	Mar.10
<u>SUNY/PLATTSBURGH</u>		
Asst./Assoc.Prof.	Develop.Psychology	Apr.15
Instr./Asst.Prof.	Art History	Mar.15
Lead Prog./Analyst	Computer Center	Open
Scene Designer	Theatre	Open
Tech.Dir./Lgthing Des.	Theatre	Open
Stage/Production Mgr.	Theatre	Open
Property Designer	Theatre	Open
Percussionist	Theatre	Open
Piano Accompaniest	Theatre	Open
Choreographer	Theatre	Open

Vocal Coach	Theatre	Open
Wardrobe Manager	Theatre	Open
Costume Designer	Theatre	Open
Asst.Prof.	Elem.Educ.	Mar.24
Asst.Prof.	Teacher Educ.	Mar.24
<u>SUNY/POTSDAM</u>		
Instr./Asst.Prof.	Instr.Technology	Mar.01
<u>SUNY/STONY BROOK</u>		
Visiting Asst.Prof.	App.Math & Statistics	Mar.10
Instr.Support Spec.	Medicine/Castroen.	Mar.10
Staff Assoc PT	Inst.Social Analysis	Mar.10
Programmer/Analyst	Management Systems	Mar.10
<u>SUNY/STONY BROOK</u>		
Staff Assoc.	Campus Residences	Mar.10
Sr. Staff Assoc.	Campus Residences	Mar.10
Instr.Support Tech.	Surgery	Mar.10
Sr.Asst./Assoc.Lib.	Health Sci.Library	Mar.10
Asst.Prof.	Physiology & Biophy.	Open
Asst./Assoc./Prof.	Microbiology	Open
Asst./Assoc.Prof.	Medicine	Open
Instr./Asst./Assoc./Prof.	Psychiatry	Open
Faculty Position	Ecology and Evolution	Mar.10
Asst./Assoc./Prof.	Marine Microbiology	Apr.01
Asst./Assoc./Prof.	Microbiology	Open
Asst./Assoc.Prof.	Medicine	Open
Assoc.Counselor	SSW/Sayville Proj.	Mar.15
Sr.Staff Assoc.	Medical Staff	Mar.15
TH Clin Lab Tech III	Labs/Cytology	Mar.15

*Deadline for receipt of applications.

For further information contact Gay Hardoby, Ex. 5102.

Buffalo State College

College Bulletin

Volume XXXIV Number 24 March 9, 1989

OFFICIAL NOTICES

FROM THE PRESIDENT

I. **COUNCIL MEMBER APPOINTED.** I am especially pleased to announce that Gov. Mario Cuomo has appointed Donald P. Quinlan, '53, a member of our College Council effective immediately. His term will expire June 30, 1996, and he succeeds Pasquale Greco, M.D., whose term expired.

Mr. Quinlan, president, CEO, and chairman, board of directors, Graphic Controls Corp., has long been active with the college's foundation and currently serves as its chairman.

Mr. Quinlan is the third graduate of this college to be appointed to the Council, joining Paul Tokasz and Edward Hunt.

II. **COURSE APPROVALS.** I have approved the following courses, which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the vice president for academic affairs: CNS 652 Professionalism in Conservation, JBS 440 Electronic News Gathering, PHY 500 Seminar for Physics Teachers, SOC 370 The Sociology of Deviant Behavior.

FROM THE CHAIRMAN OF THE COLLEGE SENATE

1. **WITHDRAWAL OF COURSES.** The following course proposals, which were submitted by the Art Education Department, have been withdrawn from the Senate Curriculum Committee for consideration:

- ATS 506 - Colloquium in the Arts
- ATS 502 - Art for Children With Special Needs
- ATS 520 - Art and Therapy
- ATS 523-7 - Field Study in Art Therapy
- ATS 602 - Research in Art Therapy
- ATS 603 - Internship in Art Therapy
- ATS 605 - Assessment and Treatment
- ATS 690 - Master's Project in Art Therapy

2. **CURRICULAR ITEMS.** The following have been received in the Senate office and forwarded to the Senate Curriculum Committee for consideration:

- a. Revision of minor: Religious Studies
- b. New course proposals:
 - HPR 201 - Techniques and Theories of Coaching Specialty Sports. A combination of classroom (lecture/discussion) analysis of athletic coaching and a supervised independent inquiry into the requirements for coaching one of the following: field hockey, golf, lacrosse, tennis, volleyball, wrestling, ice hockey or other specialty sports.
 - HIS 372 - American Foreign Policy in the Far East. Dawn of America's Asiatic interests; early relations with

China; opening of Japan; missionary activity and influence; war with Spain; America becomes a Pacific power; World War I and the rise of Chinese nationalism; American gunboat diplomacy; inter-war naval conferences; Manchurian Incident; American-Japanese problems; road to war; Pearl Harbor and war in the Pacific; search for Pacific security; conflict in Korea; war and peace in Vietnam.

PHI 208 - Women and Religion. An introduction to the study of women and religion with special attention to their contributions to religious thought and practice. Barriers and advantages to women introduced by religion in various societies will be discussed.

PHI 303 - Independent Reading. Supervised reading in a significant original philosophical text to be chosen by mutual agreement of student and faculty member and approved by the Chairperson.

PHI 310 - Contemporary Ethical Theory. An historical and analytical study of important developments in Twentieth Century ethical theory; to include Naturalism, Non-cognitivism, Prescriptivism, Rationalism and the ideas of Rawls, Nozick, Gauthier and Gewirth.

PHI 314 - History of Ethics. An historical study of the great Western writers on ethics as they examine questions about self-interest, freedom, duty, happiness in regard to moral life. Writings will be selected from texts of Plato, Aristotle, Kant, Mill, Hume and others.

c. Course revisions:

GEG 310 - Geography of Transportation. Geography of transportation introduces the comparative study of the modes of transportation, transportation planning and the benefits and effects of transportation, with special emphasis on application to urban transportation. It will study the importance of accessibility as a factor in the development of a modern metropolitan transit system.

PHI 309 - Knowledge and Truth. Functional analysis of the central concepts of the general logic of scientific activity as the study of the foundations and limits of knowledge and truth are examined. The problems of knowledge, belief, appearances, sense data and traditional theories of perception will be studied through the literature of philosophy of science and theories of knowledge.

PHI 307 - Beginning Symbolic Logic. First-order logic as a system for understanding argumentation in ordinary language; the structure and use of truth-functional logic and quantification theory including identity will be covered.

PHI 205 - Introduction to Old Testament. An introduction to the Old Testament which investigates the backgrounds and the cultures out of which it grew, the philosophies in it and the kinds of literature it contains.

PHI 207 - Philosophy in Literature. An examination of the relation of philosophy to literature through a consideration of the nature of language, the methods of language analysis, the relation of knowledge to fiction and the function of myth and metaphor in presenting philosophical ideas. Each semester a number of works of literature are read and analyzed for philosophical content.

PHI 305 - Analytic Philosophy I: Philosophy of Language. Recent works by analytical philosophers in the foundations of language. Such topics as meaning, reference and necessity will be covered.

PHI 312 - Analytic Philosophy II: Philosophy of Mind. Recent work by analytical philosophers in the philosophy of mind. Among questions to be considered: What validates an inference from bodily states to mental ones or vice versa? What are the criteria for personal identity? Are we machines that think?

3. **SENATE MEETING**, March 10, 1989, BA 116E, 3:00 pm. The following items will be considered:

- a. Standing committee reports:
 - 1) Nomination of new chairperson - ByLaws & El-

- ctions Committee
- 2) Budgetary consultation report - Budget & Staff Allocations Committee, Sen. Lindner
- 3) Interim report - Professional Welfare Committee, Sen. Fish
- 4) Committee organization and activities - Standards for Students, Sen. Quatroche
- b. Old business:
 - 1) Presidential Search Committee status report, Sen. Lindner
 - 2) Interim report, General Education Review Committee, Sens. Platek and Beaudet
- c. New business:
 - Assessment: Alternatives - Sen. Rudin.

FROM THE DIRECTOR OF THE PERFORMING ARTS CENTER

I. ROCKWELL HALL AUDITORIUM. The 1989-90 requests for use of Rockwell Hall auditorium are published in this Bulletin. This schedule is tentative and is subject to contracting with all parties.

Rockwell is available to priority (on-campus) and non-priority (off-campus) groups on a first-come, first-served basis for the available 1989-90 dates (through August 1990) as of March 1, 1989. All requests should be through the Performing Arts Center office, ext. 3032.

ITEMS OF INTEREST

EMPLOYEE ASSISTANCE PROGRAM--A confidential, free, support and referral service for employees and their families. For assistance, contact: Dave Cummings, ext. 5233; Deborah Hard, ext. 6303; Paul Martin, ext. 4307

FACULTY RECREATION HOURS: Pool: Monday, Wednesday, and Friday, 12-2 p.m. Indoor Track: Monday-Friday, 12-1:30 p.m. Indoor Tennis: Monday, Wednesday, and Friday, 1:30-3 p.m. Racquetball Courts: Monday and Wednesday, 12-2 p.m.; Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

EAP/HPER AEROBICS PROGRAM: 4:40-5:40 p.m., Monday, Wednesday, and Thursday and 1:30-2:30 p.m., Saturday. Classes meet in HG 213, dance studio.

SIXTH ANNUAL FACULTY/STAFF PARTY will be held Friday, March 17, from 7:30 p.m. to 1 a.m. in Moore Complex dining area. Prior to it an Irish Buffet at \$5.95 per person will be served at 6 p.m. Reservations by Monday, March 13, BSC Ticket/Travel Office, ext. 5531.

Rockwell Hall Auditorium
1989/90
Tentative Schedule
Fall

September 15 or 16	Homecoming Concert
September 24	QRS Dance Buffalo Series
September 25	Admissions Program
September 27	Library Program
October 1	Maelstrom Percussion Ensemble
October 3 & 4	The Market Theater from Johannesburg "You Strike the Woman, You Strike the Rock"
October 14	Alumni Association Andrew Brown Chapter
October 14	TOYS, Etc. Childrens Show
October 18-21	Floorplay Contemporary Dance Theater
October 22	Amherst Saxophone Quartet
October 25-29	Buffalo Ballet Theater
October 31 - November 5	Black Dance Festival with Gemini Dance Theater, Ballet Africans, Olatunje, & Katherine Dunham
November 6-18	BSC & Buffalo Academy of Visual and Performing Arts present "Oliver"
November 19	TOYS, Etc. Childrens Show
November 20	Library Program
November 27 - December 9	Theater of Youth present "Charlottes Web"
December 10	ORS Zuckerman & Schub
December 11-17	World Premiere Opera Sacra "A Beggars Christmas"
December 18-24	Empire State Ballet "The Nutcracker"

Spring 1990

January 21	QRS Dance Buffalo Ohio Ballet
January 22	On School Time matinee of above
February 4	Amherst Saxophone Quartet
February 7-10	New York State Junior Miss
February 11	TOYS Etc. Children's Show
February 16	Speech, Language Pathology & Audiology Conference
February 17 & 18	QRS Dance Buffalo Bella Lewitzky
February 21-25	Buffalo Ballet Theater
March 11	Maelstrom Percussion Ensemble
March 18	Amherst Saxophone Quartet
March 21-24	Floorplay Contemporary Dance Theater
April 1	TOYS, Etc. Children's program
April 18-22	Buffalo Ballet Theater
April 26	Honors Convocation
April 26	Paul Winter Consort
April 29	Maelstrom Percussion Ensemble
May 3	Buffalo State Percussion Ensemble
May 6	Amherst Saxophone Quartet
May 17-19	Alvin Ailey American Dance Theater (at Shea's)
May 20	TOYS, Etc. Children's Show
June 13-16	American Academy of Ballet Recital

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College

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Number 25

March 16, 1989

EDITOR'S NOTE: The next Bulletin will be published Thursday, March 30. Items are due in GC 515 by noon Tuesday, March 28.

OFFICIAL NOTICES

FROM THE PRESIDENT

I. **RECEPTION.** I am planning a reception in honor of the faculty and staff who have served the college at least twenty-five years (as of the beginning of this academic year) on Thursday, April 13, from 4 to 6 p.m. in Moot Hall. The campus community is cordially invited to attend. Join with me in this celebration of their contributions and service.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. **SUMMER TRIP TO CHINA.** For the second year, Buffalo State College is sponsoring a trip to China that is open to students, faculty, staff, and other adults. Departing June 27 from Buffalo, the group will spend two weeks at East China Normal University in Shanghai where there will be an introduction to Chinese culture and language as well as tours of the area. From Shanghai the group will travel to several other cities, including Xi'an, site of the terracotta warriors, and Beijing, with visits to the Forbidden City and the Great Wall. Hong Kong will also be visited. Return is on July 24. The \$3,195 package includes all transportation, lodging, and most meals. Space is still available and reservations must be made soon. Contact Emil Hoch, International Education Office, GC 415, for information or application.

FROM THE COORDINATOR OF FACULTY AND STAFF DEVELOPMENT

I. **GALAXY GAZING...REVISTED.** For anyone who could not be accommodated at the Winterim session of Galaxy Gazing, now is your opportunity. Our very own Captain Gielow is once again set to sail the BSC Ferguson on Monday, April 10, at noon. Discover how the patterns and movements of the stars and planets actually can tell a story. Imagine you and your "significant other" strolling on deck aboard a cruise ship on a star-filled night. The scene is set with a backdrop of twinkling lights, and the story begins to unfold. If you would like to sign up for this memorable journey, call the Special Programs Office, ext. 4328, to reserve your place.

FROM THE CHAIRMAN OF THE COLLEGE SENATE

1. **CURRICULAR ITEMS.** The following have been received in the Senate office and forwarded to the Senate Curriculum Committee for its recommendations:

a. New course proposals:

BIO 325 - Ichthyology. Study of the biology of fishes: structure and function (anatomy and physiology), systematics, evolution and diversity and zoogeography and ecology.

BIO 425 - Morphology of Nonvascular Plants and Fungi. A study of the comparative structures, reproductive cycles and phyletics relationships among the non-vascular plants and fungi. Interactions between structure and function and ecological adaptations will be considered.

BIO 426 - Morphology of Vascular Plants. A study of the comparative structures, reproductive cycles and phyletics relationships among the vascular plants. Interactions between structure and function and ecological adaptations will be considered.

BIO 427 - Systematic Botany. A comprehensive study of the diversity of vascular plants, their identifications, naming, classification and evolutionary relationships.

BIO 428 - Vertebrate Structure and Function. A comparative study of the vertebrates with emphasis on their anatomy, adaptations, ecology and phylogenetic relationships.

BIO 429 - Fisheries Biology. Study of the ecology and management of fish populations: sampling techniques, fisheries management techniques (including stocking, hatcheries and aquaculture programs), and feeding, behavior and life history of fishes.

b. Course revisions:

BIO 311 - Human Anatomy and Physiology I. Study of the basic physiology of cells, tissues and the following body systems: cardiovascular, respiratory, digestive, urinary, reproductive.

BIO 312 - Human Anatomy and Physiology II. The study of the physiology and related anatomy of the following human body systems: integumentary, skeletal, muscular, nervous, sensory and endocrine. Written essays and reports will be required.

BIO 316 - Microbiology. Microorganisms and techniques of observing their morphology, growth characteristics and distribution; the relationship of microorganisms to man and his activities.

BIO 408 - Plant Physiology. Physiological processes in plants, including photosynthesis, respiration, osmosis, translocation, transpiration, effects of hormones, soil nutrients and tropisms.

BIO 411 - Animal Parasitology. Principles of parasitology. Morphology, immunology, physiology, biochemistry and ecology of parasites; life cycles, identification and pathological effects of representative parasites; control and treatment; significance of parasitism to human health.

BIO 418 - Limnology. Study of the physical, chemical and biological factors influencing freshwater life and the ecological interactions in freshwater communities. Lectures, demonstrations and field trips.

2. **CURRICULUM COMMITTEE REQUEST.** The Senate Curriculum Committee requests that, in order to expedite deliberations, all course and program revisions be accompanied by the following information:

- A copy of the original course outline or program description.
- A statement of the specific revisions proposed.
- A statement explaining the rationale for the proposed revisions.

3. **SENATE ELECTIONS.** The ByLaws & Elections Committee will hold an all-college meeting on March 23, 1989, Ben-

gal Pause, in TR 104.

The following positions are open:

At-large, three year term (1989-1992)

University Senate, to finish the term of R. Waxmonsky, who has resigned effective 9/1/89 (1989-1991)

Any faculty or professional staff desiring to be considered should contact Mary Delmont, Chair, ByLaws & Elections Committee or present their name in nomination at the all-college meeting.

4. SENATE MEETING, 3/10/89. The following items were handled:

a. Mary Lee Xanco has resigned as chair of the ByLaws & Elections Committee and her position on the Senate. Mary Delmont was elected to fill Ms. Xanco's position on the Senate and also her position as chair of the ByLaws & Elections Committee.

b. The following new student Senators were officially certified by U.S.G.: M. Hermann, D. Pahl and R. Parkins.

c. Chairman Ganley charged the Public Service Activities Committee to work with the Community Advisory Council to investigate alleged acts of discrimination by some of the local establishments and more specifically to see what the college can do to offer training in terms of cultural and racial diversity to some of the employees of the local establishments.

ITEMS OF INTEREST

NOTED COSTUME AND PRODUCTION DESIGNERS Barbara and Cletus Anderson, creators for Knight Riders, Monkey Shines, and others, will discuss their work Monday, March 20, at 2 p.m. in Upton Theater 224.

Sponsored by Casting Hall and United Students Government, the session is open to the public.

EMPLOYEE ASSISTANCE PROGRAM--A confidential, free, support and referral service for employees and their families. For assistance, contact: Dave Cummings, ext. 5233; Deborah Hard, ext. 6303; Paul Martin, ext. 4307.

FACULTY RECREATION HOURS: Racquetball courts, pool, and bubble will be open from 12-3 p.m., Monday-Friday, March 27-31.

EAP/HPER AEROBICS PROGRAM: 4:40-5:40 p.m., Monday, Wednesday, and Thursday and 1:30-2:30 p.m., Saturday. Classes meet in HG 213, dance studio.

VACANCY NOTICES

March 14, 1989

SUNY/ALBANY			
Sr. Staff Assistant	Academic Affairs	*D:Mar. 27	
Sr. Prog. Analyst	Computing Services	Mar. 27	
Assistant Professor	Business	Mar. 20	
Assistant Professor	Information Science	Mar. 24	
Tenure Track	Public Aff. & Policy	Mar. 24	
SUNY/BINGHAMTON			
Assistant Professor	Nursing	Open	
Residence Hall Intern	Residential Life	Open	
Instr. Support Spec.	Theater	Mar. 27	
SUNY/COLLEGE AT BROCKPORT			
Head Ice Hockey Coach	Physical Ed & Sport	Apr. 01	
Asst. Ice Hockey Coach	Physical Ed & Sport	Apr. 01	
Asst. Softball Coach	Physical Ed & Sport	Mar. 24	
HEALTH SCIENCE CENTER AT BROOKLYN			
TH Clinical Lab Tech.	Clinical Lab/Path.	Mar. 29	
Purchase Associate	Purchasing/G.I.S.	Mar. 27	
VP Hospital Affairs	Hospital Admin.	Mar. 27	
Personnel Associate	Human Resources	Mar. 27	

SUNY/COLLEGE AT BUFFALO			
Staff Associate	Institutional Adv.	Apr. 15	
SUNY/COLLEGE AT CORTLAND			
Instructor	Political Science	Mar. 31	
SUNY/EMPIRE STATE COLLEGE			
Associate Dean	Learning Center	Mar. 29	
SUNY/COLLEGE OF TECHNOLOGY AT FARMINGDALE			
Associate Registrar	Registrar's Ofc.	Mar. 27	
Assistant Registrar	Registrar's Ofc.	Mar. 27	
Dir., Career Plan & Dev.	Career Dev. Cntr.	Apr. 01	
Instr./Asst. Prof.	Sociology/Anth.	Mar. 24	
Instr./Asst. Prof.	English/Humanities	Mar. 24	
Instr./Asst. Prof.	Foreign Languages	Mar. 24	
Instr./Asst. Prof.	Mathematics	Mar. 24	
SUNY/COLLEGE AT FREDONIA			
Athletic Director	Health, Phys.Ed.	Mar. 24	
SUNY/COLLEGE AT NEW PALTZ			
Asst./Assoc. Professor	Speech/Language	Open	
SUNY/COLLEGE AT OLD WESTBURY			
Counselor	Educ. Op. Prog.	Mar. 27	
Instr./Asst. Prof.	Art History/Gallery	Apr. 05	
SUNY/AT ONEONTA			
Visiting Professor	Economics	Mar. 31	
Assistant Professor	Business	Mar. 31	
Assistant Professor	Physics	Mar. 31	
Tenure Track	English	Mar. 31	
Faculty	Science Educ.	Mar. 31	
Tenure Track	Mod. App. Math.	Mar. 31	
Tenure Track	Home Economics	Mar. 31	
Tenure Track	Curriculum	Mar. 31	
Tenure Track	Curriculum	Mar. 31	
Faculty	Education	Mar. 31	
Faculty	Education	Mar. 31	
SUNY/OSWEGO			
Residence Hall Dir.	Residence Life	Apr. 03	
Asst./Assoc. Professor	Counseling	Apr. 15	
SUNY/PLATTSBURGH			
Assistant Professor	Environ.Sci.	Mar. 31	
SUNY/POTSDAM			
Assistant Professor	Organic Chemistry	Mar. 31	
Assistant Professor	English	Mar. 31	
SUNY/STONY BROOK			
Sr. Research Supp.Spec.	Comm/Prev. Medicine	Mar. 28	
Research Supp.Spec.	Emergency Medicine	Mar. 13	
Research Supp. Spec.	Neurobiology/Behav.	Mar. 28	
TH Medical Rec.Asst.	Medical Records	Mar. 24	
Instr. Support Tech.	Media Services	Mar. 24	
Programmer/Analyst	Management Systems	Mar. 24	
Staff Assoc. PT	Institute/Soc.Analy.	Mar. 24	
TH Sr. Financ.Analyst	Patient Acct.	Mar. 24	
Asst./Assoc. Professor	Marine Microbiology	Apr. 01	
Asst./Assoc. Professor	Medicine	Open	
Asst./Assoc./Professor	Microbiology	Open	
Assoc. Counselor	SSW/Sayville Proj.	Mar. 24	
Dir./Instructional Res.	Audio-Visual	Mar. 27	
Sr. Staff Assistant	Arts & Sciences	Mar. 27	
Residence Hall Intern	Residential Prog.	Mar. 27	
Counselor PT	Counseling Cntr.	Mar. 27	
Instr./Asst.P./Assoc.P.	Medicine	Open	
Orchestral Conductor	Music	Open	
Sr. Staff Assistant	Institutional Serv.	Mar. 27	
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE			
TH Resp. Therapist	Respiratory Therapy	Mar. 24	
Clinical Investigator	Medicine	Apr. 01	
Clinical Investigator	Medicine	Apr. 01	
Sr. Clinical Investig.	Medicine	Apr. 01	
Clinical Investigator	Medicine	Apr. 01	
Scientific Programmer	Neurosurgery	Apr. 02	
Clinical Investigator	Medicine	Apr. 01	
TH Clin. Lab Tech.	Clinical Pathology	Mar. 31	
TH Sr. Pharmacist	Pharmacy	Mar. 24	

*Deadline for receipt of applications

For further information contact Gay Hardoby, Ex. 5102.

Buffalo State College

College Bulletin

Volume XXXIV

Number 26

March 30, 1989

OFFICIAL NOTICES

FROM THE COLLEGE COUNCIL

I. **PRESIDENT APPOINTED.** On Wednesday, March 22, the State University of New York Board of Trustees unanimously appointed Dr. F. C. Richardson the sixth president of State University College at Buffalo. The resolution was introduced by Trustee Arnold Gardner of Buffalo.

The Council is extremely appreciative of the work of the Search Committee which found such a qualified leader to assume presidency of Buffalo State.

FROM THE PRESIDENT

I. **COMMENCEMENT SPEAKER ANNOUNCED.** I am extremely pleased to announce that Tom Wicker, political columnist of *The New York Times*, will deliver the commencement address on May 19. He will also receive a State University of New York honorary doctor of letters degree at the exercises.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. **TWIN RISE SOUTH OPEN HOUSE.** The new Twin Rise South student services offices will hold an open house on April 14 between 1-4 p.m. The open house is for staff, faculty, and students to view the new facilities, which include Academic Advisement, Academic Skills, Academic Standards and Certification, C-STEP, EOP, New Student Programs and Orientation, and Pre-collegiate programs. The purpose of locating these programs in one place is to facilitate student academic support. The offices have been operational during this semester but would like to welcome the campus community informally with refreshments and tours. Residents of Twin Rise South are eager to meet faculty, staff, and students and acquaint them with the services and programs housed there.

FROM THE VICE PRESIDENT FOR FINANCE & MANAGEMENT

I. **HAZARDOUS MATERIALS COMMITTEE REPORT.** In order to achieve compliance with the training sections of the OSHA hazard communication standard and the New York State Right to Know law, the college has contracted with an outside consultant. A committee made up of representatives from each of the unions on campus and members of the administration has chosen Cornell University's Chemical Hazard Information Program (CHIP) for training.

This group is in the process of developing specialized training programs for various groups of

employees depending on the type and hazard of the materials they use. Training will be conducted by Ms. Nellie Brown and Dr. James Planter, a toxicologist with the group. The training sessions are being scheduled for mid-April and more information will be available shortly.

II. **FIRE EVACUATION DRILLS SCHEDULED.** From April 17 through April 21 fire evacuation drills will be held all over the campus. Department heads and/or faculty will be responsible for following the directives already sent to them.

FROM INSTRUCTIONAL RESOURCES.

I. **SUNYSAT/SATELLITE UPDATE.** The following teleconferences have been scheduled for viewing on campus during April: 3 - "National Engineering Research Briefing," 2-5 p.m.; 4-11-18 (a three-part series) "Designing K-8 Learning Environments: Moving Between Direct and Indirect Instruction in Reading, Writing, and Math," 4:45-6:45 p.m.; 12- "Delivering Education to America's Prisons: the College Connection," 12:30-2:30 p.m.; 14- "President's Academy Roundtable - Management Development Programs for the Future," 12-1:30 p.m.; 18- "Store Layout and Design," 8-10 p.m.; 26- AMA's Second Annual Secretaries Briefing," 3-5 p.m.; 27- "Communication Aids and Devices for the Disabled," 1-3:30 p.m.

The Film and Video Library has a videotape copy of the following programs obtained via satellite during March: France-TV Magazine (March 89); Discovery Lecture Series - "The Infinite Voyage-Krakatau 1883;" National Gallery of Art Series (Raphael and the American Collector, Time, Tombs and Treasure: Treasures of Tutankhamun); Aids-A Burning Issue: Community Education and Action; The Comprehensive Test Ban Treaty Debate.

SUNYSAT continues to broadcast a variety of preview programming Monday-Friday, 12-2 p.m. on channels 6 and 8 on campus. Some of the series currently being broadcast for preview purposes include: America by Design, Personal Finance and Management, Portrait of a Family, and The Power Game.

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

FROM THE DIRECTOR OF LIFELONG LEARNING

I. **COURSE PROPOSALS NEEDED.** Course proposals for Lifelong Learning's fall 1989 non-credit program are currently being solicited. Topics of particular interest include professional development seminars and workshops for area business and industry and programs for the adult learner. For further information course proposal forms can be obtained at Twin Rise 100 and should be submitted by April 12.

ITEMS OF INTEREST

EMPLOYEE ASSISTANCE PROGRAM--A confidential, free, support and referral service for employees and their families. For assistance, contact: Dave Cummings, ext. 5233; Deborah Hard, ext. 6303; Paul Martin, ext. 4307

FACULTY RECREATION HOURS: Pool: Monday, Wednesday, and Friday, 12-2 p.m. **Indoor Track:** Monday-Friday, 12-1:30 p.m. **Indoor Tennis:** Monday, Wednesday, and Friday, 1:30-3 p.m. **Racquetball Courts:** Monday and Wednesday, 12-2 p.m.; Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

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Volume XXXIV

Number 27

April 6, 1989

OFFICIAL NOTICES

FROM THE PRESIDENT

I. **PROMOTIONS.** I am pleased to announce the following approved promotions to full professor and full librarian effective Sept. 1, 1989: Lawrence Flood (Political Science), Maryruth Glogowski (Butler Library), George Hole (Philosophy and Religious Studies), Robert Horvat (Earth Science and Science Education), Shirley Posner (Butler Library), Thomas Reigstad (English), Peter Sowiski (Fine Arts), and Conrad Vogler (Sociology). I would also like to announce at this time the previously approved promotion of Raymond Tymas-Jones (Performing Arts) to assistant professor effective Sept. 1, 1988.

II. **PROMOTION DECISION APPEALS.** As in the past, negative decisions on promotions may be appealed. Appeals are probably best suited to instances in which an individual believes that his or her case was misunderstood or inadequately advocated. I would encourage anyone turned down for promotion this year first to contact his or her dean to learn more about the reason(s). If an appeal seems warranted, my office should be notified in writing by Wednesday, April 26.

FROM THE FACULTY AND STAFF DEVELOPMENT ADVISORY COUNCIL

I. **COMPUTER SOFTWARE USER SURVEY.** Attached to the Bulletin is a form requesting information on the kind of software you are currently using and your willingness to provide assistance at various levels of expertise to others on the campus needing help with that software. Copies of the resulting report will be provided to everyone who returns a completed survey as well as being on file in all departmental offices. Anyone who uses a computer for any reason should complete the survey and return it to Mary Ann Meyer, TR 208, by April 14.

II. **CLASSROOM VISITATION.** In addition to the classroom visitation listings that were distributed at the beginning of the semester, please add the following: Marvin LaHood, KH 308, ext. 5404--lecture/discussion, 10-10:50 a.m., MWF, KH 116, ENG 355 The Short Story; lecture/discussion, 12-12:50 p.m., MWF, KH 109, ENG 455 Contemporary Novel II.

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

1. **AT-LARGE & SUNY SENATE ELECTION.** Due to a printing error, a new ballot will be sent out to all eligible voters on campus. A new submission date will be indicated.
2. **CURRICULAR ITEMS.** The following have been received in the Senate office and forwarded to the Senate Curri-

culum Committee for its review:

a. New course proposals:

GEG 375 - Principles of Hydrology. A course on principles in hydrology and its relationship with water resources management. Emphasis is placed on describing the processes governing surface and groundwater movement. A field trip will provide an example of the practical application of hydrologic principles.

PSC 218 - African American Political Culture. The African American Political Culture course will provide an urgent evaluation and critical re-examination of political beliefs, attitudes and practices that pertain to African American politics in the cultural context. Moreover, this course promises to focus on the causality and linkage inherent in the reciprocal relationship between African Americans and the American political system.

b. Course revisions:

PHI 301 - Political Philosophy. A study of the great modern political philosophers: Hobbes, Locke, Rousseau, Hume, Marx and Mill. It deals with their answers to the two questions: "Why have government at all?" and "What are the proper forms and limits of government?" The course involves close textual analysis as well as discussion of the important issues of consent, ownership, justice, freedom and equality.

PHY 100 - Physics for Non-Science Majors. Non-mathematical treatment of either the physical concepts of motion and relativity as envisioned by Plato, Aristotle, Galileo, Newton and Einstein or concepts of atoms, electrons and lasers. Presented via graphics, visuals and computer animation.

c. Program revision: B.A. in Sociology

3. **IMPORTANT NOTICE FROM CURRICULUM COMMITTEE.** Every curricular item published in the Bulletin cannot be acted upon by committee for fifteen days upon publication. Therefore, any items received by the Curriculum Committee after April 14, 1989, will be acted upon in the fall semester, 1989.

ITEMS OF INTEREST

EMPLOYEE ASSISTANCE PROGRAM--A confidential, free, support and referral service for employees and their families. For assistance, contact: Dave Cummings, ext. 5233; Deborah Hard, ext. 6303; Paul Martin, ext. 4307

FACULTY RECREATION HOURS: Pool: Monday, Wednesday, and Friday, 12-2 p.m. Indoor Track: Monday-Friday, 12-1:30 p.m. Indoor Tennis: Monday, Wednesday, and Friday, 1:30-3 p.m. Racquetball Courts: Monday and Wednesday, 12-2 p.m.; Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

FSA BOARD OF DIRECTORS MEETING will be held on Wednesday, April 12, at 4:30 p.m. in the MH Brown Bag Room. All members of the campus community are invited to attend.

VACANCY NOTICES APRIL 4, 1989

SUNY/COLLEGE AT BUFFALO (INTERNAL SEARCH)

LOCAL TITLE:	Senior Financial Aid Advisor
BUDGET TITLE:	Senior Financial Aid Advisor
RANK:	MAAAC Level 4
TARGETED SALARY:	\$29,000

APPL. DEADLINE: April 17, 1989--Send letter and resume to Dorcas Colvin, Associate Vice President for Faculty and Staff Relations, GC 505.

DESCRIPTION OF DUTIES: Responsible for a major financial aid program (e.g., College Work Study Program, Pell Grant, Stafford/GSL Loan Program): coordinating the overall operation of the program; establishing the systems for the tracking, completion of applications, and fund management if appropriate; responsible for a thorough knowledge of the regulations, guidelines and interpretations of legislation that directly affect financial aid programs. Meets with student and parents to determine financial need and recommend assistance and programs with established laws and guidelines. Reviews applications, certifies eligibility, authorizes awards and vouchers for payment, manages budget control. Conducts review and evaluation of financial aid applicants for financial aid packaging. Conducts directed research and evaluations.

QUALIFICATIONS: Master's Degree, significant experience in student financial aid is desired; must be sensitive and objective in working with students and have strong communication skills.

LOCAL TITLE: Staff News Writer

BUDGET TITLE: Assoc. Dir., Community Relations

RANK: MAAAC Level 4

TARGETED SALARY: \$25,000-\$35,000

APP. DEADLINE: April 17, 1989--Send letter and resume to Dorcas Colvin, Associate Vice President for Faculty and Staff Relations, GC 505.

DESCRIPTION OF DUTIES: Work with the public affairs director in planning overall press coverage. Gather information for and write press releases and direct their distribution. As called for, arrange press conferences. Be sufficiently knowledgeable relative to all Public Affairs Office functions, responsibilities, and publications to be able to assist and, on occasion, fill in for the director of public affairs.

QUALIFICATIONS: Bachelor's degree, preferably in journalism or public relations, and five years, full-time professional media experience. Newspaper writing/editing and higher education news service experience and a master's degree is preferred.

LOCAL TITLE: Associate Registrar

BUDGET TITLE: Associate Registrar

RANK: MAAAC Level 4

TARGETED SALARY: \$28,500-\$32,000

APPL. DEADLINE: April 17, 1989--Send letter resume to Dorcas Colvin, Associate Vice President for Faculty and Staff Relations, GC 505.

DESCRIPTION OF DUTIES: Responsible for certification of degree requirements, issuance of transcripts, the grading process, distribution of class rosters, and the certification of veterans. Responsible for the maintenance of all student records including their accuracy and security. Assures students' compliance with academic regulations. Supervises six clerical employees and several work study students.

QUALIFICATIONS: Bachelor's required, Master's preferred; minimum three years experience in student records and registration operations, or other related experience. Supervisory experience required. Experience with computerized records preferred. Ability to work as an effective member of a team, to handle stressful situations and to communicate and work well with others, including staff, students, faculty and administrators. The successful candidate will have the energy and creativity to make a major contribution to the transition from a labor intensive manual environment to a computerized office with micro film records. Requires close attention to detail and the ability to plan, implement, supervise and evaluate.

SUNY/ALBANY		
Proj. Staff Assoc.	2-yr. Dev. Cntr.	*D:Apr. 21
Programmer/Analyst	Financial Aid	Apr. 15
Research Scientist	Phobia/Anxiety	May 31
Post-Doctoral Assoc.	Phobia Clinic	May 31
SUNY/ALFRED		
Tenure Track	Business Technology	Apr. 15
SUNY/BINGHAMTON		
Tchg. Associate	Upward Bound	May 01
Counselor	Talent Search Prog.	Apr. 10
Community Rela. Assoc.	Univ. Publications	Apr. 15
Assoc./Professor	Computer Science	July 01
SUNY/COLLEGE AT BROCKPORT		
Head Women's Coach	Basketball	Apr. 15
Faculty-full time	Business	Apr. 20
Faculty-half time	Business	Apr. 20
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
TH Assoc. Administrator	Nursing Services	Apr. 15
Staff Assistant	Facilities Mgmt.	Apr. 15
TH Staff Associate	Hsptl. Epidemiology	Apr. 16
Facilities Prog. Coord.	Facilities Mgmt.	Apr. 15
Sr. Staff Assistant	Facilities Mgmt.	Apr. 16
Counselor	Psychiatry	Apr. 16
TH Clinical Assoc.	Medicine/Cardiology	Apr. 15
SUNY/COLLEGE OF TECHNOLOGY AT CANTON		
Residence Hall Director	Residence Life	Open
Instr./Asst.Prof.	Humanities	Apr. 14
SUNY/CENTRAL ADMINISTRATION		
Assoc./Univ.Finan.Analysis	Controller's Ofc.	Apr. 10
SUNY/CORTLAND		
Dir. of Development	College Relations	Apr. 07
SUNY/FARMINGDALE		
College Accountant	Business Affairs	Apr. 07
Circ./Ref. Librarian	Library	Apr. 15
Assist. Prof.	Business Admin.	Apr. 15
Instructor	Advertising/Design	Apr. 15
SUNY/COLLEGE AT NEW PALTZ		
Asst. Dir. Coll. Housing	Residence Life	Apr. 15
Residence Hall Dir.	Residence Life	Apr. 15
SUNY/COLLEGE AT OLD WESTBURY		
Counselor	Career Planning	Apr. 20
Staff Assistant	Bursar	Apr. 20
SUNY/COLLEGE AT OSWEGO		
Instr./Assist.Prof.	Political Philos.	Apr. 15
Instr./Assist.Prof.	Economics	Apr. 15
Sr. Staff Assoc.	Student Services	Apr. 15
Stud.Activities Assoc.	Student Services	Apr. 15
SUNY/PLATTSBURGH		
Train.Program Coord.	Upward Bound	Apr. 07
Lecturer PT	Business/Econ.	Open
Assist./Assoc.Prof.	Accounting/Finance	Open
Assist./Assoc.Prof.	Management/Marketing	Open
Center Manager	Cntr./Art/Mus/Theatre	May 01
SUNY/POTSDAM		
Assist. Prof.	Music	Open
Assist. Prof.	Computer/Info.Sci.	Open
SUNY/PURCHASE		
Instr.Support Asst.	Natural Sciences	Apr. 15
SUNY/STONY BROOK		
Instr./Assist./Assoc.	Medicine	Open
Staff Associate	Alumni Affairs	Apr. 15
Medical Radiographer	Radiology	Apr. 14
Lead Programmer/Analyst	Computing Center	Apr. 15
TH Medical Radiographer	Radiology	Apr. 15
Staff Assistant	Conferences	Apr. 15
Sr. Staff Assistant	Cntr.for the Arts	Apr. 15
TH Staff Associate	Lab Administration	Apr. 15
Programmer/Analyst	Management Systems	Apr. 15
Asst.Dir./Coll.Housing	Residence Programs	Apr. 15
Staff Associate	Central Services	Apr. 15
SUNY/COLLEGE OF TECHNOLOGY AT UTICA/ROME		
Admissions Assistant	Admissions	Apr. 21

*Deadline for receipt of applications.
For further information, complete vacancy notices may be reviewed in the Personnel Office, GC 403.

FACULTY AND STAFF DEVELOPMENT ADVISORY COUNCIL Computer Software User Survey

The purpose of this survey is to collect data which will be used to develop a **Directory of Campus Software Users**. While we are interested in knowing what software you are using, the directory will list only those people who are willing to assist others in using the same software. Please indicate the software programs that you use or with which you have a working knowledge in the section that corresponds to the hardware that you use. Following each software program please list the level of assistance with that software you would be willing to provide (0- prefer not to assist, 1- introductory, 2- intermediate, 3- advanced). If you would assist at all levels, list #'s 1, 2 and 3. If you would assist only at the intermediate level, list only # 2. If you are using software but prefer not to be contacted for assistance, list the software with the # 0. Please include any Computer Assisted Instruction, languages, or public domain programs that you are using or any software that you wrote.

We hope to be able to help you identify people who are in offices near to you who can provide quick assistance for your programming needs. While Computing Services is always ready to assist, it would be helpful to have sources near you that could provide immediate "hands-on" guidance.

What's in this for you?

Results will be compiled by the Computer Instruction Subcommittee of the Faculty/Staff Development Advisory Council. The directory will list everyone who is willing to provide assistance and will include a list of campus supported software products and details of support services for these products. The directory will be sent to every person who responds to the survey. A copy will also be provided to each campus department office. A "master" list of all responses, whether or not the person is willing to provide assistance, will be compiled and kept in the Computing Services Office but will not be distributed.

Completed surveys are to be returned by APRIL 14 to :

Mary Ann Meyer, Chair
Computer Instruction Subcommittee
TR 208
Buffalo State College
878-4611

Tell Us Who You Are:

Name _____

Department _____ Telephone _____

Campus Address _____

THANK YOU FOR YOUR HELP

Software Name and Version	Assistance Level(s) (0,1,2,3)	Software Name and Version	Assistance Level(s) (0,1,2,3)
IBM/Zenith/Compatibles		Other micro (List)	
Apple II (state exact computer name)		Digital Vax	
MacIntosh		Devices (mouse, scanner...)	
Modem and Communication Software			
=====			
Comments _____			

**Buffalo State
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College Bulletin

April 13, 1989

FROM THE PRESIDENT

I. OPEN HOUSE. All reports on the college's Open House of last Saturday have been very positive. There were unprecedented crowds and they were enthusiastic about what they saw and heard. I appreciate the very significant efforts of faculty, professional staff, students, and administrative staff who directed and participated in the event. Thank you.

II. PDQWL AWARDS. I am pleased to announce that applications are available for Professional Study Leaves and Library Study Leaves for both the 1989-90 contract year (round 2) and 1990-91 contract year (round 3). These study leave programs are available as a result of the jointly sponsored NYS/UUP Professional Development and Quality of Working Life Program. The deadline date for round 2 study leaves (7/1/89-6/30/90) is June 1. The deadline date for round 3 applications (7/1/90-6/30/91) is March 15, 1990.

The guidelines and applications for these two PDQ programs are available in the Faculty and Staff Relations Office, GC 505.

III. **RESOURCE ALLOCATION/FACULTY DEVELOPMENT/
RETRAINING OPPORTUNITIES.** In the context of the continuing budgetary uncertainty and potential significant line reduction, resource allocation for the fall semester has been particularly problematic this year. The onerous challenge of potential line reductions is further exacerbated by the serious needs facing a number of departments and units. Reducing areas on the basis of existing vacancies may help us meet our anticipated line reduction target, but it places a serious and often unfair burden on departments and units facing critical shortages while still providing needed or required services. The president and vice presidents have agreed to adopt a course of action that will enable us to avoid retrenchment, fill some critical needs by outside hiring, and ameliorate many other remaining needs by a series of internal temporary and/or permanent shifts, either on a full-time and/or part-time basis. Thus, in order to avoid retrenchment, we are considering utilization of the various techniques that have proved successful in the past, including such options as transfer, internship, split responsibilities, lend-lease, etc., all of which would be implemented without harm to an individual's appointment status.

Some of the opportunities under consideration may entail retraining or development opportunities, such as independent study, research, workshops, and/or courses. Retraining may enable selected individuals to prepare for a transfer, for a joint assignment, for teaching one or more courses in another department, or for

teaching in a different or related discipline within the home department. The institution will facilitate any retraining efforts undertaken.

We would like to solicit the assistance of members of the college community who are interested in a temporary or permanent change in responsibilities. Participation by even a small number of individuals will enhance our efforts to maintain and preserve essential elements of our program during a difficult period and may afford selected individuals an opportunity for personal and professional growth as well. The underlying assumptions in this process are as follows.

- The individual's home department or unit will be able to contribute the service with minimal or no replacement.
- The receiving department or unit head will have the option of approving credentials in order to maintain quality and program integrity.
- The individual's supervisor will be consulted.
- Retraining or developmental opportunities will be provided, as appropriate and available.

The list that follows indicates areas where vacancies are anticipated, services are required, and lines are not available. Further information regarding the individual options may be obtained from Neil Rudin, Acting Vice President for Academic Affairs. Inquiries will be held in confidence. Written expressions of interest should be made within two weeks, either directly to the vice president or through the appropriate dean. No placements will be made without consultation with appropriate department chairs, directors, or deans, both sending and receiving. However, unless further relief is forthcoming from the budgetary process, we intend to fill as many of these positions as possible internally. [An (R) following a designation indicates some retraining will be available and supported.] Similar procedures and approaches have worked well for the institution in the past, and we believe that, with the goodwill and cooperation of the college community, we can build on our past experiences to overcome our present constraints and difficulties.

Anticipated Needs/Vacancies

Anticipated Needs/Vacancies
Butler Library--individuals with professional library skills are needed on a full- or part-time basis.

Academic Skills Center--Director (half-time position for individual on faculty line; must have substantial grants experience, strong experience in basic skills areas, and significant supervisory/administrative experience.)

Academic Support Specialist/Counselor--to assist with wide variety of services to students seeking to improve academic skills and to help serve students with a variety of disabling conditions.

Instructors of Basic Mathematics and Basic Composition Courses (R)--to teach course(s) in our basic skills program in either mathematics or composition.

Art Education (R)--to teach basic or survey courses in general education areas of art education and/or to supervise student teachers.

Lifelong Learning--coordination and/or leadership in community service endeavors and assist in developing and implementing evening and non-traditional academic and student service programs.

Pre-Collegiate/EOP--individual to assist with coordination of various projects and grants to support traditionally underrepresented students; computer skills, reading and study skills, and grantsmanship experience required.

Associate Registrar--significant experience in student records and registration operations, supervisory experience, and experience with computerized records. Position is responsible for degree certification, issuance of transcripts, the grading process, certification of veterans, and distribution of class rosters.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. HONORS CONVOCATION. The 1989 Honors Convocation will be held in Rockwell Hall auditorium, Thursday, April 27, at 12:15 p.m. Faculty invited as guests of the honors students are encouraged to wear their academic attire and sit with their students.

Department representatives who will participate in the procession wearing academic dress should report at noon to RH dressing rooms 117E and 117F (downstairs) and then reassemble in the Burchfield Art Center lobby (third floor) by 12:15 p.m. to line up.

II. ALL-COLLEGE HONORS PROGRAM UPDATE. This spring the All-College Honors Program Board recommended, and I approved, a proposal to invite current outstanding freshmen and sophomores to join the All-College Honors Program. These students, once selected, will be able to receive the honors scholarship of \$250-\$500/semester (depending on their year of admittance to the college), as long as they agree to participate in the Honors Program by taking its courses and maintaining a 3.5 average. This will allow us to open the program to outstanding students who may not have met the original recruitment criteria.

At least five scholarships/positions will be available beginning in spring 1990. Applications for students will be available after Sept. 1, with a deadline date of Oct. 1. Another selection process will be held in March 1990 for the following fall, with subsequent selections made each spring.

Requirements: At the time of application students must have completed at least 15, but no more than 36, credit hours at BSC and have a 3.5 gpa. In addition, students with 15-18 credit hours completed at BSC must have had a 90 or higher high school average and have placed in the top 10 percent of their high school class. Student applicants with 30-36 completed credit hours at BSC must have a 3.5 average in letter grade courses here at the college.

Please begin thinking now of students who you might encourage to apply in the fall. For further information, contact Kathy Moran, ext. 5336, or Jim Grunebaum, ext. 5320.

III. FULBRIGHT PROGRAM. The Fulbright Scholar Program with the United Kingdom has offered grants to American and British college and university administrators to examine issues affecting higher education in the two countries. The application deadline is Nov. 1. For further information call the International Education Office, GC 416, ext. 4620.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. HEALTH INSURANCE COVERAGE FOR DEPENDENT STUDENTS. Children over age 19 who graduate, leave school, or marry, lose their eligibility for coverage in the NYS Employee Health Insurance Program. Under a recent federal law (COBRA), these dependents may be provided an opportunity to continue group health benefits by paying the full cost of coverage.

If your child is losing eligibility for coverage, please notify the Personnel Office, GC 403, ext. 6639, so that your health insurance records can be updated and to obtain further information on continuation of coverage for your dependents.

II. COMPUTING SERVICES IS MOVING. From Friday, June 2 through Sunday, June 11 the Computing Services department is tentatively planning to move the UNISYS A-10, VAX8600, and all other computer operations equipment and staff offices from Cleveland Hall to the new computing operations complex in Twin Rise basement. If the Twin Rise complex is not officially completed by May 26, the move will be rescheduled during the

summer months. Additional details on moving plans will be forthcoming in early May and are also available on the Buffalo A10 and VAX "NEWS" files.

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

1. CURRICULAR ITEMS. The following have been received in the Senate office and forwarded to the Senate Curriculum Committee for its recommendations:

a. New course proposals:
HPR 155 - Basic and Emergency Water Safety. To train individuals in the areas of recreation, education and public safety who want to know how to respond in an aquatic emergency. This course will serve as a sound foundation for the further training in lifeguarding and aquatics and is a recommended course prior to HPR 158.

HPR 158 - Lifeguarding. This course will prepare individuals to assume more effectively the duties and responsibilities of lifeguards at swimming pools and at protected (non-surf) open water beaches. Successful completion will meet the State of New York certification requirements for pool and beach supervision.

b. Program revision: Business Studies

2. SENATE MEETING, 4/14/89, BA 116E, 3:00 pm, will include the following:

a. Standing committee reports:
1) By-Laws interpretation, Dean's Search Committee, Arts & Humanities - ByLaws & Elections Committee.
2) Budget Update - Budget & Staff Allocations Committee.
3) Recommendations on Excellence Awards - Professional Welfare Committee.

b. Old business:
Evaluation of the general education curriculum - General Education Review Committee.

c. New business:
Policies on residence life and dormitory fees.

3. IMPORTANT NOTICE FROM CURRICULUM COMMITTEE. As published in last week's Bulletin, every curricular item published in the Bulletin cannot be acted upon by committee for fifteen days upon publication. Therefore, any items received by the Senate Curriculum Committee after April 14, 1989, will be acted upon in the fall semester, 1989. The fifteen day rule relates to working days.

FROM THE DIRECTOR OF PUBLIC AFFAIRS

I. COMMENCEMENT. The following faculty and staff have volunteered their services for commencement. If you have not signed up you may still do so by calling Marilyn Jones, ext. 4201.

Marchers: C. Adair, S. Anderson, C. Aquino, M. Assad, M. Coles Baker, V. Balowitz, D. Beery, M. Benz, R. Berkovitz, D. Bird, J. Brueckman, B. Bryski, R. Butz, F. Chapman, D. Colvin, M. Davis, P. DeWald, E. DeWind, R. Dykstra, A. Egan, J. Fekete, M. Ferguson, R. Firestien, C. Frey, M. Glogowski, J. Gounard, J. Grunebaum, E. Hoch, G. Hole, R. Horvat, M. Johnson, L. Jones, E. Kennedy, B. Krist, R. La Croix, M. Littman, R. Lohmann, S. Lord, T. McCray, E. McKee, L. Moton, M. Nadel, E. Netzhammer, G. Newman, M. Parks, A. Podet, D. Ponton, J. Ramsey, M. Reddout, J. Roberts, B. Sackmary, B. Sampson, L. Scalia, E. Schoenberg, E. Schulman, E. O. Smith, L. L. Smith, L. Snyder, A. Solomon, J. Swartney, C. Tahk, J. Wallace, J. Wells.

Ushers: B. Cooperman, L. Bink, P. Bink, M. Broderick, W. Burns, J. Cataldo, C. Creveling, C. Dimidio, H. Dowski, C. Faust, S. Faust, R. Foster, R. Frazita, J. Frederick, A. Gielow, W. Gleckel, C. Harris, F. Hartrick, D. Hayes, L. Hill, W. Hoffman,

P. Homer, F. Howe, D. Hunter, C. Lochhaas, R. Mandziak, E. McFayden, J. Miller, K. Moran, S. Posner, R. Saddleson, S. Scott-Martin, J. Singer, K. Wallace, J. Westrope, G. Wooten.

II. "HAPPENINGS" DEADLINES. Campus events items for the June-July-August issue of Happenings are due Wednesday, April 19, in GC 515. Items from Arts and Humanities faculty members are due in Lee Ann Grace's office Monday, April 17.

Events for Happenings are on-campus activities open to the general public such as concerts, plays, exhibitions, general-interest lectures, etc. Questions should be addressed to Jim Koelmel, ext. 4201.

ITEMS OF INTEREST

EMPLOYEE ASSISTANCE PROGRAM--A confidential, free, support and referral service for employees and their families. For assistance, contact: Dave Cummings, ext. 5233; Deborah Hard, ext. 6303; Paul Martin, ext. 4307

FACULTY RECREATION HOURS: Pool: Monday, Wednesday, and Friday, 12-2 p.m. Indoor Track: Monday-Friday, 12-1:30 p.m. Indoor Tennis: Monday, Wednesday, and Friday, 1:30-3 p.m. Racquetball Courts: Monday and Wednesday, 12-2 p.m.; Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

VETERAN SURVEY. Those who entered the military service between 1945-50 or were reactivated after the beginning of the Korean War are asked to participate in a survey as part of a project dealing with the status of U.S. Military Forces before the outbreak of the Korean War. If you wish to participate please contact Donald Leopard, History Dept., HC 217, ext. 6201, or 5412.

CHILD CARE CENTER. The BSC Child Care Center is pleased to announce that starting Sept. 1989 the center will be open year-round. Current plans call for a 7 a.m. opening with a 5:30 p.m. closing (depending on need). Please call ext. 5335 to make an appointment with either Dolly Llewellyn or Mary Wilson.

VACANCY NOTICES APRIL 11, 1989

SUNY/ALBANY		
Senior Counselor	Counseling Cntr.	*D:Apr. 21
SUNY/COLLEGE OF TECHNOLOGY AT ALFRED		
Programmer/Analyst	Computer Center	Apr. 24
Programmer/Analyst	Computer Center	Apr. 24
SUNY/BINGHAMTON		
Career Counselor	Career Development	Apr. 20
Residence Hall Director	Residential Life	Apr. 20
Lecturer--Coach	Basketball	Apr. 20
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
TH CTS EKG Assoc.	Orthopedics/Rehab.	Apr. 21
TH Clinical Lab Tech.	Clinical Lab.	Apr. 20
TH Clinical Lab Tech.	Clinical Lab.	Apr. 21
Instr. Support Tech.	Pathology	Apr. 21
TH Radiation Therap.	Radiation Oncology	Apr. 21
TH Physician's Asst.	Pediatrics	Apr. 21
TH Physical Therap.	Orthopedics/Rehab.	Apr. 21
SUNY/BUFFALO		
Staff Associate	Alumni Relations	Apr. 21
Instr. Support Tech.	Computing Services	Apr. 21

SUNY/COBLESKILL		
Residence Hall Dir.	Student Affairs	Apr. 28
Programmer/Analyst	Computer Services	Apr. 24
SUNY/COLLEGE AT CORTLAND		
Instr. Asst. Prof.	Health Dept.	Apr. 21
SUNY/EMPIRE STATE COLLEGE		
Asst. College Registrar	Admissions/Records	Apr. 26
Associate Dean	Learning Center	Apr. 14
SUNY/FARMINGDALE		
Admissions Advisor	Admissions	Apr. 21
SUNY/COLLEGE OF AG AND TECH AT MORRISVILLE		
Instructor	Nursing	Apr. 21
Asst. Dir./Housing	Student Affairs	Apr. 21
Residence Hall Intern	Student Affairs	Apr. 21
SUNY/COLLEGE AT NEW PALTZ		
Asst. Dir./Housing	Residence Life	Apr. 21
SUNY/COLLEGE AT OLD WESTBURY		
Assistant Director	Business Affairs	May 01
SUNY/PLATTSBURGH		
Counselor	Upward Bound	May 05
SUNY/STONY BROOK		
Research Support Spec.	Marine Sciences	Apr. 24
Sr. Research Support Sp.	Psychiatry	May 01
Instr. Support Tech.	Psychiatry	Apr. 21
Instr. Support Spec.	Physics	Apr. 21
Faculty	Neurobiology/Behav.	Open
Instructor	Ob/Gyn	Open
TH Respiratory Ther. I	Respiratory Care	Apr. 20
TH Respiratory Ther. II	Respiratory Care	Apr. 20
Assist. Prof.	History	Open
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Tchg. Hospital/Sr. Tech.	Clinical Engineering	Apr. 15
TH Clin. Lab	Clinical Pathology	Apr. 15
TH Clin. Nurse	Nursing	Apr. 15
Clinical Investigator	Anesthesiology	Apr. 22
Clinical Investigator	Obstetrics/Gyn.	Apr. 22
Clinical Investigator	Medicine	Apr. 29
Proj. Adminis. Ofcr.	Orthopedic Surgery	Apr. 15
Sr. Res. Support Spec.	Neurosurgery	Apr. 15
TH Pharmacist	Pharmacy	Apr. 21
Project Admin. Ofcr.	Aids Task Force	Open
Purchase Associate	Campus Purchasing	May 06
SUNY/COLLEGE OF TECHNOLOGY AT UTICA/ROME		
Dean of Business/PM	Public Management	Apr. 26

*Deadline for receipt of applications.
For further information, complete vacancy notices may be reviewed in the Personnel Office, GC 403.

Buffalo State
College

College Bulletin

Volume XXXIV Number 29 April 20, 1989

OFFICIAL NOTICES

FROM THE PRESIDENT

I. **HONORARY DEGREES.** Nominations for SUNY honorary degrees for 1989-90 are now being sought. Very soon the campus committee will meet to deliberate and pass recommendations on for me to forward to Albany by the June 30 deadline.

If you have any recommendations please contact Joyce Fink, committee chair, ext. 4201.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. **PUBLIC SAFETY AWARENESS TRAINING SEMINAR.**

Interested in learning how to be more aware and safety conscious? A public safety awareness training seminar will be held on Wednesday, May 3. The four-hour program will be conducted by Public Safety officers and staff in the UN Assembly Hall and will begin at 8 a.m. and continue through noon. Training will include the following topics: Overview of Crime Prevention, 8-9 a.m.; Alcohol/Substance Abuse, 9:15-10:45 a.m.; Rape Prevention/Date Rape, 11 a.m.-noon.

Due to the nature of the program, there is a limit of 50 participants. For further information contact John Byczkowski, ext. 5632; Lorraine Webster, ext. 6111; Pam Caron, ext. 5204, or Jeff Brandwine, ext. 4821.

II. **SECRETARIAL BRIEFING TELECONFERENCE.** A teleconference sponsored by the American Management Association is being broadcast by the National University Teleconference Network (NUTN) on Wednesday, April 26 (National Secretary's Day) and will be viewed in CCS at 3 p.m.

The two-hour broadcast will emphasize open communications and practical ways to develop the kind of team spirit that enhances positive, constructive work relationships. Secretaries will learn to develop self-esteem, self-confidence, organizational and basic work skills. Managers will learn to perceive the secretary's role in the work place, how to develop an effective team and thereby become better team players. The broadcast will consist of lectures, panel discussions, and approximately 40 minutes of audience interaction.

There is no fee and refreshments will be served at the program's conclusion. If you have any questions, contact either Jeff Brandwine, ext. 4821, or Pam Caron, ext. 5204.

III. **SURPLUS AVAILABILITY.** Campus Services Office reports that the following items are available for campus departmental use: cabinets (wood, metal, all types), two computer tables 8'1 x 3'w, one typing table wood, coat rack metal, misc. mmo. stands, desks

(all types), art easels, chairs (all types), misc. desk top organizers.

To claim an item or request items not listed above, contact Richard Saddleson, GC 410, ext. 6835.

IV. **SURPLUS SALE.** The Campus Services Office will hold a sale of surplus college equipment on April 29, from 10 a.m.-2 p.m. Sale information may be obtained by calling Richard Saddleson, ext. 6835.

FROM THE CHAIRMAN OF THE COLLEGE SENATE

1. **SENATE MEETING, 14 April 1989.** The following items were discussed and approved:

- a. Standing committee reports:
 - 1) Budget & Staff Allocations - budget update.
 - 2) Academic Plan - report on assessment.
 - 3) Instruction & Research - report on current activities.
 - 4) Professional Welfare - approved guidelines for President's Awards.
 - 5) By-Laws & Elections - recommended that a meeting of the Faculty of Arts & Humanities be held for purposes of resolving the dispute concerning non-Faculty representation on the Dean's Search Committee of the Faculty of Arts & Humanities.
- b. Old business:

General education review document - passed by the Senate with editorial changes only. The document has been forwarded to the President for his recommendation.
- c. New business:

Vice-President Gold presented a detailed review of the activities of Student Life.

2. **CURRICULAR APPROVALS.** The College Senate Curriculum Committee has approved the following items, which have been forwarded to the President for his recommendation:

- a. New courses:
 - ENT 433 - Microprocessor Applications and Robotics
 - HPR 201 - Techniques and Theories of Coaching Specialty Sports
 - HIS 372 - American Foreign Policy in the Far East
 - PHI 208 - Women and Religion
 - SWK 645 - Program Planning in the Human Services
- b. Course revision:
 - GEG 310 - Geography of Transportation
- c. Revised minor:

Religious Studies

3. **CURRICULAR ITEMS.** The following have been received in the Senate office and forwarded to the Senate Curriculum Committee for its recommendations:

- a. New course proposal:
 - GEG 425 - An examination of the uses of computer mapping and geographic information systems (GIS) in geography, planning and related fields; preparation and presentation of studies for mainframe and personal computer systems; the creation and application of GIS. A project will be an integral part of this course.
- b. Course revisions:
 - CRS 205 - Introduction to Creative Studies. The purpose of this course is to increase the degree to which students recognize and nurture their creative potential. The course focuses on four aspects of creativity: the creative person, the creative process, the creative product and the creative environment. It further emphasizes the interactive nature of these elements and provides for individual application in personal and professional settings.

CRS 302 - Creative Approaches to Problem Solving. This course will allow students to develop skill in using a broad array of creative problem solving methods and techniques. The emphasis is on the application of these technologies to challenges, goals and opportunities students face in their personal and professional lives.

CRS 303 - Creative Leadership Through Effective Facilitation. This course will provide students with exposure to and practice in leadership and facilitation as they relate to creative problem solving groups. Students will examine their leadership style and study specific methods and techniques to help in working with groups. Students will apply these concepts and skills to their own leadership roles.

CRS 304 - Developing Creative Problem Solving Facilitation Skill. This course is designed to develop and apply facilitation and leadership skills in a variety of settings. Students will participate in supervised practice using creative problem solving techniques with groups and individuals.

CRS 305 - Seminar/Metaphorical Problem Solving. Selected topics of current interest related to theories, methods and models of metaphorical problem solving, with a particular emphasis on Synectics.

CRS 306 - Seminar/Critical/Analytic Problem Solving Models. Selected topics of current interest related to methods, techniques and models of problem solving with particular emphasis on Creative Analysis and Kepner Tregoe approaches.

CRS 320 - Applications of Creativity and Innovation. This course is designed to provide students with a general awareness of how creative persons apply creative processes within a creative environment to produce novel and useful products. It explores the nature of creative persons and those factors that encourage or inhibit creative outcomes. A general awareness of research in the field is examined to provide a foundation for inquiry. Guest lectures provide personal experience on the application of creativity in various situations, i.e., the arts, science, education and business. Students will develop their personal creative ability through class activities, readings and interaction with guest lecturers.

c. Program revision: Creative Studies.

ITEMS OF INTEREST

EMPLOYEE ASSISTANCE PROGRAM--A confidential, free, support and referral service for employees and their families. For assistance, contact: Dave Cummings, ext. 5233; Deborah Hard, ext. 6303; Paul Martin, ext. 4307.

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Buffalo State
College

College Bulletin

Volume XXXIV

Number 30

April 27, 1989

OFFICIAL NOTICES

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. CANDIDATES FOR DEAN OF FACULTY OF ARTS AND HUMANITIES AND FACULTY OF NATURAL AND SOCIAL SCIENCES. Candidates for the two deanships will be visiting campus between May 1 and 12. Members of the college community are invited to attend the public presentations and receptions during Bengal Pause (12:15-1:30 p.m.) on the dates indicated.

Faculty of Arts and Humanities: May 2, BA 116--Dr. Paul Schwartz, director, Honors Program, University of North Dakota; May 4, CCW--Dr. Joseph Rodgers Jr., director, International and Honors Program, Lincoln University, Pennsylvania; May 9, CCW2--Dr. Patricia Cummins, chair, Department of Modern Languages, Northern Arizona University; May 11, CCW2--Dr. Christopher Dahl, chair, Department of Humanities, The University of Michigan-Dearborn.

Faculty of Natural and Social Sciences: May 2, HC 122--Dr. William Pearman, provost and vice president for academic affairs, Sacred Heart University, Connecticut; May 9, HC 122--Dr. Marilyn Hoskin, associate dean of social sciences, State University of New York at Buffalo; May 11, HC 122--Dr. Paul Zelhart, associate vice president for academic programs and services, East Texas State University.

II. BUTLER LIBRARY LATE NIGHT STUDY. The library will once again offer late night study hours to afford students a quiet place to study from 11 p.m. to 2 a.m., Sunday-Thursday, and 5-8 p.m., Friday and Saturday, May 7-17. The first floor lounges, Information Services room, and Bound Periodicals will be open for studying only. No service points will be staffed. Current Periodicals and Reserve, Microforms, Learning Systems, the Curriculum Lab, and all the upper quadrants will be closed.

III. SUMMER SESSION CALENDAR. Since Tuesday, July 4, is a holiday, there will be no classes on that day. If you are teaching in SESSION I or MODULE B, please plan your summer instruction accordingly.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. RENTAL CAR DISCOUNTS. New York State has an exclusive agreement with National Car Rental to provide discounts and services to all state employees on personal rentals and business rentals when state pool vehicles are not available. A summary of the services and discounts available can be obtained in the Accounting Office, GC 414.

FROM THE FACULTY AND STAFF DEVELOPMENT ADVISORY COUNCIL

I. INTERNSHIP PROGRAM. The members of the Internship Sub-Committee of the Faculty and Staff Development Advisory Council are pleased to invite applications for the 1989 Internship Program. The Internship Program is designed primarily to introduce faculty and staff members to administrative roles, responsibilities, problems, and rewards and to assist members of the college community to develop additional skills. Each intern selected will work under the direction of and in cooperation with a specific administrator. The intern will become familiar with the general operation of the office, participate in routine tasks, and be assigned major responsibility for mutually-agreed-upon specific projects. At the conclusion of the internship, a written evaluation of the experience will be completed by the intern and the individual in charge of the project.

Unless otherwise noted, each internship that is finalized will extend throughout the next academic year and may involve release time ranging from 1/4 to 1/2 of an individual's normal load. The anticipated opportunities listed below are contingent upon identification of appropriate funding sources. Further information regarding any of these opportunities is available from the source indicated. Applications are available in GC 519 and must be returned to the same office by Tuesday, May 16.

Special Assistant to the Vice President for Academic Affairs.--Normally a two-year, full-time position, the special assistant will participate in a broad range of activities with the Academic Affairs Office, serve as a representative of Academic Affairs on a number of committees, carry out individual assignments at the request of the vice president, and have primary responsibility for several long-term, mutually-agreed-upon projects determined on the basis of institutional need and the interest and expertise of the individual selected. While this list is not intended to be inclusive, several examples of broad areas where the special assistant could be involved include preparation for Middle States Evaluation, faculty development efforts, faculty recruitment and development of recruitment materials, general education, and issues related to assessment of student outcomes. For further information, contact Nan Lund at ext. 5630.

Student Affairs Office.--The Student Affairs Office would welcome faculty interns interested in working with the vice president for student affairs in evaluating the goals and effectiveness of a wide variety of student services. In addition, specific internship opportunities are available, depending upon faculty qualifications and interests in such specialized areas as Health Services, Career Development, Counseling, Residence Life, Intercollegiate Athletics, Student Life, student activities, Minority Student Services, Greek Affairs, Judicial Affairs, and student leadership programming. For further information, contact James Gold at ext. 4704.

Faculty and Staff Relations.--The duties and responsibilities of the full-time intern would be to (a) serve as liaison to EAP Committee, providing staff support, assistance with EAP training program for supervisors, and preparation of grant proposals to enhance program funding; (b) assist in implementation of faculty and staff development programs, working with the associate vice president and advisory council; and (c) assist with other projects within Faculty and Staff Relations, depending upon needs of the office and skills of the intern. Further further information, contact Dorcas Colvin at ext. 4312.

VACANCY NOTICES APRIL 27, 1989

SUNY/COLLEGE AT BUFFALO (INTERNAL SEARCH)
LOCAL/BUDGET TITLE: Director of Career Planning and Development
RANK: SL-5
TARGETED SALARY: \$34,500
APPL. DEADLINE: May 12, 1989--Send letter and resume to Dorcas Colvin, Associate Vice President for Faculty and Staff Relations, GC 505.
DESCRIPTION OF DUTIES: Oversees and directs the operation of career planning office including a five member staff of subordinate professional and clerical employees involved in the career planning function. Due to the diversity of the student population must deal with a wide variety of employers and employment issues. Develops and implements improved methods and programs to provide individual and group career counseling.
QUALIFICATIONS: Master's degree and significant experience in career counseling and placement. Managerial and supervisory experience is required.

SUNY/ALBANY		
Research Support Spec.	Atmospheric Sci.	*D:5/05/89
SUNY/BINGHAMTON		
Instr. Support Spec.	Cent.Instrument	5/05/89
SUNY/BROCKPORT		
Supervisor Coll. Nursing	Health Center	5/15/89
Residence Hall Intern	Residence Life	6/01/89
Assistant Prof.	Psychology	5/15/89
Residence Hall Dir.	Residence Life	5/15/89
SUNY/CORTLAND		
Assistant Prof.	Sec.Science Educ.	5/01/89
SUNY/EMPIRE STATE COLLEGE		
Faculty, Full time	Basic Skills/Writing	4/30/89
SUNY/COLLEGE OF AG & TECH AT MORRISVILLE		
Instr./Assist.Prof.	Horse Husbandry	5/05/89
SUNY/COLLEGE AT ONEONTA		
Assistant Professor	Psychology	6/01/89
SUNY/PLATTSBURGH		
Instr. Support Assist.	Feinberg Library	5/01/89
Summer Instructors	EOP--Reading/Study Skills; Writing; Communications; Math	5/12/89
Ceramicist	Ceramics	5/01/89
Faculty	History	5/01/89
SUNY/POTSDAM		
Assistant Prof.	Sociology	5/15/89
Assistant Prof.	History	5/15/89
Sr. Asst./Assoc.Lib.	Library	5/01/89
SUNY/PURCHASE		
Assistant Prof.	Psychology	5/01/89
SUNY/STONY BROOK		
Residence Hall Interns	Residential Prog.	Open
Assoc. Counselor	SSW/Sayville Proj.	5/04/89
Sr. Staff Assistant	Lab.Animal Resources	5/05/89
Comm. Rela.Assistant	NY Sea Grant Instit.	5/05/89
Sr. Research Supp.Sp.	Psychiatry	5/08/89
Sr. Research Supp.Sp.	Psychiatry	5/01/89
Research Supp.Spec.	Psychiatry	5/08/89
Research Supp.Spec.	Psychiatry	5/08/89
Research Supp.Spec.	Physics	5/08/89
Sr.Research Supp.Spec.	Physics	5/08/89
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
TH Physical Therap. II	Physical Therapy	5/05/89
Instr.Support Spec.	Medicine	5/05/89
TH Respiratory Therap.	Respiratory Therapy	5/05/89
TH Physical Therapist	Physical Therapy	5/05/89
TH Clin. Lab Tech. IV	Clinical Pathology	5/05/89
TH Sr. Staff Assist.	Telecommunications	5/05/89
TH Clin. Lab Tech. IV	Microbiology	5/05/89
TH Occ. Therap. III	Occupational Therapy	5/05/89

Affirmative Act. Ofcr. 5/06/89
Clinical Investigator Ob/Gyn 5/20/89

*Deadline for receipt of applications.
For further information, detailed vacancy notices may be reviewed in the Personnel Office, GC 403.

ITEMS OF INTEREST

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Buffalo State College

College Bulletin

Volume XXXIV

Number 31

May 4, 1989

OFFICIAL NOTICES

FROM THE PRESIDENT

I. **CLASSROOM IMPROVEMENT PROJECT.** Attached to this Bulletin is the report on the Classroom Improvement Project which I would encourage you to read since it illustrates a great deal of work by many individuals on this campus.

FROM THE EXECUTIVE ASSISTANT TO THE PRESIDENT

I. **ADMINISTRATIVE CALENDAR FOR 1989-90 AND 1990-91.** Attached to this Bulletin is the administrative calendar for 1989-90 and the tentative 1990-91 calendar. Our thanks to all who assisted and made this possible.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. **1989 SUMMER COMPUTER WORKSHOPS.** This summer there will be workshops to aid in the instruction and research conversion to the Vax computers as well as a variety for office automation. Faculty and staff may reserve a seat by calling ext. 4611. The schedule is printed elsewhere in the Bulletin.

II. **SCANNER/TEST SERVICES.** To accommodate the college community during Critique and Evaluation period May 12-18, test scoring service hours will be Monday-Thursday, 8:30 a.m.-7 p.m.; Friday 8:30 a.m.-4:30 p.m. After hours drop-off/pick-up can be arranged by calling ext. 5122 for entry into GC 321. Tests will be processed as soon as possible. Faculty will be notified of completion for pick-up. To avoid unnecessary delays in processing, please check to be sure you have two IDENTICAL KEY SHEETS for each exam. For further information call Jennifer McMahon, ext. 5122.

FROM THE OFFICE OF GRADUATE STUDIES AND RESEARCH

I. **SPECIAL PROGRAM.** The Research Council announces a special program, "So You Think You Could Use a Grant? What's the Process?" for faculty and staff who have an interest in seeking grant funding but do not have experience with the grants system.

This forum, conducted by three successful grant writers, will discuss the creative process of taking an idea and matching it with funding sources priorities. Where does the idea come from? How can the funding sources be identified?

Participants should come with an idea they would potentially like to see funded. Funding possibilities will be explored during the forum. If desired, participants may work on their idea with a mentor throughout the year.

The program will be held on Wednesday, May 24,

from 9 a.m.-noon in HC 303A. Individuals planning to attend the program are requested to convey their intent to Ken Cross, ext. 6700, by May 15.

FROM THE CHAIRMAN OF THE COLLEGE SENATE

- ALL-COLLEGE ELECTION results are as follows:
 - Senator-at-large, 3-year term, Fred. Floss
 - SUNY Faculty Senator, 2-year term, Richard Towne
- SENATE MEETING, 5/12/89, will include the following:
 - Standing committee reports from Budget & Staff Allocations, Instruction & Research, Professional Welfare and Academic Plan.
 - Presentation of end-of-the-year reports from standing committee chairs.

FROM INSTRUCTIONAL RESOURCES

I. **SUNYSAT/SATELLITE UPDATE.** The following teleconferences have been scheduled for viewing on our campus during May--10, "Educating Gifted Students," 3:30-5 p.m.; 19, "Assessing Infants and Toddlers: A Family Focus," 12-3 p.m.

The Film and Video Library has a videotape copy of the following programs obtained via satellite during April: France-TV Magazine (April 89); Designing K-8 Learning Environments; International Engineering Research Briefing; Creating Your Identity as a Supervisor; Bridges to Learning: New Applications of Telecommunications and Computing; Handling Domestic Violence; Technology: Friend and Foe; Who Should Choose Our Future?; Management Development Programs for the Future; National Gallery of Art Series (The Eye of Thomas Jefferson, Leonardo: To Know How To See); Working Together as a Team: The Boss/Secretary Relationship; Dynamic Systems: Engineering at SUNY Binghamton; Communication Aids and Devices for the Disabled; The Holocaust: A Turning Point in History; and the 10-part series Ethics in America.

SUNYSAT will conclude broadcasting for the spring semester on channels 6 and 8 on Friday, May 26. Regular programming will return for the fall semester (12-2 p.m.) on channels 6 and 8 the week of Aug. 27.

For more information call Barry Herb, ext. 4104; Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

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WOMEN'S WEEKEND RETREAT will be held May 12-13 at Whispering Pines. It is being sponsored by Women's Studies Club, Residence Life, and Women's Resource Center. The theme is "Building Community with Women on Campus." For more information call ext. 6403.

FSA BOARD OF DIRECTORS MEETING will be held on Wednes-

day, May 10, at 4:30 p.m. in the MH Brown Bag Room. All members of the campus community are invited to attend.

FSA ELECTIONS RESULTS. At the April 25 elections David Lampe was elected to a faculty seat on the FSA Board of Directors for a term of two years.

VACANCY NOTICES MAY 4, 1989

<u>SUNY/ALBANY</u>		
Research Support Spec.	Traffic Safety	*D:5/11/89
Comm. Relations Assoc.	Univ. Relations	5/12/89
Dir. of Personnel	Human Res. Mgmt.	5/05/89
Personnel Associate	Personnel	5/15/89
<u>SUNY/COLLEGE OF TECHNOLOGY AT FARMINGDALE</u>		
Instr./Assist.Prof.	Auto.Engineer.Tech.	5/08/89
<u>SUNY/COLLEGE AT FREDONIA</u>		
Residence Director	Residence Halls	6/15/89
Instr.Support Assist.	Theatre Arts	5/01/89
<u>SUNY/COLLEGE AT ONEONTA</u>		
Assistant Prof.	Physics	5/08/89
Instr. Support Spec.	Instr. Resources	5/12/89
<u>SUNY/COLLEGE AT OSWEGO</u>		
College Registrar	Administration	5/12/89
Faculty	Mathematics	5/17/89
<u>SUNY/STONY BROOK</u>		
Assoc./Univ.Fin.Analyst	Internal Audit	5/08/89
<u>SUNY/HEALTH SCIENCE CENTER AT SYRACUSE</u>		
TH Assist.Nurs.Dir.	Nursing	5/12/89
TH Clin. Lab. Tech.IV	Clinical Pathology	5/12/89
Instr.Support Assist.	Biochem./Melecular	5/12/89
TH Nurse Adminis.(3Pos.)	Nursing	5/12/89
TH Clinical Nurse Spec.	Nursing	5/12/89
<u>SUNY/COLLEGE OF TECHNOLOGY AT UTICA/ROME</u>		
Dir., Computing Center	Information Serv.	5/12/89

CLASSROOM IMPROVEMENT PROJECT

The deteriorating condition of our academic buildings has been a longstanding concern to all who inhabit them and care for them. Last year, a new effort was begun to address the condition of instructional space, in recognition of the impact that the environment and facilities can have on teaching and learning. This has been a joint effort, with involvement by faculty, staff from physical plant, and administration. During the 1987-88 school year, President Johnstone established an ad hoc committee to address the issue of physical plant enhancement. Concurrently, the issue was being discussed by the Teaching Effectiveness Subcommittee of the Faculty Staff Development Council which undertook a survey of all faculty to determine the perceived needs in academic buildings. Responses were received from 110 individuals. Results of this survey were shared with the ad hoc committee and largely directed efforts during the initial phase of the project. The survey was also used to identify volunteers in each academic building to serve on building committees to recommend and oversee improvement projects in that building. Several building committees have been in operation during the current academic year. Their recommendations have guided the projects that were funded for the last fiscal year, and those that will be funded out of the new budget if at all possible.

Four buildings were selected for attention for this first phase of the project. They represent different levels of need for rehabilitation. Communication Center was selected because of the significant role it plays for faculty and students from a wide range of departments, and because of the large number of seats that had become unuseable. Three of the large lecture halls have been cleaned, painted, and recarpeted. Lighting has been improved and the draperies designed for covering the projection screens have been cleaned and rehung to make them again functional for covering the screens. The remaining main floor lecture hall, CCE, will be similarly rehabilitated at the conclusion of classes in May. At that time, the broken seats in all four lecture halls will be replaced, thus returning those rooms to full capacity. Bulletin boards and coat hooks will be installed in these rooms to keep them orderly and functional.

The Classroom Building was selected for Phase I because there were a number of projects that were near completion already, and could be finished with relatively modest funding. This included replacing draperies in classrooms where they were in disrepair and nonfunctional, and finishing the plastering and painting of hallways and classrooms that had begun the previous year. Additionally, a student lounge was painted, carpeted and refurnished at the request of the building committee.

Upton Hall presented the greatest challenge of judging where to begin with rehabilitation. After consultation with the chairs of

departments housed in this building as well as with the building committee, eleven classrooms were thoroughly cleaned and painted, and twelve rooms were fitted with room-darkening blinds. Matching blinds for the remaining windows on the south side of the building have been ordered and will be installed as rooms are prepared. A theatre rehearsal room was created in the basement of Upton by enclosing and sound treating a portion of a previously open space. A new counterweight system was installed in the stage area of the Upton auditorium to replace a nonfunctioning system. Projected for next year is painting, relighting, and reupholstering in Upton 230 along with installation of additional projection screens to make the room more functional and comfortable.

In Ketchum Hall, carpeting was installed in a hallway to replace a frayed carpet that presented a safety hazard. Attention to classrooms is next on the agenda in this building, with room darkening blinds for all rooms, and installation of stands for projectors in tiered basement rooms planned. Improvement of lighting in selected rooms is underway.

In addition to projects in these buildings, blinds are on order for the south exposure of Campus Learning Laboratory to alleviate a long-standing problem with heat and glare. Additionally, fixtures for hanging a curtain in the Bubble to expand the instructional and recreational utility of this space are presently being bid and will be installed when available.

These specially-funded projects are in addition to the regular ongoing program of building maintenance previously initiated by Physical Plant which provides for a speical, intensive cleaning and painting of entire buildings on a scheduled basis. It has not been possible with this initiative to address some of the more structural problems that we know exist, such as heating and ventilation issues, replacement of windows, or fixing leaking roofs. These things have not been ignored; indeed, they are perienally on the list of requests that is submitted annually for Capital Improvement Funding. We are gradually moving down this list. For example, the dimmer control panel in Upton Hall has just been replaced. The progress has not been rapid enough for anyone's satisfaction and we will continue to press for the projects that are most critical. In the meantime, we are pleased that we have been able to make some improvements that should make teaching and learning more effective.

I would like to thank those individuals who have been instrumental in bringing us to this point. The future success in targeting the improvements that will be most efficacious, and in maintaining the condition of improved spaces depends on the continued cooperation and participation of the building committees, the staff responsible for maintaining the buildings, and the faculty, students and others who inhabit them. The condition of our buildings is not a short-term problem and there are no short-term solutions to addressing it. We have made a beginning and I urge you to support and participate in the efforts that are being made.

STATE UNIVERSITY COLLEGE AT BUFFALO

1989-90 CALENDAR

ACADEMIC CALENDAR		FACULTY AND STAFF CALENDAR	
<u>FALL SEMESTER 1989</u>		<u>ORIENTATION FOR NEW FACULTY</u> Thursday., August 31, 1:30-3:30 p.m. Mondays, 3:00-5:00 p.m.: September 11, September 25, October 16, October 30, November 13, November 27, December 11	
Orientation	Tuesday, Wednesday, Thursday August 29, 30, 31	<u>OPENING EVENT</u> Tuesday, September 19, 12:15 p.m. Academic Convocation, Rockwell Hall Auditorium	
Final Registration	Wednesday, Thursday, Friday August 30, 31, September 1	<u>PRESIDENT'S ALL-COLLEGE ADDRESSES</u> TBA	
Labor Day (no classes)	Monday, September 4	<u>COLLEGE MEETINGS*</u> (Fridays, 3-5 p.m.)	
Classes Begin	Tuesday, September 5	<u>Fall 1989</u>	
Columbus Day (no classes)	Monday, October 9	September	8 UUP 15 unscheduled 22 Senate 29 Faculties
Veterans Day (no classes)	Saturday, November 11	October	6 UUP 13 unscheduled 20 Senate 27 Faculties
Thanksgiving Recess	Wednesday through Saturday November 22-25	November	3 UUP 10 Senate 17 Faculties 24 recess
Critique/Evaluation Week	December 18-22	December	1 UUP 8 Senate 15 Faculties 22 unscheduled
Last Day of Classes	Friday, December 22	<u>Spring 1990</u>	
<u>SPRING SEMESTER 1990</u>		January	19 Senate 26 Faculties
Orientation	Tuesday, Wednesday, Thursday January 9, 10, 11	February	2 unscheduled 9 UUP 16 Senate 23 Faculties
Final Registration	Wednesday, Thursday, Friday January 10, 11, 12	March	2 UUP 9 unscheduled 16 Senate 23 Faculties 30 UUP
Martin Luther King, Jr. Day (no classes)	Monday, January 15	April	6 Senate 13 recess 20 unscheduled 27 Faculties
Classes Begin	Tuesday, January 16	May	4 Senate 11 UUP 18 Commencement
Presidents' Day Recess (no classes)	Monday, Tuesday February 19, 20	* No other meetings may be scheduled on these dates between 3-5 p.m.	
Spring Recess	Monday through Saturday April 9-14		
Critique/Evaluation Week	May 11-17		
Last Day of Classes	Thursday, May 17		
Commencement	Friday, May 18		
<u>SUMMER SESSION 1990</u>			
Registration	March 19-23		
<u>Class Dates</u>			
Session I	May 29 - July 7		
Session II	June 25 - August 4		
Module A	May 29 - June 16		
Module B	June 25 - July 14		
Module C	July 16 - August 4		

FACULTY PERSONNEL ACTIONS (includes Librarians)

PROMOTION

	to Dean	to Vice President*	to President	Notification
To Professor and to Librarian	12/11/89	1/5/90	2/19/90	3/15/90
To Associate Professor and To Senior Assistant Librarian and To Associate Librarian	3/23/90	4/20/90	6/1/90	6/30/90
To Assistant Professor	Upon completion of terminal degree and upon recommendation of the department, dean, academic vice president.			

RENEWAL

Term expiring in 8/90 after first year of service	11/27/89	12/22/89	2/2/90	3/1/90
Term expiring in 8/90 after 1 year but not more than 2 years of service	9/18/89	10/13/89	11/17/89	12/15/89
Term expiring in 8/91 after 2 or more years of service	3/23/90	4/20/90	6/1/90	6/30/90
Part-time Term expiring January 1990	10/9/89	10/23/89	11/15/89	12/1/89
Part-time Term expiring June 1990	3/26/90	4/9/90	4/30/90	5/15/90

CONTINUING APPOINTMENT

3/23/90	4/20/90	6/1/90	6/30/90
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SABBATICALS AND LEAVES OF ABSENCE

11/13/89	12/1/89	1/3/90	2/1/90
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*includes Budget, Faculty and Staff Relations, and Faculty review

SUNY GRANTS AND AWARDS

DEADLINES FOR SUBMISSION TO ALBANY

FSA Program Funds: student and faculty awards	October 16, 1989 (submission to FSA)
1989-90 Faculty Grants for the Improvement of Undergraduate Instruction	November 7, 1989*
Conversations in the Disciplines	January 30, 1990*

*Approximate deadline

NATIONAL FACULTY/STAFF EXCHANGE PROGRAM

Application Materials to:

- Department Chair or Immediate Supervisor	October 10, 1989
- Dean or Unit Director	October 17, 1989
- NFE Coordinator	October 24, 1989
- Vice President	October 31, 1989

Notification	February 6, 1990
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STUDENT FINANCIAL AID

APPLICATION

APPLY BY:

Financial Aid Form (FAF) Spring ONLY 1990	November 15, 1989*
PELL for 1989-90	May 1, 1990
TAP for 1989-90	May 1, 1990
SUCB application for Summer 1990 Aid	May 1, 1990
Financial Aid Form (FAF)** Fall/Spring 1990-91	March 1, 1990

*Subject to funds available
**Recommended deadline for continuing students.
Application(s) deadlines are subject to change.
Please contact the Financial Aid Office for
information regarding changes.

STUDENT AND INSTRUCTIONAL DEADLINES

FALL 1989

SPRING 1990

SUMMER 1990

FINAL REGISTRATION

Undergraduate
Graduate
Continuing Education

Aug. 30, 31, Sept. 1*
Aug. 30
Aug. 31

Jan. 10, 11, 12*
Jan. 10 (evening)
Jan. 11 (evening)

May 7
May 7
May 7

CROSS-REGISTRATION

Undergraduate and Graduate

Sept. 5-7

Jan. 17-19

no cross-
registration
for summer

BASIC SKILLS TESTING

English Composition (KH 315)
Mathematics (CCN)
Arithmetic
Algebra
Both Parts

Nov. 2, 12:15 p.m.
Oct. 3, 12:15 p.m.
Oct. 5, 12:15 p.m.
Dec. 22, 3:00 p.m.

Apr. 26, 12:15 p.m.
Mar. 6, 12:15 p.m.
Mar. 8, 12:15 p.m.
May 17, 3:00 p.m.

COURSE WITHDRAWALS, LEAVES OF ABSENCE OTHER THAN MEDICAL

Nov. 3

Mar. 16

June 22 (1)
June 8 (A)
July 20 (2)
July 6 (B)
July 27 (C)

DEPARTMENTAL TRANSFERS

Oct. 10

Feb. 28

DEGREE APPLICATIONS

Undergraduate and Graduate

Oct. 6 (for Dec.)

Feb. 2 (for May)

June 1 (for Aug.)

SCHEDULE ADJUSTMENT

Undergraduate and Graduate

Sept. 5-11

Jan. 17-23

May 29-30 (1)
May 29 (A)
June 25-26 (2)
June 25 (B)
July 16 (C)

E-REPEAT

Oct. 6

Feb. 16

June 8 (1&A)
July 6 (2&B)
July 27 (C)

FACULTY BOOK ORDERS

(for spring)
Oct. 16

(for summer)
Mar. 15 (1, A)
April 1 (2, B&C)

(for fall)
April 1

GRADUATE ADMISSIONS

(for spring)
Oct. 2

(for summer)
Mar. 1

(for fall)
May 1

COMMENCEMENT LISTS TO PUBLIC AFFAIRS OFFICE

Mailing labels by zip
Tentative lists (names alpha by degrees)

Oct. 20

Feb. 14
Mar. 23

June 15 (1)
June 7 (A)
July 13 (2)
July 5 (B)
July 25 (C)

PASS/FAIL APPLICATIONS

REGISTRATION

Undergraduate and Graduate

Apr. 17-28, 1989

Nov. 6-17, 1989

Mar. 19-23, 1990

PROBATION APPEALS

Jan. 8-9, 1990

May 24-25, 1990

REMOVAL OF INCOMPLETES

Nov. 10 (from
previous spring
or summer)

Mar. 23 (from
previous fall)

RESIDENCE HALLS

Open
Close (recess)
Reopen
Close

Aug. 29 (9 a.m.)
Nov. 22 (10 a.m.)
Nov. 26 (12 noon)
Dec. 23 (10 a.m.)

Jan. 9 (9 a.m.)
April 7 (10 a.m.)
April 15 (12 noon)
May 18 (10 a.m.)

SUBMISSION OF GRADES

Grades due in Deans' offices
Grades due in Registrar's office

Dec. 26 (10 a.m.)
Dec. 26 (4 p.m.)

May 21 (10 a.m.)
May 21 (4 p.m.)

* - Late Registration, 1 - Session I, 2 - Session II, A, B, C - Modules A, B, C

MASTER SCHEDULE PREPARATION
(Graduate and Undergraduate)

	FOR SPRING 1990	FOR SUMMER 1990	FOR FALL 1990
Worksheets for submitting course offerings sent to departments	4/21/89	10/20/89	1/2/90
Schedules due in deans' offices from departments	7/5/89	11/27/89	2/1/90
Deans forward schedules to Registration Office	7/14/89	12/1/89	2/8/90
Audit run of master schedule to department chairs	8/21/89	12/13/89	3/5/90
Audit run of master schedule due deans' offices	9/6/89	12/19/89	3/7/90
Printed schedule distributed to departments	10/23/89	3/5/90	4/16/90

STATE UNIVERSITY COLLEGE AT BUFFALO

TENTATIVE 1990-91 CALENDAR

ACADEMIC CALENDAR		FACULTY AND STAFF CALENDAR	
<u>FALL SEMESTER 1990</u>		<u>ORIENTATION FOR NEW FACULTY</u> TBA	
Orientation	Tuesday, Wednesday, Thursday August 28, 29, 30	<u>OPENING EVENT</u> TBA	
Final Registration	Wednesday, Thursday, Friday August 29, 30, 31	<u>PRESIDENT'S ALL-COLLEGE ADDRESSES</u> TBA	
Labor Day (no classes)	Monday, September 3	<u>COLLEGE MEETINGS*</u> (Fridays, 3-5 p.m.)	
Classes Begin	Tuesday, September 4	<u>Fall 1990</u>	
Columbus Day (no classes)	Monday, October 8	September	7 UUP 14 unscheduled 21 Senate 28 Faculties
Thanksgiving Recess	Wednesday through Saturday November 21-24	October	5 UUP 12 unscheduled 19 Senate 26 Faculties
Critique/Evaluation Week	December 17-21	November	2 UUP 9 Senate 16 Faculties 23 recess 30 unscheduled
Last Day of Classes	Friday, December 21	December	7 UUP 14 Senate 21 Faculties 28 recess
<u>SPRING SEMESTER 1991</u>		<u>Spring 1991</u>	
Orientation	Tuesday, Wednesday, Thursday January 15, 16, 17	January	25 Senate
Final Registration	Wednesday, Thursday, Friday January 16, 17, 18	February	1 Faculties 8 UUP 15 unscheduled 22 Senate
Martin Luther King, Jr. Day (no classes)	Monday, January 21	March	1 unscheduled 8 UUP 15 Senate 22 Faculties 29 unscheduled
Classes Begin	Tuesday, January 22	April	5 recess 12 UUP 19 Senate 26 Faculties
Presidents' Day Recess (no classes)	Monday, Tuesday February 18, 19	May	3 UUP 10 Senate 17 Commencement
Spring Recess	Monday through Saturday April 1-6		
Critique/Evaluation Week	May 10-16		
Last Day of Classes	Thursday, May 16		
Commencement (tentative)	Friday, May 17		
<u>SUMMER SESSION 1991</u>			
Registration	March 18-22		
<u>Class Dates</u>			
Session I	May 28 - July 6		
Session II	June 24 - August 3		
Module A	May 28 - June 15		
Module B	June 24 - July 13		
Module C	July 15 - August 3		

* No other meetings may be scheduled on these dates between 3-5 p.m.

FACULTY PERSONNEL ACTIONS
(includes Librarians)

PROMOTION

	to Dean	to Vice President*	to President	Notification
To Professor and to Librarian	12/10/90	1/4/91	2/18/91	3/15/91
To Associate Professor and To Senior Assistant Librarian and To Associate Librarian	3/22/91	4/19/91	6/3/91	6/30/91
To Assistant Professor	Upon completion of terminal degree and upon recommendation of the department, dean, academic vice president.			

RENEWAL

Term expiring in 8/91 after first year of service	11/23/90	12/21/90	2/1/91	3/1/91
Term expiring in 8/91 after 1 year but not more than 2 years of service	9/21/90	10/12/90	11/16/90	12/15/90
Term expiring in 8/92 after 2 or more years of service	3/22/91	4/19/91	6/3/91	6/30/91
Part-time Term expiring January 1991	10/5/90	10/19/90	11/14/90	12/1/90
Part-time Term expiring June 1991	3/18/91	3/29/91	4/26/91	5/15/91

CONTINUING APPOINTMENT

3/22/91	4/19/91	6/3/91	6/30/91
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SABBATICALS AND LEAVES OF ABSENCE

11/9/90	12/3/90	1/2/91	2/1/91
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*includes Budget, Faculty and Staff Relations, and Faculty review

SUNY GRANTS AND AWARDS

DEADLINES FOR SUBMISSION TO ALBANY

FSA Program Funds: student and faculty awards	October 15, 1990 (submission to FSA)
1990-91 Faculty Grants for the Improvement of Undergraduate Instruction	November 7, 1990*
Conversations in the Disciplines	January 30, 1991*

*Approximate deadline

NATIONAL FACULTY/STAFF EXCHANGE PROGRAM

Application Materials to:

- Department Chair or Immediate Supervisor	October 14, 1990
- Dean or Unit Director	October 21, 1990
- NFE Coordinator	October 28, 1990
- Vice President	November 5, 1990
Notification	February 4, 1991

APPLICATION

APPLY BY:

Financial Aid Form (FAF) Spring ONLY 1991	November 15, 1990*
PELL for 1990-91	May 1, 1991
TAP for 1990-91	May 1, 1991
SUCB application for Summer 1991 Aid	May 1, 1991
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Aug. 30

SPRING 1991

Jan. 16, 17, 18*
Jan. 16
Jan. 17

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May 6
May 6
May 6

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Undergraduate and Graduate

Apr. 25-May 4, 1990

Nov. 5-16, 1990**

Mar. 18-22, 1991

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Jan. 14-15, 1991

May 30-31, 1991

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or summer)

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Printed schedule distributed to departments	10/22/90	3/4/91	4/15/91

SUMMER COMPUTER WORKSHOPS
for Academic conversion and office automation

VAX

Attendance at Introduction to Vax/VMS (or equivalent knowledge) is a prerequisite for the following workshops.

Workshop 1: Monday, May 15 Southwing micro room
2:00 - 4:00 pm Paul Reynolds

INTRODUCTION TO VAX/VMS and Editing: This session will introduce the use of the Vax system and will be taught on-line using Pc-Link communications software. Material to include logging on, some basic file handling commands, as well as a brief introduction to EDT (system editor), the HELP facility, and MAIL. Information will be given on Vax documentation and self-paced instruction that is available.

Workshop 2: Tuesday, May 16 Southwing micro room
2:00 - 4:00 pm Paul Reynolds

VAX PASCAL: An introduction to teaching and running Pascal on the Vax. Changes in file handling and syntax differences will be highlighted.

Workshop 3: Friday, May 26 Southwing micro room
9:00 - 11:00 am Barb Metivier

CONVERSION ISSUES - FILE TRANSFERS, TAPES: Transferring files over Bitnet from the Unisys to Vax computer will be covered. Basic disk file concepts and reading of magnetic tapes will be covered.

Workshop 4: Tuesday, June 20 Ketchum Hall 302
9:00 - 11:00 am Paul Reynolds

INTRODUCTION TO VAX/VMS and Editing: This session will introduce the use of the Vax system. Material to include logging on, some basic file handling commands, as well as a brief introduction to EDT (system editor), the HELP facility, and MAIL. Information will be given on Vax documentation and self-paced instruction that is available.

Workshop 5: Wednesday, June 21 Ketchum Hall 302
9:00 - 11:00 am Paul Reynolds

INTERMEDIATE VAX/VMS: System overview, logical names, advanced EDT editing, utilities such as SORT, command procedures and advanced DCL commands will be covered.

Workshop 6: Thursday, June 22 Ketchum Hall 302
9:00 - 11:00 am Mary Ann Meyer

SPSSX: Gain experience in running this statistical analysis program interactively and in batch. Accessing files and file-naming conventions will be covered.

Workshop 7: Thursday, June 22 Ketchum Hall 302
2:00 - 4:00 pm Barb Metivier

FORTRAN 77: An introduction to teaching and running Fortran 77 on the Vax. Changes in file handling, variable declaration and storage, and syntax will be highlighted.

Workshop 8: Tuesday, August 22 Ketchum Hall 302
9:00 - 11:00 am Dan Mocciolo

BITNET: Learn the services of the worldwide college network. These will include mailing around the world and network servers for access to information and users groups on over 100 topics.

MacIntosh

Workshop 9: June 12 and 13
9:00 - 11:00 am
Twin Rise 208
Dan Mocchiolo
INTRODUCTION TO MACINTOSH: An overview of the mouse driven, pull-down operation of the Apple MacIntosh microcomputer, utilities and operating system. Software to be used will be MacPaint, MacDraw and Excel for spreadsheets.

Workshop 10: June 14, 15, 16
9:00 - 11:00 am
Twin Rise 208
Dan Mocchiolo
WORD PROCESSING: WORD PERFECT ON MACINTOSH: This workshop introduces the novice to the power and flexibility of version 5 of Word Perfect (a SUCB site-licensed product). It includes a variety of fonts and page layouts with commands that are executed by screen pointing with the mouse. Attendance at Intro to MacIntosh or equivalent knowledge is a prerequisite for this workshop.

Workshop 14: Wednesday, August 23
9:00 - 11:00 am
Twin Rise 208
Dan Mocchiolo
TEXT AND GRAPHICS SCANNING: This workshop will demonstrate reading printed graphics and text into a MacIntosh word processor. A printed page can be read with about 90% accuracy and then later edited.

IBM Compatibles (Zenith)

Workshop 11: June 19, 20
2:00 - 4:00 pm
Chase B-3
Dan Mocchiolo
INTRODUCTION TO MS-DOS FOR HARD DISK USERS: An introduction for users who are new to IBM-compatible microcomputers. This workshop will instruct on the basic operation and commands of Zenith Operating System, and on the BACKUP and RESTORE commands for protection of hard disk files.

Workshop 12: June 21, 22, 23
9:00 - 11:00 am
Chase B-3
Paul Bardak
WORD PROCESSING: WORD PERFECT ON IBM COMPATIBLES: This workshop introduces the novice to the power and flexibility of version 5 of Word Perfect (a SUCB site-licensed product). It includes a variety of fonts and page layouts that can be used for desktop publishing applications. Attendance at the MS-DOS workshop (or equivalent knowledge) is a prerequisite for this workshop.

Workshop 13: June 27, 28, 29
9:00 - 11:00 am
Chase B-3
Paul Bardak
MAILING USING WORD PERFECT AND DBASE IV: This workshop will teach generating personalized correspondence by merging a Word Perfect document with information in a Dbase database (any size) mailing list. Workshop 12 and some familiarity with Dbase IV is a prerequisite.

Workshop 15: Thursday, August 24
9:00 - 11:00
Chase B-3
Dan Mocchiolo
PROTECTING HARD DISK FILES WITH FASTBACK: Learn to use the options of Fastback Plus software for protecting hard disk files. Speed (10 megabytes in 4 minutes) and flexibility to backup specified subdirectories are some of the features.

Buffalo State
College

College Bulletin

Volume XXXIV

Number 32

May 11, 1989

The inauguration of Dr. F. C. Richardson as the sixth president of State University College at Buffalo will take place Saturday afternoon, Nov. 4, in Rockwell Hall auditorium. A reception will follow in Moot Hall.
Further information will be mailed over the summer months.

FROM THE PRESIDENT

I. BUDGET. The governor's veto of \$28.2 million in SUNY's budget has left Buffalo State College without a budget more than one month into the fiscal year. To date, we have not been notified by SUNY what our share of the reduction might be. We estimate that it could be as much as 2½% of our 1989-90 budget or approximately \$1.2 million. We will keep you informed as much as possible and as soon as possible once we have definite targets or more information.

II. PRESIDENT'S AWARDS FOR EXCELLENCE. Following the recommendation of the College Senate, I have approved several changes in the presidential awards program for the next academic year (DOPS:VI:15:01-05).

-- Five award categories will remain (Teaching, Librarianship, Service, Advisement, and Scholarship, Research and Creative Activity). We will maintain the awards structures and processes while SUNY is in the process of evaluation of the Chancellor's Awards.

-- The President's Award for Excellence in Service to the College will be open to all full-time employees of the college.

-- Several of the committee structures have been changed to better reflect campus constituencies.

Complete detailed revisions will be distributed in September.

III. REVIEW OF GENERAL EDUCATION REQUIREMENT. At its April 14 meeting the Senate approved the report of the joint Senate/Academic Affairs Committee to review the General Education Requirement. A copy of the approved report is appended to this issue of the Bulletin. I commend the committee and the Senate for the careful analysis and study undertaken, and Vice President Rudin and I are pleased to endorse the recommendations. In particular, the recommendations to implement new requirements in Diversity, Global Perspective, and Analytical Skills signify an important historical moment for the college and represent logical next steps in the evaluation of our requirements. I pledge to work as expeditiously as possible to develop the procedures and processes that will permit us to implement

as many of the recommendations as possible in a manner consistent with the publication timetable of the next college catalog.

IV. APPROVALS. I have approved the following program revisions, minors, courses, and revisions, which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the vice president for academic affairs: **Minors:** Music, Religious Studies. **New Courses:** ENT 433 Microprocessor Applications and Robotics, GEG 370 Introduction to Water Resource Planning, HIS 305 Sex and Gender in History, HIS 372 American Foreign Policy in the Far East, HPR 201 Techniques and Theories of Coaching Specialty Sports, HPR 307 Exercise, Fitness and Nutrition, INT 630 Work Measurement, JBS 401 Communications Theory and Research, PHI 208 Women and Religion, SWK 645 Program Planning in the Human Services. **Course Revisions:** CHE 201L Organic Chemistry Lab I, CHE 202L Organic Chemistry Lab II, GEG 310 Geography of Transportation, GES 504 Field Investigations for Earth Science Teachers, HIS 331 American Westward Expansion, TEC 123 Principles of Manufacturing.

V. COMMITTEE INTEREST SURVEY: 1989-90. Each year the College Senate, the president, and other administrative officers ask faculty and staff members to serve on a variety of standing committees. These committee appointments vary tremendously both in substance and in the time commitments they entail. Similarly, staff interests and schedule flexibility change over the years. The Committee Interest Survey, attached to this bulletin, is an attempt to draw into this critical aspect of the governance process as many of you as would care to participate, and to be able to call upon you whenever possible for those tasks most important to you. You should feel under no pressure to respond to this survey, but we do hope you will feel invited. On the other hand, an expression of interest at this time does not obligate you to serve; where appropriate, formal invitations will be issued, and you may accept or decline depending on circumstances at that time. Indeed, in making committee appointments many factors have to be considered and balanced, and not everyone expressing interest in a given area may be asked, or may be asked immediately, to serve on the corresponding committee. We may not ultimately form committees on some of the topics listed here, and on others, committees may already be fully defined. However, names will be forwarded to committee chairs who have indicated in the past their appreciation in knowing of willing and interested volunteers.

FROM THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

I. SABBATICAL LEAVES FOR 1989-90. The Academic Affairs Office is pleased to announce the approval of the following sabbaticals for the 1989 fall semester: Narendra Kalia, associate professor of sociology, and Donna McCarthy, associate professor of theater.

II. RECOMMENDATIONS FOR SERVING STUDENTS WITH DISABILITIES. For the last year or two many faculty and staff members have been struggling to articulate appropriate campus procedures and policies designed to help us respond to the significant needs of a growing number of students with a variety of disabilities. We are moving forward in this area, not only to comply with the law, but also because it is the right thing to do. The understanding and support of faculty in this process is critical.

In the spring of 1988, the Special Task Force of the Coordinating Board for Services to Students with Disabilities issued a report with recommendations regarding future programming and staffing of services for students with disabilities on campus. In fall

VACANCY NOTICES MAY 11, 1989

1988, a small ad hoc committee was formed by the vice president for academic affairs and charged with reviewing the recommendations and identifying those that could be implemented most immediately given present resources. This committee consisted of Lee Ann Grace, Cliff Lochhaas, Wendy Patterson and Nan Lund, Chair. Following deliberation and consultation with involved parties across the campus, this committee has made the following recommendations contained in the report appended to this issue of the Bulletin. The campus community is invited to review these recommendations and respond to them in writing to Academic Affairs by June 16, 1989.

The committee initiated a survey combined with information about rights to access and reasonable accommodations that went to all teaching faculty in April 1989. To date, approximately 150 responses have been received. Individuals who did not previously return the survey are asked to send them directly to Academic Affairs. The results of this survey will be used to identify faculty who may become involved in carrying out these recommendations as well as determining other needs to be addressed.

III. FACULTY AWARDS PROGRAM. Guidelines for the Academic Affairs 1989 Faculty Awards Program are appended to this issue of the Bulletin.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

I. NEW FISCAL YEAR FUNDING. Purchasing and expenditure activity against fiscal year 1989-90 funds may now begin. The new fiscal year funding became available to the campus on May 9.

II. SCANNER/TEST SERVICES. To accommodate the college community during Critique and Evaluation period May 12-18, test scoring service hours will be Monday-Thursday, 8:30 a.m.-7 p.m.; Friday 8:30 a.m.-4:30 p.m. After hours drop-off/pick-up can be arranged by calling ext. 5122 for entry into GC 521. Tests will be processed as soon as possible. Faculty will be notified of completion for pick-up. To avoid unnecessary delays in processing, please check to be sure you have two IDENTICAL KEY SHEETS for each exam. For further information call Jennifer McMahon, ext. 5122.

ITEMS OF INTEREST

EMPLOYEE ASSISTANCE PROGRAM--A confidential, free, support and referral service for employees and their families. For assistance, contact: Dave Cummings, ext. 5233; Deborah Hard, ext. 6303; Paul Martin, ext. 4307

SUNY/ALBANY	Assistant Professor	Atmospheric Sci.	*D:5/31/89
SUNY/COLLEGE OF TECHNOLOGY AT ALFRED	Faculty	Computer Sci.	5/15/89
Department Chair	Civil Engin.Tech.	5/15/89	
Faculty	English	5/15/89	
Faculty	Mathematics	5/15/89	
SUNY/COLLEGE AT BROOKPORT	PT Lecturer (Adjunct)	Art	5/19/89
PT Lecturer (Adjunct)	Art	5/19/89	
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN	TH Lecturer	Nursing Services	5/19/89
TH CTS Vascular Asst.	Unit Management	5/19/89	
TH Staff Asst. I	Unit Management	5/19/89	
TH Staff Asst. I	Pharmacy	5/19/89	
TH Pharmacist	Psychiatry/Drug	5/19/89	
Counselor (2 positions)	Psychiatry/Drug	5/19/89	
SUNY/FARMINGDALE	Assistant Professor	Aerospace Tech.	5/19/89
SUNY/GENESE	St. Staff Assistant	Bursar	5/19/89
SUNY/COLLEGE OF AG & TECH AT MORRISVILLE	Trainer	Automotive Tech.	6/09/89
SUNY/PLATTSBURGH	Research Support Spec.	Sociology	5/12/89
SUNY/STONY BROOK	Project Staff Assoc.	Social Welfare	5/25/89
TH Clin Lab Tech IV	Histology Lab.	5/19/89	
TH Medical Radiographer	Radiology	5/19/89	
TH Medical Radiographer	Radiology	5/19/89	
Asst. Dir., Nursing	Psychiatric ER	5/19/89	
Asst. Dir., Nursing	Psychiatry	5/19/89	
TH Physical Therapist	Physical Therapy	5/19/89	
TH Asst. Dir., Nursing	SICU	5/19/89	
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE	Staff Associate	Computer Services	5/19/89
TH Social Worker II	Social Work Services	5/19/89	
TH Social Worker II	Social Work Services	5/19/89	
Asst. Dir., Admissions	Student Affairs	5/19/89	
SUNY/COLLEGE OF TECHNOLOGY AT UTICA/ROME	Research Scientist	Nursing	Open

*Deadline for receipt of applications. For further information, detailed vacancy notices may be reviewed in the Personnel Office, GC 403.

GENERAL EDUCATION CURRICULUM REVIEW COMMITTEE

In accordance with guidelines approved by the College Senate and the President, the Senate and the office of Academic Affairs established a Committee to review the General Education Curriculum. The members of this committee are:

Co-Chairs: Paul Beaudet, Natural and Social Sciences
Theresa Platek, Arts and Humanities

Faculty Members:
Herbert Aurbach, Natural and Social Sciences
Robert Brock, Arts and Humanities

Paul Culkowski, Applied Science and Education;
Chair College Senate Curriculum Committee
Richard Lee, Applied Science and Education

Student Member: Marc Batchelor

Administrative Liaisons:
Gerald Accurso, Associate Vice-President
for Academic Affairs
Nan Lund, Special Assistant to the Vice-President for Academic Affairs

All members of the faculty and other appropriate persons received a letter explaining the purpose and charge of the committee and soliciting written comments. Two open hearings also solicited comments and discussion. The combination of written and oral comments framed the committee's agenda; the following recommendations are the result of that agenda.

DIVERSITY, GLOBAL PERSPECTIVE, AND ANALYTICAL SKILLS

The General Education Document recommended "that consideration should be given to [these] areas by advisors and students because of their importance" (see attached document, 6). The committee received a number of comments focusing on various aspects of diversity, global perspective and analytical skills. The committee recommends that:

1. One course be required in the student's curriculum in each of the following areas:

Diversity
Global Perspective
Analytical Skills

Each course be designated in the College Catalog, registration booklets, audit sheets and transcripts with (D) Diversity, (G) Global Perspective, and (A) Analytical Skills.

2. A joint Senate-Academic Affairs task force be constituted to identify criteria to set the parameters for each of the three areas.

Courses to satisfy the above three categories may be identified from existing courses in the current list of General Education offerings which specifically address each area OR from new or revised courses which contain content which addresses each area. Each department will identify such courses, present them to the appropriate Faculty Oversight Committee for approval, then to the Dean and finally to the Senate Curriculum Committee for its recommendation.

UNDERREPRESENTED GROUPS IN COURSE CONTENT

The committee recommends that all new and revised courses sent to the Senate Curriculum Committee for its review contain content that addresses scholarship by and about traditionally underrepresented groups.

FACULTY OVERSIGHT COMMITTEES

The General Education Document provided for the formation of "oversight committees within each deanship in accordance with the disciplinary areas comprising each component" (see attached document, 5). The committee recognizes the success of Faculty Oversight Committees in preventing abuses and excesses and in maintaining a selective list of courses that best reflects the disciplinary goals of the breadth component. The committee, however, recommends that separate oversight committees be established and provide leadership in EACH of the five areas (AST, A, H, M/S, SS) in the core requirement with the following responsibilities:

1. assume a proactive role in defining the needs of their respective core areas;
2. clarify the criteria for inclusion of courses within the core and general education electives;
3. monitor the quality of the general education experience for all students; and
4. monitor the enrollment patterns and seat availability of course offerings each semester.

STRUCTURE

The General Education Document distributed courses in the following pattern: Arts (9), Humanities (9), Social Sciences (9), Math/Science (9), Applied Science and Technology (6), General Education Electives (18) for a total of 60 credits (see attached document, 3 and 4).

FACULTY AWARDS PROGRAM 1989

SCHOLARSHIP GRANTS

Rationale: It is desirable that new faculty and experienced researchers have the opportunity to engage in research and/or creative activities that promote mastery of subject matter and continued growth in the discipline.

Program Goals:

1. To stimulate new efforts in research and creativity and to encourage continued scholarly activities by experienced faculty.
2. To encourage research and creativity among new faculty members.

Program Procedures: A proposal prepared by the faculty member(s) undertaking the project should be submitted to the Academic Affairs Office, GC 519, by **June 2, 1989**. It should be accompanied by a routing sheet available from Academic Affairs. A committee appointed by the vice president will evaluate the proposals and make recommendations for funding.

The following should be included:

1. Current vita.
2. Departmental statement on scholarship.
3. Routing sheet.
4. Narrative description of the scope and major objectives of the project.
5. Budget--Itemized listing of the needed resources up to a maximum of \$3,000.
6. Timetable of proposed activities.
7. Projected outcome.
8. Statement of the projected contributions that the project will make to the individual's scholarship, the departmental goals, and the discipline.

Guidelines: Salary for project director is not allowable, but research assistance is possible, as is released time during the fall semester, with \$1,400 included in the budget for each course. Supplies and equipment are allowable expenses, as is travel that clearly supports the scholarly activity. All funds must be expended by **January 20, 1990**. A written report summarizing the results and indicating any changes from the original proposal must be submitted to the vice president for academic affairs by February 15, 1990.

CURRICULUM DEVELOPMENT GRANTS

Rationale: Buffalo State is completing a year-long celebration of diversity. The many and varied activities have moved us all along in developing our appreciation of and sensitivity to the pluralistic nature of our society. Recognizing the responsibility we have for preparing ourselves and our students to live and work in an increasingly diverse society, the College Senate has approved new requirements that address this objective. In addition, beginning in fall 1989, all proposals for new courses or course revisions will be reviewed to assure they have included or considered scholarship by and about the groups that have traditionally been underrepresented in the curriculum. We applaud these developments and recognize the special challenges presented to departments and faculty to revise existing courses or develop new courses to incorporate this new scholarship into the curriculum in the most effective ways. In order to stimulate such efforts and provide additional assistance, the office of academic affairs will make a pool of funds available to interested faculty. Proposals will be considered on an on-going basis, consistent with the guidelines and parameters articulated below.

Program Goals:

1. Development of a new course that focuses on pluralism. The intent is to sensitize students to the pluralistic nature of our society and heighten their appreciation of this diversity. The course should include discussion of various groups within the culture rather than focus on a specific group. A related goal is the development of a forum for faculty from various disciplines to discuss pluralism. From this forum will come the specific goals, content, and procedures for the new course. An interdisciplinary course probably addresses this goal most effectively.
2. Integration of information by and about groups that are traditionally underrepresented in the scholarship of most disciplines. These additions to existing courses or, in some cases, development of new courses will demonstrate the contributions made by various groups and expose students to the varied perspectives that arise from different histories and life experiences.
3. To promote examination of the forms and effects of biased and ethnocentric attitudes, beliefs, and perceptions. Either through new or existing courses, students will understand ways that individuals and institutions subtly and overtly have discriminated against segments of the population and will be helped to understand the social cost of these practices.

The committee finds the structure and distribution of the General Education requirement appropriate and effective as presently constituted and this structure and distribution should not be changed. The committee reaffirms the goals of the General Education Document calling special attention that through this careful arrangement of a limited number of courses in selected categories, the distribution and structure "provides for our students a general framework for understanding the complexity and diversity of human experience and an intellectual context from which to evaluate critically their own values as well as the values of society" (see attached document, 3).

MECHANICS

In order to fulfill the mechanical aspects of the recommendations pertaining to course designation, the committee recommends

1. the establishment of a revised course code system that clearly identifies courses and categories to fulfill requirements;
2. the publication of an updated list of core/general education electives in each registration booklet (fall, spring, and summer); and
3. the establishment of clear, precise guidelines for advisors and students to facilitate the advisement process and the completion of college requirements.

BASIC SKILLS

The committee discussed the Basic Skills requirement as it pertains to the General Education Curriculum. However, the issue is complex and extends beyond the committee's charge. Therefore, the committee recommends that a joint Senate/Academic Affairs task force be constituted during the fall 1989 semester to thoroughly review the Basic Skills requirement as it impacts on the General Education Curriculum.

REVIEW AND EVALUATION

In light of the recommendations of this committee and the changing national and college perspective of the goals and structure of general education, the committee recommends a review and evaluation of the General Education Curriculum every four years.

March 23, 1989

Program Procedures:

Curriculum development proposals will be accepted throughout the summer and the next academic year. Proposals may be submitted by one or more faculty members and may address one or more of the goals discussed above. If a proposal addressing Goal 1 is submitted by one individual, there should be a plan for including others in the planning and possibly the teaching of the proposed course.

Proposals should be submitted to the Academic Affairs Office. They should be accompanied by a routing sheet available from Academic Affairs, GC 519.

The following should be included:

1. If a new course is proposed, a statement of general goals of the course and the target group of students.
2. If the proposal is for integration into existing course(s), an outline of the existing course(s) should be included along with specific goals of the revision.
3. Narrative description of the kinds of activities that are proposed. If the proposal addresses Goal 1, this description should include the activities to provide a forum for discussion of the philosophy, goals, content, and procedures of the course. For all proposals, a timetable should be provided that includes a projection for eventual course approval and implementation.
4. Routing sheet.
5. Budget: Faculty members may apply for a summer stipend of \$1,400 or released time from one course during spring or fall semester. Up to three faculty members will be funded for an interdisciplinary course for a maximum of \$4,200. A maximum of \$2,000 will be awarded for projects involving one faculty member. An itemized list of needed resources must be included.

Final Report: Final report will consist of an account of activities funded and a course proposal or course revision that has also been submitted to appropriate departmental committees. For projects funded for summer 1989, report should be submitted to Academic Affairs by December 1, 1989. For projects funded for fall semester, report should be submitted by March 30, 1990. For projects funded for spring semester, report should be submitted by September 15, 1990.

RECOMMENDATIONS FOR SERVING STUDENTS WITH DISABILITIES

Recommendation I: Establish the Academic Skills Center as the place on campus for students with disabilities to make initial contact. Designate one staff member as Intake Coordinator. The ASC would function to:

1. consult with each student self identifying as disabled and make appropriate referrals.
 - o Students with prior documentation of disability would be scheduled to meet with the Committee on Special Services (see Recommendation II).
 - o Students who have no documentation of disability would be advised as to acceptable documentation.
 - o Students with mobility limitations would be referred to a designated Coordinator of Campus Access for discussion of access on campus relative to their class schedule and living arrangements.
2. do intake evaluation of the learning profile of each identified student.
3. make recommendations to the CSS and initiate services that need to be provided before the meeting of the CSS.
4. identify sources of space, materials, and equipment for direct services recommended for students by the Committee on Special Services.
5. provide training for students who will provide direct service.

Recommendation II: Establish a Committee on Special Services (CSS).

1. Committee membership would include Intake Coordinator from the Academic Skills Center, Coordinator for Campus Access, Coordinator of Special Services (see Recommendation III), designee from Academic Affairs, and a faculty mentor/advisor, drawn from a pool of designated faculty members. Each student will have a designated mentor/advisor who will serve on this committee when that student's case is considered. Each faculty member will serve as mentor/advisor for several students. These faculty members will be selected from those indicating interest on a survey instrument or otherwise recruited.

2. The CSS would:

- a. meet with each identified student to discuss accommodations needed to provide student with access to academic programs and to formulate a plan for accommodations to be made. This plan will be formulated in conjunction with the student and will be signed by the student and the chair of the committee.
- b. review and accept documentation of disability.
- c. meet regularly as needed to make recommendations in a timely fashion.

Recommendation VI: Continue the process of educating faculty and staff about the needs and rights of students with disabilities. The present ad hoc committee is willing to take on the responsibility for coordinating these efforts this spring, with a shift to the Coordinator of Special Services and faculty advisors/mentors hoped for next year.

- o Distribution of information about disabilities and the responsibility of the institution to students with disabilities should begin as soon as possible. One way to address this would be an in-house publication following some available models.
- o Production of a videotape in which disabled students and involved faculty discuss issues of access and accommodations could be undertaken over the summer for use with faculty/staff next year.
- o Training for office staff with early and frequent contact with students to sensitize personnel to the needs and rights of the disabled student should be addressed.

Recommendation VII. Proposal for Credit Bearing Student Service

The possibility should be explored of developing a one-hour course for which students would provide any of a number of service functions, including serving peers with disabilities. Since many students need one hour of credit to fulfill their requirements for graduation, this would serve the enrolled students as well as those being served through the course.

Recommendation III: Appoint a faculty member to serve as Coordinator of Special Services. Reimburse department for 50% release time. This coordinator would be responsible for:

1. recruiting and training students and volunteers to provide direct service to disabled students.
2. communicating with faculty teaching students with disabilities as necessary. Primary responsibility for communicating the student's needs will be with the student.

Recommendation IV: Include a segment for disabled students and their families at orientation. This segment, held the first day of each orientation session, would alert students to the need to contact the ASC while on campus and would lead to a meeting with the CSS when registration is completed. This would allow for preparations to be made prior to the onset of the semester. This is particularly critical when students need materials recorded. Faculty members recruited through, or in addition to, the Faculty Enhancement program would participate in the advisement and CSS meeting. Funds for this faculty assistance can be provided through Title III for summer 1989.

Recommendation V: Continue the policy presently operating in admissions of accepting students independent of their disability, with no overt recruitment of disabled students at this time.

COMMITTEE INTEREST SURVEY
1989-90

Please check those committees on which you might consider serving during the coming academic year; include those which you are or have been a member of if you wish to participate in the future. Please return to the President's Office (GC 517) by Friday, June 2, 1989.

NAME _____
(please print)

DEPARTMENT _____

CAMPUS ADDRESS _____

COLLEGE SENATE COMMITTEES: Members are approved annually by the Senate upon the recommendation of committee chairs; more information about these committees is available from the Senate chair.

ACADEMIC PLAN (concerned with college mission, accreditation, enrollment projections, and other intermediate and long-range planning issues)

ACADEMIC SERVICES (recommends policies enhancing the usefulness of the library, instructional resources, and academic computing to the academic program and research, and the distribution of resources to these functions)

BUDGET AND STAFF ALLOCATIONS (facilitates broad participation in budget process, recommends criteria for resource allocation, analyzes data and policies upon which allocations are based)

BYLAWS AND ELECTIONS (recommends changes in bylaws and conducts elections)

CURRICULUM (recommends curricular policy generally and reviews all existing, new, or revised courses and programs)

INSTRUCTION AND RESEARCH (concerned with instructional evaluation and improvement, research enhancement, the academic calendar)

INTERNATIONAL EDUCATION (concerned with overseas programs, the selection of their directors, and their impact on students, and with infusing international understandings into the college)

PROFESSIONAL WELFARE (recommends on aspects of professional welfare not covered by the UUP contract)

PUBLIC SERVICE ACTIVITIES (promotes public service activities)

STANDARDS FOR STUDENTS (recommends policy on admissions, retention, graduation)

STUDENT WELFARE (examines all aspects of student life)

ADMINISTRATIVE ADVISORY COMMITTEES/COUNCILS, BOARDS
AND STEERING GROUPS:

PRESIDENTIAL

AFFIRMATIVE ACTION ADVISORY COUNCIL (responsible for advocating affirmative action goals and monitoring campus progress, advises president on policy, works closely with affirmative action officer; members appointed by the president upon the recommendation of the vice presidents and deans, chair appointed by the president, college affirmative action officer serves ex officio as vice chair and secretary)

BENGAL PAUSE STEERING GROUP (oversees the process of Bengal Pause scheduling, specifically with establishing necessary communications to explore innovative programming for that time period; faculty, student and staff members appointed by the president, chaired by the dean of students)

COMMENCEMENT SPEAKER ADVISORY COMMITTEE (recommends commencement speaker; faculty and staff members invited by the president on the recommendation of the commencement director, College Council representative appointed by council chair, two students chosen by USG president; chaired by commencement director)

EOP ADVISORY COMMITTEE (advises president on EOP/SEEK policies; members appointed annually by the president with recommendations from the EOP director; chaired by the president)

ETHNIC MINORITY AFFAIRS STEERING COMMITTEE (recommends and implements policies, programs and activities aimed at increasing the access, retention and graduation of ethnic minority students; members appointed by the president, convened by the assistant vice president for academic affairs)

FACULTY AND STAFF DEVELOPMENT ADVISORY COUNCIL (oversees the faculty and staff development program; advises the coordinator and administration on all aspects of development efforts; representatives are designated by each of the Faculties, the professional staff, the College Senate, and the vice presidents; chair is elected by members of the council. Inasmuch as council members are either appointed or elected, additional participation by faculty and staff on its working subcommittees is welcome.)

INTERCOLLEGIATE ATHLETIC BOARD (reviews and advises the president and vice president for student affairs on such intercollegiate athletic matters as planning for athletic participation in accord with NCAA, BSC, and SUNY rules, establishing the intercollegiate athletic budget and recommending same to president, and determining appropriate policies and procedures to govern athletic program. The membership consists of five students appointed through USG and five faculty/staff, at least two of whom must be instructional faculty, appointed by the president. In addition, the president shall appoint a chair, drawn from the ranks of the faculty or staff.)

PRESIDENT'S FORUM ON RACIAL AND CULTURAL DIVERSITY (overall campus committee charged with advocacy, oversight and program development on behalf of minorities, women, handicapped individuals and others who can contribute to our racial and cultural diversity; members appointed by the president)

WOMEN'S ISSUES COMMITTEE (will advise the president on issues of concern to women faculty, staff and students on the campus; representatives will be from multiple constituencies across the campus)

JUDICIAL BOARD (adjudicates charges of student conduct code violations; (28 members include 12 students [nominated by USG president], eight faculty members and eight staff and administrators [recommended by Academic Affairs and College Senate], appointed by the president to one-year terms; coordinated by the director of the student judicial system)

ACADEMIC AFFAIRS

BASIC SKILLS ADVISORY COMMITTEES: ENGLISH COMPOSITION AND MATHEMATICS (advises the English and Mathematics Departments on the standards used in the Basic Skills Program; members are chosen by the vice president for academic affairs in consultation with the chairperson of the Senate Standards Committee)

COMMITTEE ON ACADEMIC ADVISEMENT (assists Academic Affairs and the director of advisement with the monitoring of academic advisement; identifies problems as they develop and reviews all activities that impinge on advisement in an ongoing effort to enhance and strengthen the advisement system; members and chair appointed by vice president for academic affairs)

GRADUATE ADVISORY COUNCIL (advises the associate vice president for graduate studies and research with respect to policies, procedures and program developments at the graduate level. Generally, the council is comprised of graduate faculty who are drawn from departments offering programs or courses at the graduate level. Exceptions are, of course, possible.)

INSTITUTIONAL REVIEW BOARD FOR RESEARCH INVOLVING HUMAN SUBJECTS (responsible for reviewing all funded and unfunded research projects and instructional strategies which involve human subjects to insure that the rights and welfare of those subjects are appropriately safeguarded; members are recommended by the academic deans and chosen by the associate vice president for graduate studies and research; chaired by the director of research administration and services)

INTERNATIONAL PROGRAM ADVISORY COMMITTEES: ENGLAND, JAPAN, SALAMANCA, SIENA, AUSTRALIA (these committees screen students for program participation and help advise on program goals and direction; chaired by director of international education)

MULTIDISCIPLINARY GRADUATE DEGREE ADVISORY COMMITTEE (chairs of departments interested in the program appoint representatives for terms of up to two years; committee's function is to coordinate, review and evaluate the program; chaired by the associate vice president for graduate studies and research)

ORIENTATION ADVISORY BOARD (assists the orientation staff in the planning process for summer and mid-year programs for entering students; representatives are from offices that are involved with orientation programs plus any interested faculty members; chaired by the coordinator of orientation)

PROBATION APPEALS BOARD (recommends action on students whose grade-point average qualifies for probation or dismissal; one board in each Faculty and one in the Academic Standards and Advising Office; members appointed by dean or director of academic standards; chaired by director of academic standards)

RESEARCH ADVISORY COUNCIL (advises the associate vice president for graduate studies and research on campus research policies and procedures, and on implementation of college, SUNY and Research Foundation regulations; members include selected faculty and staff involved in major research efforts, and are appointed to two-year terms by the academic vice president with associate deans serving ex officio; chaired by the associate vice president for graduate studies and research)

RETENTION COMMITTEE (provides leadership in initiating, coordinating and overseeing institutional retention activities, as well as monitoring retention data; representatives from multiple constituencies, chaired by the associate vice president for academic affairs/dean of undergraduate studies)

STUDENT AFFAIRS

RESIDENCE LIFE ADVISORY COMMITTEE (advises the director of residence life and vice president for student affairs on residence life policies, rules and financial planning; members are appointed to renewable one-year terms by the vice president for student affairs; the elected president of the Inter-Residence Council serves as chair)

COMMITTEE ON MINORITY STUDENT CONCERNS (assesses the needs of minority students and works to improve racial understanding; members invited to serve by vice president for student affairs; chaired by dean of students)

African-American Student Concerns Subcommittee
Hispanic Student Concerns Subcommittee
Native American Student Concerns Subcommittee

CAMPUS COMMITTEE ON AIDS (advises vice presidents as appropriate; coordinates resources, support, and a pro-active approach to anticipate the needs of the students, concerned parents, faculty and staff; sponsors programs of information and education for the campus community; co-chaired by director of student health center and dean of students)

COMMUNITY RELATIONS ADVISORY COUNCIL (advises the coordinator of commuter services, the president, and vice presidents; responsible for providing a continuous community/campus relationship between the college and neighborhood organizations; members chosen by president, vice president for student affairs, USG, and neighborhood organizations; chair elected from membership)

STUDENT HEALTH ADVISORY COUNCIL (gathers information on health matters and advises director of student health center and vice president for student affairs on improving campus services; members appointed to one and two-year terms by the vice president for student affairs upon the recommendation of the health center director; chair appointed by the vice president for student affairs)

WELLNESS COMMITTEE (a campus-wide effort to promote wellness or wholistic human functioning and growth for students, faculty and staff; responsible for developing a common philosophy and designing specific programs; chaired by the senior counseling psychologist of the health and counseling center)

FINANCE AND MANAGEMENT

ENVIRONMENTAL CONCERNS ADVISORY COMMITTEE (master-planning group regarding landscaping, art on campus, building interiors, vandalism, signage; members appointed by the chair for period necessary to complete projects; chaired by vice president for finance and management)

REGISTRATION ADVISORY COMMITTEE (policy-making group appointed by vice president for finance and management to advise on registration procedures; chaired by the college registrar)

PUBLIC EMPLOYEES SAFETY AND HEALTH COMMITTEE (established in response to the Public Employees Safety and Health Act of 1979; purpose to provide a forum to address occupational safety and health issues; membership consists of representatives from all bargaining units, management confidential representatives and students; chaired by director of personnel)

JOINT COMMITTEES

CAMPUS SAFETY FORUM (advises the administration on all aspects of campus safety and security; members appointed to two-year terms by the vice presidents for finance and management and student affairs; co-chaired by the vice presidents)

SUBSTANCE ABUSE STEERING GROUP (prepares awareness and educational workshops on drug and alcohol abuse; members appointed by co-chairs representing student affairs and public safety)

Buffalo State
College

College Bulletin

Volume XXXV

Number 1

August 10, 1989

OFFICIAL NOTICES

We were saddened to learn of the deaths of two BSC staff members.

Dr. Thomas E. Mott, professor of mathematics, died on June 3, 1989, and Dr. Richard J. LeCastre, assistant vice president for student affairs, died June 5 after a long illness.

A native of Oswego, N.Y., Dr. Mott had been a BSC faculty member since 1967. Previously, he taught at State University College at Fredonia. He received his Ph.D. at Pennsylvania State University, A.M. from the University of Pennsylvania and A.B. from Union College.

He is survived by his wife Sandra and seven children. Memorials should be sent to the Teresa A. Cohen Scholarship Fund, Pennsylvania State University, Department of Math, University Park, PA.

Dr. LeCastre was on the student personnel staff since 1972 and held a doctorate from SUNY at Buffalo.

Prior to his association with BSC, he served as a musician in the US Army.

He is survived by his wife Pat, three daughters and his parents. Donations may be made in his memory to the BSC Foundation Scholarship Fund for Foreign Students.

FROM THE PRESIDENT

AWARDS TO BE PRESENTED

At the academic convocation on Tuesday, Sept. 19, at 12:30 p.m. the Chancellor's and President's Awards will be presented.

Chancellor's Awards for Excellence in Teaching -
o Dr. Donald D. Leopard, professor of history and Dr. Frank J. Pascarella, associate professor of health, physical education and recreation.
Chancellor's Award for Excellence in Librarianship-

o Shirley A. Posner, associate librarian.
President's Award for Excellence in Advisement-
o Dr. James D. Haynes, professor of biology and Linda K. Gleckel, assistant professor of exceptional education.

President's Award for Excellence in Service-
o Dr. Edward O. Smith Jr., professor of history.
These were selected at the end of the 1988-89 academic year.

NEW DEANS AND CHAIRPERSONS

Two deans and six new chairpersons have been appointed. Dr. Patricia W. Cummins has been appointed dean of the Faculty of Arts and Humanities and Dr. Marilyn B. Hoskin dean of the Faculty of Natural and Social Sciences. Both appointments are effective Aug. 21.

New chairpersons, as of Sept. 1 will be: Dr. Vincent C. Arnone, Art Education; Dr. Donald L. Logan, Exceptional Education; Dr. Nan J. Lund, Speech, Language Pathology and Audiology; Dr. Theresa F. Platek, English; Dr. Edward M. Schulman, Chemistry, and Dr. Norman G. Walker (Acting), Elementary Education and Reading.

Reappointed chairpersons include: Dr. Jerry F. Cataldo, Psychology; Frank C. Eckmair, Fine Arts; Dr. Robert E. Horvat, Earth Science and Science Education; Dr. Rosalyn A. Lindner, Sociology and James E. Westrope, Mathematics.

DRESCHER AFFIRMATIVE ACTION LEAVE PROGRAM

I am pleased to announce the continued availability of the Dr. Nuala McGann Drescher Affirmative Action Leave Program. This program is sponsored by the joint New York State/United University Professions Affirmative Action Committee and is designed "to assist minorities, women, persons with disabilities, and Vietnam-era veterans to prepare for permanent or continuing appointments within State University of New York."

If you are interested in additional information about this program, please contact your department chairperson, director, or the Faculty and Staff Relations Office (GC 505, ext. 4312). Applications for leaves of absence beginning in Spring 1990 must be received in Albany by Sept. 1, 1989. Since leave requests must be processed through the administrative chain, it is imperative that you initiate an application as soon as possible for the spring semester.

The Drescher Affirmative Action Leave Program is expected to continue through academic year 1990-91. The deadlines are Feb. 1, 1990 for Summer 1990/Fall 1990 leaves and Sept. 1, 1990 for Spring 1991 leaves.

PROMOTIONS

In June 1989 Acting President Richard Wiesen made the following promotions effective Sept. 1, 1989 and continuing appointments effective Sept. 1, 1990:

o Promotion to associate professor with continuing appointment - Bruce Bryski (Communication); David Carson (History/Social Studies Education); Joseph Moran (Educational Foundations); Michael Parks (Art Education); Rand Schuster (Design);
o Promotion to associate librarian - Gail Eilan;
o Promotion to adjunct associate professor - Terese Volk and Catherine D'Erasmus (College Learning Laboratory);
o Continuing appointment - Betty Krist (Mathematics).

EXECUTIVE ASSISTANT TO THE PRESIDENT

As of Sept. 1, 1989 Marianne Vallet-Sandre will be going on administrative leave prior to returning to teaching in the Design Department next January.

Ms. Vallet-Sandre has served as executive assistant since 1982, after serving as chairman of the Design Department for four years.

Since my appointment as president I have been consulting with administrative colleagues regarding some possible changes in responsibilities and assignments for the post of executive assistant to the president. With that in mind we are initiating a search with an application review beginning Sept. 8, 1989 and continuing until the position is filled.

The search committee will be composed of vice presidents Richard A. Wiesen, James M. Caputi, and James A. Gold, secretarial assistant to the president Anna Tiberia, and director of public affairs Joyce E. Fink, who will chair the committee.

Nominations from the campus community are welcome and should be addressed to the Assistant Search Committee, GC 515.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

1989-90 BUDGET UPDATE

The Governor and the Legislature approved a re-revised 1989-90 budget which provides the college with adequate funding for all salary and inflationary cost increases. No positions have been reduced beyond the twenty identified last year. In fact, our budget includes a student services initiative which will add \$108,00 and 2.5 FTE to our base, thus our total reduction is 17.5 FTE instead of 20. These new positions will be housed in the Career Development Center (.5 FTE), the Academic Skills Center (1.0 FTE) and the Counseling Center (1.0 FTE).

On a somewhat less positive note the college received a negative allocation of \$176,000 for its Public Safety and Maintenance Operations. This permanent negative adjustment is in lieu of the imposition of a SUNY-wide parking fee for all faculty, students and staff. Furthermore, our 1.5 million dollar computer acquisition has been slowed somewhat by a one-time budget reduction of \$180,000. This should not be a cause for concern since we still expect to see significant improvements in our computing capacity over the course of the year. This reduction will in no way affect the implementation this year of our library automation system.

FROM THE VICE PRESIDENT FOR STUDENT AFFAIRS

STAFF APPOINTMENTS

Stephanie B. Zuckerman, assistant director of the Career Development Center, has been promoted to director. She replaces Cecile G. Biltekoff, who recently resigned.

Residence Life Director Stephen E. Faust has been appointed assistant vice president for student affairs

where he will be responsible for special projects in student affairs.

Curtis Brickhouse has been named assistant director of housing. He was the complex director at Ohio University.

Helene Kramer, who worked in private industry, has been appointed staff assistant to the vice president for student affairs.

STAFF RETIREMENT

Dr. Winifred G. Mernan, director of health services, has announced her retirement effective January 1, 1990. I am pleased that Dr. Mernan will continue to serve as medical director part-time after January 1. A search for an administrative director will be initiated.

FROM THE DIRECTOR OF LIFELONG LEARNING

The Lifelong Learning office is accepting credit-free course proposals for the Spring 1990 semester until Sept. 3. For further information call the Lifelong Learning Center, ext. 5906.

✓ FROM THE CHAIRMAN OF THE COLLEGE SENATE

ORGANIZATIONAL MEETING OF THE SENATE, May 14, 1989. Officers for 1989-90: Chair - William T. Ganley; Vice Chair - Carole Harris; Secretary - to be filled in the fall.

Standing committee chairs, 1989-90: Curriculum - Paul Culkowski; Instruction & Research - Craig Werner; Standards for Students - Thomas Quatroche; Professional Welfare - Lydia Fish; By-Laws & Elections - Mary Delmont; Student Welfare - to be filled in the fall; Budget & Staff Allocations - Rosalyn Lindner; Academic Plan - Paul Martin; Academic Services - Donald Kutschall; Public Service Activities - John Allen; International Education - Frederick Floss.

JOINT SENATE/ADMINISTRATION GENERAL EDUCATION COMMITTEE MEMBERSHIP, May 31, 1989, for the 1989-90 academic year.

Committee co-chairs: Dr. Monroe Fordham, Chair, Dept. of History & Social Studies Education and Dr. Theresa Platek, Chair, Dept. of English. Membership: Charles Beasley, Chair, Technology Dept.; Nancy Belfer, Design; Robert Brock, Fine Arts; Susan Carmichael, USG Vice President for Academics; Mary Davis, Business; Lawrence Flood, Chair, Political Science; Lee Ann Grace, Acting Dean, Arts & Humanities; Ellen Kennedy, Chair, Social Work; Thomas Kinsey, Interdisciplinary Sciences; Donald Kutschall, Performing Arts; Richard Lee, Exceptional Education; Jill Nash, Chair, Anthropology; Gretchen Perez, Elementary Education & Reading; Neil Rudin, Associate Vice President for Academic Affairs and James Westrope, Chair, Math.

COURSE PROPOSALS. The following revisions have been received in the Senate office and forwarded to the Senate Curriculum Committee for its consideration:

a. Minors revision: Women's Studies

b. Courses:

CRJ 625 - Practicum. There are two practica for qualified students: teaching and research. The supervised teaching practicum provides an opportunity for qualified graduate students to work closely with a criminal justice faculty member in some aspect of preparing and teaching an undergraduate class. The research practicum provides a similar opportunity to be engaged with faculty or external research sources in a research

effort. Grading: S or U. Applicants must be approved by the Graduate Faculty. See department for details.

PSY 332 - Human Motivation and Emotion. Studying why people behave as they do is a fundamental psychological question. Closely related to this issue of motivation is the study of the emotional reactions which parallel various behaviors and events. In this course, emphasis will be placed upon these issues and will include an in-depth analysis of the emotional/motivational aspects of specific human behaviors such as sex, aggression, addiction and obesity.

PSY 387 - Psychology of Gender Differences. This course will focus on the empirical and theoretical issues related to the psychology of gender differences. Topics covered will include biological basis of sex differences between females and males, the effects of body states on the psyche, psychology and gender identity, development of sex differences, male and female personality and the social and institutionalized sex roles in our society.

N.B.: These may be challenged within fifteen business days from the fifth of September. However, membership on the Curriculum Committee will be reviewed by the full Senate at its first meeting of the year, Sept. 22, 1989. Committee will then resume its business for the year.

ITEMS OF INTEREST

EMPLOYEE ASSISTANCE PROGRAM

We're here to listen . . . if you need to talk:

Dave Cummings - ext. 5233
Deborah Hard - ext. 3068
Paul Martin - ext. 4307

We are your Buffalo State College Employee Assistance Program coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problem.

Don't wait until a crisis develops. Let us help you avoid one!

COLLEGE STORE FALL HOURS

Aug. 30 & 31 - 8 a.m.-6:30 p.m.; Sept. 1 - 8 a.m.-4 p.m.; Sept. 4-closed; Sept. 5, 6 & 7 - 8 a.m.-9 p.m.; Sept. 8 - 8 a.m.-5 p.m.; Sept. 9 - 11 a.m.-2:30 p.m.; Sept. 11-14 - 8 a.m.-8 p.m.; Sept. 15 - 8 a.m.-3:30 p.m.; Sept. 16 - 11 a.m.-2:30 p.m.
Regular hours begin Sept. 18: Mon. through Thurs. - 8 a.m.-5:30 p.m.; Friday 8 a.m.-3:30 p.m.; Sat.-11 a.m.-2:30 p.m.

VACANCY NOTICE August 10, 1989

SUNY/COLLEGE AT BUFFALO LOCAL/BUDGET TITLE:

Executive Assistant to the President
MP III

RANK:

Negotiable

TARGETED SALARY:

Formal review of applications

APPLICATION DEADLINE:

will begin on September 8, 1989 and continue until position is filled--Send letter and resume to Assistant Search Committee, GC 515.

DESCRIPTION OF DUTIES: Reporting directly to the president, the executive assistant to the president advises him on all aspects of college policy, procedures and governance; carries out special projects and responsibilities as assigned (involving, for example, research, analysis and planning); and serves as the president's liaison to other offices and constituencies. In the liaison capacity, the executive assistant to the president will work closely with the vice presidents, deans, directors, and their staff members, and with campus groups and individuals including faculty, staff and students.

QUALIFICATIONS: Minimum Master's Degree. Demonstrated familiarity with and understanding of the needs and concerns of faculty and students is essential, and a strong academic background with experience in teaching is preferred. Also required is experience in higher education administration at a level requiring the coordination of activities and groups on an intra-institutional scale. Strong communication skills are essential, since the post requires extensive writing. Some knowledge of institutional planning and operational procedures in a large public university system is desirable.

College Bulletin

Volume XXXV Number 2 September 6, 1989

From the Vice President for Academic Affairs

Special Assistant to the Vice President

We are very pleased to announce the two-year appointment of Lavonne Moton, a professional staff member from the Academic Skills Center, as special assistant to the vice president for academic affairs beginning Sept. 1. It is a distinct pleasure to welcome her to our staff as the fourth individual in this position since 1981. These appointments have served the college and its faculty and staff very well.

We want to express our sincere appreciation and gratitude to Nan Lund, professor of speech language pathology and audiology and the new chairperson of that department, for her advice, assistance, and contributions to the Academic Affairs Office and to the college over the past two years. Her tenure as special assistant to the vice president saw completion of several major projects. Thank you, Nan.

College Policy Regarding Religious Holidays

The 1989-90 academic calendar reflects class scheduling on certain religious holidays. New York state policy sets guidelines for institutions with respect to religious holidays. The Undergraduate Catalog, on page 201, contains a complete statement of those guidelines. The statement, in part, follows.

No person shall be expelled from or be refused admission as a student to an institution of higher education for the reason that he or she is unable, because of his or her religious beliefs, to attend classes or to participate in any examination, study, or work requirements on a particular day or days.

Any student in an institution of higher education who is unable, be-

cause of his or her religious beliefs, to attend classes on a particular day or days, shall, because of such absence on the particular day or days, be excused from any examination or any study or work requirements.

It shall be the responsibility of the faculty and of the administrative officials of each institution of higher education to make available to each student who is absent from school, because of his or her religious beliefs, an equivalent opportunity to make up any examination, study, or work requirements which he or she may have missed because of such absence on any particular day or days. No fees of any kind shall be charged by the institution for making available to the said student such equivalent opportunity.

At Buffalo State College, we will sharpen the mandate of the state and endorse the policy that the administering of evaluative examinations on Rosh Hashanah, Yom Kippur, and Good Friday will not be permitted.

During the 1989-90 academic year, most of the major religious holidays fall on days when classes are not in session. These include: Rosh Hashanah - Sept. 30 and Oct. 1; Yom Kippur - Oct. 9; and Good Friday - Apr. 13, 1990.

Serving Students with Disabilities

The plan for serving students with disabilities, as outlined in the May 11, 1989, *College Bulletin* will be implemented in the fall 1989 semester. Accordingly, the Academic Skills Center is being designated as the place on campus for students with disabilities to make initial contact. Working with the newly formed Committee on Special Services, appropriate referrals will be made and reasonable accommodations will be determined. Students with mobility limitations will be referred to Tom Peffer in his capacity as coordinator of campus access for

discussion of questions pertaining to campus access. Russ Macaluso, director of the Academic Skills Center, will coordinate the Committee on Special Services. We appreciate the response of the members of the college community who took the time to comment on the proposed procedures. We believe that the plans being implemented will provide a reasonable means of addressing the legitimate needs and concerns of our students within the context of our ability to provide such special services.

Academic Advisement Address

The Academic Affairs Office is pleased to announce that Dr. Thomas Grites, director of academic advisement at Stockton State College, N.J., will speak on "Fostering Student Learning Through Academic Advisement" from 12:30-1:30 p.m. in Communication Center South on Thurs., Sept. 21, 1989. Dr. Grites, a nationally recognized figure in the advisement field, will discuss the critical link between student learning and advisement in light of the changing nature of our student body in the 1990s. This address is sponsored by the Academic Advisement Committee in cooperation with Academic Affairs and Activity I of the Title III grant. We consider academic advisement extremely important and this particular topic to be of special significance. The presentation is open to all faculty and staff, and we hope to see substantial representation from all departments. All interested faculty and staff are cordially invited to attend.

All-College Honors Program Update

This past spring a proposal to invite current outstanding freshmen and sophomores to join the All-College Honors Program was recommended and approved. These students, once selected, will be able to receive the

honors scholarship of \$250-\$500 per semester (depending on their year of admittance to the college) as long as they agree to participate in the Honors Program by taking its courses and maintaining a 3.5 average. This will allow us to open the program to outstanding students who may not have met the original recruitment criteria.

At least five scholarships/positions will be available beginning in spring 1990. Applications for students will be available after Sept. 1, with a deadline date of Oct. 1. Another selection process will be held March 1990 for the following fall, with subsequent selections made each spring.

Requirements: At the time of application students must have completed at least 15 but no more than 36 credit hours at BSC and have a 3.5 GPA. In addition, students with 15-18 credit hours completed at BSC must have had a 90 or higher high school average and have placed in the top 10 percent of their high school class. Student applicants with 30-36 completed credit hours at BSC must have a 3.5 average in letter-grade courses here at the college.

Please encourage any students who are eligible to apply for the program. Applications can be picked up in Twin Rise 120S (New Student Programs and Orientation) starting Sept. 1. For further information, contact Kathy Moran, ext. 5336, or Jim Grunebaum, ext. 4320.

From the Vice President for Student Affairs

Staff Searches

Three National searches are underway in Student Affairs. Campus interview times will be posted in the *Bulletin* and interviews will be open to students, faculty, and staff in order to provide feedback to the search committees and myself. Complete position descriptions can be picked up in GC 513 or phone ext. 4704.

The Assistant Vice President for Student Affairs Search Committee is chaired by Stephanie Zuckerman. Members are: William Ganley, Tom Quatroche, Marsha Jackson Carolyn Harding, Alicia Grant, Allan Korn, Verdene Lee, and USG appointment.

The Director of Residence Life Search Committee is chaired by Fred Hartick. Members are: Audrey Garret, Ben Sackmair, Frank Eckmair, E.O. Smith, Jim Rotella, Marie Baker, Kate

Wallace, Karen Phillips, Maureen Cislo, Ives Gaschette, Bob Aulet, and USG appointment.

The Director of Health Services Search Committee is chaired by Ed Hat-tauer. Members are: Luther Mussel-man, M.D., Frank Pascarella, Fred Floss, Charles LaMorte, Cindy Siegel, Kathy Moran, Otilie Woodruff, Kathy Kropf, Robert Fuller, Albert Martinez, and USG appointment.

From the Vice President for Finance and Management

Free Subscription

The circulation department of *Business First* has indicated they will provide a free one-month subscription to Buffalo State College employees. Anyone who would like to have his/her name and address shared with *Business First* should send this information in writing to the Personnel Office, GC 403, by Sept. 29. Only names and addresses of employees who have given their permission will be forwarded to the newspaper.

From the Chairperson of the College Senate

Curricular Recommendation

The following items have been approved by the College Senate Curriculum Committee and forwarded to the president for his consideration.

New Courses: BIO 325 Ichthyology, BIO 425 Morphology of Nonvascular Plants and Fungi, BIO 426 Morphology of Vascular Plants, BIO 427 Systematic Botany, BIO 428 Vertebrate Structure and Function, BIO 429 Fisheries Biology, CSP 634 Issues and Perspectives in Adult Learning, DES 477 Computer Graphics for Design and Art Appreciation I, DES 478 Computer Graphics for Design and Art Appreciation II, FLA 346 Women in Foreign Literature, GEG 425 Computer Mapping and Geographic Information Systems, HPR 155 Basic Emergency Water Safety, HPR 158 Lifeguarding, PHI 310 History of Ethics, PHI 314 Contemporary Ethical Theory. **Course Revisions:** BIO 311 Human Anatomy and Physiology I, BIO 312 Human Anatomy and Physiology II, BIO 316 Microbiology, BIO 408 Plant Physiology, BIO 411 Animal Parasitology, BIO 418 Limnology, PHY 100 Physics for Non-Science Majors, PHI 307 Beginning Symbolic

Logic. **Course Revisions and Title Changes:** PHI 305 Analytical Philosophy: Philosophy of Language, PHI 309 Knowledge and Truth. **Course Number and Title Change:** PHI 205 Introduction to Old Testament. **Program Revisions:** B.A. in Sociology, B.S. in Business Studies, and Program in Creative Studies. **New Course Proposal:** The following has been received in the Senate office and will be forwarded to the Senate Curriculum Committee for consideration.

HPR 412 Health/Wellness Programs. This course will provide the student an opportunity to utilize health/wellness concepts. The course covers general principles used in the development of health promotion programs. The specific procedures involved in a fitness profile analysis are presented as a vital step in any wellness program. The course incorporates guidelines for implementing physical fitness and nutrition and weight control programs. Procedures for stress management and smoking cessation programs are also presented. The student will utilize the principles presented in class during practical health planning experiences.

Organizational Meeting of the Senate

The meeting was held on May 14, 1989, and the following officers were elected: Chairperson - William T. Ganley; Vice Chairperson - Carole Harris; Secretary - to be filled in the fall.

Standing Committee Chairpersons for 1989-90 include: Curriculum - Paul Culkowski; Instruction and Research - Craig Werner; Standards for Students - Tom Quatroche; Professional Welfare - Lydia Fish; By-Laws and Elections - Mary Delmont; Student Welfare - to be filled in the fall; Budget and Staff Allocations - Rosalyn Lindner; Academic Plan - Paul Martin; Academic Services - Donald Kutschall; Public Service Activities - John Allen; International Education - Fred Floss. **Archives:** Senate files dating from 1971 through 1980 have been sent to the Butler Library archives.

From the Inauguration Committee

Inaugural Calendar

A calendar of special inaugural events will be included with tickets to be dis-

tributed after all invitation responses have been received.

To date, the committee has received a list of eight events running from Oct. 28 through Nov. 10. In order to expedite the production of the calendar enclosure we are asking that any planned events be reported to us in writing, c/o GC 515 by Sept. 22.

From the Director of Public Affairs

Quick Copy Update

Over the summer months the duplicating equipment in Quick Copy has been upgraded and one extra duplicator has been installed. This will allow the staff to provide collating and stapling of jobs run on the newer machines. Turnaround time will be shortened and requests for smaller number of copies (5-20) can now be expedited.

Updated Campus Maps Attached to this *Bulletin* are copies of the fall 1989 updated campus maps. Please discard previous dated issues. Stats for publications are available in GC 515. Additional copies of the maps are available on a recharge basis in Quick Copy, GC 111.

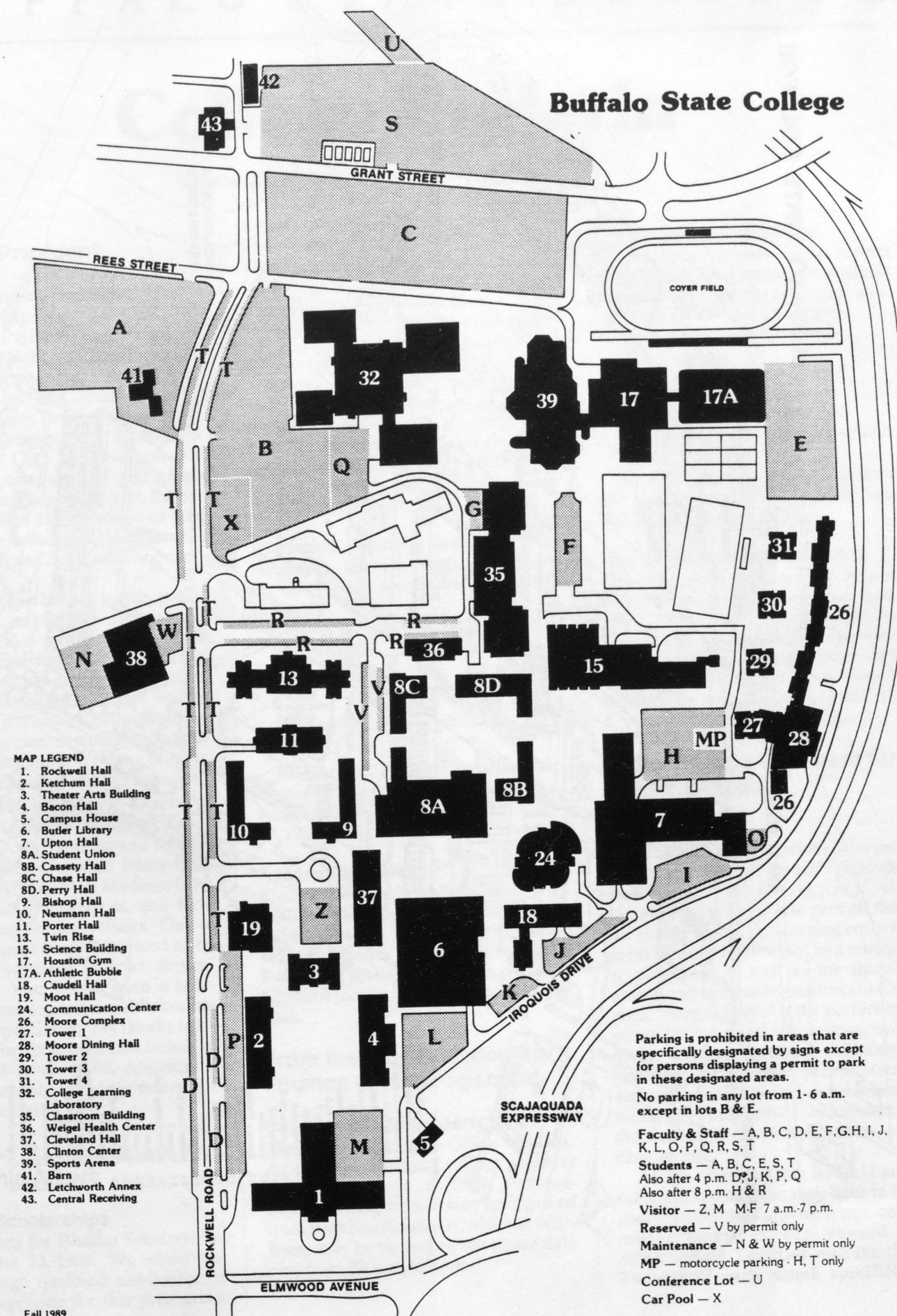
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We were saddened to learn of the death of Joyce D. Herceg, associate librarian in resource management at E. H. Butler Library, on May 19, 1989, after a long illness. Joyce joined the library in 1969. She held a master in library science degree from the State College at Geneseo. Donations may be made in Joyce's memory to the American Cancer Society, Erie County Unit, 101 John James Audubon Pkwy., West Amherst. Our deepest sympathy goes to her mother, Mrs. Catherine Herceg.  
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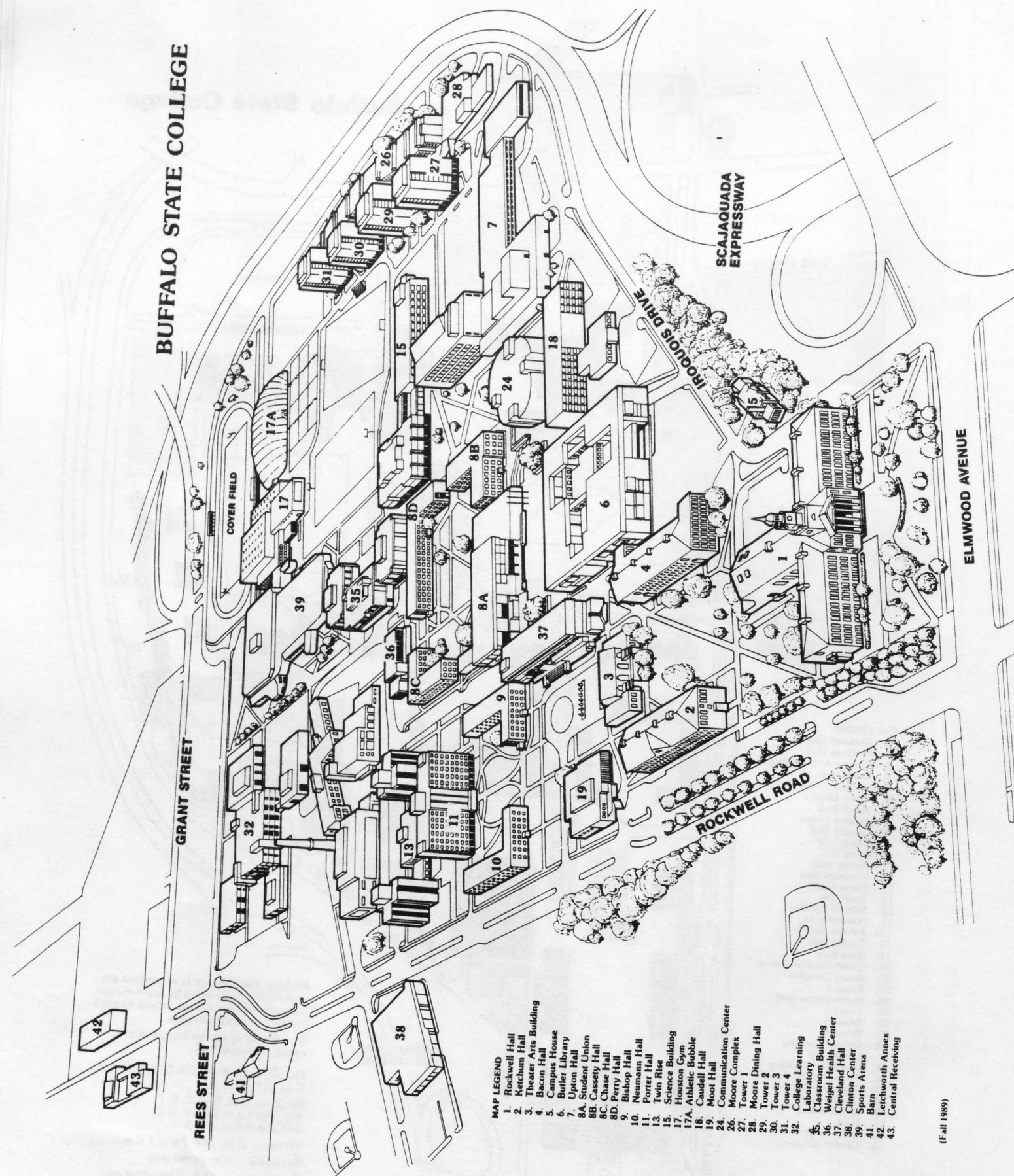
Items of Interest

Buffalo State Mixed Bowling League: Tuesdays, 4:45 p.m. at Kenmore Lanes, 1691 Kenmore Ave. The first day of bowling will be Tuesday, Sept. 12, 1989. Registration will take place on Wednesday, Sept. 6, from 2-4:30 p.m. in Butler Library,

Room 210. Please be prepared to pay your sanction fee either at registration or the first week of bowling (\$6.25 for women and \$6.50 for men). If you cannot make the sign-up session, contact Kelly Burns at ext. 6018 or Pam Caron at ext. 5204.

Buffalo State College





- MAP LEGEND**
1. Rockwell Hall
 2. Ketchum Hall
 3. Theater Arts Building
 4. Bacon Hall
 5. Campus House
 6. Baker Library
 7. Union Hall
 - 8A. Student Union
 - 8B. Cassady Hall
 - 8C. Chase Hall
 - 8D. Perry Hall
 9. Bishop Hall
 10. Neumann Hall
 11. Porter Hall
 12. Twin Ridge
 13. Science Building
 14. Scajaquada Hall
 15. Athletic Building
 16. Caudell Hall
 - 17A. Athletic Bubble
 - 17B. Moot Hall
 18. Communication Center
 19. Moore Complex
 20. Tower 1
 21. Tower 2
 22. Tower 3
 23. Tower 4
 24. College Learning
 25. Laboratory
 26. Classroom Building
 27. Weigel Health Center
 28. Cleveland Hall
 29. Clinton Center
 30. Sports Arena
 31. Lehigh Annex
 32. Central Receiving
 33. Rockwell Hall
 34. Ketchum Hall
 35. Theater Arts Building
 36. Bacon Hall
 37. Campus House
 38. Baker Library
 39. Union Hall
 40. Student Union
 41. Cassady Hall
 42. Chase Hall
 43. Perry Hall

(Fall 1989)

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXV Number 3 September 14, 1989

From the President

State Employees Federated Appeal (SEFA)

The annual SEFA campaign of Western New York, which includes 130 United Way agencies, 32 national health agencies, and 21 international service agencies, will commence on campus Wednesday, Sept. 20, and will run through Oct. 20. This year the county-wide campaign, of which Buffalo State is an important part, has set a record goal of \$15.55 million to help meet the immediate and critical needs of individuals and families in our community.

BSC has long been a leader in this campaign. Last year, the college community raised a record \$79,700, with over 1,000 contributors. As the drive begins, please take time to consider your level of support for this worthy community cause. Remember, through this one campaign you may designate your support to one or more or, if you wish, all of the 183 agencies.

Glenn Nellis is serving as director of this year's campus campaign, supported by Doris Trudeau and by area representatives Dwayne Beery from Academic Affairs, Stan Medinac from Finance and Management, and Kate Wallace from Student Affairs. One of your colleagues has volunteered to be campaign solicitor in your department/area. Your cooperation in hearing what your department solicitor has to say is appreciated. My thanks to all solicitors for their effort on behalf of SEFA and to the BSC community, whose generosity each year makes this appeal successful.

From the Vice President for Academic Affairs

Rhodes Scholarships

Applications for Rhodes Scholarships are due Oct. 23, 1989. We would like to encourage qualified candidates to consider applying for this prestigious

award. Candidates must be between 18 and 24 years of age by Oct. 1, 1989, and must complete a bachelor's degree before Oct. 1, 1990. Proven intellectual and academic achievement of a high standard is the first quality required of applicants, but they will also be required to show integrity of character, interest in and respect for their fellow beings, the ability to lead, and the energy to use their talents to the full. Anyone who may be aware of outstanding prospective candidates may obtain further information from our campus liaison, Jim Grunebaum, BI 214, ext. 4320.

Academic Advising Sessions

Academic Advising Training Sessions for newly hired faculty will be held as follows:

Thursday, Sept. 28, 1989,
12:15 to 1:30 p.m., TR 110S
Monday, Oct. 2, 1989,
3 to 4:15 p.m., TR 110S
Wednesday, Oct. 4, 1989,
3 to 4:15 p.m., TR 110S

All persons planning to attend are requested to notify the Academic Advisement Office at ext. 5223 before Sept. 27, 1989.

Academic Calendar

The *Student Handbook* indicates that on Tuesday, Oct. 10, a Monday schedule is to be followed. **This is incorrect. The regular Tuesday schedule is to be followed on Tuesday, Oct. 10.** It would be helpful if faculty would announce this in class.

From the Vice President for Finance and Management

Surplus College Property Sale

The Campus Services Office will conduct a sale of surplus college property on Saturday, Sept. 30, 1989. Information regarding the sale may be obtained from Rich Saddleson, GC 410, ext. 6835. Items may be viewed on the above date only from 10 a.m. to noon.

Local Surplus Availability

The Campus Services Office reports that the following items are available for campus departmental use:

- Tables - all sizes and types
- Storage cabinets for shops
- Study carrels
- File cabinets - letter or legal
- Bookcases - metal or wood
- Typing tables - metal
- Large acoustical cover for printer
- Tool cabinet

To claim an item or request items not listed above, contact Rich Saddleson, GC 410, ext. 6835.

Fire Evacuation Drill Schedule

Fire evacuation drills will be held in various buildings on campus from Sept. 25-29. Department heads and/or faculty will be responsible for complete evacuation of areas under their control. Procedures have already been sent by Gene Kaczmarek on Sept. 5. Any questions, call ext. 6332.

From the Vice President for Student Affairs

Bengal Pause

From time to time questions arise pertaining to "Bengal Pause" (Tuesday and Thursday, 12:10-1:30 p.m.). The intent of this concept is to provide time for enrichment of the learning environment through intellectual and scholarly programs as well as for student groups and campus committees to convene. "Bengal Pause" is the perfect opportunity for panel discussions, symposia, debates, lectures, workshops, exhibits, concerts, films, presentations, and organizational and departmental meetings. These serve to enhance both the formal instructional process and campus life.

All are reminded that Bengal Pause rules will continue as they have in the past -- faculty and staff meetings, committee meetings, etc. should be scheduled on Tuesdays with the first Tuesday of each month specifically

reserved for departmental meetings. Thursdays should primarily provide programmatic opportunities that include students.

Suggestions for improvement of this concept, which encourages interaction of students, faculty, and staff, may be forwarded to Phil Santa Maria, GC 513.

From Instructional Resources

SUNYSAT/Satellite Update

SUNYSAT, SUNY's TV communication system, has resumed broadcasting for the fall semester. Programs may be viewed Monday through Friday between 1-3 p.m. in Communication Center East. SUNYSAT programming will be preempted only in the event a special video teleconference has been scheduled during that time block. The college community is invited to view SUNYSAT programming as well as other special programs that will be announced in the Bulletin. Featured this month via SUNYSAT (1-3 p.m.) are the following:

Every Thursday beginning 9/14: NYS-CAN, a two-hour program featuring legislative, judicial, and executive happenings in NYS government.

9/15 and 9/27: Soviet TV Tonite. Two programs, each 60 minutes in length--"The Soviet Ballet" and "The Circus."

9/22 and 9/29: Soviet TV Tonite--"Russia in Transition" and "From Yiddish to Rock."

9/26: Soviet TV Tonite--"From Lenin to Perestroika" and "From the Baltic to the Bering."

A special program, the "Author, Author" series featuring Dr. John Brademas, will be shown in CC/East from noon-1 p.m. on 9/15. In addition, our first Teleconference of the fall semester, "The World of Blacks in the Labor Movement," will be held on 9/20 from 2-4 p.m.

Thanks to SUNYSAT and our own CU and K band satellite dishes we were able to add the following programs to the holdings in the Film and Video Library:

National Gallery of Art Series: The Quiet Collector; Andrew W. Mellon Remembered; Mobile by Alexander Calder; Adventures in Art

Author, Author Series: Career Book; Critical Thinking and Educational Reform

Educating Gifted Students
The Nuclear Age: Culture and the Bomb

Interviewing and Interrogation
Legal Issues in Interviewing and Selection

Other Side of the News Series: Anonymous Sources; Tawana Brawley and the Press; Entertainment News or Entertainment

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

From the Director of Public Affairs

"Happenings" Deadlines

Campus events items for the November/December/January issue of Happenings are due Wed., Sept. 20, in the Public Affairs Office, GC 515. Items from Arts and Humanities faculty members are due in Lee Ann Grace's office Mon., Sept. 18.

Items for Happenings include on-campus events open to the general public such as films, concerts, plays, exhibitions, general-interest lectures, etc. Questions should be addressed to Jim Koelmel, ext. 4201.

The college has received word of the death of **H. Virginia Butler**, associate professor emeritus and chairperson, Home Economics Education Department, on Sept. 4 in Naples, Fla. Mrs. Butler joined the staff in 1944 and retired in 1972. Our sympathy goes to her husband Henry and daughter Sherrie.

Items of Interest

FSA Board of Directors Meeting will be held Mon., Sept. 18, at 4 p.m. in the Brown Bag Room, Moot Hall. All members of the campus community are invited to attend.

Philharmonic Flex-Pass: The Buffalo Philharmonic is offering BSC employees the opportunity to buy eight Flex-Pass coupons and use them for any BPO concerts in any combination desired. Coupons can be redeemed by mail or in

person. Prices for eight coupons range from \$92 to \$180 depending on seating section. Call 885-5000 to place your credit-card order.

Faculty Recreation Hours: Pool: Monday, Wednesday and Friday, noon-2 p.m. Racquetball Courts: Monday and Wednesday, noon-2 p.m.; Friday, 10 a.m.-noon. Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXV Number 4 September 21, 1989

From the Vice President for Finance and Management

Reorganization

The Faculty and Staff Relations Office and the Personnel/Employee Relations Office have been reorganized and renamed effective Sept. 1, 1989, in order to better clarify roles and responsibilities relating to the activities of the area. The two offices are now considered one unit under the supervision of the associate vice president for human resource management, Dorcas Colvin. Ms. Colvin is now located in GC 509 and can be reached at ext. 3042.

The former director and assistant director positions in Personnel/Employee Relations have been restructured as two manager positions with responsibilities for distinct human resource management functions. Sue Earshen's title and duties have been changed from assistant director, personnel/employee relations, to manager of benefits, staff development, and training. Mrs. Earshen will continue to be located in GC 403. A new position, manager of employment and classification systems, is currently being advertised (see Vacancy Notice section of *Bulletin*) to replace the former director of personnel/employee relations.

The senior personnel administrator, Emmanuel Hillery, will assist the associate vice president in administering the collective bargaining agreements with CSEA, Council 82, and PEF. Mr. Hillery's new local title will be employee relations specialist, and he will be moved to GC 509 during the fall semester. A partial organization chart is attached to this *Bulletin* to help clarify the new structure.

Policies Governing Disposal and Use of College Inventory

1. Surplus college property shall be determined and disposed of in accordance with General Services Office re-

quirements. After such requirements have been met and surplus college property has yet to be disposed of, such property shall be scrapped as college refuse.

2. Surplus college property that is scheduled for disposal as refuse may be released from college ownership for use by a bona fide non-profit community organization or government agency at no cost or loss of service to the college. Proof of non-profit status or agency representation is required.

3. Surplus college property that is scheduled for disposal as refuse shall not be released to any person(s) acting on their own behalf.

4. Surplus college property may be loaned to a bona fide non-profit community organization or government agency. Proof of non-profit status or agency representation is required. Such loan may be rescinded without prior notice.

5. College property (other than library materials), whether surplus or not, shall not be loaned to any person(s) for private use.

6. College property (other than library materials), whether surplus or not, may be loaned to a college employee for off-campus business if such business is conducted at a recognized off-campus college work site (i.e. workshop, seminar, public service event, etc.). All such loans shall be enacted via an authorized Property Loan form obtained from the Campus Services Department.

7. Use of college resources, including equipment and supplies, for commercial purposes or for personal financial gain is prohibited.

All questions concerning policies governing the disposal and use of college property should be directed to Terry Harding, director of campus services, GC 410, ext. 6835.

NYS Teachers' Retirement System Pre-Retirement Planning Seminars

The NYS Teachers' Retirement System will hold a Pre-Retirement Planning Seminar for its members on Saturday, Oct. 28, from 8:15 a.m. to 4:30 p.m. at the Buffalo Hyatt Regency, Two Fountain Plaza. Discussions will include financial planning, taxes, legal affairs, adjusting to retirement, Social Security and Retirement System benefits, and other pertinent topics. Only members age 50 and older who have not attended previous seminars are eligible to attend; spouses are also encouraged to take part as space permits. The cost per member is \$10 (\$5 for spouse). To make a reservation, call (518) 447-2913.

General Mailing System

As of Oct. 1, the Computing Services Office will no longer be able to process punched cards for mailing labels, which will affect all those using the card system for mailing labels. A dBase-like General Mailing System has been developed which has replaced the old card system, and allows you to create, update, delete, and print mailing labels on your own PC.

In preparation for the implementation of this system, the following procedures must be completed by Sept. 30:

1. Bring your card decks for mailing labels to Production Services in Twin Rise C3A to transfer your card files to floppy disk.

2. Make sure that you bring one formatted floppy (not high density) diskette for each two boxes of punched cards that you have.

3. Your cards should be separated into the various mailing groups that you have, and designated by labeling them "A," "B," "C," etc. for each group. You must know what these group codes represent. We will

download these to disk with corresponding names used by the General Mailing System, which will mesh them onto one file. Each record on this file will then contain a code corresponding to the labeled decks.

Each group is going to result in a file on the floppy disk called GEN-MAILA.DAT, GENMAILB.DAT, GENMAILC.DAT, etc.

4. Do not bring cards that are used to create repeating sets of labels (for example, one address that is used to produce 400 labels). These addresses can be keyed in directly on your PC and do not need to be downloaded to a floppy disk from cards.

After these procedures are completed, users will receive the software and instructions needed to run the General Mailing System in their respective departments. Users who do not have access to a PC can bring their mailing data to be processed by the Production Services Staff.

Special two-up mailing labels needed to run this system are available from Computing Services. In the future they will be available from Central Stores.

If you have any questions, call Marcy Zulawski at ext. 3056 or 5122 in Twin Rise C3C.

From the Chairperson of the College Senate

College Senate Meeting

The first College Senate meeting of the academic year will be held Sept. 22 from 3-5 p.m. in CC/W. The agenda will include nomination of standing committee membership.

Old business will constitute 1) an interim report of the activities of the joint Senate/Administration Committee on General Education: Diversity, Analytical Skills, and Global Knowledge, and 2) a preliminary report on the College Assessment Committee.

New business will include the nominations and election of the secretary of the Senate and the chairperson of the Student Welfare Committee.

Please note that the meeting will be in CC/W.

Please note that at its May 12 meeting the College Senate passed the new guidelines for promotion, as amended.

Senate/Administration College Assessment Committee

Co-chairpersons of the College Assessment Committee are Paul Culkowski and Joyce Swartney. Committee members are Paul Martin, Gisele Feal, John Montague, James Haynes, Alex Ratkowski, Thomas Quatroche, Nancy Lund, Bryna Cooperman, Richard McCowan, Russell Macaluso, Kathryn Moran, Lebanon Arrington, Leon Smith, John Frederick, Neil Rudin, Slawko Medinac, Herbert Aurbach, and David Lampe.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The Erie Community College Women's Center in cooperation with BSC is sponsoring a live, interactive video teleconference, "Overcoming the Superwoman Syndrome: A Talk with Marjorie Shaevitz," on Friday, Sept. 29, from noon to 1 p.m. in CC/E. Sign-in for the teleconference begins at 11:30 a.m. in CC/E 205. The teleconference is produced by the Communication and Fine Arts Department at Grossmont College in El Cajon, Calif. It is free and open to the public. For more information, contact Marianne Ferguson at ext. 4713.

Items of Interest

Employee Assistance Program: We're here to listen . . . if you need to talk: Dave Cummings, ext. 5233 Deborah Hard, ext. 3068 Paul Martin, ext. 4307

We are your Buffalo State Employee Assistance Program Coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problems.

Don't wait until a crisis develops. Let us help you avoid one!

FSA Program Fund: Applications are available at Campus House. Deadline for submitting applications is Oct. 16. For further information, contact Gary Vickers at ext. 5211.

Faculty/Staff Stretch, Tone and Aerobics Program: Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or all of the following activities:

Early Bird Workout
Monday/Wednesday/Friday
6:30-7:30 a.m.

HG 213
Stretch & Tone
Monday/Wednesday
5-6p.m.

HG 213
Low-impact Aerobics
Tuesday/Thursday
5-6 p.m.
HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions, call ext. 6501.

VACANCY NOTICE September 21, 1989

SUNY/COLLEGE AT BUFFALO
LOCAL TITLE: Manager, Employment and Classification Systems
BUDGET TITLE: Personnel Director
TARGETED SALARY: \$43,000-\$46,000
APPLICATION DEADLINE: Formal review of applications will begin on September 25 and continue until position is filled—Send letter of application, resume and name, address, and phone number of three references to: Dorcas L. Colvin, Associate Vice President for Human Resource Management, GC 509.
DESCRIPTION OF DUTIES: The Manager of Employment and Classification Systems reports to the Associate Vice President for Human Resource Management and is responsible for managing the employment function and for administering the various classification programs. The responsibilities of this position also include assisting in the maintenance and enhancement of the personnel data system, participating in staffing analysis and related research projects. The Manager of Employment and Classification will also be responsible for the performance appraisal programs and administering the workers' compensation and unemployment insurance programs.
QUALIFICATIONS: Master's degree in Human Resource Management/Industrial Relations or related social science discipline preferred. Bachelor's degree required. Related human resource management experience in a college or university setting and hands-on experience with human resource data systems required. Knowledge of EEO/AA laws and familiarity with civil service or merit system programs desirable.

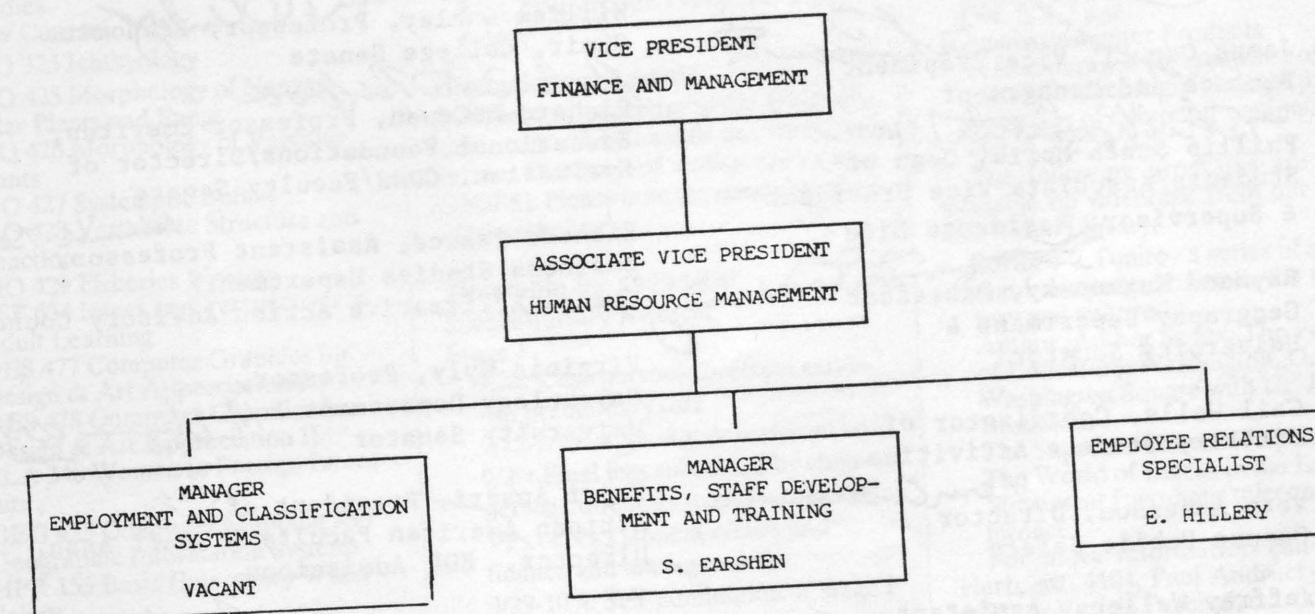
LOCAL/BUDGET TITLE: Assistant Vice President for Student Affairs
TARGETED SALARY: \$43,100
APPLICATION DEADLINE: October 1, 1989—Send resume to James A. Gold, Vice President for Student Affairs, GC 513.
DESCRIPTION OF DUTIES: Assist and represent the vice president, directors, students, faculty, staff, community, and external agencies with a myriad of tasks including budget, personnel, planning, publications, facility planning, student & staff appeals. Responsibilities will include office oversight, policy development and integration, expenditure control and planning, and liaison with multiple institutional committees and offices.
QUALIFICATIONS: At least 5-7 years of experience in student affairs is expected and a terminal degree in counseling; college student personnel administration or higher education is preferred. Knowledge of legal issues in higher education along with experience in budget and personnel administration is necessary.

SUNY/ALBANY
Univ. Data Base Admin. Soc. & Behav. Sci. 10/10/89
Res. Supp. Spec. Univ. Libraries 9/26/89
Instr. Supp. Tech. Univ. Libraries 9/26/89
Research Assoc. Res. Methodology 9/26/89
Research Assoc. Reading Research 9/26/89
SUNY/BINGHAMTON
Counselor Talent Search 9/25/89
SUNY/COLLEGE AT BROOKPORT
Asst. Prof. Biological Sci. 10/23/89
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN
TH Resp. Therap. II Anesthesiology/Resp. 10/03/89
TH Resp. Therap. II Anesthesiology/Resp. 9/26/89
TH Social Wkr. Asst. Social Work 10/03/89
TH Physician's Asst. Neurology 10/03/89
TH Staff Associate Hospital Admin. 10/03/89
TH Clin. Lab Tech. II Clinical Lab 9/26/89

Instr. Support Asst. Psychiatry 9/26/89
Instr. Support Asst. Biomedical Comm. 9/26/89
TH Sr. Finan. Analyst (2) Business Office 10/03/89
Assoc. Dir./Admissions Student Affairs 9/26/89
TH Asst. Dir./Nursing Nursing/Even. Super. 9/26/89
TH Midwife I Obstetrics/Midwifery 9/26/89
Sr. Prog. Analyst Information Services 9/26/89
TH Med. Radiographer I Obstetrics 9/26/89
SUNY/CENTRAL ADMINISTRATION
Sr. Prog. Analyst (2) Computer Center 9/22/89
Programmer Analyst Computer Center 9/22/89
Asst. Univ. Fin. Analyst (2) Finance & Business 9/27/89
SUNY/COLLEGE AT CORTLAND
Environ. Health Ofcr. Public Safety/Pers. ASAP
Reference Librarian Memorial Library ASAP
SUNY/GENESIO
Asst./Assoc. Professor Computer Science 11/01/89
Fin. Aid Advisor Financial Aid 10/03/89
Asst. Dir./Career Plan. Career Services 10/03/89
SUNY/COLLEGE AT OLD WESTBURY
Staff Asst. Phys. Ed. & Rec. 10/05/89
Asst. Dir./Stud. Act. Student Activities 9/22/89
Admissions Asst. Admissions 9/21/89
Admissions Advisor Admissions 9/21/89
SUNY/COLLEGE OF OPTHEMERY
Vice Pres./Student Affairs Stud. Affairs 10/01/89
SUNY/POTSDOM
Instr./Asst. Prof. (2) History 10/15/89
School of Music 10/01/89
Assoc. Dean 10/12/89
SUNY/STONY BROOK
Sr. Res. Supp. Spec. Pathology 10/05/89
Res. Supp. Spec. Pathology 10/05/89
Res. Supp. Spec. Microbiology 10/05/89
Training Prog. Coord. Liberty Partnership ASAP
TH Staff Asst. II Cost & Budget 10/03/89
TH Financial Analyst General Acctg. 10/03/89
Lead Programmer/Analyst Computing Center 10/03/89
Sr. Staff Asst. Medicine 9/26/89
TH Instr. Support Assoc. Living Skin Bank 9/26/89

TH CTS SLEEP DISORDERS ASSOC. 9/26/89
TH CTS Cardiology Asst. Cardiology 9/26/89
TH Pharmacist Pharmacy 9/26/89
TH Med. Records Sr. Spec. Medical Records 9/26/89
TH CTS Endoscopy Assoc. Endoscopy ASAP
Assistant Professor (2) Pathology ASAP
Chairperson Pediatrics 10/14/89
Assistant Professor Anthropology 11/01/89
Assoc./Full Professor Sociology 11/01/89
Instr./Asst. Prof. (3) Medicine/Pulmonary 12/01/89
Tenure-track faculty Psychology 12/01/89
Assistant Professor Psychology 12/15/89
Assistant Professor Geophysics ASAP
Assistant Professor Microbiology
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE
Project Staff Assoc. Public Affairs 10/07/89
Project Staff Assoc. Pediatrics 10/09/89
Project Staff Assoc. Nursing 9/26/89
TH CTS Inservice Educator Dental/Surgery 9/26/89
Instr. Support Asst. Dental/Surgery
SUNY/INSTITUTE OF TECHNOLOGY AT UTICA/ROME
Asst./Assoc. Prof. (2) Business 10/15/89

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.



**Statement Regarding Epithets and Acts of
Racism, Sexism, Anti-Semitism, and Other
Forms of Prejudice on the Campus of Buffalo State College**

Over the past few years, we have been saddened by the increase in racist, anti-Semitic, and other prejudicial statements and actions on our campus. Such statements and actions are unacceptable at Buffalo State College. That such ugly incidents are on the increase in the larger society is all the more reason for us to resist with all our intelligence any such degradation of individuals or groups on the basis of race, religion, ethnicity, gender, sexual preference, physical disability, or any other characteristic not germane to a person's rights or human worth.

Our Affirmative Action Policy reads: "The State University College at Buffalo is an institution where women, members of minority groups, the disabled, and any other protected group should feel welcomed, challenged, and respected, and where the human values underlying this policy are transmitted to our students both in and outside of the classroom."

The policy statement speaks to students in all their relations with one another, to staff at all levels in their interactions with students, and to faculty in their classroom utterances, their choice of curricular content, and their personal interactions with students.

We, the undersigned, pledge to commit ourselves to this policy and to the continuing fight against racism, sexism, anti-Semitism, and all other forms of prejudice. As faculty, staff, students, and friends of Buffalo State College and of American higher education, our tradition and our honor demand no less from us. We hope all of State University College at Buffalo will join us in this commitment.

F.C. Richardson
F.C. Richardson, President
Richard Wiesen
Richard Wiesen, Vice President
Academic Affairs

James G. Gold
James G. Gold, Vice President
Student Affairs

James Caputi
James Caputi, Vice President
Finance and Management

Phillip Santa Maria
Phillip Santa Maria, Dean of
Students/Associate Vice President
& Supervisor, Residence Life

Raymond Waxmonsky
Raymond Waxmonsky, Professor
Geography Department &
University Senator

Gail Wells
Gail Wells, Coordinator of
Minority Student Activities

Vern Anderson
Vern Anderson, Director
Campus Public Safety

Jeffrey Wallace
Jeffrey Wallace, Assistant
Vice President, Academic Affairs

Sheila J. Nickson
Sheila J. Nickson, Director
Affirmative Action/Human Development

Barbara Sirvis
Barbara Sirvis, Dean of
Applied Science and Education
Gerald Accurso
Gerald Accurso, Associate Vice President
Academic Affairs, Office of
Graduate Studies & Research

William Ganley
William Ganley, Professor, Economics
Chair, College Senate
Richard McCowan
Richard McCowan, Professor Emeritus,
Educational Foundations/Director of
Evaluation, CDHS/Faculty Senate

Richard Pearce
Richard Pearce, Assistant Professor,
Business Studies Department/
Chair, Affirmative Action Advisory Council

Virginia Wyly
Virginia Wyly, Professor,
Psychology Department &
University Senator

Fajri Ansari
Fajri Ansari, President of
African American Faculty & Staff Assn.
Director, EOP Admissions

Marilyn Hoskin
Marilyn Hoskin, Dean of
Natural and Social Sciences

Patricia Cummins
Patricia Cummins, Dean of
Arts and Humanities

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXV Number 5 September 28, 1989

Faculty and staff are reminded that the deadline for returning the response card enclosed with your Inauguration invitation to GC 515 is Oct. 2. It is imperative that the committee have an accurate count of attendees, guests, and marchers, so your cooperation in responding is greatly appreciated.
-The Inauguration Committee

From the President

Curricular Approvals

I have approved the following program revisions, courses, and course revisions which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the vice president for academic affairs:

Program Revisions

B.A. in Sociology
B.S. in Special Studies - Business Studies

New Courses

BIO 325 Ichthyology
BIO 425 Morphology of Nonvascular Plants and Fungi
BIO 426 Morphology of Vascular Plants
BIO 427 Systematic Botany
BIO 428 Vertebrate Structure and Function
BIO 429 Fisheries Biology
CSP 634 Issues and Perspectives in Adult Learning
DES 477 Computer Graphics for Design & Art Appreciation I
DES 478 Computer Graphics for Design & Art Appreciation II
FLA 346 Women in Foreign Literature
GEG 425 Computer Mapping and Geographic Information Systems
HPR 155 Basic Emergency Water Safety
HPR 158 Lifeguarding
PHI 310 History of Ethics
PHI 314 Contemporary Ethical Theory

Course Revisions

BIO 311 Human Anatomy and Physiology I
BIO 312 Human Anatomy and Physiology II
BIO 316 Microbiology
BIO 408 Plant Physiology
BIO 411 Animal Parasitology
BIO 418 Limnology
CRS 205 Introduction to Creative Studies
CRS 302 Creative Approaches to Problem Solving
CRS 303 Creative Leadership Through Effective Facilitation
CRS 304 Developing Creative Problem Solving Facilitation Skills
CRS 305 Seminar/Metaphorical Problem Solving
CRS 306 Seminar/Critical/Analytical Solving Models
CRS 320 Applications of Creativity and Innovation
PHY 100 Physics for Non-Science Majors
PHY 307 Beginning Symbolic Logic
PHI 305 Analytical Philosophy: Philosophy of Language
PHI 309 Knowledge and Truth
PHI 205 Introduction to Old Testament

Discretionary Awards

Policies and procedures for UUP discretionary salary awards are contained in the *Directory of Policy Statements* (DOPS). Please note the timetable summarized below.

Timetable for 1989 UUP Discretionary Awards

Stage I

9/22: Chairpersons/directors establish preliminary lists
9/22-9/29: Appeal at department level
9/29: Final lists submitted by chairpersons/directors to deans, associate VPs or VPs student affairs and finance and management
9/29-10/4: Self-nomination at Stage I

Stage II

9/29-10/6: Discussion at division level (chairpersons and directors with supervisors)

10/10: Deans recommendations due to VP academic affairs; VPs for student affairs and finance and management recommendations due to president
10/16: VP for academic affairs recommendations due to president
Stage III
10/20: Draft final awards made (individuals who will receive award notified by president)
11/2: College-level appeal deadline
11/6-11/10: Appeals board meeting
11/17: Appellants notified
12/6: Discretionary award payments

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following programs will be featured next week in CC/E:

NASA Neptune Encounter Highlights Tape (30 min.)
Oct. 2, 3, and 6, 1 and 2 p.m.
NYSCAN (Albany Governmental Events)
Oct. 5, 1-3 p.m.
Apple Computer Products Teleconference (rebroadcast of teleconference highlighting Apple's latest line of computer equipment)
Oct. 4, 1-2:30 p.m.
The following programs are now available on videotape from our Film and Video Library:

Soviet TV Tonite--a series of six one-hour programs on Soviet history and culture
Author, Author Series: The Politics of Education: Washington, D.C., to Washington Square with Dr. John Brademas
The Supreme Court's Holy Battles
The World of Blacks in the Labor Movement (two-hour teleconference)

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

From the Faculty and Staff Development Advisory Council

National Faculty Exchange

The National Faculty Exchange is currently accepting applications for exchanges during the 1990 academic year. You should have received an announcement in the mail during this past week. If you did not receive one, or you would like to discuss the possibility of exchange, contact Wendel B. Wickland in the Faculty and Staff Development Office, GC 416, ext. 4328.

Items of Interest

Employee Assistance Program

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Dave Cummings ext. 5233
Deborah Hard ext. 3068
Paul Martin ext. 4307

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Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

VACANCY NOTICE September 28, 1989

SUNY/COLLEGE AT BUFFALO

LOCAL TITLE: Director, Residence Life
TARGETED SALARY: \$43,100
APPLICATION DEADLINE: October 1, 1989—Send resume to James Gold, Vice President for Student Affairs, GC 513.
DESCRIPTION OF DUTIES: Responsible for managing the total campus housing and residence life program in support of over 2,000 students in residence, a budget of over \$4 million, and a professional staff of over 100 people.
QUALIFICATIONS: Master's degree in student personnel or related area and 5-7 years professional experience in housing operations and residence life programs representing increasing levels of management and supervisory responsibility.

LOCAL TITLE: Instructional Support Technician
TARGETED SALARY: \$32,800
APPLICATION DEADLINE: October 27, 1989—send resume to Charles A. Beasley, Chair, UH 315.
DESCRIPTION OF DUTIES: Insure operational status of departmental and electrical equipment and instructional resources. Design/construct laboratory set-ups for instructional use. Provide laboratory instruction concerning selected academic concepts, equipment use and safety procedures. Maintain equipment inventories and current knowledge of safety regulations. Serve as departmental safety officer. Interact with college physical plant personnel, contractors and faculty, staff and students.
QUALIFICATIONS: Bachelor's degree, preferably in a technologic or engineering discipline. Knowledge of mechanical and electrical component of wood, metal and plastics processing machinery. Knowledge of wet/dry laboratory safety procedures. Communication skills sufficient to enable equipment function and safety lectures to departmental students.

SUNY/ALBANY

Sr. Research Supp. Spec.	Rockefeller College	*D:Open
Project Staff Assoc.	Rockefeller College	Open
Education Specialist	Rockefeller College	Open
Asst. Prof.	Art	10/01/89
Asst. Prof.	Clinical Psychology	1/15/90
Asst./Assoc. Prof.	Latin/Am. Studies	12/30/89
Asst./Assoc. Prof.	Public Health	12/31/89
Asst./Assoc. Prof.	Foreign Language	10/13/89
Asst./Assoc. Prof.	School Psychology	10/13/89
Asst./Assoc. Prof.	Science Educ.	10/13/89
Asst. Prof.	Reading	10/13/89

SUNY/COLLEGE OF TECHNOLOGY AT ALFRED

Dean	Business Technologies	10/01/89
Dean	Liberal Studies	10/01/89

SUNY/BINGHAMTON

Instr. Support Asst.	Anderson Cntr. for Arts	11/01/89
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SUNY/COLLEGE AT BROOKPORT

Asst. Prof.	Finance	10/18/89
Asst. to Pres.	President's Ofc.	10/06/89
Asst. Librarian (2)	Library	10/20/89

SUNY/HEALTH SCIENCE CENTER AT BROOKLYN

TH Clin. Lab Tech. II	Surgery-Histocompat.	10/17/89
TH Clin. Lab Tech. I	Surgery-Histocompat.	10/17/89
Counselor	Psychiatry/Drug Dep.	10/17/89
Asst. Univ. Systems Analysis	Mgmt. Systems	10/17/89
Sr. Counselor	Psychiatry/Drug Dep.	10/17/89
TH Asst. Dir./Nursing	Nursing	10/17/89
TH Clin. Lab Tech. III (2)	Clin. Lab.	10/17/89
TH Assoc. Dir./Nursing	Nursing/Transplant	10/17/89

SUNY/CENTRAL ADMINISTRATION

Dir. Personnel Op.	Employee Relations	10/20/89
Vice Chancellor	Personnel	10/20/89
Staff Assistant	Computer Center	10/17/89
Programmer Analyst	Computer Center	10/10/89

SUNY/COLLEGE OF AG & TECH AT MORRISVILLE

Asst. to Dir.	Continuing Educ.	10/17/89
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SUNY/COLLEGE AT OLD WESTBURY

Stud. Activities Assoc.	Residential Life	10/17/89
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SUNY/COLLEGE AT ONEONTA

Sr. Staff Asst.	Maint. & Operations	10/17/89
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SUNY/OSWEGO

Research Assoc.	Research Center	10/17/89
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SUNY/PLATTSBURGH

Instr. Support Tech.	Student Affairs	10/17/89
Dir. Learning Cntr.	Student Affairs	11/15/89
Asst./Assoc. Prof.	Economics	12/20/89
Sr. Asst. Librarian	Library	10/23/89
Asst. Prof.	Spanish	11/27/89

SUNY/STONY BROOK

Rc. Program Coord.	Liberty Partnership	Open
Medical Therapist	Radiation Oncology	10/12/89
Asst. Prof.	Applied Math	11/01/89
Sr. Staff Asst.	Biological Sciences	10/10/89
Physician Asst. II	Urology	10/10/89
TH Psychologist	Psychiatry/Acute	10/17/89
TH Occupat. Therap. II	Adult Inpatient Psych.	10/17/89
Medical Radiographer I	Radiology/Nuclear Med.	10/17/89
Counselor	Univ. Counseling Cntr.	10/17/89

SUNY/HEALTH SCIENCE CENTER AT SYRACUSE

Postdoctoral Assoc. (2)	Biochem./Molec. Bio.	Open
TH Clin. Lab Tech. II	Clin. Path.-Hematology	10/17/89
TH Occupational Therap.	Occup. Therapy	10/10/89
TH Psychologist	Phys. Med./Rehab.	10/10/89
TH Med. Radiogr. II	Radiology	10/10/89
TH Clin. Lab Tech. III	Pathology	10/10/89
TH Pharmacy Asst.	Pharmacy	10/03/89

*Deadline date for receipt of application. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

BUFFALO STATE COLLEGE

College Bulletin

Volume XXV Number 6 October 5, 1989

From the President

Policy Guidelines for Promotion

Following a period of extensive discussion and consultation, including approval by the College Senate at its May 12, 1989, meeting, I am approving the Policy Guidelines for Promotion. A copy of the new policy guidelines is attached to this issue of the *Bulletin*.

From the Vice President for Academic Affairs

Teleconference

On Wednesday, Oct. 11, we will host a live teleconference on faculty rights entitled, *Tenure and Governance: Negotiation vs. Litigation*. A panel of faculty and administrators will discuss the issues immediately following the teleconference. The teleconference can be viewed in CC/E from 1 to 3 p.m. followed by a panel discussion. All faculty are welcome to attend.

Scholarly Activity

E. H. Butler Library faculty recently established a Scholarship and Research Committee. The committee would like to remind teaching faculty and campus administrative staff that library faculty are always interested in working with others on collaborative and substantial projects, beyond the routine bibliographies and database searches which are a part of the normal library service. If you have an idea you'd like to explore with an information professional, please contact Donna Davidoff, ext. 6320, or Levirn Hill, ext. 6309, co-chairpersons.

From the Vice President for Finance and Management

End of Fiscal Year Deadlines 1989-90

It is necessary to establish the following deadlines for the receipt of purchasing

requisitions to comply with the New York finance law which states that all appropriations for the fiscal year ending March 31, 1990, will lapse on June 30, 1990. (The lapse date for previous years had been Sept. 15.)

Please be advised that all goods and services must be received and paid by June 15, 1990.

All Items Not on State Contract Over \$20,001:

Deadline: Wednesday, 11/22/89

\$5,001 to \$20,000:

Deadline: Friday, 12/22/89

\$2,501 to \$5,000:

Deadline: Monday, 1/22/90

\$2,500 and under from a reliable

source at a reasonable price:

Deadline: Friday, 3/9/90

Note: Justifications and a list of any known suppliers must accompany the requisition on non-contract items of \$2,501 and over.

Contract Items

Items under contract must be in the Purchasing Office by Friday, March 9, 1990.

If you have any questions, please contact Pat Gordon at ext. 4113.

From the Chairperson of the College Senate

Senate Meeting of Sept. 22

The following membership lists were approved.

Curriculum: Paul Culkowski, chairperson; John Earshen, Mark Posluszny, Judy Jones, Theodore Byerly, Lydia Fish, Stephen Pendleton, Bonnie Sampsell, Richard Butz, David Lampe, Myron Nadel, Roland Wise, Mary Delmont, Susan Carmichael, Nadine Polisano; Jeffrey Wallace, administrative liaison.

Budget and Staff Allocations: Rosalyn Lindner, chairperson; Ellen Kennedy, Benjamin Sackmary, Joseph Moran, Robert Brock, Joan Roberts, Donald Kutschall, Frederick Floss, Jill Singer, Kenneth Mernitz, Shirley Posner, Arthur Schaeffer, Janet Hunt,

Ramon Parkins, Claudell Germaine; Slawko Medinac, administrative liaison.

Academic Plan: Paul Martin, chairperson; Darlene Force, Melissa Messina, Paul Zadner, Donald Blundell, Paul Bink, Nuala Drescher, Narendra Kalia, Alex Ratkowski, Betty Cappella, Charles LaMorte, Robert Zuercher, Georgiana Jungels, David Lampe, Roland Wise; Dwayne Beery, administrative liaison.

Standards for Students: Thomas Quatroche, chairperson; Catherine Ansuini, Mark Bausili, Mary Davis, Frank Eckmair, Frederick Floss, Paul Hale, Richard Hall, Shirley Lord, Joseph Moran, Michael Parks, Howard Reid, Carol Richards; Fred Chapman, administrative liaison.

Academic Services: Donald Kutschall, chairperson; Paul Andruczyk, Bruce Baum, Maryruth Glogowski, James Haynes, June Hesch, Hadar Isseroff, Molly Kerwin, Francis Kowsky, Virginia McIntyre, Jennifer McMahon, Howard Reid, Stephen Sacacino, Arthur Schaeffer, James Shea; George Newman, Ray Chamberlain, Russ Macaluso, Barry Herb, administrative liaisons.

Instruction and Research: Craig Werner, chairperson; Charles Adair, David Carson, Ann Colley, Susan Davis, Darlene Force, Maryruth Glogowski, Carol Hodges, Virginia McIntyre, Jack Mack, Lewis Neisner, Howard Reid, Albert Riess, Edward Schulman, Conrad Vogler; Gerald Accurso, administrative liaison.

Bylaws and Elections: Mary Delmont, chairperson; Paul Andruczyk, Arthur Arent, Michael DeMarco, Clayton Fioravanti, Joseph Germano, Andrew Joniak, Sister Martin Jones, Douglas Koritz, Charles LaMorte, Melissa Messina, Barbara Metivier, Roswell Park, Paul Tarantino; administrative liaison to be announced.

Curricular Items

The following have been received in the Senate office and have been for-

warded to the Senate Curriculum Committee for consideration.

DES 476 Advanced Graphics. An extension of graphic design into actual job situations. Students work in a studio environment. They experience client contact, research, cost considerations, conceptualizing, presentation of design solutions and production problems (new course).

GEG 409 Geography of Manufacturing. An analysis of the geography of manufacturing, principally in the United States, emphasizing the industrial location process. Attention given to measurement in manufacturing geography, the industrial location process, principal factors affecting the location of manufacturing and local industrial/economic development (course revision).

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following video teleconferences will take place next week in CC/E:

Oct. 11, 1-3 p.m.:

Faculty Rights-Tenure and Governance: Negotiation vs. Litigation

Oct. 12, 2:30-4 p.m.:

Phase I-"SUNY 2000" and "Fall Semester Update" with Chancellor D. Bruce Johnstone and SUNY Central Administration senior staff

The following programs are now available on videotape from our Film and Video Library:

Neptune Encounter Highlights Tape
Overcoming the Superwoman
Syndrome: A Talk with Marjorie Shaevitz

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

Items of Interest

Public Hearing

The board of trustees of SUNY will conduct a public hearing on Oct. 25 at State University Plaza, Elisabeth Luce Moore Board Room, Albany, 1:30 to 3 p.m. (this facility permits barrier-free access to the physically handicapped). The purpose of the hearing is to receive testimony and statements from concerned individuals about university issues. If you have issues which are oriented to a single campus and would like to bring them to the attention of the trustees, please feel free to

do so by writing the board at State University Plaza, Albany, N.Y. 12246.

Persons wishing to present prepared testimony to the board are requested to write to Miss Martha J. Downey, Secretary of the University, at the above address, such communication to be received no later than noon on Oct. 23. In your letter please briefly identify the subject of your testimony and provide Miss Downey with a telephone number, as well as an address to which she can send confirmation that you have a reserved place on the agenda. Such testimony will be limited to five minutes and the speakers will be requested to provide six copies of their written testimony to the hearing registration officer on the day of the hearing.

Persons who wish to make brief extemporaneous comments (no more than three minutes) are requested to file their names with the hearing registration office on the day of the hearing. Time for such comments will be set aside at the end of the hearing and such persons will be called upon in the order in which they register.

Employee Assistance Program

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Dave Cummings ext. 5233

Deborah Hard ext. 3068

Paul Martin ext. 4307

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Don't wait until a crisis develops. Let us help you avoid one!

FSA Program Fund

Applications are available at Campus House. Deadline for submitting applications is Oct. 16. For further information, contact Gary Vickers at ext. 5211.

Faculty/Staff Stretch, Tone and Aerobics Program

Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or all of the following activities:

Early Bird Workout

Monday/Wednesday/Friday

6:30-7:30 a.m., HG 213

Stretch & Tone

Monday/Wednesday

5-6 p.m., HG 213

Low-impact Aerobics

Tuesday/Thursday

5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

Faculty Recreation Hours

Pool

Monday, Wednesday and Friday

noon-2 p.m.

Racquetball Courts

Monday and Wednesday

noon-2 p.m.

Friday

10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Editor's Note:

In last week's *Bulletin*, a course revision approved by the president was incorrectly listed as PHY 307 Beginning Symbolic Logic. The listing should have read PHI 307 Beginning Symbolic Logic.

VACANCY NOTICE October 5, 1989

SUNY/COLLEGE AT BUFFALO

LOCAL/BUDGET TITLE: Programmer/Analyst

DEPARTMENT: Computing Services

TARGETED SALARY/RANK: \$22-25,000 SL-2

APPLICATION DEADLINE: November 20, 1989--send resume to Raymond Chamberlain, TR 204.

DESCRIPTION OF DUTIES: Answer questions and resolve problems users are having converting to the Digital Equipment Corporation (DEC) Systems. Teach seminars and workshops for users who are converting to and using the Digital Equipment Corporation Systems on campus. Develop and write conversion aids including documentation to assist users in converting to the Digital Equipment Corporation Systems. Write programs and procedures to assist with the conversion effort to the DEC architecture.

QUALIFICATION: Four-year degree in Information Systems Management, Computer Science, or related field. Also, DEC architecture experience. Unsys instruction, or user support. PC experience with IBM PC and Apple Mac. Languages including APL, BASIC, FORTRAN, C, LISP, PASCAL, COBOL, etc. Application packages including SAS, SPSS, MINITAB, WORDSTAR, WORDPERFECT, LOTUS, DBASE, etc.

LOCAL/BUDGET TITLE: Programmer/Analyst
(4 positions)

DEPARTMENT: Computing Services

TARGETED SALARY/RANK: \$22-25,000 SL-2

APPLICATION DEADLINE: November 20, 1989--send resume to Raymond Chamberlain, TR 204.

DESCRIPTION OF DUTIES: Develop and write conversion aids including documentation to assist in converting existing administrative applications to the Digital Equipment Corporation computer systems from UNISYS computer systems. Rewrite programs and procedures to assist with the conversion effort to the DEC architecture.

QUALIFICATIONS: Four-year degree in Information Systems Management, Computer Science, or related field. Also, DEC architecture experience. UNISYS architecture experience. Experience in administrative computing on a college campus. Languages including COBOL, FORTRAN, C, etc. Application packages including DATABASE (Relational-Oracle and Hierarchical-DMSII).

LOCAL/BUDGET TITLE: Senior Programmer/Analyst

DEPARTMENT: Computing Services

TARGETED SALARY/RANK: \$29-35,000 SL-4

APPLICATION DEADLINE: November 20, 1989--send resume to Raymond Chamberlain, TR 204

DESCRIPTION OF DUTIES: Answer questions and resolve problems with software, including language and application packages running on Digital Equipment Corporation (DEC) systems. Teach seminars and workshops for users in use of the facilities available. Develop and write documentation. Write programs and procedures.

QUALIFICATIONS: Four-year degree in Information Systems Management, Computer Science, or related field. Three-years experience in administrative type of computing including COBOL and DATABASE systems. Also, DEC architecture experience. Unsys architecture experience. Experience in administrative computing on a college campus. Languages including FORTRAN, C, etc. Application packages including DATABASE (relational-ORACLE and hierarchical-DMSII).

LOCAL/BUDGET TITLE: Senior Programmer/Analyst
(2 positions)

DEPARTMENT: Computing Services

TARGETED SALARY/RANK: \$29-35,000 SL-4

APPLICATION DEADLINE: November 20, 1989--send resume to Raymond Chamberlain, TR 204.

DESCRIPTION OF DUTIES: Serve as liaison between various vendors & supported SUNY institutions. This will include answering questions & resolving problems with software (including operating systems, communications, associated packages & languages) running on Digital Equipment Corporation (DEC) systems. Installation and maintenance of software, both at the central site and at supported institutions. Develop and write documentation. Write programs and procedures. Teach seminars and workshops for installation and maintenance of software.

QUALIFICATIONS: Four-year degree in Information Systems Management, Computer Science or related field. Three-years experience in systems programming and data communications. Also DEC architecture experience in the area of systems and data communications with VAX-Ultrix. Experience in systems and data communications on a college campus. Languages including DCL, C, FORTRAN, etc. Application packages including jNET, various TCP/IP, etc. Unsys architecture experience.

LOCAL/BUDGET TITLE: Senior Programmer/Analyst

DEPARTMENT: Computing Services

TARGETED SALARY/RANK: \$29-35,000 SL-4

APPLICATION DEADLINE: November 20, 1989--send resume to Raymond Chamberlain, TR 204.

DESCRIPTION OF DUTIES: Answer questions and resolve problems with software, including language and application packages running on Digital Equipment Corporation (DEC) Systems. Teach seminars and workshops for users in use of the facilities available. Develop and write documentation. Write programs and procedures.

QUALIFICATIONS: Four-year degree in Information Systems Management, Computer Science, or related field; three-years experience in academic computing, computer instruction, or kuser support. Also, DEC architecture experience. PC experience with IBM PC and Apple Mac. Languages including APL, BASIC, FORTRAN, C. LISP, PASCAL, COBOL, etc. Application packages including SAS, SPSS, MINITAB, WORDSTAR, WORDPERFECT, Lotus, dBase, etc. Unsys architecture experience.

SUNY/PLATTSBURGH

Proj.Staff Assoc. Career Planning *D:10/06/89

SUNY/STONY BROOK

Res.Supp.Spec. Physics 10/18/89

Res.Supp.Spec. Physiology 10/18/89

Training Prog.Coord. Liberty Partner. 10/26/89

*Deadline date for receipt of application. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

BUFFALO STATE COLLEGE

DIRECTORY OF POLICY STATEMENTS

Policy Number: VI:05:01

Date: October 5, 1989

SUBJECT: Policy Guidelines for Promotion

The **Faculty Handbook** contains a section (pp. 18-21) on faculty ranks. It addresses in specific terms qualifications for appointments to each of the regular academic ranks, qualified academic ranks, and secondary appointments.

This document is an elaboration of those guidelines.

General Statement

Three major promotion criteria are outlined in the **Board of Trustees Policies**:

1. Effectiveness in Teaching
2. Scholarly Ability
3. University and Public Service

Scholarly ability will be evaluated in the context of the approved departmental statement on research, scholarship, and creative activity. The other two criteria, Mastery of Subject Matter and Continued Growth, are interrelated with the major criteria in the forms of sustained contributions and demonstrated excellence.

Instructor

The rank of "instructor" should be used for a full-time academic appointment when a regular (i.e., not "qualified") appointment is appropriate but the candidate is minimally short of the requirements for an assistant professor, i.e., absent of a finished terminal degree or absent minimal experience in fields traditionally requiring a terminal master's degree plus experience prior to the assistant professorship. The initial appointment may be for two years, but reappointments should normally be for not more than one year. Initial appointments for those who are some years away from the terminal degree might better be made in a lecturer rank so that the faculty member can have sufficient time after the terminal degree, but prior to the determination of continuing status, in which to build scholarly credentials.

Promotion to Rank of Assistant Professor

Assistant professor is the normal beginning rank for a faculty member with a terminal degree or its equivalent and less than five years' experience elsewhere. A person promoted to the rank has established himself or herself as being qualified in the discipline/profession. In addition, there is the expectation that the person has the potential for achieving excellence in the discipline/profession and for attaining the highest rank in the department.

Policy Guidelines for Promotion page 2

The "terminal degree" is a doctorate in most fields but may be the master's in certain applied and studio fields. Some departments may require a doctorate for certain posts and less than a doctorate for others, depending on the particular teaching and scholarly expectations.

I. Teaching

The person demonstrates knowledge of the discipline/profession, skills of pedagogy, including clear and precise communication and methods of instruction, and interest in the educational achievements of students. The person should provide the following evidence: syllabi which reflect the use of contemporary sources; a good correlation of method, content, and student interest and need; student evaluation appropriate to the course objectives and academic standards of the institution; and other appropriate indices of teaching effectiveness.

II. Scholarship, Research, and Creative Activity

In the area of scholarship, research, and creative activity, competency is demonstrated by completing successfully a doctoral dissertation or project that is required for the terminal degree. In addition, there should be some indication from the individual that he or she will continue scholarly/creative work.

III. Public, University, and Professional Service

The person demonstrates a willingness to serve the department, college, university, community, and discipline/profession by participating in departmental program and service committees, by providing students regularly with accurate academic advisement and information about college services, and by involvement in community service activities and professional organizations.

Promotion to Rank of Associate Professor

Promotion to associate professor requires both a high and a consistent level of performance on all of the Trustees' Policies criteria. Evaluation and recommendation for promotion to associate professor and for continuing appointment will normally take place within the same cycle of departmental, faculty, and administrative considerations. Although the Trustees' Policies do not permit continuing appointment being made contingent upon promotion to associate professor, or vice versa, a recommendation for one substantially reinforces a recommendation for the other.

I. Teaching

The person's teacher effectiveness dossier evidences continued excellence in the classroom in the rank of assistant professor. This is to be done in the following ways:

- A. By demonstrating that courses taught are in a continuous state of development and reflect extensive and current resources.
- B. By undertaking successfully new course assignments; by designing, developing, and successfully teaching new courses not previously

- part of a department's offerings; and by participating successfully in the collegewide instruction programs.
- C. By providing whole-class student evaluations of teaching effectiveness in a variety of courses over a reasonable period of time since appointment or promotion to the rank of assistant professor.
 - D. By confirmation of teaching excellence by departmental colleagues who are directly familiar with the person's work.
 - E. By demonstrating consistent and successful involvement with independent studies, research projects, final major student works, and/or theses.

II. Scholarship, Research, and Creative Activity

The person has advanced significantly in the area of scholarship beyond the level of assistant professor. This progress is demonstrated by providing the following evidence:

- A. Scholarly/creative work or performance record beyond that demonstrated for the terminal degree. (There should be evidence that the person promoted to the rank of associate professor has completed substantial work in new or continuing investigations that demonstrate a cohesive line of thought in the discipline.)
- B. Scholarship, creative works, and performance record (documented in visual media or through reviews) should be national in scope. (Reputation of the journals, sources of reviews, and extent of the performance record will be an important consideration.)
- C. Significant work/research conducted, but not yet published, can also be provided at this stage of professional development. (The significance of the creative research/work should be attested to by reputable and established individuals in the field. It is important in these cases to attain a number of objective evaluations that testify to the quality and the value of the research, product, or performance.)
- D. Invitations (particularly if unsolicited) to give readings, presentations, exhibitions, demonstrations, or workshops at major conferences, institutes, or universities should also be included.
- E. Grants, awards, and particularly the quality of the works resulting from them are important for promotion to associate professor.

III. Public, University, and Professional Service

The person ought to be able to demonstrate excellence on a continuous basis in the area of service during the period of tenure as assistant professor. This is demonstrated by providing the following evidence:

- A. Increased administrative responsibilities and major leadership roles. (The important point is that the assistant professor has consistently played an active and constructive role in departmental meetings and committees and in collegewide service, including academic advisement, recruitment, and in student service activities.)

- B. Substantive letters of recommendation which cite and describe the

success of specific contributions in providing initiative and direction in committee efforts.

- C. Active role in the resolution of issues in professional and/or community organizations.

Those assistant professors already holding continuing appointments should be considered periodically for promotion, at least by their chairs and deans. Although not all of these assistant professors on continuing appointment can be expected to be promoted, chairs and deans should consider each case and discuss with the candidate whatever criteria are still being insufficiently met, to the end of facilitating the promotion to associate professor of those "tenured assistants" that are meeting our expectations for promotion and continuing status.

Promotion to Rank of Professor

The promotion to professor should signal maturity and demonstrated excellence as scholar, teacher, and contributing member of the college. Promotion to professor demands substantial and sustained growth and evidence of contributions beyond the levels upon which promotion to associate professor was based. There are no hard and fast rules for time in rank or promotion to the next higher rank, and faculty may apply for promotion at any time.

I. Teaching

The person must demonstrate continued excellence in the classroom in the rank of associate professor. This is to be done in the following ways:

- A. By demonstrating that the courses taught are in a continuous state of development and provide students with extensive resources.
- B. By undertaking successfully new course assignments and by designing, developing, and successfully teaching new courses not previously part of curricular offerings.
- C. By providing whole-class evaluations in a variety of courses since promotion to the rank of associate professor.
- D. Confirmation of teaching excellence by departmental colleagues who are directly familiar with the person's work.
- E. Evidence of a major contribution to the department or collegewide instructional program.
- F. External assessment/reviews of student accomplishments/creative works which have a direct link to the faculty member.

II. Scholarship, Research, and Creative Activity

Accomplishment in this area should be significantly greater than was expected to achieve the rank of associate professor. There should be evidence of new and more sophisticated levels of achievement. Successful research has led by now to publication or creative work which has been subject to further review. Furthermore, the significance of the person's accomplishment is attested to by peers and reputable figures in the field away from campus.

- A. Recognition of the quality of the work (publications, works of art,

or performance record) should be made evident and available in the form of reviews, comments, and citations in the works of others; direct letters of assessment by recognized authorities off campus solicited by the department and by the candidate; and such evidence as invitations from leaders in the field to contribute to publications, conferences, and exhibitions, to serve on editorial boards, to review books, etc. (Reputation of the place--journal, gallery, theatre--in which the articles, research projects, poems, short stories, works, etc., have appeared will be an important consideration, as will the publishers or sponsors.)

- B. Honors or awards serve to recognize the person's contributions for long-term work in the field and/or new interpretations and applications of research.

III. Public, University, and Professional Service

Accomplishment in this area should be significantly greater than was expected to achieve the rank of associate professor. Not only has the person consistently played a constructive role in departmental meetings, committee, academic advisement, and in collegewide faculty governance since the last promotion, he or she is now accepting leadership roles in the department, the college, and the profession. This is demonstrated by providing the following evidence:

- A. Increased complexity in administrative duties. (For example, the person has chaired a variety of committees, both inside and outside the department.)
B. The excellence of his or her contributions to the committees is testified to by colleagues and can be illustrated in tangible ways.
C. The work/product of the committees is exemplary and significant to the college or organization.

As a general guideline, promotion from associate to professor could come as quickly as four or five years after promotion to associate for the most exceptional faculty, i.e., those who are clearly outstanding on all promotional criteria. Most associate professors should aspire to and seek promotion to full professorial status from six to ten years after their promotion to associate status. Those associate professors whose further growth is undistinguished or poorly balanced (i.e., very strong on some promotional criteria but undistinguished on others) may expect to serve longer as associate professor before promotion to professor. Some associate professors can be expected never to become professors.

Source of Information: College Bulletin, Vol. XXXV, Number 6, October 5, 1989

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXV Number 7 October 12, 1989

From the Vice President for Finance and Management

TIAA-CREF Information Meetings

TIAA-CREF representatives will visit the campus Oct. 17-19, 1989. A presentation on tax-deferred and supplemental retirement annuity programs will be held Oct. 17 and repeated Oct. 19. Both meetings will be held in CC/W from 12:15 to 1:30 p.m. In addition, a TIAA-CREF representative will be available Wednesday, Oct. 18, to meet with employees on an individual basis regarding retirement and/or tax-deferred plans. If demand requires it, appointments may also be scheduled Oct. 17 and 19.

To set up an individual appointment, please call the Human Resource Management Office, ext. 4821.

From the Inauguration Committee

Instructions and Tickets

Instructions to faculty and staff marchers, marshals, ushers, and helpers will not be mailed until some time after Monday, Oct. 23. Seating tickets will also be distributed then. Due to the large number of academic delegates and the overwhelming response from the greater Buffalo community, a waiting list is being established. This means that some college personnel will receive tickets to view the inauguration via a simultaneous telecast in the Communication Center. Every effort will be made to accommodate college personnel in Rockwell Hall auditorium as cancellations are received.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following video teleconference will take place next week in CC/E:
Oct. 16, noon-3 p.m.:

Global Food Security/World Food Day: Sixth annual World Food Day teleconference on food and hunger issues

The following teleconferences will be rebroadcast on a tape-delayed basis:

Oct. 13, 1-3 p.m.:
Middle States Accreditation--SUNY Central
Oct. 18, 1-3 p.m.:
EDUCOM '89: "Two Visions and the Challenge to Higher Education," an address by John F. Akers, CEO of IBM and chairperson of the Roundtable Education Task Force

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

From the Director of Public Affairs

Speakers Directory

New or updated listings for the 1990 Speakers Directory are due in the Public Affairs Office no later than Friday, Oct. 20. The Speakers Directory is a public service resource for community organizations and groups seeking speakers who are available to discuss topics in their areas of expertise, both vocational and avocational. If you wish to be included in this publication and have not received a memo from this office, send the following information to GC 515 by Oct. 20: Your name as you wish it to appear, highest degree, full title and department (e.g., assistant professor of English), phone numbers (your office, dept. office, and home numbers, in that order), and a maximum of five speech titles. If you were listed in the previous edition of the Speakers Directory but do not return an updated or approved listing by Oct. 20, we will assume you no longer wish to be included in this publication. If you have any questions, please call Jim Koelmel, ext. 4201.

Items of Interest

Employee Assistance Program

We're here to listen... if you need to talk:

Dave Cummings ext. 5233
Deborah Hard ext. 3068
Paul Martin ext. 4307

We are your Buffalo State Employee Assistance Program coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problems.

Don't wait until a crisis develops. Let us help you avoid one!

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Racquetball Courts
Monday and Wednesday

noon-2 p.m.
Friday
10 a.m.-noon

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VACANCY NOTICE October 12, 1989

SUNY/ALBANY		
Assoc.Coll.Registrar	Records & Reg.	*D:10/31/89
Personnel Assoc.	Human Res.Mgmt.	10/27/89
Monogr.Cataloger	Library	10/13/89
Sr.Staff Assist.	Psychology	10/24/89
Post Doctoral Assoc.	Psychology	10/24/89
HEALTH SCIENCE CENTER AT BROOKLYN		
TH Phys.Asst.II	Psychiatry	10/24/89
SUNY/COLLEGE AT BROOKPORT		
Asst. to Pres.	President's Ofc.	10/ /89
Sr. Staff Asst.	Educ.Opp.Center	10/24/89
Counselor	Educ.Opp.Center	10/24/89
Fin.Aid Advisor	Financial Aid	10/31/89
SUNY/BUFFALO		
Staff Assoc.	Univ.Relations	10/25/89
SUNY/CENTRAL ADMINISTRATION		
Asst.Vice Chancellor	Emp.Rel./Pers.	10/20/89
Dir.Pers.Oper.	Emp.Rel./Pers.	10/20/89
SUNY/COLLEGE AT CORTLAND		
Asst.Prof.	Economics	Open
Asst.Prof. (2 pos.)	English	Open
SUNY/COLLEGE OF ENVIRON. SCI. & FORESTRY		
Instr.Supp.Spec.	Env.& Forest Bio.	11/01/89
Sr.Adm.Advisor	Undergrad.Adm.	11/15/89
SUNY/COLLEGE AT GENESIO		
Instr./Asst.Prof.	Philosophy	12/15/89
Asst.Prof./Instr.	Communication	01/01/90
Staff Asst.	Athletics	10/24/89
SUNY/COLLEGE OF AG & TECH AT MORRISVILLE		
Counselor	Counseling	10/31/89
Staff Asst.	Instit.Adv.	10/31/89
SUNY/COLLEGE AT OLD WESTBURY		
Fin.Aid Adv.	Financial Aid	10/31/89
SUNY/ONEONTA		
Faculty	Design	Open
SUNY/POTSDAM		
Instr.Supp.Tech.	Music	11/01/89
Instr./Asst.Prof.	French	10/ /89
SUNY/INSTITUTE OF TECH. AT UTICA/ROME		
Instr.Asst.Prof.	English	11/27/89
Dean, Business	Bus/Public Mgmt.	11/30/89
Dir.Computing Center	Information Serv.	11/01/89
SUNY/STONY BROOK		
TH CTS Op.Rm.Spec.	Operating Room	10/31/89
TH CTS Op.Rm.Assoc.	Operating Rom	10/31/89
Asst.Prof. (3 pos.)	Political Sci.	01/01/90
Asst./Assoc.Prof.	Mat.Sci.& Engrnr.	Open
Instr./Asst.Prof.	Medicine	Open
Res.Asst.Prof.	Psychiatry	Open
Asst.Prof.	Ophthalmology	07/01/90
Edit.Assoc.	Waste Mgmt.Inst.	10/24/89
TH Assoc.Tech.	Lab/Microbiology	10/24/89
TH Univ.Instr.Spec.	Speech/Lang/Hear	10/24/89
TH Univ.Instr.Spec.	Audiology	10/24/89
Assoc./Prof.	Political Sci.	01/01/90
TH Occup.Therapist II	Occup.Therapy	10/31/89
TH Physical Therap. I	Physical Therapy	10/31/89
TH Occup.Therapist III	Occup.Therapy	10/31/89
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Asst./Assoc.Prof.	Anatomy/Cell Bio.	10/31/89
TH Resp.Therapist III	Resp.Therapy	10/31/89
Instructor (2 pos.)	Anesthesiology	10/24/89
TH Resp.Therapist II	Resp.Therapy	10/17/89
Sr. Prog/Analyst	Computer Services	10/23/89
Asst.Prof.	Neurology	10/24/89
Proj.Staff Assoc.	Public Affairs	10/23/89
Clin.Investig. (2 pos)	OB/GYN	Open
Asst.Prof.	Biochem/Molec.Bio.	01/05/90
TH Phys.Asst.	various depts.	10/31/89

*Deadline date for receipt of application. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXV Number 8 October 19, 1989

From the Vice President for Finance and Management

Emergency College Closing

As in past years, the Public Safety Department shall have the responsibility of monitoring all relevant weather conditions. This includes contacting the Sheriff's Department, the Weather Bureau, local schools, etc.

The decision process is as follows:

Decision Not To Open

The College: Public Safety notifies the vice president for finance and management and describes all relevant conditions. The Finance and Management Office will make the closing decision and notify Public Safety as to the decision. Public Safety is responsible for notifying the director of the College Learning Laboratory, or director's designee, of this decision.

College Learning Laboratory: Public Safety notifies the director or designee and describes all relevant conditions. The director or designee will make the closing decision for the College Learning Laboratory in the event that the rest of the college is open. The director notifies Public Safety of the decision.

Decision To Close Once the College Is in Session

Public Safety notifies the vice president for finance and management and describes all relevant conditions. The vice president, or the vice president's designee, will consult with Academic Affairs and the College Learning Laboratory staff to make the closing decision and notify Public Safety as to the decision.

Official Notification

Once a decision to close has been made, Public Safety will notify the following:

1. All radio stations
2. All VP offices
3. Switchboard operators
4. Union Information Desk, ext. 6511

5. Director, Residence Life (to notify all residence halls/RAs), ext. 6806

6. USG Office (to notify other student offices on campus), ext. 6701

7. Commuter Services (to spread word), ext. 5533

8. FSA (executive director to notify FSA enterprises such as Food Services, College Store, etc.), ext. 5211

Information: For campus information relative to school closing, please call the School Closing Information number, 878-5000. Please do not call Public Safety, the college switchboard, or administrative offices for such information. Information when the college will not be in session due to snow or other emergency conditions will be transmitted this year from the following radio and television stations:

AM:

WBEN (930KC)

WEBR (970)

WGR (550)

WWKB (1520)

WECK (1230)

WLVL (1340)

WHLA (1270)

FM:

WMJQ (102.5MC)

WNED (94.5)

WUFY (103.3)

WBLK (93.7)

WHTT (104.1)

WRLT (96.9)

WBNY (campus)

TV stations:

WGRZ - TV 2

WIVB - TV 4

WKBW - TV 7

Members of the college community hosting special events should contact radio stations directly to announce cancellations.

Attendance Policy Under Emergency Conditions

In the event of severe weather conditions or other emergency situations which present hazardous situations for students and staff, the president has delegated to the vice president for

finance and management the authority to cancel classes and services.

Policy. Cancellation prior to the start of the workday: Should a decision to cancel classes and services be made prior to the start of the business day, an announcement to that effect will be relayed to local radio stations for broadcast by approximately 6 a.m.

Should such cancellation of classes and services occur, essential service* employees are required to report for work. Department heads are responsible for designating such employees after consultation with their vice president. Staff so designated will be notified by their department head of their responsibilities during a situation of temporary emergency.

Other employees who wish to report to work may do so if they choose. However, during a temporary emergency situation, the college cannot guarantee that they will be able to work at their usual location or perform their normal duties.

Procedures. Employees who do not report for work under emergency conditions must charge the absence to appropriate leave credits as follows:

1. Vacation or personal leave
2. Sick leave (only in the event that an employee is ill or in danger of becoming ill)
3. Leave without pay (written requests for such leave must be submitted to the Human Resource Management Office no longer than 10 days after the date of absence)

Employees who elect to come to work should proceed as follows:

1. Report to the Public Safety Office, Chase Hall 110, and sign the Attendance Record-Emergency Conditions sheet. Your time of departure must also be indicated on this sheet when you leave campus.

2. Report to your normal work site. Should your supervisor be absent, perform previously assigned duties which have been provided by him/her. Supervisors are urged to make prior arrangements.

gements for work which may be done independently at the work site, insofar as it is possible. Such arrangements are particularly needed during the winter months.

3. If you are unable to gain access to your normal work site or have no previously assigned work to perform, report to the director of physical plant (Clinton Center, ext. 6111) or the director of residence life (Porter Hall, ext. 6806) for assignment under temporary emergency situation procedures.

Note: Parking may be severely restricted during periods of temporary emergency. The Grant Street lot is to be used by employees who report for work during a period of temporary emergency. Other parking lots must be kept free of cars to permit snow removal.

Policy. Cancellation during the course of the workday: Should a decision to cancel classes and services because of emergency conditions be made during the course of the normal working day, announcement of the decision will be conveyed to each vice president. The vice presidential offices will arrange for the information to be disseminated throughout their areas.

Essential service* employees will be required to remain on the job or report for work as scheduled. Supervisors will notify these employees of any changes to their normal shifts.

Following notification to their supervisors, other employees may leave their work site at any time after the official announcement of cancellation of classes and services.

Employees who wish to continue working until their normal time of departure may do so.

Procedures. Employees who choose to leave work earlier than their normal departure time must charge appropriate leave credits. Such absences will be computed for the period which elapses between the time the employee leaves the work site and the time of normal departure. Leave credits may be charged as follows:

1. Vacation or personal leave
2. Sick leave (only in the event that an employee is ill or in danger of becoming ill)
3. Leave without pay (written requests for such leave must be submitted to the Human Resource Management Office no longer than 10 days after the date of absence)

Should emergency conditions result in a decision by the president or the president's designee to direct employees to leave work after the start of the

workday, the following regulations will apply:

An employee who has reported for work and, because of extraordinary circumstances beyond the employee's control (for example, extreme weather conditions or physical plant breakdown) is directed by the college president or designee to leave work, shall not be required to charge such directed absence during such day against leave accruals. Any such release of employees shall not create any right to equivalent time off by employees who are not directed to leave work.

*Essential services are those which must be maintained to ensure the well-being of those who reside on campus and the protection and maintenance of college property. The following functions are considered essential services and employees serving in these units are required to report to work under emergency conditions: Law Enforcement Division of Public Safety, Physical Plant (all employees), staff assigned responsibility for the care and feeding of animals and maintenance of greenhouse facilities, Student Health Services, Residence Life (staff designated by director), and dean of students.

From the Chairperson of the College Senate

Senate Meeting of Oct. 20

The College Senate will meet Friday, Oct. 20, from 3-5 p.m. in CC/W.

Standing committee membership lists from Professional Welfare, Student Welfare, International Education, and Public Service Activities will be voted on.

A report on the status of the BSC budget and the Residence Life Subcommittee will be presented by the Budget and Staff Allocations Committee.

The eligible voter list will be presented by the Bylaws and Elections Committee.

A report on parking fees, plans, and ramp will constitute old business.

New business items will be a report on the visit to the Health Center and planning for the Middle States accreditation.

Please note that the meeting will be in CC/W.

Curricular Error

FLA 346 was inadvertently reported as having been approved by the Senate Curriculum Committee and by the president. The course was returned to the

Foreign Language Department for further consideration by the Curriculum Committee.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following video teleconference will take place next week in CC/E:

Oct. 27, 2-3:30 p.m.:

Small Business Tax

Education Training

The following teleconferences were recorded live and are now available on videotape from our Film and Video Library:

Faculty Rights-Tenure and Governance: Negotiation vs. Litigation

Phase I-"SUNY 2000" and

"Fall Semester Update"

Sixth Annual World Food

Day Teleconference

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

From the President of the BSC Women's Association

Women's Association Disbands

After 57 years serving the campus community, the officers and executive board of the BSC Women's Association regretfully announce their decision to disband the organization effective immediately. The association, which began as "Faculty Wives" when BSC was a small teachers college, in recent years extended membership first to campus faculty and professional women and then to all women affiliated with the college either through their own employment or that of their partner. At the same time, however, women's changing lifestyles and the enormous demands placed on them by their responsibilities of family, profession, and society have adversely affected the organization's viability; thus, this dramatic decision.

One of the association's most valuable services has been to provide a vehicle through which women whose paths might not otherwise cross could meet and work together. Many warm and lasting friendships have resulted. In addition, the association has hosted social and educational activities for our mem-

bers and has from time to time co-sponsored activities for the campus community with other organizations. Throughout the history of the association, our members have conducted yearly fund-raising events to help needy students in a variety of ways; for more than a decade these efforts have culminated in scholarships to deserving students. We have also hosted an annual drive to provide warm clothing for foreign students.

The Women's Association concludes our activities by announcing the award of \$500 scholarships to BSC students Lisa Newell and Marie Ziccarelli and by hosting the annual International Students Closet in Cassey Hall 111, Friday, Oct. 20, from 9 a.m.-4 p.m.

We wish to thank all association members, past and present, for their loyalty and good will and the campus community for their support over the years. We exit with hope for enduring sisterhood and good fellowship among the many wonderful women associated with this college.

—Ramona Whitaker, President

Items of Interest

Native American Program

The college community is invited to attend a program Nov. 2 at 7 p.m. in Moot Hall featuring Chief Tom Porter, Mohawk Nation spiritual leader, followed by a traditional Iroquois social dance with the Newtown Singers Society from the Cattaraugus Indian Reservation. Funded by a grant through UUP, the event is sponsored by the BSC Native American Concerns Committee. Call ext. 5519 for additional information.

Employee Assistance Program

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Deborah Hard ext. 3068
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Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or all of the following activities:

Early Bird Workout
Monday/Wednesday/Friday
6:30-7:30 a.m., HG 213
Stretch & Tone
Monday/Wednesday
5-6 p.m., HG 213
Low-impact Aerobics
Tuesday/Thursday
5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

Faculty Recreation Hours

Pool
Monday, Wednesday and Friday
noon-2 p.m.
Racquetball Courts
Monday and Wednesday
noon-2 p.m.
Friday
10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

VACANCY NOTICE October 19, 1989

SUNY/ALBANY		
Research Supp.Spec.	Atmosphere/Sci.	*D:10/27/89
SUNY/STONY BROOK		
Sr. Research Supp.Spec.	Prevent Medicine	11/06/89
Research Supp.Spec.	Periodontics	10/30/89
Research Supp.Spec.	Physiology	10/30/89
Research Supp.Spec.	Microbiology	10/30/89

*Deadline date for receipt of application. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

College Bulletin

Volume XXXV Number 9 October 26, 1989

From the President

Holiday Observance for College Employees

All eligible classified and unclassified college employees may observe the following holidays: New Year's Day, Martin Luther King Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Election Day, Veterans Day, Thanksgiving Day, and Christmas. Veterans Day (Nov. 11) occurs on a Saturday this year; all employees who do not normally work on a Saturday shall receive a day of compensatory time. Those employees who are scheduled to work Saturdays will observe Veterans Day as a fixed holiday.

For employees represented by UUP, Election Day (Nov. 7) has been designated as a "floating" holiday which will be observed on the day after Thanksgiving (Friday, Nov. 24). For all college employees, except Council 82 represented employees, Lincoln's Birthday (Monday, Feb. 12, 1990) has been designated as a "floating" holiday. Since the college will be open on this day for classes, UUP represented employees may arrange with their supervisors to observe this holiday on any day prior to the beginning of the 1990-91 academic year. CSEA, PEF, and Classified M/C employees may arrange with their supervisors to take Monday, Feb. 12, off without charge to leave accruals, or another day instead before Feb. 12, 1991. Council 82 members will observe Feb. 12, 1990, as a regular fixed holiday.

From the Vice President for Finance and Management

Exterior Signage

The college is about to implement a major campus exterior signage project.

Anyone interested in details of this project is welcome to attend an information session to be presented by Tom Peffer, space management officer, in GC 418 on Monday, Nov. 13, 4-5 p.m., or Tuesday, Nov. 14, 12:15-1:30 p.m.

WordPerfect Seminar

Computing Services will offer a seminar, Introduction to WordPerfect 5.0, Nov. 13, 15, and 17 from 9-11 a.m. in the microcomputer lab, TR/S B-26. Interested faculty and staff should register with Computing Services, ext. 4612, before Nov. 10. Seating is limited so please register early.

From the Vice President for Student Affairs

Student Health Services

The position of director of student health services, which was to become available on Jan. 1, 1990, due to the retirement of our current director, Winifred Mernan, has been postponed. As you may know, there are a number of unsettled issues related to health services within the SUNY system. The state has given strong signals that it may cut funding for health services at SUNY campuses, and is asking all campuses to think about various new funding arrangements, including pre-paid plans, third-party reimbursables, fees-for-service, mandatory or voluntary health fees, etc. Given the uncertainty of state financing of health services and our desire to provide continuous, efficient, and effective service to students, I have asked the current director to postpone her retirement while these issues are clarified. I am therefore postponing the search for a new director for the time being.

From the Inauguration Committee

Inauguration Update

Instructions and seating tickets were sent by first-class mail Oct. 23 to everyone who could be accommodated for the inauguration in Rockwell Hall auditorium. At that time there were approximately 60 faculty and staff, requesting 97 seating tickets, who could not be accommodated. Their names have been put on a waiting list. As the inauguration office is informed of cancellations, tickets will be reissued and sent to those on the waiting list. It is hoped that eventually most everyone will be accommodated in Rockwell Hall auditorium.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following special video programs will be shown Nov. 3 in CC/E:

- Noon-12:30 p.m.:
Astronomical Progress
With Dr. Martin Harwit
 - 12:30-1 p.m.:
A Discussion of Space Science
Policy With Dr. Harwit
 - 1-2 p.m.:
Accelerated Learning:
Awakening the Spirit of America
- The following teleconferences and satellite programs were recorded live and are now available in our Film and Video Library:
- Europe in 1992 (European Economic Community)
 - National Gallery of Art Series:
Picasso: The Saltimbanques
Winslow Homer: The Nature of the Artist
- For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

From the Director of the Performing Arts Center

Reservations

In accordance with the Guidelines for Use of the BSC Performing Arts Center (Rockwell Hall auditorium, Rockwell Recital Hall, Upton Hall auditorium, College Learning Lab auditorium, and other ad hoc performance spaces) adopted in February 1986 and published in the Nov. 20, 1986, *College Bulletin*, reservations for use of Rockwell Hall auditorium by faculty, staff, and students (the priority users as defined below in Section 5.3 of the guidelines) for the 1990-91 academic year will be accepted from now through Feb. 1, 1990.

Requests are on a first-come, first-served basis and only events sponsored by faculty, staff, or students will be considered until Feb. 1. Outside groups may not contract for space until March 1, 1990.

On-campus groups are not charged a rental fee, but may be responsible for personnel and supply costs incurred as a result of their use of the space.

If you wish to book a reservation for the academic year, please call Steve Scott-Martin, ext. 3032, or stop by RH 210 between now and Feb. 1, 1990.

Excerpt From Guidelines 5.3 Priority Groups

The following priorities will be used as a guideline for scheduling space allocations in the Buffalo State College Performing Arts Center. Subdivisions within a numbered group (e.g., a and b) will not affect the sponsor's scheduling priority. This section is to be administered in conjunction with Sections 5.4, 5.5 and 5.6 to determine priority.

1. a. Events sponsored by the President, Vice Presidents, or the Buffalo State College Performing Arts Center (e.g., the Honors Convocation).

b. Events sponsored by academic departments, involving faculty as primary participants.

c. Events sponsored by academic departments or college organizations involving students as primary performers.

2. Events sponsored by college organizations involving non-college participants.

3. Events sponsored by non-college organizations.

Items of Interest

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Stretch & Tone
Monday/Wednesday
5-6 p.m., HG 213
Low-impact Aerobics
Tuesday/Thursday
5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

Faculty Recreation Hours

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Monday, Wednesday and Friday
noon-2 p.m.
Racquetball Courts
Monday and Wednesday
noon-2 p.m.

Friday
10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

VACANCY NOTICE

October 26, 1989

SUNY/ALBANY

Professor	Public Health	*D:11/15/89
Sr. Asst. Librarian	Library	12/15/89
Research Assoc.	Reading Research	12/12/89
Research Assoc.	Methodology	12/12/89
Asst./Assoc. Prof.	Psychology	10/31/89
Asst./Assoc. Prof.	Foreign Lang.	10/31/89
Asst. Prof.	Reading	10/31/89
Asst./Assoc. Prof.	Science Educ.	10/31/89

SUNY/BINGHAMTON

Counselor	Counseling	11/07/89
Assist. Director	Student Affairs	11/07/89
Lead Prog./Analyst	Computer Center	11/07/89
Economist	International/Dev.	12/01/89
Asst./Assoc. Prof.	Chemistry	Open
Instr./Asst. Prof.	Spanish	12/01/89
Sr. Faculty	Spanish	12/01/89
Sr. Asst./Assoc. Lib.	Science Library	12/01/89
Sr. Asst./Assoc. Lib.	Info/Research	12/01/89
Sr. Asst. Lib.	Curriculum	12/01/89
Asst./Sr. Asst. Lib.	Reference	12/01/89
Asst./Sr. Asst. Lib.	Reference	12/01/89
Asst. Prof.	Geography	11/30/89
Asst./Assoc. Prof.	Public Adm/Budget	01/15/90

SUNY/COLLEGE AT BROOKPORT

Counselor	EOP	11/13/89
Facil. Prog. Coord. (2)	Plant Mgmt.	11/17/89
Dir./Physical Plant	Plant Operations	11/03/89

SUNY/COLLEGE AT BUFFALO

Sr. Prog./Analyst (4)	Computing Services	11/20/89
Prog./Analyst (2)	Computing Services	11/20/89

SUNY/CENTRAL ADMINISTRATION

Asst./Univ. Fin. Analysis	Sr. Vice Chancellor	11/03/89
Asst. Provost	Tchr. Ed./Prof. Stud.	11/20/89
Asst. Provost	International Prog.	11/20/89
Asst. Provost	Academic Planning	11/20/89
Assoc. Provost	Graduate Studies	11/20/89

SUNY/COLLEGE AT CORTLAND

Asst./Assoc. Prof. (2)	Spanish	12/01/89
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SUNY/EMPIRE STATE COLLEGE

Dean	Learning Center	10/ /89
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SUNY/COLLEGE OF TECH. AT FARMINGDALE

Media Coordinator	Learning Tech.	11/07/89
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SUNY/COLLEGE AT FREDONIA

Asst. Prof.	Communication	01/31/90
Vice President	Administration	12/01/89
Faculty	Graphic Art	01/31/90

SUNY/GENESCO

Instr./Asst. Prof.	English	11/10/89
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SUNY/COLLEGE OF AG. & TECH. AT MORRISVILLE

Instr./Asst. Prof.	Technology	11/10/89
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SUNY/COLLEGE AT OLD WESTBURY

Director	Counseling	11/13/89
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SUNY/COLLEGE AT ONEONTA

Staff Asst.	Maintenance	11/07/89
Sr. Staff Asst.	College Relations	12/01/89

SUNY/COLLEGE AT OSWEGO

Assoc. Prof.	Economics	11/15/89
Visiting Lect.	Philosophy	11/13/89
Asst./Sr. Asst. Lib.	Reference/Instr.	11/15/89
Faculty	African-Am. Hist.	01/15/90
Instr./Asst. Prof.	Spanish	11/15/89
Asst. Prof.	French	12/15/89
Asst. Prof.	British Lit.	11/10/89
Asst. Prof.	American Lit.	11/10/89

SUNY/PLATTSBURGH

Lab. Instructor	Geology	10/27/89
Assoc./Professor	Mathematics	11/15/89
Asst. Prof.	Psychology	01/20/90
Asst./Assoc. Prof.	Mgmt./Marketing	Open

SUNY/POTSDAM

Asst. Prof.	Tchr. Educ.	10/ /89
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SUNY/STONY BROOK

Asst./Assoc. Professor	Elec. Engineering	Open
Faculty	Computer Science	Open
TH Clin Lab Tech.	Lab/Chemistry	11/07/89
TH Clin Nurse Spec.	Psychiatry	11/07/89
Nurse/Practitioner	Surgery	11/07/89
Faculty	Mathematical Sci.	12/15/89
Asst. Lib.	Reference	10/27/89
Instr. Supp. Assoc.	Medicine/Allergy	11/14/89
Assoc. Fac. Prog. Coord.	Physical Plant	11/14/89

SUNY/COLLEGE OF ENVIRON. SCI. & FORESTRY/SYRACUSE

Instr. Supp. Spec.	Biology	11/30/89
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HEALTH SCIENCE CENTER AT SYRACUSE

TH Nurse Prac.	various	11/07/89
TH Staff Asst. II	Hosp. Purchasing	11/07/89
TH Clin. Lab Tech III	Clin. Pathology	11/07/89
TH Inserv. Educ. II	Hosp. Info. Systems	10/31/89
Sr. Research Supp. Spec.	Physiology	11/13/89
Asst. Prof.	Biochemistry	01/05/90

SUNY/INSTITUTE OF TECH. AT UTICA/ROME

Instr./Asst. Prof.	Psychology	11/15/89
Lead Prog./Analyst	Information Serv.	11/30/89

*Deadline date for receipt of application. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXV Number 10 November 2, 1989

From the Inauguration Committee

Last-Minute Reminder

All those attending the inauguration this Saturday are reminded that parking anywhere in the vicinity of Rockwell Hall will be extremely tight. Please plan on arriving early.

Marchers should assemble in Rockwell Hall no later than 2:30, since the procession into the auditorium will begin promptly at 3 p.m.

All seats in Rockwell Hall auditorium are reserved. Please remind your guests that they must have a seating ticket to be admitted to the auditorium. Those without seating tickets will be directed to the Communication Center where the inauguration may be viewed on closed-circuit TV.

Again, please arrive on campus early. The inauguration ceremony will begin at 3 p.m. sharp.

From the President

Executive Assistant Appointed

I am delighted to announce that an extensive search has resulted in the appointment of Modesto Argenio as executive assistant to the president. Mr. Argenio brings to this position impressive credentials, the most important of which are demonstrated ability to work with people and a broad knowledge of the Western New York community. He holds a B.A. degree in journalism and history from St. Bonaventure University and an M.A. in mass communication and political science from Stanford University. From 1965-1973 he worked for the *Buffalo Courier-Express* in numerous capacities including state legislative correspondent and state capitol bureau chief. Following that he held a wide range of responsibilities while employed by *The Buffalo News* for 13 years. In 1986 Mr. Argenio was appointed by Gov. Cuomo as special

counselor for the Western New York Economic Development Corporation. No stranger to Buffalo State College, he taught journalism here as an adjunct faculty member from 1976-1986. He also taught at Daemen College and has served as a lecturer at St. Bonaventure. He will assume his duties Nov. 8.

Holiday Party

All faculty and staff are cordially invited to a holiday party Thursday, Dec. 14 from 4-6 p.m. in The Restaurant in Moot Hall. Remember to "Save the Date" for this festive event!

From the Vice President for Finance and Management

Health Insurance Option Transfer Month

Employees who are currently enrolled in the New York State Health Insurance Program may change health plans during the month of November 1989. Such option changes will become effective in January 1990. There are four health plans available: The Empire Plan, Health Care Plan, Independent Health, and Community Blue.

November is also the time employees may change their pre-tax status for 1990 health insurance premiums under the Pre-Tax Contribution Program. Most employees are now having health insurance premiums deducted before taxes are withheld. Only those who elected not to participate in this program last year are paying premiums on an after-tax basis.

The Human Resource Management Office will receive 1989 Option Transfer/Pre-Tax Guides in November. These guides will include rates for 1990 and will be distributed as soon as they are received.

An information session will be held on Tuesday, Nov. 21, in GC 418 from 1:30 to 3:30 p.m. Representatives of the

three health maintenance organizations will be present and Susan Earshen will present information on the Empire Plan and Pre-Tax Contribution Program.

To change your health insurance option or your pre-tax status, you must complete appropriate forms by Nov. 30, 1989. The forms are available in the Human Resource Management Office, GC 403, or you may complete them in GC 418 at the Nov. 21 information session.

From the Chairperson of the College Senate

Senate Meeting of Oct. 20

NCATE Review. A special subcommittee was announced to review the college's application for accreditation and preparation for the visit of the National Council on Accreditation of Teacher Education. The Senate NCATE Review Subcommittee has representatives from each of the Senate standing committees with responsibilities for curricular matters. In addition, a student representative was appointed to the subcommittee. Senator Mary Delmont from the Senate Curricular Committee will coordinate the subcommittee.

The subcommittee consists of Mary Delmont, Curriculum; Frank Eckmair, Standards for Students; David Lampe, Academic Plan; Kenneth Mernitz, Budget and Staff Allocations; James Shea, Academic Services; and Virginia McIntyre, secretary of the Senate and student representative.

Basic Skills Credit Review. A special Senate committee has been established to review the current policies and procedures for the assignment of general education academic credit for basic skills courses. The committee's formation followed the recommendation of the General Education Review Committee's report, submitted to and approved by the Senate April 14, 1989.

College Bulletin

Volume XXXV Number 11 November 9, 1989

Membership consists of Herbert Aurbach (a member of the General Education Review Committee), Carole Harris, vice chairperson of the Senate, and Susan Sczypanski, secretary of the Commuter Council and student representative to the committee.

Standing Committee Membership. The following committee membership lists were approved.

Professional Welfare: Lydia Fish, chairperson; Herbert Aurbach, Fred Price, Monroe Fordham, James Haynes, David Lampe, Michael Wright, Charles Aquino, Constance Payne, Edward Morgan, Samuel Wakshull, Rex Lohmann, John Allen, Ron Meyer, Maurine Lambrix, and Timothy Odell.

Student Welfare: Ramon Parkins, chairperson; Mary Davis, Fred Floss, James Haynes, Andrew Jablonski, Mary Kerwin, Rebecca Knisley, John Montague, Roswell Park, Christine Pietris, and E. O. Smith Jr.

Public Service Activities: John Allen, chairperson; Donald Agen, John Aiken, Marian Deutschman, Susan Earshen, John Frederick, Narendra Kalia, David Kukulka, Charles LaMorte, John Morganti, Robert Macey, James Mooney, Antoinette Paterson, Thomas Pepper, Theresa Platek, Paul Tarantino, Edwin Suarez, and Susan Carmichael.

International Education Committee: Fred Floss, chairperson; Patricia Bazulka, Connie Creveling, Barbara Bontempo, Richard McCowan, Andrea Guaiti, Anthony Neal, Donald Hetzner, Paul Beaudet, John Frederick, Wanda Slawinska, Sami Qadri, and Tim Odell.

Curricular Items

The following course title changes have been received in the Senate office and have been forwarded to the Senate Curriculum Committee for consideration.

MUS 201—from Symphonic Literature to Symphonic Music; MUS 202—from Vocal Literature 17th-20th Centuries to Vocal Music; MUS 203—Chamber Music Literature to Chamber Music; MUS 301—Introduction to Music Literature to Introduction to Music.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following video teleconferences will take place next week in CC/E:

Nov. 8, 2-4 p.m.:

IRS Tax Training Seminar

Nov. 9, 1-4 p.m.:

New Business Opportunities Under Canada-USA Free Trade

Nov. 10, 1-3 p.m.:

Let's Get Acquainted (Russian Language Program)

The following special video programs will be shown next week in CC/E:

Nov. 7, 12:30-1:30 p.m.:

Coordinating Education and Rehabilitation Services for the Disabled

Nov. 8, 1-3 p.m.:

Biology of Nature
(four programs to be previewed in CC 205)

The following programs have been rescheduled due to changes in satellite feed times by PBS:

Nov. 3, noon-12:30 p.m. to

Nov. 21, 3-3:30 p.m.:

Astronomical Progress
With Dr. Martin Harwit

Nov. 3, 12:30-1 p.m. to

Nov. 21, 3:30-4 p.m.:

A Discussion of Space Science
Policy With Dr. Harwit

Nov. 3, 1-2 p.m. to

Nov. 21, 2-3 p.m.:

Accelerated Learning:
Awakening the Spirit of America

The following teleconferences and satellite programs were recorded live and are now available in our Film and Video Library:

Small Business Tax Education

Training

NYSCAN (Program of 10/26/89)

Albany County Rape Council
Center Conference: The Spectrum
of Sexual Assault

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

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Tuesday/Thursday

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VACANCY NOTICE

November 2, 1989

SUNY/ALBANY		
Assist. Prof.	Linguistics	*D:01/01/90
Psychologist, Sr. Level	Indus/Organiz.	11/13/89
Sr. Prog./Analyst	Computing Serv.	11/21/89
Postdoc. Fellow	Social Work	11/13/89
Assist./Assoc. Prof.	Finance	11/30/89
Professor	Sociology	11/03/89
Staff Assistant, PT	Software Instit.	11/21/89
Staff Assoc.	Health/Counseling	11/21/89
Educ. Specialist	Profess. Develop.	ASAP
SUNY/BINGHAMTON		
Instr. Support Asst.	Phys. Ed/Athletics	11/14/89
SUNY/GENESEO		
Instr./Asst. Prof.	Sociology	12/31/89
Assist. Prof.	Business Law	12/15/89
Instr./Asst. Prof.	Business	12/15/89
Instr./Asst. Prof.	Finance	11/15/89
SUNY/COLLEGE OF AG. & MECH. AT MORRISVILLE		
Instr./Asst. Prof.	Technology	11/10/89
SUNY/NEW PALTZ		
Dir./Personnel	Personnel	11/15/89
SUNY/ONEONTA		
Sr. Staff Assist.	College Relations	12/01/89
SUNY/OSWEGO		
Prog./Analyst	Computer Center	11/21/89
SUNY/POTSDAM		
Counselor	Counseling Cntr.	11/21/89
SUNY/STONY BROOK		
Staff Assist.	Continuing Educ.	11/21/89
Sr. Staff Assist.	Housekeeping	11/21/89
TH Phys. Asst. II	Pre-Agm. Testing	11/21/89
TH Clin. Nurse Sp. II PT	Nursing	11/21/89
Clin. Asst. Prof. PT	Nursing	11/21/89
Sr. Staff Assist.	Zonal Maint.	11/21/89
Tenure Track (several)	Mathematics	12/15/89
TH Rec. Therapy Spec.	Child Psychiatry	11/21/89
Res. Supp. Spec. PT	Marine Sciences	11/03/89
Sr. Res. Supp. Spec.	Med/Allergy	11/20/89
Res. Supp. Spec. I	Pathology	11/03/89
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
TH Resp. Therap. II	Respiratory Ther.	11/21/89
TH Pharmacist (3)	Pharmacy	ASAP
TH Pharmacist	Pharmacy	ASAP
TH Cardiol. Asst. I (3)	Nursing	11/21/89
TH Nurse Admin.	Nursing	11/21/89
TH Staff Asst. II	Hosp. Purchasing	11/21/89
Nurse Practitioner	Pediatrics	11/21/89

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

From the Vice President for Academic Affairs

Conversations in the Disciplines

The 1990-91 competitive cycle of Conversations in the Disciplines is already under way. This is a reminder that the deadline for submission of proposals for the program is Jan. 29. Award announcement will occur in April.

Conversations in the Disciplines funds intercampus conferences which bring together State University faculty and visiting scholars to examine new trends, review promising findings, and become better acquainted with professional developments in their fields and on other campuses.

Guidelines appear elsewhere in the *Bulletin*. The official announcement has already appeared in *News from Sponsored Programs*. For further information contact Bill Pershyn, ext. 6700.

1989-90 Chancellor's and President's Awards/Distinguished Teaching and Distinguished Service Professorships

Nominations are invited for Chancellor's Awards for Excellence in Teaching, Librarianship, and Professional Service as well as for President's Awards for Excellence in Teaching, Excellence in Advisement, in Librarianship, in Scholarship, Research and Creativity, and in Service to the College. (Nominations for Distinguished Professorships may be submitted at any time.) Committees will be established to solicit and review nominations for these various awards. Those interested in nominating someone for a Chancellor's Award, for the President's Awards for Excellence, or for the Distinguished Professorships should obtain a complete set of policies and procedures which spell out the criteria and requirements from Academic Affairs, GC 519.

While the Chancellor's Award for Professional Service is open to professional employees, the President's

Award for Service to the College is now open to all full-time college employees. This opens the award to clerical and support staff as well as faculty. Information and guidelines for the Chancellor's Award for Excellence in Professional Service and the President's Award for Service to the College may be obtained from the President's Office, GC 517. The deadline for submission of completed nomination files is Monday, Dec. 18, 1989.

New Student Programs and Orientation

Upon consultation with the campuswide Orientation Advisory Committee, the New Student Programs and Orientation Office is pleased to announce the following dates for the upcoming 1990 midyear orientation programs.

Freshmen: Tuesday, Jan. 9, through Thursday, Jan. 11

Transfer: Wednesday and Thursday, Jan. 10 and 11

The above programs will include preregistration academic advisement, registration, informational and experiential programming as well as basic skills competency testing in mathematics, English, reading, and foreign languages.

During these sessions, special orientation programming will be conducted for family members and re-entry adult students.

Any comments or questions regarding midyear orientation should be directed to the New Student Programs and Orientation Office at ext. 5336.

From the Chairperson of the College Senate

Senate Meeting of Nov. 10

The College Senate will meet Friday, Nov. 10, from 3-5 p.m. in CC/W. The agenda will include:

Standing committee reports. Bylaws and Elections — Article VI of College

Bylaws; Standards for Students — committee agenda and activities; Budget and Staff Allocations — Residence Life Subcommittee report; Public Service Activities — inventory of college public service activities.

Old business. Proposed smoking policy.

New business. SUNY University Senate Report; process for mission statement revision.

From the Dean of Students

AIDS Teleconference

A live, interactive teleconference entitled "AIDS in the College Community: From Crisis to Management" will take place Thursday, Nov. 16, from 1-4 p.m. in CC/E. Panelists, including a person with AIDS and representatives from legal services, student health services, housing, counseling, and faculty will examine on-campus case studies, discuss the issues to be faced, and develop multiple solutions for ethical questions and policy decisions facing administrators.

The program is presented by the National University Teleconference Network and Ohio State University Residence and Dining Halls in association with the American College Health Association, American College Personnel Association, Association of College and University Housing Officers, and National Association of Student Personnel Administrators. For more information, call Phillip Santa Maria, ext. 4704, or Barry Herb, ext. 4104.

From the Director of Lifelong Learning

Teleconference

The Paul G. Bulger Lifelong Learning Center is sponsoring a teleconference

entitled "Mainstreaming Adult Learners on College Campuses: Is It Working?" on Tuesday, Dec. 5, from 11:45 a.m. to 2 p.m. in CC/E. This is the second in a four-part Today in Higher Education series of live video conferences presented by the College Board. A panel of leaders will discuss and explore different ways two- and four-year institutions have accommodated the rising number of adult students on college campuses.

Please register early by calling ext. 5906. Space is limited! For additional information, contact Michele Mogavero in the Lifelong Learning Center.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following video teleconferences will take place next week in CC/E:

Nov. 14, 1:30-4 p.m.:
Bioresearch Tools for the 1990s
Nov. 15, 1-4 p.m.:
The Dollars and Sense of Exporting:
How To Navigate the Global Market
Nov. 16, 1-4 p.m.:
Aids in the College Community:
From Crisis to Management
The following special video program will be shown next week in CC/E:

Nov. 13, 1-3 p.m.:
Techniques of the Masters: Bill Greene/Duane Michals (Kodak)
For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

Items of Interest

Employee Assistance Program

We're here to listen . . . if you need to talk:

Dave Cummings ext. 5233
Deborah Hard ext. 3068
Paul Martin ext. 4307

We are your Buffalo State Employee Assistance Program coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problems.

Don't wait until a crisis develops. Let us help you avoid one!

Faculty/Staff Stretch, Tone and Aerobics Program

Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or all of the following activities:

Early Bird Workout
Monday/Wednesday/Friday
6:30-7:30 a.m., HG 213
Stretch & Tone
Monday/Wednesday
5-6 p.m., HG 213
Low-impact Aerobics
Tuesday/Thursday
5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

Faculty Recreation Hours

Pool
Monday, Wednesday and Friday
noon-2 p.m.
Racquetball Courts
Monday and Wednesday
noon-2 p.m.
Friday
10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

VACANCY NOTICE November 9, 1989

SUNY/BINGHAMTON			
Counselor	EOP	*D:12/04/89	
Assist.Prof.	Russian Hist.	12/01/89	
Assist./Assoc.Prof.	US Colonial Hist.	12/01/89	
Assist./Assoc.Prof.	Biological Sci.	12/01/89	
Senior faculty	Physics	01/19/90	
Instr.Supp.Assoc.	Chemistry	Open	
Clin.Psychologist	Psychology	Open	
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN			
TH Resp.Therap.II	Anesth/Resp.Ther.	11/28/89	
Assoc.Fac.Prog.Coord.	Facilities Mgmt.	11/28/89	
SUNY/COLLEGE AT CORTLAND			
Personnel Assoc.	Personnel	12/01/89	
Career Pln.&Dev.Assoc.	Career Services	Open	
SUNY/FARMINGDALE			
Instr.Supp.Spec.	Elec.Eng.Tech.	11/28/89	
SUNY/COLLEGE AT NEW PALYZ			
Programmer/Analyst	Computer Services	Open	
SUNY/COLLEGE AT OSWEGO			
Staff Assoc.	Student Develop.	11/28/89	
SUNY/PLATTSBURGH			
Assist.Prof.	Spanish	01/15/90	
Assist.Prof.	Mathematics	01/02/90	
SUNY/COLLEGE AT POTSDAM			
Assist.Prof.	Special Educ.	11/15/89	
Assist.Prof.	Language Arts	11/15/89	
Faculty (2)	Mathematics	Open	
SUNY/STONY BROOK			
Sr.Career Pln.&Dev.Aso.	Career Services	11/28/89	
Sr.Fin.Aid Advisor	Financial Aid	11/28/89	
Assist.Prof.	Marine Sci./Res.	12/22/89	
Faculty	Earth/Space Sci.	01/15/90	
Faculty	Computer Sci.	Open	
Res.Supp.Spec. PT	Anatomical Sci.	11/27/89	
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE			
Assist.Prof.	Critical Care	11/28/89	
TH Sr.Staff Assist.	Physical Plant	11/28/89	
TH Soc.Worker II	Social Wk.Serv.	11/28/89	
Sr.Res.Supp.Spec.	Pharmacology	11/27/89	

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

Guidelines Governing Selection

The worthiness of the actual project is and must be the major consideration in the determination of support. The Faculty Senate Committee on University Programs and Awards recognizes that the projects in different disciplines cannot, in an essential sense, be compared. However, there are attributes common to all proposals, and, with respect to these, a funding priority can and must be made. The Committee uses the following criteria in ranking the proposals. Each major category is rated equally on a scale from "1" (low) to "5" (high). Refer to Exhibit C.

• **Facilitation of Scholarly Exchange:** This is the major purpose of the "Conversation". A strong proposal demonstrates its scholarly relevance in the topic chosen, shows imaginative concepts, timeliness, and has clearly stated objectives. The emphasis of the program is upon scholarly development rather than administrative, curricular or instructional matters.

• **Feasibility:** The plans of the proposal must show that the program is realistic in its implementation, scope, and aims. The clarity of presentation of the program is critical in evaluating the "Conversation" proposal. Evidence of administrative planning and activity is important. "Conversations" should last at least one full day.

• **Participants:** The qualifications of the proposed speakers, panelists, discussants, moderators, or others are considered important. For this reason, a paragraph noting career achievements of proposed presenters should be included within the proposal.

• **Benefits:** The "Conversation" should be of primary benefit to members of the SUNY community. For those conferences funded, it is expected that the host college will send an announcement of the "Conversation" to the academic dean and CORRESPONDING faculty chairman of each SUNY campus including all community colleges.

• **Budget:** The proposed budget should be as specific as possible about honoraria; travel expenses, including meals and lodging; secretarial services; publicity; and other costs. The proposed budget must be consistent with the stated objectives of the "Conversation". (Honoraria may not be requested from this program for SUNY faculty and staff. No single presenter may receive more than \$500 as honoraria from CID funds. Proposed payment of honoraria ranging from \$350 — \$500 to a single presenter should be reserved for individuals considered disciplinary superstars. However, honoraria supplementation is permitted from other sources.) Budget should be presented in line-item form. Refer to Exhibit B.

Normally it is not intended that the "Conversations" program help to fund meetings of professional organizations that would be held in any case.

Higher priority is given to new proposals than to those cases where a continuation proposal is being submitted (i.e. where a "Conversation" has been funded previously and a subsequent "Conversation" on the same topic is being submitted for funding). Continuation proposals should include a brief report of outcomes of original "Conversation".

Department Applications

Any academic department (or equivalent organizational unit, such as a center or library) on a campus may develop a proposal for planning and hosting a conference and submit it through appropriate campus channels for possible support. Joint proposals from more than one campus or department will be considered. Only one proposal may be submitted per department per year, whether submitted singly or jointly.

Format for Application

Each application should state the purpose of the conference, outline the proposition, and set forth in some detail how the money is to be used. There is no special application form. The Committee mandates that the following outline be used in submitting a proposal.

- I. Title Page (please refer to Exhibit A)
 - II. Description — feasibility
 - A. General description (Limited to 5 pages)
 - B. Purposes and goals; special justification, if any. (Be as specific as possible, but limit text to a maximum of 5 pages.)
 - C. Format of program
 - D. Preliminary arrangements made, if any, (with speakers, etc.)
 - E. Any additional information that should be helpful to the Committee
 - III. Participants
 - A. Anticipated total participation
 - B. Description and number of SUNY and other campuses represented
 - C. Description and number of SUNY faculty participants and nature of their participation
 - D. Description and number of non-SUNY faculty participants, speakers, panelists, persons reading papers, SUNY and non-SUNY students, public audiences, etc.
 - E. A brief paragraph noting career achievements of proposed presenters. The vitae of proposers and presenters should not be included in the proposal.
 - IV. Benefits/Significance
 - A. University-wide significance
 - B. Benefits to audience, presenters, and others
 - V. Budget
 - A. Anticipated source of funds (if needed in addition to "Conversations" support)
 - B. Expenditures — Identification of how "Conversations" funds are to be expended should be clearly stated. Please present budget information as indicated in Exhibit B.
- It is understood and agreed by the applicant(s):
A) that the terms and conditions of this proposal as stated in the Guidelines have been read and accepted; b) that any funds awarded are to be expended for the purposes outlined in the application, and any funds not expended for this purpose shall revert to the sponsor upon completion of the project or termination date of the award, whichever is earlier; c) that any major change in the original theme or purpose of the Conversation requires prior written Committee approval, and d) that budget cuts made by the Committee presupposes that the "Conversation" as proposed in the application will be completed for the awarded amount.

Department Applications

Any academic department (or equivalent organizational unit, such as a center or library) on a campus may develop a proposal for planning and hosting a conference and submit it through the campus president for possible support. Joint proposals from more than one campus or department will be considered. Only one proposal may be submitted per department per year, whether submitted singly or jointly.

Participants

Campuses hosting a "Conversation" will invite faculty/students/administrators from all SUNY units including community colleges. The "Conversation" may be opened to other groups and/or interested individuals on a space available basis.

Screening Process

Academic departments wishing to sponsor a conference should first submit a proposal through appropriate campus channels. (For State-operated campuses, the proposal must be sent to the Research Office and signed by an official Research Foundation endorsing designee. Community College faculty must have the proposal signed by the campus President or his/her designee.) The proposal will then be forwarded to the Office of Scholarly Programs for action by the Faculty Senate Committee on University Programs and Awards. The Committee will evaluate each proposal and recommend for approval those conferences judged most worthy.

Notification

Notification is a two-phase process. Preliminary notice of approved proposals will be made by the end of May. Final approval is contingent upon funding from The Research Foundation of State University of New York. The Foundation's budget is generally acted upon annually by mid-summer. Final notification will be made as soon thereafter as possible.

"Conversations" Reports

The Committee asks for an evaluation report from each funded "Conversation" to help in its evaluation of future proposals. It hopes that these reports will underscore the worth of the "Conversations" program and help support its continuation. The follow-up report should consist of the following:

1. Evaluation of conference by its proposer (attainment of goals, special problems encountered, adequacy of financing, etc.).
2. Copies of any publicity brochure circulated, conference program, list of participants and units finally represented.
3. Additional brief comments by other participants and planners, as seems appropriate.
4. Information and suggestions on planning and procedure which might be useful to proponents of future "Conversations."

Instructions for Directors of Conversations in the Disciplines

For the guidance of proposers, administration and other staff members, the Faculty Senate Committee on University Programs and Awards asks that the Directors of Conversations comply with

the following instructions in administering their award. Consult these from time to time so as to assure that the purposes of Conversations and the plans for your own specific Conversation adhere to these policies and instructions.

I. USING FUNDS:

Expenditure of funds are solely in support of the conversation program.

All forms and correspondence authorizing disbursement of funds should be forwarded through the local business office to the Research Foundation for payment from the account established. Expenditure of funds must be in accordance with State University of New York and Research Foundation regulations.

Be aware of the amount of lead time necessary for securing payments, such as those of honoraria of speakers, and plan and inform concerned persons accordingly. No honoraria are to be paid to SUNY faculty and staff participants. No compensation may be paid from grant funds to Conversation planners (e.g. project director or collaborators) for their efforts in preparing and conducting the "Conversation."

II. PRINTED MATTER:

The printed program of a Conversation should bear a sponsorship credit stating, "This conference is sponsored by the Conversations in the Discipline Program of the State University of New York. Funding for the program is from The Research Foundation of State University of New York."

If any publications result from the Conversation, the Director will, in consideration of the award, abide by the copyright policy of The Research Foundation of State University of New York.

III. CHANGES IN PROJECT:

Director: If local circumstances make it necessary to change the Director of the Conversation, authorization to do so should be sought by communicating in writing to the Office of Scholarly Programs through the appropriate campus channels. (State-operated campuses — the Research Foundation Research Office; Community Colleges — the President's Office). The letter should be addressed to the Faculty Senate Committee on University Programs and Awards, Office of Scholarly Programs, The Research Foundation of State University of New York, State University Plaza, Room S-407, Albany, New York 12246.

Budget: If there are questions about expenditures please clear them with the Office of Scholarly Programs. Significant modifications to

the budget as approved at the time of award must be authorized by the Committee. The cost of meals (except those for presenters) and alcoholic beverages are precluded from funding from the "Conversations" program. No honoraria may be paid from this program for SUNY faculty and staff. No single presenter may receive more than \$500 as honoraria from CID funding. Single payments of honoraria of \$350 - \$500 should be reserved for disciplinary superstars. However, honoraria supplementation is permitted from outside sources. Registration fees should be considered to cover costs of luncheons, coffee breaks, refreshments, etc.

Dates: If the dates of a Conversation are changed more than one month from what was stated in the proposal, this change should be communicated directly to the Office of Scholarly Programs.

Speakers: It is understood that efforts to secure speakers are at the mercy of circumstances, and that if a proposed speaker is unable to attend, the proposers will seek the best available replacement. It is not necessary to communicate changes of speakers to the Committee.

Organization: If it is desired to make a change in the organization or format of the Conversation, this may be done, without report, to the extent that it does not alter the original theme or purpose of the Conversation as approved. However, any change that would significantly affect the theme or purpose should be discussed with the Chairman of the Committee before the proposing unit commits itself to the change. The funding of the grant is made especially on the basis of theme and purpose, and if these change, the basis of commitment of the funds is destroyed, and funds may thus be jeopardized.

Commitments: Confirmation that the "Conversation" will proceed as planned must be forwarded to the Office of Scholarly Programs by November 30 of the year in which the proposal is awarded. If funding is to be forthcoming from outside sources, a copy of the commitment must be submitted to the Office of Scholarly Programs by November 30 of the year in which the proposal is awarded.

IV. EVALUATION REPORTS

Please note the requirements for an Evaluation Report on the activities supported by this award. The form to be used for submission of this report will be forwarded at the time of award. The Evaluation Report should be sent to the Committee on University Programs and Awards in care of the Office of Scholarly Programs.

INAUGURATION ADDRESS

F. C. Richardson
President, State University College at Buffalo

November 4, 1989

Trustee Gardner, Chancellor Johnstone, Mr. Kenzie, reverend clergy, faculty and staff colleagues, students, family members, alumni and friends of Buffalo State College, and all those who greeted me here today: words cannot describe the deep sense of humility and honor that I feel at this moment.

This is an historic occasion for my family and me.

I want to first express my gratitude to the State University of New York Trustees, the Buffalo State College Council, the chancellor, and the entire college family for the honor and privilege of being named the sixth president of Buffalo State College. My wife Bernice and I pledge that we will do everything humanly possible to earn the trust bestowed upon us, and secure for the institution a future that all her constituencies can take pride in.

Next, I want to thank my family members and my academic colleagues from across the country for coming to share in this occasion. The only wish I have that cannot be fulfilled by the events of today is that my mother and father could have witnessed this moment in my life.

I also want to express sincere gratitude and appreciation to Buffalo State faculty, staff, students and alumni, to my new colleagues in the State University of New York system, and to the Buffalo and Western New York communities for the warm welcome extended to my family and me. We have been warmly embraced by everyone we have met so that after only four months in Buffalo we feel that we are truly part of the community.

Since the announcement of my appointment last March, I have been reading everything I can find that would help me understand the nature and magnitude of the challenges before me as I prepare for my new responsibilities. I have also talked to some of my colleagues from around the country about their perception of where higher education is likely to go in the 90s, and the kinds of forces that are most likely to shape its future. I have read the history of State University College at Buffalo, written by Professor Marvin J. LaHood. I have read several inaugural addresses, speeches and papers by some of my distinguished predecessors, including Paul G. Bulger, the third president, E. K. Fretwell, the fourth president, and D. Bruce Johnstone, the fifth president, all of whom have graced us with their presence here today. I must be the most fortunate new college president in the entire country: all the wisdom of the last three presidents of the institution is here at my inauguration. And the daughter of the very first president of the college, whom I have had the joy of meeting, is also in the audience.

President Harry W. Rockwell built solid programs in teacher education as the school's last principal and first president from 1919 to 1951. President Harvey M. Rice brought campus democracy and began community relations as second president from 1951 to 1958. As the third president from 1959 to 1967, Dr. Bulger presided over enormous expansion of the college in the 1960s when the enrollment went from 4,000 to over 10,000 and programs mushroomed. Dr. Fretwell began to focus on urban issues and commitment as well as international concerns during his tenure as fourth president from 1967 to 1978. And, as fifth president from 1979 to 1988, Dr. Johnstone extended the college further into the community and developed a level of support for the arts programs and the entire institution that is the envy of others in the SUNY system.

It will not be an easy task to build upon the achievements of these five giants, but build we must. If we could do no more than maintain what has already been achieved at Buffalo State it would be a significant accomplishment. But it is the responsibility of every president to leave the institution in a better condition than what he found when he arrived. It is clear from the historical record of the college that every president has done that and each added significantly to the breadth, depth, and quality of the institution during his tenure. I am very fortunate to not only have the historical record to call upon, but three of the first five presidents of the institution are available for me to call upon at any time should I need them, and each has graciously made that offer to me.

Warren Bennis says in his recent book titled Why Leaders Can't Lead, "In the 1960s we wanted to make the world better. In the 1970s we wanted only to make ourselves better. Now at the close of the 1980s we seem to be uncertain about whether we can make anything better." He goes on to say that the very fabric of our society is being unraveled by unchecked crime and drug traffic, increasing poverty and illiteracy, unprecedented cynicism toward possible solutions, and a seemingly unconscious conspiracy in contemporary society that prevents leaders from taking charge and making a difference, no matter what their original vision. He also says that entrenched bureaucracies in many organizations--with a commitment to the status quo--undermine the unwary leader, and certain social forces--like the increasing tension between individual rights and the common good--discourage the emergence of new leadership. There are many other conditions in our society today that prevent leaders from leading, teachers from teaching, managers from managing, and society from making any significant progress in resolving the many problems that diminish the quality of life for many of our fellow citizens. These range from narcissistic children of the "Me Decade" who seem unwilling to embrace any vision but their own narrow view that excludes the possibility of sacrificing even a little bit of today to gain something better tomorrow, to debilitating conditions that engulf our schools, the streets of our cities, and the leaders of countries around the world.

But I am not discouraged by the conditions that make leadership more difficult. Rather, I look upon them as challenges to the will and the imagination of those willing to accept leadership positions in such difficult times. And I gladly accept the challenge to provide leadership for Buffalo State College at this time in her history. Our job will be to plan the

future. To think about that future is to ask not only what kinds of analytic, communicative, sociologic, and technologic skills our students will need to have productive careers in a world that is becoming more complex, but we must also ask what kind of human competence, what kinds of moral and ethical values, what level of understanding of the principles on which our democratic society was founded, what level of tolerance of other peoples and other ideas and other values and other races and religions and philosophies will be required of our students to improve the social and economic order and ensure the advancement of civilized existence in the 21st century.

We cannot plan the future unless we understand conditions of today, and perhaps also something about why conditions are the way they are. In trying to find a few words that would accurately and succinctly describe current conditions in our society the words of Charles Dickens kept coming back to me, where he described The Period in A Tale of Two Cities. "It was the best of times, it was the worst of times, it was the age of wisdom, it was the age of foolishness, it was the epoch of belief, it was the epoch of incredulity, it was the season of light, it was the season of darkness, it was the spring of hope, it was the winter of despair, we had everything before us, we had nothing before us, we were all going direct to Heaven, we were all going direct the other way--in short, the period was so far like the present period, that some of its noisiest authorities insisted on its being received, for good or for evil, in the superlative degree of comparison only." While there most assuredly are not conditions today that parallel the revolutions in Europe that Dickens described in his novels, the world is growing so small today that our graduates must be prepared to understand the nature of revolutions everywhere in the world and the conditions that give rise to them, because revolutions anywhere in the world in the 21st century will affect all aspects of life in the United States.

President John F. Kennedy said a journey of a thousand miles begins with the first step, and for me that first step begins today. My task will be to enhance the excellence that the institution has already achieved over its 118-year history, and especially since it became a SUNY college in 1948. We will have to do this during a period in history that may someday be described as schizophrenic: a time of the most rapid advancement in knowledge and technology coupled with a time of rapid regression in human relations.

But I am optimistic about the future of the college. I am encouraged by the commitment of the faculty to excellence in teaching and scholarship. And I am excited by the prospects for enhancement of our programs and all the activities that contribute to a quality education for our students and the professional services we can provide to our communities.

On September 19 I shared six broad goals with the college community that I hope to pursue. I repeat them now in summary form as a preface to some further thoughts on what my responsibilities must encompass, and what we hope to bring to the future of the institution and the surrounding communities.

The first goal is to improve all aspects of the learning environment.

Second, we want to develop a consensus among faculty about the characteristics that constitute a quality education and then structure educational experiences for our students that will give them the best chance for achieving those characteristics.

Third, we must develop a greater sense of community on the campus.

Fourth, we must improve the climate and support for faculty scholarship and professional development.

Fifth, we must extend current academic partnerships with the community and develop new partnerships that will expand learning opportunities for students and growth opportunities for faculty while extending resources and services to our communities.

And sixth, we must respond better to an increasingly diverse student population and learn how to turn that diversity into a strength by creating unique learning experiences for students in an urban college.

These kinds of goals are not new or unique to a new presidency. And while many new presidents have succeeded in achieving such goals, others have failed. Obviously we want to focus on those ideas and approaches and patterns of behavior that succeed. The challenge will be where to direct our energies, how to spend our time, and which priorities are central to achieving the mission and the goals of the college.

People followed Martin Luther King Jr. because he articulated so well the hopes and dreams and aspirations they had for a world filled with genuine humanity. He didn't create sayings or slogans or catchy phrases whose meanings people could disagree with. He used instead phrases and proverbs and parables and passages from the Bible, the Constitution and the Bill of Rights, and sayings of great philosophers and poets to suggest to all of humankind that our lives are inextricably bound together, and none of us can achieve our full potential unless we somehow find ways to extend to all people the freedoms, privileges, and protection that our constitutional form of government has promised.

Every institution in our society has a responsibility to help all citizens achieve their constitutional guarantees, but none more than education. I believe that education represents the best hope we have for achieving a humanistic world. The 1986 report of the National Commission on the Role and Future of State Colleges and Universities says, "Ignorance is the enemy of democracy. Undeveloped intelligence that falls short of potential is a tragedy for the Nation as well as a catastrophic denial of personal opportunity for the individual."

Our nation cannot afford this mounting waste and the threat that it poses to our democratic way of life. I applaud the declaration of war on poverty by the Johnson administration in the 60s, the war on crime by the Nixon administration in the 70s, and the war on drugs by the Bush administration in the 80s. But it is clear to me that we will never win any of those wars until we declare war on ignorance and illiteracy and win that

war. This declaration must be made by our educational institutions at every level from kindergarten through college. We must somehow finally fulfill the vision of Thomas Jefferson of education for all for a democratic society; but we must also be mindful of the admonition of Jesse Jackson who said, "The measure of a nation is in terms of how it treats the least of its citizens."

In the past few months I have read many books and papers and articles about presidential leadership; about how to modify institutional behavior; about how to develop and implement new and innovative ideas; about how to improve organizational efficiency; about the importance of hiring good people and the right people for the mission of the institution; about how to improve the conditions for student learning; about why institutions of higher education are failing our democratic society because our graduates can't manage, can't lead, and in some cases can't read; about the growing tensions between individualism and collectivism; about the decline in moral and ethical values in our society and the role that educational institutions must play in the restoration of the values that are vital to a democratic society; about how the waste of human potential threatens to undermine the economic and social fabric of society. The list could stretch on into the next hour. But I have also gone back and reviewed some history of Western philosophy in an effort to see if a particular philosophy or way of thinking or viewing the world can help us put contemporary problems into a context where they are resolvable. I must admit that Cynicism, Skepticism, Stoicism, and Epicureanism have different meanings for me now than when I originally read about those philosophies as taught by Diogenes, Pyrrho, Zeno, and Epicurus. But my personal philosophy is much simpler than either the ancient or contemporary views. It is best summed up by a quote I found some years ago and put into my file titled, "words to live by," which is the reason for the title of the file. It says, "My grandmother never went to school but she was very wise. Before she died 60 years ago, she handed me a slip of paper with 'all the advice you'll ever need to have a good life.' Here's what she wrote: 'Wash what is dirty. Water what is dry. Heal what is wounded. Warm what is cold. Guide what goes off the road. LOVE people who are least LOVABLE because they need it most.'" These words have served me well over the years and I have no intention of discarding them now.

Gourmet cooks often say that the difference between an ordinary dish and something really special can be the addition of one spice or one herb. Oftentimes athletic teams are very average until they add one person who turns out to be the missing ingredient the team needs to achieve excellence. The addition of just one ingredient or one entity can sometimes make a difference far beyond what the barometer might predict.

It is my fondest hope that the skills and characteristics and moral and ethical values that I bring to my work might result in The Human Touch that will enable Buffalo State College to achieve a greater sense of community and a better environment for teaching and learning. Perhaps I can serve as that one additional ingredient, that unique catalyst that will bring the harmony and synergism needed to help achieve a better quality of life for those we serve. My fondest dream is that I can stimulate activities and provide a model that will help Buffalo State become an outstanding urban institution, an ideal place for teaching and learning and professional service to the

communities that support us; a place where those who hate ignorance may strive to know, where those who perceive truth may strive to make others see; a place where seekers of knowledge and truth can come together with philosophers and poets and scientists to search for new insights; a place where ideas are cherished and differences are dignified; a place where the virtues of tolerance, temperance, prudence, fortitude, and justice are taught and learned and practiced; a place where the lofty ideas and idealism of impressionable youth can come face to face with the stoic wisdom of faculty to make learning a marvelous adventure; in short, a haven for all those who want to learn--young and old, black and white, rich and poor, Christian and Jew and Moslem and Hindu--anyone and everyone who wants an education. Those are the hopes and dreams that I have, and that is why I am here--to help make a difference.

Thank all of you for sharing this celebration with me and my family.

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BUFFALO STATE COLLEGE

College Bulletin

Volume XXXV Number 12 November 16, 1989

From the President State Employees Federated Appeal (SEFA)

I am delighted to report that the employees and students of Buffalo State College have once again set a record of giving to the State Employees Federated Appeal (SEFA). Over 1,000 members of the Buffalo State family contributed \$90,524 to this year's campaign. This exceeds last year's record of \$79,700 by over \$10,000 and helped the State Employees Division of Erie and Niagara counties exceed its goal by about \$80,000.

Your generosity again ensured a leadership role for the college in meeting the urgent needs of the individuals and families served by the 130 United Way agencies, 32 national health agencies, and 21 international service agencies included in this critically important appeal.

Thank you and congratulations for another job well done!

From the Vice President for Finance and Management

Health Insurance Option Transfer Period

The Employee Benefits Division of the NYS Department of Civil Service has announced that 1990 health insurance rates have just been finalized. This information will be printed in the option transfer guides and forwarded to the college within a week. The Option Transfer Period, in which employees may change their health insurance option, will be extended *beyond* the month of November to allow ample time to review the option transfer information. The Human Resource Management Office will distribute the option transfer guides to employees enrolled in the health insurance program as soon as the guides arrive on campus. The office

also will inform employees of the new deadline for option transfers.

In the meantime, Human Resource Management (GC 403) has printed materials on the four health options and new Empire Plan Participating Provider Directories. Interested employees may request copies by calling ext. 6639.

As previously announced, there will be an information session regarding the health insurance transfer period on Nov. 21 from 1:30 to 3:30 p.m. in GC 418.

From the Inauguration Committee

Thank-You Note

The committee would like to extend sincere thanks to all those faculty, staff, and students whose assistance helped make the inauguration a smashing success. Without the help of the many volunteers who gave so unstintingly of their time and talents this very special event could never have come to fruition. Your efforts were indeed appreciated!

From the Chairperson of the College Senate

Curricular Items

The following have been received in the Senate Office and have been forwarded to the Curriculum Committee for consideration.

Program Revision: B.S. in Design, Theater Concentration.

New Course: PAR 350 The American Musical, an historical study of the American musical focusing on the interrelationship between the disciplines of music, theater, and dance.

From the Faculty /Staff Advisory Council

Campus Software Survey

The Faculty/Staff Advisory Council's subcommittee for computer instruction has completed a survey of all campus users of computer software. The results of the survey are now available and all respondents, people who have indicated their willingness to help users with computer software products, and campus department offices will receive them in the next two weeks. Those using IBM-compatible computers will be mailed a disk with a menu-driven program to display category information. Hardcopy lists will be mailed to everyone else.

From the Director of Lifelong Learning

Teleconference

The Paul G. Bulger Lifelong Learning Center is sponsoring a teleconference entitled "Mainstreaming Adult Learners on College Campuses: Is It Working?" on Tuesday, Dec. 5, from 11:45 a.m. to 2 p.m. in CC/E. This is the second in a four-part Today in Higher Education series of live video conferences presented by the College Board. A panel of leaders will discuss and explore different ways two- and four-year institutions have accommodated the rising number of adult students on college campuses.

Please register early by calling ext. 5906. Space is limited! For additional information, contact Michele Mogavero in the Lifelong Learning Center.

College Bulletin

Volume XXXV Number 13 November 30, 1989

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following video teleconference will take place in CC/E:

Nov. 29, Noon-3 p.m.:
Ballistic Research Project: Test Results (L.E.S.T.N.)
The following special video programs will be shown in CC/E:

Nov. 20, 1-3 p.m.:
Techniques of the Masters: Jay Maisel (Kodak)
Nov. 21, 2-3 p.m.:
Accelerated Learning: Awakening the Spirit of America
Nov. 21, 3-3:30 p.m.:
Astronomical Progress (Dr. Martin Harwit)

Nov. 21, 3:30-4 p.m.:
A Discussion of Space Science Policy (Dr. Harwit)
Nov. 28, 1-4 p.m.:
Voyager 2—Neptune Encounter
The following teleconferences and satellite programs were recorded live and are now available in our Film and Video Library:

- Coordinating Education and Rehabilitation Services for the Handicapped
- Techniques of the Masters: Jay Maisel
- Techniques of the Masters: Bill Greene/Duane Michals
- Bioresearch Tools for the 1990s
- Dollars and Sense of Exporting: How To Navigate the Global Market

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

Items of Interest

Employee Assistance Program

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Dave Cummings... ext. 5233
Deborah Hard..... ext. 3068
Paul Martin..... ext. 4307

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VACANCY NOTICE

November 16, 1989

SUNY/ALBANY		
Asst. Prof.	Physics	*D:12/01/89
Research Assoc.	Mesoamer. Stud.	01/01/90
Research Assoc.	Atmosph. Sci.	11/24/89
Instr. Supp. Assoc.	Chemistry	12/05/89
SUNY/BINGHAMTON		
Lead Prog./Analyst	Computer Center	12/05/89
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
Asst. Fac. Prog. Coord. (2)	Fac. Mgmt./Develop.	12/05/89
TH Phys. Asst. I	Pediatrics	12/05/89
TH Asst. Dir./Nursing (2)	Nursing Educ.	12/05/89
SUNY/CENTRAL ADMINISTRATION		
Sr. Staff Asst.	Programs/Arts	12/04/89
SUNY/CORTLAND		
Asst. Prof.	Music	12/15/89
SUNY/COLLEGE ENV. SCIENCE & FORESTRY		
Asst. Prof.	Vertebrate Physio.	12/01/89
SUNY/FARMINGDALE		
Instr. Supp. Tech.	Elec. Eng. Tech.	12/05/89
Asst. Director	Computing Serv.	12/05/89
SUNY/COLLEGE AT OLD WESTBURY		
Vice President	Academic Affairs	12/15/89
SUNY/COLLEGE AT OSWEGO		
Faculty (2)	Psychology	02/05/90
Asst. Prof.	Philosophy	12/04/89
SUNY/POTSDAM		
Instructor	English	11/ /89
SUNY/STONY BROOK		
Comm. Rela. Assoc. (2)	Publications	12/05/89
Comm. Rela. Assoc.	News Service	12/05/89
Comm. Rela. Assist.	News/Publications	12/05/89
Comm. Rela. Assist. (2)	Publications	12/05/89
Staff Assist.	Continuing Educ.	12/05/89
Scientific Prog.	Preventative Med.	12/04/89
Res. Supp. Spec.	Pathology	12/04/89
Accountant II	Internal Audit	12/31/89
Res. Supp. Spec.	Microbiology	12/07/89
TH Biomed. Engin.	Biomedical Eng.	12/05/89
TH Open Heart Perf.	Surgical Services	12/05/89
Asst. Prof.	Social Welfare	12/15/89
Lecturer	Social Welfare	12/15/89
TH Phys. Therap. III	Physical Therapy	12/05/89
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Asst. Prof.	Critical Care	11/28/89

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

From the Vice President for Finance and Management

Health Insurance Coverage for Dependent Students

Children over age 19 who graduate, leave school, or marry lose eligibility for coverage in the NYS Employee Health Insurance Program. Under a recent federal law (COBRA), these dependents may be provided an opportunity to continue group health benefits by paying the full cost of coverage.

If your child is losing eligibility for coverage, please notify the Human Resource Management Office (GC 403, ext. 6639) so that your health insurance records can be updated. You may also obtain further information on continuation of coverage for your dependents.

From the Director of Public Affairs

Happenings Deadlines

Campus events items for the February/March issue of *Happenings* are due Wednesday, Dec. 13, in the Public Affairs Office, GC 515. Items from Arts and Humanities faculty members are due in Lee Ann Grace's office (RH 222) no later than Monday, Dec. 11.

Items for *Happenings* include on-campus events open to the general public such as films, concerts, plays, exhibitions, general-interest lectures, etc. Questions should be addressed to Jim Koelmel, ext. 4201.

Inauguration Programs

Anyone wishing a copy of the inauguration program may obtain one by calling Public Affairs, ext. 4201.

From the Director of Lifelong Learning

Teleconference

The Paul G. Bulger Lifelong Learning Center is sponsoring a teleconference entitled "Mainstreaming Adult Learners on College Campuses: Is It Working?" on Tuesday, Dec. 5, from 11:45 a.m. to 2 p.m. in CC/E. This is the second in a four-part Today in Higher Education series of live video conferences presented by the College Board. A panel of leaders will discuss and explore different ways two- and four-year institutions have accommodated the rising number of adult students on college campuses.

Please register early by calling ext. 5906. Space is limited! For additional information, contact Michele Mogavero in the Lifelong Learning Center.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following video teleconferences will take place in CC/E in December:

Dec. 5, Noon-2 p.m.:
Mainstreaming Adult Learners on College Campuses: Is It Working?
Dec. 12, 2:30-4:30 p.m.:
RAD 1990: The Emergence of Rapid Application Development
Dec. 13, Noon-3 p.m.:
Informant Development (L.E.S.T.N.)

The following teleconferences and satellite programs were recorded live and are now available in our Film and Video Library:

- AIDS in the College Community: From Crisis to Management
 - Ballistic Research Project Test Results (L.E.S.T.N.)
- For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

From the Executive Director of FSA

FSA Funding for Fall

The Faculty-Student Association board of directors has allocated \$50,000 to support the following campus programs for the fall 1989 semester:

Caribbean Week
Law Day Banquet
Buffalo Forum
Career in Crafts/Design
Book and Author Seminar
Full Spectrum
Expressionism
Social Work Conference
Eating for Top Performance
Ethics in Higher Education
Classroom Management
International Fiesta
Poets and Writers
WNY Medievalists
African-American Film
Buffalo Philharmonic
Health Hazards in the Arts
BSC Faculty Concert Series
The American Family
Wellness Week 1990
Jody's Got Your Cadillac
2nd Annual Pre-Collegiate Day
Enrichment Series - BSC Child Dev.
Political Science Speakers Series
English Education Seminar
Seminar on the Teaching of Writing
Evening Student Advisement Session
Chemistry Department Seminars
Portrait Magazine
Substance Abuse-Alcohol Awareness
Empowering Women in the Church
Winterim V
Career Fair
Gwendolyn Brooks Reading
Political Awareness in South Africa
Martin Luther King Jr. Memorial
Women's Spirituality
Apartheid Simulation
EOP Honors Convocation
Spanish Gospel Film Festival
Burchfield Art Center

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Pennies for Playground

Students at the College Learning Laboratory, Campus West School are gaining on their school's goal of raising a mile of pennies—that's 85,000—to help fund a playground, but they are

counting on others to pitch any spare pennies. Anyone who would like to donate pennies, preferably ones which are counted and rolled, can bring them to the main office of the school from 8 a.m. to 4 p.m. Monday through Friday.

VACANCY NOTICE November 30, 1989

SUNY/ALBANY		
Teacher/Artist	Performing Arts	*D:12/15/89
Assist.Prof. (3)	Sociology	12/31/89
Assist.Librarian PT	Spec.Collections	12/01/89
Assist.Prof.	Spanish	02/15/90
Faculty (2)	English	12/04/89
SUNY/COLLEGE OF TECHNOLOGY AT ALFRED		
Prog/Analyst	Computer Center	12/12/89
SUNY/BINGHAMTON		
Assist/Assoc.Prof.	Voice/Theater	02/15/90
Instr.Supp.Tech.	Schweitzer Chair	12/12/89
Professor	Creative Writing	01/31/90
Assist.Prof.	Psychology	Open
Assist/Assoc.Prof.	Elec.Engineering	Open
SUNY/COLLEGE AT BROOKPORT		
Assist/Assoc.Prof.	Health Science	02/16/90
Assist/Assoc.Prof.	Rec/Leisure Stud.	02/16/90
Adjunct Prof.	Educ.Adminis.	02/01/90
Faculty (3)	Business Admin.	12/18/89
Chair	Foreign Language	01/15/90
Assist.Prof.	Mathematics	01/29/90
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
TH Pharmacy Asst.	Pharmacy	12/12/89
TH Nursing Admin.	Nursing Services	12/12/89
TH Financial Analyst	Hospital Bus. Ofc.	12/12/89
Counselor (2)	Psychiatry	12/12/89
Assoc.Fac.Prog.Coord.	Facilities Mgmt.	12/12/89
TH Sr.Fin.Analyst	Hospital Bus. Ofc.	12/12/89
TH Asst.Director	Nursing/Pediatrics	12/12/89
TH Social Worker I	Social Work	12/12/89
TH Biomedical Eng.	SMIC	12/12/89
Sr.Staff Assist.	Facilities Mgmt.	12/12/89
SUNY/BUFFALO		
Lead Prog/Analyst	Computing Serv.	12/12/89
Sr. Prog/Analyst	Computing Serv.	12/06/89
Super. Prog/Analyst	Computing Serv.	12/06/89
SUNY/CENTRAL ADMINISTRATION		
Asst.Univ.Fin.Analysis	Business/Finance	12/01/89
SUNY/COLLEGE AT CORTLAND		
Staff Associate	Alumni Office	12/12/89
Associate Dean	Arts & Science	01/10/90
SUNY/COLLEGE OF TECHNOLOGY AT DELHI		
Assoc.Fac.Prog.Coord.	Facilities	12/15/89
SUNY/COLLEGE AT FREDONIA		
Assist/Assoc.Prof. (2)	Educ.Studies	Open
Assist/Assoc.Prof.	Education	01/15/90
Assist.Prof.	Economics	Open
SUNY/COLLEGE AT GENESEO		
Assist.Prof.	Foreign Lang.	02/01/90
SUNY/COLLEGE AT OSWEGO		
Assist/Assoc.Prof. (2)	Business Adm.	12/15/89
Faculty	History	02/16/90
Instr/Assist.Prof.	History	02/16/90
Assist. for Instr.Res.	Learning Resources	01/15/90
SUNY/PURCHASE		
Instr.Supp.Assoc.	Instr.Resources	12/12/89
SUNY/STONY BROOK		
Assist.Prof. (2)	History	02/01/90
Assist.Prof. (3)	Art	12/04/89
Staff Assist.	Alumni Affairs	12/12/89
Sr.Fin.Aid Advisor	Financial Aid	12/12/89
Sr.Res.Supp.Spec.	OBS/GYN-CPMP	12/11/89
Sr.Res.Supp.Spec.	Preventative Med.	12/11/89
Purchase Assoc.	Purchasing	12/21/89
Sr.Res.Supp.Spec.	Pharmacology	12/21/89
Prin.Med.Prac.Admin.	CPMP	12/21/89
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
TH Sr.Staff Assist.	Physical Plant	12/12/89
TH Cardiology Asst.I	Nursing	12/12/89
TH Patient Acctg.Spec.	Controller's Ofc.	12/12/89
TH Clin.Lab Tech.III	Clinical Path.	12/12/89

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

Holiday Cheer

President and Mrs. F. C. Richardson

Cordially Invite You to a

Holiday Party

Thursday, December 14

4-6 p.m. Moot Hall

College Bulletin

Volume XXXV Number 14 December 7, 1989

From the Vice President for Academic Affairs

Inaugural Seminar Series

Dr. Robert E. Horvat, chairperson of the Earth Sciences and Science Education Department, will be the second presenter in the currently running seminar series honoring President Richardson. The seminar will be held Dec. 14 in HA 122 at 12:30 p.m. Dr. Horvat will present "Energy in the Environment: The Challenge for America," an examination of what America has learned from the two "energy crises" of the 1970s. Questioning whether energy problems are likely to occur again, Dr. Horvat will include an illustrated slide lecture to explain some major energy options with their environmental impact.

From the Vice President for Finance and Management

Sale of Surplus College Property

The Campus Services Office will conduct a sale of surplus college property on Jan. 6, 1990. Information regarding the sale may be obtained from Richard Saddleson, property control officer, Cleveland Hall 410, ext. 6835. Items may be viewed from 11 a.m. to 2 p.m. on the above date only. The following is a list of the categories of items to be viewed:

- Chemistry-related equipment
- Business machines/office equipment
- Garage/shop equipment
- AV equipment
- Furniture and domestic appliances

Scanner Test Services

To accommodate the college community during Critique and Evaluation period (Dec. 18-22), test scoring service hours will be: Monday-Friday, 8

a.m.-7 p.m. After-hours drop-off/pick-up can be arranged by calling ext. 5122 for entry to TR C-3A. Tests will be processed as soon as possible. Faculty will be notified of completion for pick-up. To avoid unnecessary delays in processing, please check to be sure you have *two identical key sheets* for each exam. For further information call Jennifer McMahon or Marlene Kasprzak, ext. 5122.

From the Chairperson of the College Senate

Faculty Exchange Scholar Program

The SUNY Faculty Exchange Scholar Program has been announced by the SUNY University Senate Awards Committee. Interested applicants should read the procedures described in the insert in this *College Bulletin*. The College Senate has formed a local nominations committee consisting of the following: Irene Hulicka (Psychology Department), Paul Martin (Fine Arts Department), E. O. Smith (History Department), and Carole Harris (vice chairperson of the College Senate). Deadline for the submission of applications is Jan. 19, 1990. Applications should be sent to the College Senate Office, Cleveland Hall 415B, Attention: Carole Harris. Please see insert for details on the application procedure. The program is to facilitate the exchange of scholarly discussion between SUNY campuses through the visitation of SUNY Faculty Scholars from one campus to another.

Senate Meeting of Dec. 8

The College Senate will meet Friday, Dec. 8, at 3 p.m. in CC/W. The agenda will include:

Standing Committee Reports. Academic Plan-development of proce-

dures on academic programs; Budget and Staff Allocations-Residence Life Subcommittee report; Standards for Students-activities and agenda; Professional Welfare-activities and subcommittees; Instruction and Research-guidelines for scientific misconduct policy and reinstatement of the Jewish holy days as official holidays; Student Welfare-resolutions on student rights and consultation.

Old business. Smoking policy proposal.

New business. SUNY Faculty Senate Report-concerns and ideals on professional ethics.

From the Director of Butler Library

Extended Study Hours

Butler Library will once again offer end-of-semester extended hours to afford students a quiet place to study. In response to student requests the library will open early in addition to offering late night study. Hours are as follows:

Sun., Dec. 10:

Noon-1 a.m.

Mon.-Thurs., Dec. 11-14:

7 a.m.-1 a.m.

Fri., Dec. 15:

7 a.m.-7 p.m.

Sat., Dec. 16:

9 a.m.-7 p.m.

Sun., Dec. 17:

Noon-1 a.m.

Mon.-Thurs., Dec. 18-21:

7 a.m.-1 a.m.

Fri., Dec. 22:

8 a.m.-4:45 p.m.

The first floor lounges, Information Services room, and Bound Periodicals will be open. No service points will be staffed. This is for *studying only*. Book stacks including Curriculum Lab and Current Periodicals & Reserve will be closed.

Library hours during intersession (Dec. 23-Jan.15) will be 9 a.m. to 3:45 p.m., Monday through Friday. The library will be closed Saturdays and Sundays during intersession and on Christmas Day (Dec. 25), New Year's Day (Jan. 1), and Martin Luther King Day (Jan. 15).

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VACANCY NOTICE December 7, 1989

SUNY/COLLEGE AT BUFFALO

Assist./Assoc.Prof. (2)	Business	*D:01/15/90
Assist.Prof.	Creative Studies	04/15/90
Assist.Prof.	Chemistry	02/15/90
Assist.Prof. (2)	Communication	02/15/90
Professor/Chair	Criminal Justice	02/15/90
Assist.Prof.	Criminal Justice	02/15/90
Assist.Prof.	Economics	12/15/89
Assist.Prof. (2)	Educ. Foundations	04/01/90
Professor/Chair	Elem.Educ./Reading	02/01/90
Assist.Prof. (4)	Elem.Educ./Reading	03/01/90
Assist.Prof.	English	01/15/90
Assist.Prof.	Exceptional Ed.	03/01/90
Assist./Assoc.Prof. (3)	Mathematics	02/02/90
Assist.Prof. (2)	Nutrition/Food Sci.	02/15/90
Assist.Prof. (2)	Sociology	01/01/90
Assist.Prof.	Speech Lang.Path.	02/01/90
Professor	Technology	03/15/90
Assist.Prof.	Technology	02/15/90

SUNY/ALBANY

Assist.Prof.	Chinese Studies	01/30/90
Research Fellow	Criminal Justice	12/11/89
Full/Assoc.Prof.	Economics	12/11/89
Assist./Assoc.Prof. (2)	Communication	12/11/89
Tenure Track (4)	Social Welfare	01/15/90
Assist./Assoc. Prof.	Psychology	01/01/90
Assist./Assoc. Prof.	History	12/15/89
Fin.Aid Assist.	Financial Aid	12/19/89
Sr.Prog./Analyst	Univ.Advancement	01/15/90

SUNY/BINGHAMTON

Assist./Assoc.Prof.	Thea/Acting Prog.	02/15/90
Assoc./Full Prof.	Philosophy	02/09/90
Assist./Assoc.Prof.	Philosophy	02/09/90
Sr. Art Historian	Art History	02/09/90
Assist.Prof.	Art History	02/09/90
Assist.Prof.	Psychology	Open
Professor	Creative Writing	01/31/90
Assist./Assoc./Prof.	Elec.Engineering	Open
Professor	Creative Writing	Open
Staff Assist.	Graduate Office	12/19/90
Fin.Aid Advisor	Financial Aid	12/28/89
Facil.Prog.Coord.	Physical Plant	12/23/89
Assist.Dir.	Univ.Relations	12/19/89
Research Assoc.	Fernand Braudel Cnt.	2/01/90

SUNY/COLLEGE AT BROOKPORT

Assist./Assoc.Prof.	Health Science	02/16/90
Admissions Asst.	Educ.Outreach	12/18/89
Assist.Prof. (2)	Physics	02/15/90

SUNY/HEALTH SCIENCE CENTER AT BROOKLYN

TH Occup.Therap.II	Psychiatric	12/26/89
TH Clin.Lab.Tech.III	Cytology	12/26/89

SUNY/BUFFALO

Staff Assist.	Medicine	12/20/89
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SUNY/CENTRAL OFFICE

Assoc.Counsel	Counsel's Ofc.	12/18/89
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SUNY/COLLEGE AT CORTLAND

Adjunct Pos. (2)	Socio/Anthropology	ASAP
Assist./Assoc.Prof.	Chemistry	01/15/90
Assist.Prof.	Russian/Sov.Hist.	01/30/90

SUNY/COLLEGE OF TECHNOLOGY AT DELHI

Assoc.Fac.Prog.Coord.	Facilities	12/15/89
Instr.Assist.Prof.	Computer Science	01/31/90
Instr./Assist.Prof.	Account/Business	01/31/90

SUNY/COLLEGE AT GENESOO

Instr./Assist.Prof.	Dramatic Arts	02/01/90
Instr./Assist.Prof. (2)	Elem/Sec.Educ.	02/26/90

SUNY/COLLEGE AT OLD WESTBURY

Fin.Aid Advisor	Financial Aid	12/15/89
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SUNY/COLLEGE AT ONEONTA

Affirm.Action Officer	President's Office	Open
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SUNY/COLLEGE AT OSWEGO

Faculty (2)	Mathematics	02/15/90
Assist./Assoc.Prof.	Information Sci.	02/15/90

SUNY/COLLEGE AT PLATTSBURGH

Assist.Prof.	History	01/20/90
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SUNY/PURCHASE

Assist.Prof.	Chemistry	12/31/89
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SUNY/STONY BROOK

TH Clin.Lab.Tech.III	Hematology	12/19/89
TH Phys. Therap.III	Physical Therapy	12/19/89
TH Phys.Therap.Asst.I	Physical Therapy	12/19/89
Instr./Assist.Prof.	Med/Cardiology	Open
Assoc./Univ.Fin.Analy.	Internal Audit	12/31/89
Jr./Sr. Level Faculty	Computer Science	Open
Chair	Elec.Engineering	Open
Assist.Prof.	Applied Math.	02/01/90
Professor	Applied Math.	12/31/89
Instr. Supp. Assoc.	Chemistry	12/19/89

Counselor PT	Univ.Counseling	12/19/89
Assist./Alumni Affairs	Alumni Affairs	12/19/89
Prog/Analyst	Management Systems	12/19/89
TH Instr.Supp.Spec.	Computer Oper.	12/19/89
TH Fin.Analyst	Fiscal Services	12/19/89
Sr. Prog/Analyst	Technical Support	12/19/89
TH Univ.Instr.Spec.	Living Skin Bank	12/26/89
Assoc.Fac.Prog.Coord.	Facilities Engin.	12/26/89
Assoc./Full Professor	Surgery	Open
Assist./Assoc/Professor	Surgery/Gastroint.	Open
Personnel Assoc.	Human Resources	12/12/89

SUNY/HEALTH SCIENCE CENTER AT SYRACUSE

TH Patient Acct.Spec.	Controller's Ofc.	12/19/89
TH CTS Audio.II	Communic.Disorders	12/19/89
Univ.Data Base Adm.	Radiology	12/19/89
Instr.Supp.Assoc.	Medicine	12/19/89
TH Clin.Lab.Tech.III	Clinical Path.	12/26/89
TH Nurse Admin.	Nursing	12/19/89
TH Med.Radiogr.II	Radiology	12/19/89

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

Campus Opportunities

There is an opening at BSC for a job location specialist in the federally funded Job Location and Development Program. A minimum of a bachelor's degree in a related field is required. A letter of application, resume, and three current recommendations should be sent to Daniel R. Hunter Jr., Financial Aid Office, GC 309, by Dec. 15.

The Intercollegiate Athletics Department is searching for a women's tennis coach and women's volleyball coach. The pay is low and the hours are long but the rewards are worth it! Please contact Fred Hartrick at ext. 6534 if interested.

Faculty Exchange Scholar Responsibility:

Individuals designated as Faculty Exchange Scholars have distinguished themselves regionally, nationally, or internationally. In accepting the designation, they agree to share their expertise throughout the SUNY System. While the designation is made for life, Scholars elect to perform campus visits on a three-year basis. When a Faculty Exchange Scholar agrees to participate, the Scholar commits to performing 3 visits (one visit per year for 3 years, if invited) over the term of appointment. These visits must be performed on a campus other than the Scholar's home campus.

State University of New York Faculty Exchange Scholar Nomination Procedures

NOMINATION PROCEDURES AND SELECTION CRITERIA FOR

DESIGNATION AS A FACULTY EXCHANGE SCHOLAR

1990 SERIES

The Faculty Exchange Scholar Program originated seventeen years ago from a resolution of the University Faculty Senate. Annually the program supports approximately 100 inter-campus visits conducted to stimulate dialogue and disciplinary growth among University faculty. Triennially, new Faculty Exchange Scholars are appointed to successfully continue to achieve the program's objectives. Academic year 1989-90 is one of these appointment periods. The Committee on University Programs and Awards invites you to nominate faculty colleagues for this designation. The information which follows provides a description of the Faculty Exchange Scholar program and its mission; directions for nomination selection and submission at the campus level; and information on nomination review and appointment at the University-wide level.

NATURE OF THE PROGRAM

The Faculty Exchange Scholar program has a dual mission: enrichment of the intellectual environment in State University and recognition of faculty prominence. The program originated over seventeen years ago from a recommendation by the University Faculty Senate Committee on University Programs and Awards (formerly the Committee on Faculty Programs.)

Enrichment of the intellectual environment in SUNY and enhancement of disciplinary scholarly growth are the program's primary missions. These are achieved by increasing the contact and communication between campus faculty and prominent University scholars. Inter-campus visits performed by Faculty Exchange Scholars (or Guest Scholars) serve as the conduit to increase this contact. The program supports, through funding from the Research Foundation of State University of New York, the travel-related visit costs and pays a modest honorarium to the visitor.

The second mission of the Faculty Exchange Scholar Program is the recognition of prominence within the University's faculty ranks. The designation: "Faculty Exchange Scholar of State University of New York" is bestowed upon SUNY scholars who have distinguished themselves regionally, nationally, or even internationally in their respective fields. The designation is an honor befitting inclusion, along with other academic honors, in the designee's curriculum vitae. Designation as a Faculty Exchange Scholar is made for a lifetime.

SCOPE OF THE PROGRAM

Program Visits

The inter-campus visits, sponsored under the auspices of the program, are available to all State-operated campuses, Community Colleges, and Statutory Colleges. Approximately 80-100 visits are supported each academic year. These include visits performed by Faculty Exchange Scholars and Guest Scholars. Generally, a visit lasts from 1 1/2 to 2 days.

ELIGIBILITY

Eligibility for nomination is open to all teaching faculty, regardless of academic rank, from any State University of New York State-operated campus, Community College, or Statutory College. Distinguished Faculty (Distinguished Professors, Distinguished Service Professors, and Distinguished Teaching Professors) need not be nominated for designation.

NOMINATION ALLOCATIONS

The number of nominations a campus may submit is determined by formula (ratio to F.T.E. students). The maximum number of nominations which your campus is invited to submit follows:

Maximum FES Nominations Allowed	5
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However, submission of any nomination is left to the discretion of the campus.

SELECTION CRITERIA

DISCIPLINARY STATURE

To be nominated, a faculty member must be one who by virtue of his/her disciplinary stature:

1. Is widely known and highly regarded professionally

2. Is sought as a contributor and resource person in the field

3. Is known through numerous, widely-recognized, highly respected publications, creative works, performances, exhibits or other initiatives or artistic respect.

4. Is known through exceptional recognition such as prizes, honors, or consultancies

5. Is considered as working on the "cutting edge" of the discipline

DISCIPLINARY CONTRIBUTIONS

To be nominated, a faculty member must be one whose disciplinary contributions:

1. Are known by reason of their substantive contributions to the discipline and/or society at large

2. Are an influence in the conduct of inquiries appropriate to the discipline

3. Are the subject of the disciplinary discourses of others (such as reviews of the nominee's books, exhibits, performances, etc.)

College Bulletin

Volume XXXV Number 15 December 14, 1989

Next College Bulletin
Deadline for the next issue is
noon, Tuesday, Jan. 9

From the President

Holidays

As we quickly approach our first holiday season with the Buffalo State College community, Bernice and I would like to extend to all of you and your families the best of wishes and season's cheer. With the prospect of consecutive long holiday weekends, we may all look forward to enjoying the best of the season with family and friends. Friday, December 22, is the last day of classes for the semester. Should there be any need to come into an office on either holiday, notification of Campus Public Safety is important, since buildings will be locked on each holiday.

Again, best wishes for an enjoyable and restful holiday season.

Center for Environmental Research and Education

I am pleased to announce that development of the Center for Environmental Research and Education, created in 1987 to increase the college's role in Great Lakes research, has progressed to the implementation stage with the purchase of a \$90,000 research vessel and the appointment of a director to coordinate the efforts of a staff of faculty experts.

The center will be under the direction of Dr. Charles A. Beasley, chairperson and professor of technology, who will bring together the work of four already operating and federally funded campus units. These units are the Division of Environmental Toxicology, which continues the work of the Great Lakes Laboratory; the Division of Aquatic Ecology, which incorporates and expands upon the college's existing

aquatic ecology program; the Division of Water Resource Management, which involves faculty from several departments in research projects; and the Division of Environmental Education, which coordinates ongoing programs such as energy education and the environmental minor offered by the Earth Sciences and Science Education Department.

The center's groundwork has been laid over the past two years with the filling of five faculty vacancies by scientists in such fields as aquatic biology and sedimentology. Meanwhile, funding for the 42-foot vessel, which will provide tremendous opportunities for researchers and students involved in the center's work, was obtained from the Margaret L. Wendt Foundation, the State University of New York Research Foundation, and the state. The center will draw on experts from the college's Biology, Chemistry, Earth Sciences and Science Education, Economics, Geography and Planning, and other departments in its diverse, multidisciplinary approach to research, thus assuring continuation of the college's pioneering work in this increasingly important field.

NYS/UUP Professional Development and Quality of Working Life Program (PDQWL)

Guidelines and application forms for the various PDQWL programs are available in the Human Resource Management Office, GC 509. Each of the PDQWL programs requires that the application be reviewed and endorsed by the campus president or designee prior to submission to the PDQWL Committee in Albany.

I have designated the three vice presidents as the college officials to provide the campus endorsement for faculty and professional staff PDQWL applications. Applicants must therefore submit completed applications no later than the campus deadline date indicated below to the appropriate vice president's of-

fice. Professional staff whose departments report directly to the president should submit completed applications to my office by the campus deadline.

If your request for PDQWL support includes a request for travel or a leave of absence, the application will not be considered complete unless it includes the appropriate recommendations from supervisors, deans, and/or directors who would normally review and approve such requests.

A brief description of each of the PDQWL programs, including campus deadlines and deadlines for receipt of applications in Albany, is provided below.

New Faculty Development Awards—Maximum Individual Award: \$750.

Objectives: To provide new, non-tenured, tenure track faculty holding term appointments with seed money to enable them to conduct research, to apply the results of their scholarly work to the improvement of teaching, or to develop new skills which will enable them to increase their effectiveness or stature as teachers, scholars, or practitioners.

Eligibility: New, non-tenured, tenure track faculty in the 08 bargaining unit holding term appointments. Initial date of appointment must be on or after July 1, 1988.

Campus Application Deadline:

March 1, 1990

Albany Application Deadline:

March 15, 1990

Experienced Faculty Travel Awards—Maximum Individual Award: \$750 for travel and living expenses or \$500 for other appropriate activity.

Objectives: To support travel to conduct research related to a specific approved project, travel to present an invited paper, chair a session, or otherwise formally participate in the program of a professional conference, and

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A brief description of each of the PDQWL programs, including campus deadlines and deadlines for receipt of applications in Albany, is provided below.

New Faculty Development Awards—Maximum Individual Award: \$750.

Objectives: To provide new, non-tenured, tenure track faculty holding term appointments with seed money to enable them to conduct research, to apply the results of their scholarly work to the improvement of teaching, or to develop new skills which will enable them to increase their effectiveness or stature as teachers, scholars, or practitioners.

Eligibility: New, non-tenured, tenure track faculty in the 08 bargaining unit holding term appointments. Initial date of appointment must be on or after July 1, 1988.

Campus Application Deadline:

March 1, 1990

Albany Application Deadline:

March 15, 1990

Experienced Faculty Travel Awards—Maximum Individual Award: \$750 for travel and living expenses or \$500 for other appropriate activity.

Objectives: To support travel to conduct research related to a specific approved project, travel to present an invited paper, chair a session, or otherwise formally participate in the program of a professional conference, and

travel to conferences, workshops, or seminars designed to enable participants to develop new instructional materials or strategies which relate to teaching responsibilities.

Eligibility: All full-time and part-time faculty members in the 08 bargaining unit who hold term or continuing appointments and were appointed prior to July 1, 1988.

Campus Application Deadline:
February 9, 1990

Albany Application Deadline:
February 23, 1990

Professional Study Leaves — Maximum Individual Award: \$5,000.

Objectives: To assist employees in developing their full professional potential and in preparing for advancement. The proposed activity must enable the applicant to meet one or more of the criteria in the Policies of the Board of Trustees, Article XII, Title C, and must have been rejected for fiscal reasons through regular campus sources.

Eligibility: Any professional employee in the 08 bargaining unit.

Campus Application Deadline:
March 1, 1990

Albany Application Deadline:
March 15, 1990

Librarian Study Leaves — Maximum Individual Award: \$5,000.

Objectives: To assist employees in developing their full professional potential and in preparing for advancement. The proposed activity must enable the applicant to meet one or more of the criteria in the Policies of the Board of Trustees, Article XII, Titles A and B, and must have been rejected for fiscal reasons through regular campus sources.

Eligibility: Employees holding the titles librarian, associate librarian, senior assistant librarian, and assistant librarian.

Campus Application Deadline:
March 1, 1990

Albany Application Deadline:
March 15, 1990

Smoking Policy

The New York State Clean Indoor Air Act, effective Jan. 5, 1990, requires that the college have in place a policy sufficient to guarantee enforcement of the legislation. A broad-based college committee has drafted such a policy, attached to this issue of the *College Bulletin*, which was recommended to me by the College Senate on Dec. 8, 1989, and

which I approved on Dec. 12, 1989. Additional information regarding the designation of smoking lounges and the availability of smoking cessation programs will be distributed in the near future. Please address any questions or comments you may have to David Miller, coordinator of environmental health and safety, who will be responsible for oversight of the policy.

From the Vice President for Finance and Management End of Fiscal Year Deadlines (1989-90)

It is necessary to establish the following deadlines for the receipt of purchasing requisitions to comply with the State Comptroller's Accounting Bulletin #A-214, which states that all appropriations for the fiscal year ending March 31, 1990, will lapse on June 30, 1990. (The lapsing date for previous years had been Sept. 15.)

Please be advised that all goods and services must be received and paid by June 15, 1990.

All Items Not on State Contract
Over \$20,001:

Deadline: Wednesday, 11/22/89

\$5,001 to 20,000:

Deadline: Friday, 12/22/89

\$2,501 to 5,000:

Deadline: Monday, 1/22/90

\$2,500 and under

from a reliable source

at a reasonable price:

Deadline: Friday, 3/22/90

Note: Justifications and a list of any known suppliers must accompany the requisition on non-contract items of \$2,501 and over.

Contract Items

Under contract still in effect by Friday, March 22, 1990, or two (2) weeks prior to expiration of contract, whichever comes sooner.

All requisitions in the above categories must be in Purchasing by the deadline date or they will need to be returned to the issuing department for processing in the next fiscal year.

From the Chairperson of the College Senate

Senate Meeting of Dec. 8

The following items were accepted by the Senate and forwarded to the president for his recommendations:

- Guidelines for scientific misconduct policy
- Smoking policy

From the Director of Public Affairs

Deadlines for submitting campus events items for the next issue of the Calendar of Events are Jan. 8 for the Jan. 19-25 edition and Jan. 15 for the Jan. 26-Feb. 1 edition. The calendar lists on-campus activities open to the public and of general interest to the college and WNY community. Please submit typed items to the Public Affairs Office, GC 515. Include date(s), time(s), activity details including admission fees, location, and telephone number of a sponsor or contact person.

Items of Interest

Employee Assistance Program

We're here to listen . . . if you need to talk:

Dave Cummings ext. 5233

Deborah Hard ext. 3068

Paul Martin ext. 4307

We are your Buffalo State Employee Assistance Program coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problems.

Don't wait until a crisis develops. Let us help you avoid one!

Faculty/Staff Stretch, Tone, and Aerobics Program

Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or all of the following activities:

Early Bird Workout

Monday/Wednesday/Friday

6:30-7:30 a.m., HG 213

Stretch & Tone

Monday/Wednesday

5-6 p.m., HG 213

Low-impact Aerobics

Tuesday/Thursday

5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

Faculty Recreation Hours

Pool

Monday, Wednesday, and Friday
noon-2 p.m.

BUFFALO STATE COLLEGE SMOKING POLICY

PREAMBLE

Smoking has become a controversial, sensitive, and increasingly important issue. Overwhelming scientific evidence shows second-hand smoke poses a grave danger to public health. The 1986 Surgeon General's report concluded that second-hand smoke causes lung cancer in otherwise healthy non-smokers.

To reduce the non-smokers' involuntary exposure to tobacco smoke, the New York State Legislature has promulgated Article 13-E, Regulation of Smoking in Certain Public Areas. This new law, effective January 1, 1990, limits areas where smoking is permitted on campus and places the responsibility of compliance with the regulations on the college. Part of that responsibility is the implementation of this smoking policy.

In the development of this policy the committee has attempted to not only achieve compliance with the law but to also accommodate the needs of both smokers and non-smokers. Additionally, we have addressed the use of smoking cessation programs to help those who would like to stop smoking, and have developed a fair and equitable enforcement policy.

POLICY

In accordance with New York State Law Chapter 222, Article 13-E, the following policy shall take effect January 5, 1990. It is the college's policy to comply with all sections of Article 13-E including the following:

1. Smoking is prohibited in indoor areas open to the public: for example (but not limited to), classrooms, lavatories, laboratories, auditoriums, hallways, elevators, lunchrooms, reception areas, etc.
2. Smoking is restricted to designated areas in restaurants and cafeterias.
3. Smoking is allowed in private offices and areas designated by the college. Designated areas must be totally enclosed and have appropriate ventilation as determined by current standards.

EDUCATION

Realizing smoking is a complex problem, the college will provide assistance to those who would like to eliminate smoking from their lives. The college is committed to supporting smoking cessation programs and will distribute information in the near future on the availability of such programs.

COMPLIANCE

We would like to presume upon the goodwill and cooperation of the college community to maintain compliance with this policy. Since the college is legally responsible to enforce Article 13-E, the following system shall be used if the need arises.

The person who has direct supervision of an area is responsible for requesting compliance. If a person refuses to stop smoking in a non-smoking area, Public Safety will be notified.

Public Safety will assess the situation and, if necessary, complete a Service and Regulatory Incident Report (CS-14).

Copies of the CS-14 will be sent to the Environmental Health and Safety Office and as follows:

STUDENTS--A copy is forwarded to the Student Judicial System for review and action.

FACULTY/STAFF--A copy is forwarded to the appropriate supervisor who will be responsible for instituting the appropriate progressive disciplinary action according to established procedures and contracts.

VISITORS/GUESTS--In the event of non-compliance, Public Safety will be notified and take appropriate action.

Racquetball Courts
Monday and Wednesday
noon-2 p.m.
Friday
10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words From HPER

Nutrition in Action. No-guilt eating is in order! Those once-a-year, home-baked-with-love delicacies should be consumed slowly, in moderate amounts, and enjoyed, enjoyed, enjoyed!

"Wellness Words From HPER" is a series of helpful tips on wellness for faculty and staff sponsored by the Health, Physical Education, and Recreation Department and the Employee Assistance Program Committee. If you would like to contribute to the series, send typed articles of 200 words or less to the HPER Department. The editorial board is made up of Catherine Ansuini (HPER), Donald Barr (HPER), and Deborah Hard (EAP Committee).

VACANCY NOTICE December 14, 1989

SUNY/COLLEGE AT BUFFALO		
Assist. Prof.	Biology	*D:02/01/90
Assist. Prof.	Health, PE, Rec.	02/15/90
SUNY/ALBANY		
Sr. Prog./Analyst	Univ. Advancement	02/02/90
Assist./Assoc. Prof.	Human Res. Mgmt.	12/18/89
Res. Supp. Spec.	Physics	01/20/90
Educ. Spec.	Educ. Psychology	Open
SUNY/COLLEGE AT BROOKPORT		
Assist./Assoc. Prof.	Art History	01/15/90
Purchasing Asst.	Purchasing	01/12/90
SUNY/COLLEGE AT CORTLAND		
Assist./Assoc. Prof.	Education	01/15/90
Assist. Prof.	Art History	02/20/90
Assoc. Dean	Professional St.	01/20/90
SUNY/COLLEGE OF AG & TECH. AT MORRISVILLE		
Dean	Ag & Nat. Resources	01/15/90
Counselor	Admissions	01/18/90
SUNY/COLLEGE AT NEW PALTZ		
Tenure track	Mathematics	01/01/90
SUNY/COLLEGE AT OLD WESTBURY		
VP/Dean	Academic Affairs	01/15/90
VP/Development	Dev./External Fdg.	01/15/90
SUNY/COLLEGE AT ONEONTA		
Sr. Staff Asst.	Maint./Operations	01/02/90
SUNY/PURCHASE		
Dir. Counseling	Counseling	12/30/89
Assist./Assoc. Prof.	Lit./Drama	Open
SUNY/STONY BROOK		
Proj. Staff Assoc.	Biotechnology	01/02/90
SUNY/COLLEGE OF ENV. SCI. & FORESTRY AT SYRACUSE		
Postdoc. Assoc.	Syn/Polymer Chem.	01/01/90

SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Clin. Invest. (8)	Family Medicine	Open
Res. Supp. Spec.	Clin. Pathology	12/28/89
TH Rec. Ther. Assoc.	Phys. Med./Rehab.	01/02/90
TH Soc. Worker II	Social Work	01/02/90
SUNY/INSTITUTE OF TECH. AT UTICA/ROME		
Sr. Counselor	Counseling	01/12/90
Vice President	Administration	01/16/90

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXV Number 16

January 11, 1990

From the President

Department Name Change

Following some lengthy considerations, the Information Systems Management Department is requesting a change in its name and course prefix to more accurately describe its academic program and make it more easily understood by employers, students, and the public. The change has been supported by the dean and the academic vice president. The new name will be Computer Information Systems, with CIS as the course prefix.

I welcome comments from the college community on this change. Please write to me on or before Feb. 16.

From the Vice President for Finance and Management

Personal Car Mileage Rate

Effective Dec. 1, 1989, employees in the following negotiating units will be reimbursed for personal car mileage at the rate of 25.5¢ per mile: Security Services Unit, Security Supervisors Unit, UUP-SUNY Professional Services Unit, SUNY Management Confidential.

This change is in accordance with the various agreements.

Employees in the above units should begin to use the 25.5¢ rate for personal car mileage. Vouchers previously submitted at the old rate will be adjusted by the Accounting Office for travel dates Dec. 1 and later.

If you have any questions, please call the Accounting/Travel Office at ext. 4117.

From the Chairperson of the College Senate

Open Hearings on General Education Review

A comprehensive review of the General Education Requirement was conducted by the College Senate during the 1988-89 academic year. The report prepared by the General Education Curriculum Review Committee was approved by the senate and the president. While indicating widespread support for the requirement as currently structured, the report contained recommendations to establish new requirements in diversity,

global perspective, and analytic skills. The senate report also stipulated that the goals, parameters, and criteria for the new requirements would be articulated by a joint Senate-Academic Affairs Task Force. Accordingly, a large and broadly representative task force was appointed late last spring, co-chaired by Professors Teri Platek and Monroe Fordham.

Thanks to the sustained diligence and cooperative efforts of many individuals the task force has completed the draft report appended to this issue of the *Bulletin*. The committee encourages feedback and comments from all segments of the campus community via written or oral communication. Open hearings have been scheduled in Butler Library 210 from 3 to 4 p.m. on Feb. 14 and from 12:15 to 1:30 p.m. on Feb. 15. Individuals wishing to schedule a specified appointment during those times should contact Judy Stolzman at ext. 5902. Written communications should be forwarded to Professor Platek or Professor Fordham by Feb. 14. Following the hearings and review of all responses the committee will prepare a final report.

From the Director of the College Learning Laboratory

Applications for Admission

Applications for admission to the College Learning Laboratory are available from the director's office through Feb. 14. Applications may be secured by contacting Ms. Brusehaber at ext. 5023. The College Learning Laboratory enrolls children aged 2 to 13 in preschool through grade 8 and special education. All admissions to the school occur under the lottery or through district committees on special education.

If you have any questions or need further information please contact me at ext. 5023.

From the Director of Lifelong Learning

Course Proposals

The Bulger Lifelong Learning Center is now accepting course proposals for fall 1990 non-credit programs. Some topics of interest include: continuing education for CPAs, commercial and graphic design, professional development, and computer courses. Application deadline is April 30, 1990.

For more information or a course proposal outline contact Michele Mogavero at ext. 5906.

Items of Interest

Employee Assistance Program

We're here to listen... if you need to talk:

Dave Cummings.... ext. 5233
Deborah Hard..... ext. 3068
Paul Martin..... ext. 4307

We are your Buffalo State Employee Assistance Program coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problems.

Don't wait until a crisis develops. Let us help you avoid one!

Early Bird Exercise

If you are interested in walking/jogging on Tuesday/Thursday, 6:30-7:30 a.m., in the Bubble, please contact the HPER Department at ext. 6501 or Linda Scott at ext. 5128.

VACANCY NOTICE January 11, 1990

SUNY/COLLEGE AT BUFFALO		
Assist. Prof.	English	*D:02/15/90
Assist. Prof. (2)	Fine Arts	03/15/90
Assist. Prof.	History/SSE	02/15/90
Assist. Prof.	Perf. Arts	02/15/90
Assist. Prof.	Psychology	Open
SUNY/ALBANY		
Educ. Spec.	Rockefeller Coll.	01/18/90
Proj. Adm. Ofcr.	Prof. Dev. Prog.	01/17/90
Sr. Staff Assist.	Rockefeller Coll.	01/30/90
Assist./Assoc. Prof.	History	02/01/90
Assist. to Provost	Public Affairs	01/19/90
Assist. Prof.	Humanities	01/31/90
Assist. Prof.	African/Amer. St.	04/15/90
SUNY/BINGHAMTON		
Dean (Gen. St.)	Educ/Human Dev.	01/15/90
Dean (Harpur College)	Arts & Science	02/15/90
Assist. Prof.	Spanish	03/01/90
SUNY/BROOKPORT		
Purchasing Agent	Purchasing	01/12/90
Assist. Prof.	Theatre	02/01/90
Assist./Assoc. Prof.	Journalism/P.R.	02/16/90
Assist. Prof.	English	02/15/90
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
TH Staff Asst. I	Unit Mgmt.	01/23/90
TH Clin. Lab Tech. I	Surgery/Histocom.	01/23/90
TH Asst. Dir./Nursing	Nursing/Transplant	01/23/90
TH Staff Fin. Analyst	Business Ofc.	01/23/90
Assist. Dir.	Financial Aid	01/23/90
Sr. Staff Assoc.	Provost's Ofc.	01/23/90
TH Clin. Nurse Spec.	Obstetrics/GYN	01/23/90
TH Clin. Lab. Tech. III	Clin. Laboratories	01/23/90
SUNY/CENTRAL ADMINISTRATION		
Program Assoc.	International Prog.	01/12/90
Lead Prog./Analyst	Computer Center	01/12/90

SUNY/COLLEGE AT CORTLAND		
Assist. Prof.	Theatre	01/31/90
SUNY/FARMINGDALE		
Staff Assistant	Sm. Bus. Dev. Cntr.	01/23/90
Instr. Supp. Spec.	Learning Cntr.	02/06/90
SUNY/GENESE		
Visiting Instr./Asst. P.	Political Science	03/01/90
SUNY/COLLEGE OF AG & TECH AT MORRISVILLE		
Assist. Prof.	English	02/23/90
Assist. Prof.	Mathematics	02/23/90
Assist. Prof.	Travel/Tourism	02/23/90
Instr./Assist. Prof.	Aquaculture	02/23/90
SUNY/COLLEGE AT NEW PALTZ		
Assoc./Prof./Chair	Elec. Engineering	02/15/90
SUNY/OSWEGO		
Res. Hall Dir.	Res. Life/Housing	01/23/90
Adjunct Coach	Women's Volleyball	03/23/90
Adjunct Coach	Women's Tennis	03/23/90
SUNY/PLATTSBURGH		
Tenure Track	Communication	02/12/90
Band Director	Music	02/23/90
Reference Librarian	Library	02/26/90
Visiting Asst. Prof.	Computer Science	02/26/90
SUNY/STONY BROOK		
Instr. Supp. Assist. PT	Medicine/Chair	01/30/90
Lead Prog./Analyst	Systems Develop.	01/30/90
Lead Prog./Analyst	Systems Develop.	01/30/90
Sr. Prog./Analyst	Systems Develop.	01/30/90
Inservice Educ. I	Staff Ed/Quality	01/30/90
Assist./Assoc./Prof.	Cardio/Surgery	Open
Assist. Prof.	Political Sci.	03/01/90
TH Biomed. Eng. Tech.	Biomedical Engin.	01/23/90
Faculty (2)	Atmospheres	02/01/90
Assist. Dean	Undergrad. Studies	01/23/90
Univ. Instr. Supp. Spec.	Physics	01/23/90
Instr. Supp. Assist.	Computer Science	01/23/90
Staff Assoc.	Psychology	01/23/90
Res. Supp. Spec.	Microbiology	01/15/90
Res. Supp. Spec.	Marine Sciences	01/12/90
Sr. Res. Supp. Spec.	Ecology/Evolution	ASAP
Clin. Nurse Spec. PT	Med./Infectious	01/22/90
Sr. Res. Supp. Spec.	Psychiatry	01/22/90
Sr. Res. Supp. Spec.	Med./Allergy	01/22/90
SUNY/ENVIRONMENTAL SCI. & FORESTRY/SYRACUSE		
Instr. Supp. Spec.	Public Safety	01/30/90
Faculty	Forest Technology	03/05/90
Faculty	Writing	02/19/90
Faculty	Environ. Policy	03/05/90
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Clin. Nurse Spec.	OB/GYN	01/16/90
TH CTS Inserv. Educ. II	Information Syst.	01/12/90
Professor-HS	Psychiatry	Open
TH Social Worker II	Social Work Serv.	01/23/90
TH Clin. Lab. Tech. III	Pathology	01/23/90
SUNY/INSTITUTE OF TECHNOLOGY AT UTICA/ROME		
Assoc. Prof.	Finance	02/15/90

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

DRAFT 12/12/89

REVISION OF GENERAL EDUCATION REQUIREMENTS

RECOMMENDATIONS FOR IMPLEMENTATION OF GLOBAL ISSUES, DIVERSITY IN THE UNITED STATES, AND ANALYTIC SKILLS

INTRODUCTION

A goal of the general education curriculum is to help prepare students to function effectively, thoughtfully, and humanely in a world composed of individuals representing different populations and cultural backgrounds. In particular, Buffalo State College encourages the infusion at all levels of the curriculum of materials that address a global interdependence and American cultural pluralism and diversity. In addition, new requirements to address these goals are being implemented in both of the following areas: Global Issues and Diversity (3 credits each). The major goals and the criteria for course selection are outlined below.

A further area of concern with regard to our general education requirements remains the area of analytic skills. Considerable lively discussion regarding the proper thrust of this type of requirement took place both at the sub-committee and steering committee levels and input was received from various constituencies. Strong opinions covering a wide spectrum of knowledge, learning styles and teaching methods were expressed, with some arguing in favor of a quantitative thrust, while others seemed more inclined towards an emphasis on critical thinking skills. In the final analysis the exercise of trying to articulate the criteria which might govern such a requirement and then determining which courses might conform to these criteria has persuaded us that a different approach is needed here.

In essence, we believe that analytic and critical thinking skills are best taught within the context of individual classes and disciplines and represent processes rather than content. The elements comprising these skills range from the ability to uncover and test assumptions, to draw conclusions and formulate resolutions, to using inductive and deductive reasoning. We suspect that these skills are outcomes of our general education requirement as currently structured and we recommend, in fact, that the college committee on assessment develop appropriate strategies for measuring these outcomes. We further recommend the continuation of efforts to strengthen our mathematics and quantitative requirements. Restructuring the current 9 credit math/science requirement should result in more emphasis being placed on quantitative skills as derived from laboratory science and mathematics courses. Finally, we believe it is important that the consciousness of the college community be raised regarding the importance of analytic, reasoning and quantitative skills in general. We recommend that faculty incorporate and stress these skills and processes across the curriculum and in all disciplines. Further we urge that the college sponsor a series of seminars and workshops on these issues whereby faculty may exchange ideas on these processes and gain greater insights into their value, use and application in the teaching/learning process.

GENERAL GUIDELINES FOR IMPLEMENTATION

1. Upon committee approval, criteria will be distributed to departments and oversight committees for implementation per the normal college procedure (department, oversight committee, dean, senate, president).*
2. Courses to fulfill the requirement may be selected from appropriately designated general education or all college electives.
3. Courses to meet this requirement may be transferred from other colleges upon approval of the transfer coordinator in the Office of Admissions in consultation with the Office for Academic Affairs.

*Specific deadlines will be determined by the Office for Academic Affairs consistent with catalog and semester schedule publication deadlines.

DIVERSITY IN THE UNITED STATES

The goal of this requirement is to stimulate an awareness of the value and richness of pluralism and diversity in contemporary American society as well as the dangers inherent in bigotry, prejudice, and stereotyping. Ideally, courses that satisfy this requirement should help students develop an increased sensitivity to groups and individuals from traditionally under-represented populations. Courses should also provide an academic experience in which students can examine their personal prejudices and values and understand how they affect relationships with others. The information provided in these courses should help students appreciate the history, culture, and value of the contributions made by individuals and groups of people from these diverse populations. Faculty are encouraged to revise and develop courses that will include content regarding American cultural pluralism from an interdisciplinary perspective.

CRITERIA FOR COURSE ELIGIBILITY

Courses must meet one or more of the criteria listed below. In applying these criteria, no more than 25% of the course content may focus on historical developments that predate the presence of the group(s) in the United States.

The course:

1. Demonstrates how the culture, traditions, and historical presence of racial and ethnic minorities in the United States have shaped American life, history, and culture
2. Examines various manifestations of art forms (dance, music, theatre, visual arts, literature, poetry, etc.) in the history and culture of traditionally under-represented populations in the United States
3. Examines the life, history, and/or culture of groups of people in the United States who have been consistently affected by social, economic, and legal bias or oppression
4. Examines patterns and consequences of discrimination and oppression in the United States.

GLOBAL ISSUES

The major goal of the requirement in Global Issues at Buffalo State is to stimulate in our students an awareness of global interdependence and the intersection of major American interests with international developments. Given the Euro-centric emphasis in much of American education, a further goal of this requirement is to encourage students to study the cultures of non-Western and Latin American peoples. Faculty are encouraged to revise and develop courses that have greater emphasis on global issues and/or that focus on the history and cultures of non-Western peoples.

CRITERIA FOR COURSE ELIGIBILITY

Courses must meet one or more of the criteria listed below. In applying these criteria, no more than 25% of the course content may focus on historical developments prior to 1500.

1. Emphasizes world-wide interdependence and interconnection among nations and peoples and focuses on issues that cut across national boundaries, i.e., economic, demographic, social, military, environment, epidemiological, political, hunger, energy. Seventy-five per cent (75%) or more of the course must include international dimensions with particular emphasis on implications for contemporary life.
2. Examines comparative aspects of cultural systems, political systems, economic systems, or societies of two or more different nations or cultures in the 20th century. Seventy-five per cent (75%) or more of the course must deal with comparative aspects.
3. Explores the history and/or culture of one or more peoples and/or countries of Asia, Africa, or Latin America. Seventy-five per cent (75%) or more of the course must focus on Asia, Africa, or Latin America.

College Bulletin

Volume XXXV Number 17

January 18, 1990

From the President

Location and Time Change for May Commencement

Since Memorial Auditorium will close for major renovations immediately following the Buffalo Sabres' final home game, the facility will be unavailable for commencement in May. For this reason, commencement will be held at the Niagara Falls Convention and Civic Center on Friday, May 18, at 10:30 a.m. We are sharing the building with Canisius College, whose commencement ceremony will take place that afternoon. Please make a note of these changes from our usual commencement routine.

Computer Policy Board

An important college organization, the Computer Policy Board, serves faculty, students, and administration in the development of policies and priorities related to equipment, software development, and services in computing on this campus.

Following discussion with the vice presidents and others, I am expanding the membership of the board and modifying its charge as follows:

The Computer Policy Board, first established as the Computer Policy Committee on July 13, 1982, works with the president and vice presidents on matters involving campus computing services and advises them on policies and priorities related to these services. Specifically, the board is responsible for:

1. Reviewing the current allocation of computing services to user areas and recommending changes to correct problems, remedy inadequacies and inequities, provide for new programs, etc.
2. Planning the development of computing services on the campus, including staffing levels, major equipment acquisitions, facilities development, and time-sharing agreements.
3. Reviewing all requests for increases in computing services and establishing priorities for implementing the requests.
4. Seeking advice and opinions from various user communities within the college.
5. Reporting regularly to the president and vice presidents on matters of concern to the board and on planning for computer services.

The membership of the board is determined by the president. It shall consist of Raymond Chamberlain, director of computing services; Dewayne Beery, associate vice president for academic affairs; planning and academic support services; Ron Brown, associate director of computing services; Stan Medinac, director, budget and information services. Two teaching faculty members and a librarian or professional staff member will be appointed for staggered two-year terms beginning Jan. 1, 1990, with one of the faculty appointments being for a single year. All appointments are renewable.

From the Vice President for Academic Affairs

Program Recommendations

1. **Special Studies: Office Management (0433).** The Business Department has recommended that the Office Management option under the Special Studies degree be deactivated. The department will continue to provide support and course work for the 45 majors currently in the program but wishes to close admissions effective immediately. The department and the dean agree that the limited resources currently available to the department would be better utilized supporting the Special Studies: Business Studies program (0430). A program that is deactivated may be revised and reactivated at some point in the future. It remains on our roster of approved programs. Comments on the recommendation should be sent to me or to Paul Martin, chairperson of the College Senate Academic Plan Committee, before Feb. 2, 1990.

2. **Programs for Discontinuance.** The college, in its review of the state Education Department's Roster of Approved Programs for Buffalo State, has found five programs we wish to eliminate from that roster. In all cases, these programs have been absent from the college's Undergraduate Catalog for a long period of time, and there have been no students enrolled for many years. In several cases, we have no record of majors. The programs are: English 7-2 (BA), Agricultural Subjects Ed. (BS), Health Ed. Occupations (BS), American Studies (BA), and Urban Studies (BA). Comments on the recommendation should be sent to me or to Paul Martin, chairperson of the College Senate Academic Plan Committee, before Feb. 2, 1990.

College Policy Regarding Religious Holidays

The 1989-90 academic calendar reflects class scheduling on certain religious holidays. New York state policy sets guidelines for institutions with respect to religious holidays. The Undergraduate Catalog, on page 201, contains a complete statement of those guidelines. The statement, in part, follows:

1. No person shall be expelled from or be refused admission as a student to an institution of higher education for the reason that he or she is unable, because of his or her religious beliefs, to attend classes or to participate in any examination, study, or work requirements on a particular day or days.

2. Any student in an institution of higher education who is unable, because of his or her religious beliefs, to attend classes on a particular day or days, shall, because of such absence on the particular day or days, be excused from any examination or any study or work requirements.

3. It shall be the responsibility of the faculty and of the administrative officials of each institution of higher education to make available to each student who is absent from school, because of his or her religious beliefs, an equivalent opportunity to make up any examination, study, or work requirements which

he or she may have missed because of such absence on any particular day or days. No fees of any kind shall be charged by the institution for making available to the said student such equivalent opportunity.

At Buffalo State College, we will sharpen the mandate of the state and endorse the policy that the administering of evaluative examinations on Rosh Hashanah, Yom Kippur, and Good Friday will not be permitted.

During the 1989-90 academic year, most of the major religious holidays fall on dates when classes are not in session: These include: Rosh Hashanah-Sept. 30 and Oct. 1, 1989; Yom Kippur-Oct. 9, 1989; and Good Friday-April 13, 1990.

From the Vice President for Student Affairs

Dormitory Double Room Rate

On Jan. 5 the college submitted its dormitory budget to SUNY Central for 1990-91. The mandated elimination of our revenue subsidy of \$61,900 and the reduction of our temporary subsidy from \$265,400 to \$167,100, coupled with formula-driven inflationary increases in expenses, necessitated an increase in our double room rate to \$1,060 per semester (up \$65 or 6.5 percent). Based on SUNY projections this new rate is within \$12 of the SUNY average for a standard double room.

There were no significant shifts in emphasis in this budget request. However, this budget will provide adequate resources to operate, maintain, and equip our dormitories as outlined in SUNY's operating guidelines.

From the Chairperson of the College Senate

Senate Meeting of Dec. 8

The following items were approved: guidelines on scientific misconduct; college smoking policy.

The Senate meeting of Jan. 19 will include the following items:

Standing Committee Reports. Academic Plan; Budget and Staff Allocations; Student Welfare.

Old Business. Report from ad hoc committee on basic skills courses and evaluation of transfer credits.

New Business. Ethics code considerations (State University Faculty Senate report); problems with student class absences and illness in the family.

Curricular Items

The following items have been approved by the Curriculum Committee and forwarded to the president for his recommendation:

New Courses. DES 476-Advanced Graphics; GEG 375-Principles of Hydrology; HEB 103-Introduction to Biblical Hebrew I; HEB 104-Introduction to Biblical Hebrew II; PSC 218-American-African Political Culture.

Course Revisions. CRS 205-Introduction to Creative Studies; CRS 302-Creative Approaches to Problem Solving; CRS 303-Creative Leadership Through Effective Facilitation; CRS 304-Developing Creative Problem Solving Facilitation Skills; CRS 305-Seminar/Metaphorical Problem Solving; CRS 306-Seminar/Critical/Analytical Problem Solving; CRS 320-

Applications of Creativity and Innovation. N.B.: These revisions were incorrectly listed as having been approved by the president in the *Bulletin* of Sept. 28, 1989.

Name Changes. MUS 201-from Symphonic Literature to Symphonic Music; MUS 202-from Vocal Literature 17th-20th Centuries to Vocal Music; MUS 203-from Chamber Music Literature to Chamber Music; MUS 301-from Introduction to Music Literature to Introduction to Music.

The following curricular items have been received in the Senate and forwarded to the Curriculum Committee for its consideration:

New Course Proposals

HON 101-Humanities Seminar. A humanities core course designed for all-college honor students as part of an integrated sequence of core courses which focuses on the great ideas and works of various cultures.

PLN 430-Neighborhood Revitalization. A study of neighborhood housing conditions, population displacements, gentrification, and historic preservation. Past, present, and potential housing programs from various government agencies will be analyzed.

Course Revisions

PLN 315-Introduction to Community Planning. Introduction to various aspects of community planning: historical survey, origin and growth of city planning movement, role of the various levels of government in community planning theory and practice.

SLA 621-Augmentative and Alternative Communication. This course will address the needs of individuals who are non-speaking and retarded, as well as other individuals who are non-speaking. The course will provide information on alternative and augmentative communication systems, techniques, and strategies. Assessment and intervention strategies for alternative and augmentative communication will be provided.

Revision of Minor. Social Work.

Items of Interest

Employee Assistance Program

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Dave Cummings ext. 5233

Deborah Hard ext. 3068

Paul Martin ext. 4307

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Don't wait until a crisis develops. Let us help you avoid one!

Faculty/Staff Stretch, Tone, and Aerobics Program

Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or all of the following activities:

Early Bird Workout

Monday/Wednesday/Friday, 6:30-7:30 a.m., HG 213

Stretch & Tone

Monday/Wednesday, 5-6 p.m., HG 213

Low-impact Aerobics

Tuesday/Thursday, 5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, noon-2 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Early Bird Exercise

If you are interested in walking/jogging on Tuesday/Thursday, 6:30-7:30 a.m., in the Bubble, please contact the HPER Department at ext. 6501 or Linda Scott at ext. 5128.

Wellness Words From HPER

While cost, design, color, and comfort are considerations when selecting your winter wardrobe, it is important to remember that your major objective is to prevent hypothermia (loss of vital body warmth). Consider the following layering tips as you make your winter clothing selections:

Innerwear: Layer closest to your body. Polypropylene is recommended because it retains body heat and whisks perspiration away.

Midwear: For this layer, wool and articles of clothing with Thinsulate are recommended. They retain warmth, are durable, work when wet, and ward off the weather.

Outerwear: This layer should be water and wind proof and porous enough to still allow perspiration to escape. The best material for this is Gore-tex; down also does an adequate job.

"Wellness Words From HPER" is a series of helpful tips on wellness for faculty and staff sponsored by the Health, Physical Education, and Recreation Department and the Employee Assistance Program Committee. If you would like to contribute to the series, send typed articles of 200 words or less to the HPER Department. The editorial board is made up of Catherine Ansuini (HPER), Donald Barr (HPER), and Deborah Hard (EAP Committee).

VACANCY NOTICE January 18, 1990

SUNY/ALBANY		
Assist.Prof.	Political Sci.	*D:02/15/90
Res.Assoc.	Atmosphere Sci.	01/31/90
Staff Assoc.	Physical Plant	02/16/90
SUNY/COLLEGE AT BROCKPORT		
Assoc./Prof./Chair	Business Adm./Eco.	02/28/90
Dean	Professions	03/01/90
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
Staff Assoc.	Pediatrics	02/06/90
Asst./Univ.Systems	Information Cntr.	02/06/90
TH Resp.Therap.II	Resp/Anesthes.	02/06/90
TH Clin.Tech.Serv.	Surgery/Transplant	02/06/90
Asst.Director	Nursing/Ambulatory	02/06/90
SUNY/COLLEGE OF OPTOMETRY AT NEW YORK		
Dir./Spec.Stud.Prog.	Student Affairs	02/06/90
Assoc./Clin.Finances	Clinical Adm.	01/25/90
SUNY/COLLEGE AT OSWEGO		
Director of Bands	Music	02/15/90
Assist.Dir.	Career Planning	01/30/90
SUNY/STONY BROOK		
TH Clin.Lab.Tech.II	Pulmonary Function	02/06/90
TH Staff Asst.II	Pharmacy	02/06/90
TH Pharmacist (2)	Pharmacy	02/06/90
TH Pharmacy Asst.-ICU	Pharmacy	02/06/90
TH Asst.Adminis.	Dietary	02/06/90
Instr.Supp.Asst.	Medicine/Allergy	02/06/90
Res.Supp.Spec.	Political Sci.	01/31/90
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Proj.Staff Assist.	Psychiatry	01/29/90

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

College Bulletin

Volume XXXV Number 18

January 25, 1990

All-College Address
by
President F. C. Richardson
Thursday, March 29
12:15 p.m.
Communication Center North

From the Vice President for Finance and Management

End of Fiscal Year Deadlines (1989-90)

It is necessary to establish the following deadlines for the receipt of purchasing requisitions to comply with the State Comptroller's Accounting Bulletin #A-214, which states that all appropriations for the fiscal year ending March 31, 1990, will lapse on June 30, 1990. (The lapsing date for previous years had been Sept. 15.)

Please be advised that all goods and services must be received and paid by June 15, 1990.

All Items Not on State Contract

\$2,500 and under from a reliable source at a reasonable price:

Deadline: Friday, March 9, 1990

Contract Items

Under contract still in effect by Friday, March 9, 1990, or two (2) weeks prior to expiration of contract, whichever comes sooner.

All requisitions in the above categories must be in Purchasing by the deadline date or they need to be returned to the issuing department for processing in the next fiscal year.

Note: Justifications and a list of any known suppliers must accompany the requisition on *non-contract items* of \$2,501 and over.

The Purchasing Department has been authorized to use minority/women-owned enterprises when appropriate. You may find that your orders are shipped to you by vendors other than the one you may have specified on your purchase request.

This is being done in accordance with a statewide program to increase minority/women participation in SUNY.

If you need assistance, please call Pat Gordon at ext. 4113.

From the Vice President for Student Affairs

Assistant Vice President Appointed

I am very pleased to announce the appointment of Hal D. Payne as assistant vice president for student affairs.

Mr. Payne, who earned a bachelor's degree from Western

Reserve University and a J.D. degree from Cleveland State University, has extensive experience in education and government. He most recently served as senior associate for the National Council of Educational Opportunity Associations in Washington, D.C., and before that was administrative assistant to U.S. Rep. Louis Stokes of Cleveland for five years. He spent most of his professional educational career at Oberlin College as dean of student developmental services and as acting dean, associate dean, and assistant dean of students. He also was director of academic support services at Case Western Reserve University. His awards include the annual Oberlin Medal from the Oberlin Alumni Association and the Outstanding Educator Award from the Urban League of Lorain, Ohio. He will assume his duties Feb. 1.

From the Chairperson of the College Senate

Selection Committees Established

Two local selection committees have been established to review the nominees for the Chancellor's Excellence Awards.

Members of the selection committee for the Chancellor's Awards for Excellence in Teaching and Distinguished Teaching Professor are: John Morganti, Psychology (chairperson); Mary Delmont, Library; Stanley Dickson, Speech Language Pathology and Audiology; Herta Kane, Design; Molly Kerwin, student; Betty Krist, Mathematics; Thomas Weinberg, Sociology.

Members of the selection committee for the Chancellor's Award for Excellence in Librarianship are: Maryruth Glogowski, Library (chairperson); Janique Copeland, student; Donald Kutschall, Performing Arts; Henry Lang, History; Theresa Platek, English; Albert Riess, Library; Lee Snyder, Philosophy.

From the Director of Public Affairs

Happenings Deadlines

Campus events items for the April/May issue of *Happenings* are due Wednesday, Feb. 14, in the Public Affairs Office, GC 515. Items from Arts and Humanities faculty members are due in Lee Ann Grace's office (RH 222) no later than Monday, Feb. 12.

Items for *Happenings* include on-campus events open to the general public such as films, concerts, plays, exhibitions, general-interest lectures, etc. Questions should be addressed to Jim Koelmel, ext. 4201.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following video teleconferences will take place next week:

In CC/E:

Jan. 29, 1-3 p.m.: "Determined to Succeed"

Jan. 31, 1-2 p.m.: "Paying for College: Scholarship and Other Financial Aid"

In CC/S:

Feb. 1, 1-3 p.m.: "Beyond the Dream II: A Celebration of Black History"

The following teleconferences and satellite programs were recorded live and are now available in our Film and Video Library:

• "RAD 1990"

• "Informant Development (L.E.S.T.N.)"

• Governor Cuomo's State of the State Address of 1/3/90

• "Youth Homicide"

• "Design Link Series" (Broadcaster Designers Association)

• "Countdown to Zero"

• "Media, Ethics, Privacy and the First Amendment"

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

Items of Interest

Income Tax Forms

Selected federal and state income tax forms and instructions are available to the college community during regular library hours in Information Services at Butler Library.

Employee Assistance Program

We're here to listen . . . if you need to talk:

Dave Cummings ext. 5233

Deborah Hard..... ext. 3068

Paul Martin..... ext. 4307

We are your Buffalo State Employee Assistance Program coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problems.

Don't wait until a crisis develops. Let us help you avoid one!

Early Bird Exercise

If you are interested in walking/jogging on Tuesday/Thursday, 6:30-7:30 a.m., in the Bubble, please contact the HPER Department at ext. 6501 or Linda Scott at ext. 5128.

Wellness Words From HPER

What do you need in your winter wear?

Gore-tex

Advantages: Completely wind resistant. Totally water repellent. Breathable; allows for evaporation of sweat to keep you drier. Comfortable outerwear.

Disadvantages: Can be rather bulky. Dirt tends to reduce water repellancy. The high volume of sweat during running may leave you damp with a Gore-tex suit. Expensive.

Thinsulate

Advantages: Excellent insulator. Light weight. Has half the bulk of other insulators. Durable. Maintains its insulating properties when damp.

Polypropylene

Advantages: Breathable; whisks moisture away from body. Does not absorb water. Light weight. A non-bulky material. Stretchable. Comfortable; soft and smooth.

Disadvantages: Not recommended as outerwear. Usually worn close to the skin. Low melting point; will be destroyed if put in dryer.

Wool

Advantages: Excellent insulator. Some whisking of moisture away from body. The best natural fiber for active sports. Some resistance to wind.

Disadvantages: Tends to absorb water. Bulk depends on fabric blend.

Down

Advantages: Excellent insulator. Light weight. Wind resistant.

Disadvantages: Tends to be bulky. Loses some of its insulating properties when wet.

Cotton

Advantages: Warmth is best enhanced when combined with fiber blends. Comfortable; soft and smooth.

Disadvantages: Bulk depends on fabric blend. Absorbs water and perspiration.

"Wellness Words From HPER" is a series of helpful tips on wellness for faculty and staff sponsored by the Health, Physical Education, and Recreation Department and the Employee Assistance Program Committee. If you would like to contribute to the series, send typed articles of 200 words or less to the HPER Department. The editorial board is made up of Catherine Ansuini (HPER), Donald Barr (HPER), and Deborah Hard (EAP Committee).

VACANCY NOTICE January 25, 1990

SUNY/BUFFALO STATE COLLEGE

Assist.Prof. (2) Foreign Lang. *D:03/01/90

SUNY/ALBANY

Res.Supp.Spec. Rockefeller Coll. Open

SUNY/BINGHAMTON

Postdoct.Res.Assoc. Chemistry 02/14/90

SUNY/STONY BROOK

Sr.Res.Supp.Spec. Preventative Med. 02/12/90

Res.Supp.Spec. Neurobio./Behavior 02/12/90

Sr.Res.Supp.Spec. Pharmacology 02/08/90

Sr.Med.Prac.Plan Adm. Radiology 02/08/90

SUNY/HEALTH SCIENCE CENTER AT SYRACUSE

Nurse Pract/Phys.Asst: Pediatrics Open

Prin.Med.Prac.Plan Adm. Orthopedic Surg. Open

Clin.Investigator Critical Care/Emerg.2/21/90

Res.Supp.Spec. Medicine Open

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

College Bulletin

Volume XXXV Number 19

February 1, 1990

From the President

1990 President's Medal

It is time to begin the selection of candidates for the 1990 President's Medal which will be presented to an outstanding senior at the 118th commencement ceremony. The medal is designed to recognize an outstanding member of the senior class who has demonstrated excellence in the areas of academic achievement, citizenship, leadership, and community service.

Each faculty and staff member has the privilege of submitting the name of one graduating senior for consideration. Nomination forms are available from department chairpersons and directors. You are requested to send supporting documentation with your recommendation. All nominations must be received in the Dean of Students Office by March 9.

A selection committee comprised of representatives from the three vice presidential areas and the student population will review submitted nominations, solicit applications from the top group of seniors nominated, and schedule interviews with finalists. The committee, chaired by Phillip Santa Maria, will present its recommendation to me by April 27.

Recognizing excellence and achievement in our graduates is very important, and I wholeheartedly solicit the support of faculty and staff in this important process.

NYS/UUP Excellence Award

The campus UUP Excellence Committee wishes to remind all members of the UUP bargaining unit that the deadline of Feb. 15 for Excellence Award nominations is fast approaching. The NYS/UUP Excellence Award consists of a one-time \$3,000 payment that will be made to five people on this campus in recognition of "sustained, outstanding professional performance and superior service to the State University and to the State of New York."

Any member of the UUP bargaining unit is eligible to receive an award. Applications should be accompanied by letters of recommendation not exceeding 500 words each. Self-nominations and nominations by colleagues, supervisors, and members of the administration are encouraged. Application forms are available in Cleveland Hall 509 or the UUP office and should be returned to either location by Feb. 15.

From the Vice President for Academic Affairs

All-College Honors Program Recruitment

The All-College Honors Program is recruiting on-campus students to enter the program in September 1990. There will be five positions available in the program. Students selected for the program will receive a \$500-a-semester scholarship as long

as they agree to participate in the Honors Program by taking its courses and maintaining a 3.50 average.

Applications are available in Twin Rise 100S. The deadline for application is March 1, 1990.

Requirements. At the time of application students must be freshmen at BSC and have at least a 3.50 GPA in letter-grade courses at the college. Students must have had a 90 or better high school average and have been in the top 10 percent of their high school class. (Students who have been out of high school for more than five years may waive this requirement.)

Please think of students who might be encouraged to apply. For further information, contact Kathy Moran, ext. 5336, or Jim Grunebaum, ext. 4320.

From the Vice President for Finance and Management

Building Renovation

The college is pleased to announce the award of a \$2.5 million contract to Wilsandra Construction Company Inc. of Buffalo for the renovation of the Theater Arts Building. The project was scheduled to begin Jan. 29 with the construction of a fence to contain the work site. Unfortunately, the installation of this fence will result in the removal of approximately 13 visitor parking spots adjacent to Cleveland Hall. Completion date of this project is October 1991. The renovated building will house the Communication Department and the theater program of the Performing Arts Department. Any questions should be directed to Jack Byrne at ext. 6112.

Internal Control Standards

The Internal Control Act of the State of New York requires our college to communicate the following information on agency responsibilities and standards:

The internal control standards define the minimum level of quality acceptable for internal control systems in operation and constitute the criteria against which systems are to be evaluated. These internal control standards apply to all operations and administrative functions (both manual and automated) but are not intended to limit or interfere with duly granted authority related to development of legislation, rule-making, or other discretionary policy-making in an agency.

General Standards

1. **Reasonable Assurance.** Internal control systems are to provide reasonable assurance that the objectives of the systems will be accomplished.

2. **Supportive Attitude.** Managers and employees are to maintain and demonstrate a positive and supportive attitude toward internal controls at all times.

3. **Competent Personnel.** Managers and employees are to have personal and professional integrity and are to maintain a level of competence that allows them to accomplish their assigned duties, as well as understand the importance of developing and implementing good internal controls.

4. **Control Objectives.** Internal control objectives are to be identified or developed for each agency activity and are to be logical, applicable, and reasonably complete.

5. **Control Technique.** Internal control techniques are to be effective and efficient in accomplishing their internal control objectives.

6. **Continuous Monitoring.** Agency heads are to establish and maintain a program of internal review that is designed to identify internal control weaknesses and implement changes that are needed to correct the weaknesses.

Specific Standards

1. **Documentation.** Internal control systems and all transactions and other significant events are to be clearly documented, and the documentation is to be readily available for examination.

2. **Recording of Transactions and Events.** Transactions and other significant events are to be promptly recorded and properly classified.

3. **Execution of Transactions and Events.** Transactions and other significant events are to be authorized and executed only by persons acting within the scope of their authority.

4. **Separation of Duties.** Key duties and responsibilities in authorizing, processing, recording, and reviewing transactions should be separated among individuals.

5. **Supervision.** Qualified and continuous supervision is to be provided to ensure that internal control objectives are achieved.

6. **Access to and Accountability for Resources.** Access to resources and records is to be limited to authorized individuals, and accountability for the custody and use of resources is to be assigned and maintained. Periodic comparison shall be made to the resources with the recorded accountability to determine whether the two agree. The frequency of the comparison shall be a function of the vulnerability of the asset.

Audit Resolution Standard

Prompt Resolution of Audit Findings. Managers are to (1) promptly evaluate findings and recommendations reported by auditors, (2) determine proper actions in response to audit findings and recommendations, and (3) complete, within reasonable time frames, all actions that correct or otherwise resolve the matters brought to management's attention.

If you have any questions pertaining to the Internal Control Act of the State of New York, please contact Gary Phillips at ext. 4312.

Metropolitan Claims Deadline for 1989

Employees carrying Empire Plan health insurance coverage are reminded that the deadline for filing medical claims for expenses incurred in calendar year 1989 is **March 31, 1990.**

For further information and claim forms, please call the Human Resource Management Office, ext. 6639.

From the Vice President for Student Affairs

Residence Life Director Appointed

I am pleased to announce the appointment of Alice Carolyn Grider as director of residence life.

Ms. Grider comes to us from Ohio State University where she has been employed since 1982 in a number of residence life positions, the latest being assistant director of training and programs. She also served as acting associate director and assistant director of administration in residence life. She held administrative positions in residence life at the University of Wisconsin's Madison and Stevens Point campuses before joining the Ohio State staff. She has taught at Ohio State and at Indiana University, where she earned her bachelor's and master's degrees. Her duties at BSC will commence Feb. 5.

From the Director of Lifelong Learning

Course Proposals

The Bulger Lifelong Learning Center is now accepting course proposals for fall 1990 non-credit programs. Some topics of interest include: continuing education for CPAs, commercial and graphic design, professional development, and computer courses. Application deadline is April 30, 1990.

For more information or a course proposal outline contact Michele Mogavero at ext. 5906.

Items of Interest

FSA Board Meeting

A meeting of the Faculty-Student Association board of directors will be held today (Thursday, Feb. 1) at 4:30 p.m. in the Oak Room, Moot Hall. All members of the campus community are invited to attend.

Center Offers \$1,500 Fellowships

The Center for Development of Human Services began accepting proposals for its 1990-91 Faculty Fellowship Minigrant program the week of Jan. 22. Minigrants of \$1,500 each will be given to successful proposals. Proposals for projects will be due by March 1, 1990. Faculty and staff should check their mailboxes for a copy of the RFP. All full-time faculty and administrative staff are encouraged to apply. For further information please call David Wegenast or Kathy Bies at 881-2800.

Winterim V a Success

The Faculty/Staff Development Advisory Council wishes to thank all those BSC faculty and staff members who helped make this year's Winterim a huge success. More than 350 faculty, staff, students, retirees, and family members participated in an average of two of the 50 sessions offered Jan. 2-12. In addition, a record number of our colleagues from local colleges attended sessions.

Employee Assistance Program

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Deborah Hard..... ext. 3068

Paul Martin..... ext. 4307

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Don't wait until a crisis develops. Let us help you avoid one!

Faculty/Staff Stretch, Tone, and Aerobics Program

Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or both of these activities:

Stretch & Tone

Tuesday/Thursday, 5-6 p.m., HG 213

Low-impact Aerobics

Monday/Wednesday, 5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, noon-2 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Early Bird Exercise

The Early Bird Exercise program will meet Monday, Wednesday, and Friday, 6:15-7:15 a.m., and Tuesday and Thursday, 6:30-7:30 a.m., in HG 213/Bubble. Call ext. 6501 or ext. 5128 for more information.

Wellness Words From HPER

Chapped Lip Tips: Are your lips chapped, dry and painful throughout most of the winter? The skin of your lips differs from the skin of your body in that it is actually a delicate mucous membrane. This membrane is easily damaged by temperature extremes in a very dry climate. Our winter weather doesn't have to relegate you to a season of discomfort. Dr. Charles Zugerman (of the Dermatology Department at Northwestern University Medical School) recommends the following:

- Drink lots of water to keep your fluid levels high.
- Get enough vitamin C (deficiency can cause lip inflammation).
- Use a sunscreen lip balm regularly to help retain lip moisture.

VACANCY NOTICE February 1, 1990

SUNY/ALBANY	Graduate Ofc.	*D:02/09/90
Sr.Staff Assist.		
SUNY/COLLEGE AT BROCKPORT		
Faculty	Bus.Ed./Economics	02/16/90
Assoc./Full Prof. & Chair	Bus.Ed./Econ.	02/28/90
Dean	Professions	03/01/90
Dir.Lang.Lab PT	Foreign Lang.	Open
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
Counselor	Psychiatry/Drug	02/13/90
Staff Assist.	Property Control	02/13/90
TH Biomed.Eng.Sr.Tech.	Sci./Med.Instrum.	02/13/90
SUNY/CENTRAL ADMINISTRATION		
Asst/Univ.Fin.Analysis Univ.Controller		02/12/90
SUNY/COLLEGE AT GENESEO		
Inst/Asst.Prof.	Special Educ.	04/01/90
SUNY/COLLEGE AT NEW PALTZ		
Dean	Liberal Arts/Sci.	02/15/90
SUNY/COLLEGE AT OLD WESTBURY		
Assoc.Dean/Instr.	Academic Affairs	03/01/90
Dir.Acad.Advising	Academic Affairs	03/01/90
Dir.Computing	Computing Serv.	02/09/90
Staff Assist.	Student Health	02/19/90
Assist.Dir.	Student Activ.	
SUNY/COLLEGE AT ONEONTA		
Sr.Staff Assist.	Financial Aid	02/01/90
SUNY/PLATTSBURGH		
Assist.Prof. (2)	Biology	03/01/90
Faculty PT	various	Open
SUNY/COLLEGE AT POTSDAM		
Vice President	Student Affairs	03/01/90
SUNY/STONY BROOK		
TH Sr.Pharmacist	Radiology/Nuc.	02/13/90
TH Sr.Staff Assist.	Patient Relations	02/13/90
TH Rad.Therap.Tech.I	Radiation Oncol.	02/13/90
Staff Assoc.	Prevent.Med.	02/13/90
Instr.Supp.Asst.	Media Serv.	02/13/90
TH Med.Radiogr.III	Radiology	Open
Assist.Prof.	Neurobio/Behavior	03/15/90
Adm.Staff Asst.I	Central Serv.	02/19/90
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Director	Physical Plant	Open
Assoc/Asst.Prof. HS	Radiology	02/06/90
TH CTS Inserv.Educ.I	Nursing	02/06/90
Proj.Staff Assist.	Medicine	02/19/90
Sr.Res.Supp.Spec.	Biochemistry	02/16/90
SUNY/INSTITUTE OF TECHNOLOGY AT UTICA/ROME		
Asst/Assoc.Prof. (2)	Computer Science	03/15/90
Assoc.Prof.	Photonics	03/15/90

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

Campus Opportunity

The Athletics Department is looking for two part-time coaches in the sports of women's tennis and women's volleyball. Anyone interested should call Fred Hartrick at ext. 6533.

College Bulletin

Volume XXXV Number 20

February 8, 1990

From the President

Annual Open House

The annual Open House for prospective students, parents, and the general public will be held Saturday, March 31, from 1 to 5 p.m. The program will include conferences with faculty, student affairs presentations and exhibits, campus tours, and other special events.

The Admissions Office, which has responsibility for planning this important event, will contact departments and campus organizations soon regarding participation. Faculty and staff are urged to attend Open House and assist in whatever way possible.

From the Vice President for Academic Affairs

Sabbatical Leaves for 1990-91

The Academic Affairs Office is pleased to announce the awarding of the following sabbatical leaves for 1990-91.

Fall 1990: Hadar Isseroff, professor (Biology); Thomas Kinsey, associate professor (Earth Sciences and Science Education); Donald Kutschall, associate professor (Performing Arts); David Lampe, professor (English); Henry Lang, professor (History and Social Studies Education); Edward Newberger, associate professor (Mathematics); Carl K. Seyfert, professor (Earth Sciences and Science Education); Roland Wise, professor (Fine Arts); and M. Virginia Wyly, professor (Psychology).

Spring 1991: John Aiken, professor (History and Social Studies Education); Robert J. Elmes, professor (Communication); Warren Enters, professor (Performing Arts); Alwin C. Green, professor (Mathematics); James O. Grunebaum, professor (Philosophy and Religious Studies); Irene Hulicka, distinguished professor (Psychology); Layman H. Jones Jr., professor (Art Education); Marvin LaHood, professor (English); Charles Mancuso, associate professor (Performing Arts); and Phyllis B. Pomerantz, associate professor (Social Work).

Academic Year 1990-91: Michael J. DeMarco, associate professor (Physics); William Engelbrecht, professor (Anthropology); Bonnie Gordon, assistant professor (Design); Scott G. Isaksen, associate professor and director (Center for Studies in Creativity); James R. McDonnell, professor (History and Social Studies Education); and Russell Vannoy, associate professor (Philosophy and Religious Studies).

All-College Honors Program Recruitment

The All-College Honors Program is recruiting on-campus students to enter the program in September 1990. There will be five positions available in the program. Students selected for the program will receive a \$500-a-semester scholarship as long as

they agree to participate in the Honors Program by taking its courses and maintaining a 3.50 average.

Applications are available in Twin Rise 100S. The deadline for application is March 1, 1990.

Requirements. At the time of application students must be freshmen at BSC and have at least a 3.50 GPA in letter-grade courses at the college. Students must have had a 90 or better high school average and have been in the top 10 percent of their high school class. (Students who have been out of high school for more than five years may waive this requirement.)

Please think of students who might be encouraged to apply. For further information, contact Kathy Moran, ext. 5336, or Jim Grunebaum, ext. 4320.

From the Vice President for Finance and Management

Business Cards

All orders for business cards must be forwarded to Purchasing as soon as possible. Submit a sample of your old card with the requisition. Cards will be printed in gray ink with new card format.

Deadline for submission of business card requests is March 1. For additional information please contact Lynn Lyons, ext. 4113.

From the Chairperson of the College Senate

Curricular Items

The following course revisions have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

FAR 103-Modeling: Modeling as an introductory experience in the exploration of three-dimensional form; development of perceptual and analytical attitudes; involving lectures and modeled work dealing with the human figure; for B.F.A. first-year students only.

FAR 240-Introductory Sculpture: An introduction to the fundamentals of sculptural form; exploration of additive, subtractive, and constructive approaches to sculpture through lecture and studio experiences.

FAR 341-Intermediate Sculpture I: A further exploration of sculptural form with a more thorough study of the numerous sculptural approaches and techniques; practice in planning and executing sculpture projects.

Reminder

As indicated in the *College Bulletin* of Jan. 11, open hearings on

the new general education requirements in Diversity in America and Global Issues are scheduled in BL 210 on Feb. 14 from 3 to 4 p.m. and on Feb. 15 from 12:15 to 1:30 p.m. The complete text of the task force report appeared in the *Bulletin* of Jan. 11.

From the Director of Butler Library

Faculty Loan Due Dates

As part of the new extended loan policy for faculty and staff, please remember that most books borrowed in 1989 are due Feb. 15. Overdue charges begin accruing on that date. One in-person renewal is available.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following video teleconferences will take place next week in CC/E:

Feb. 14, noon-3 p.m.: "Cults and Gangs" (Law Enforcement Satellite Training Network)

Feb. 15, 3-5 p.m.: "Face Value: the Examination and Preservation of a Pair of American Portraits"

The following teleconferences and satellite programs were recorded live and are now available in our Film and Video Library:

- "Determined to Succeed"
- "Paying for College: Scholarship and Other Financial Aid"
- "Beyond the Dream II: A Celebration of Black History"
- "Abraham Lincoln"
- "Minorities in Journalism"

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

Items of Interest

Wellness Words From HPER

Coping with the cold: Winter's no fun if you stay cooped up indoors. You have to get outside, participate in winter sports, breathe in that fresh, freezing air....to truly appreciate how wonderful *indoors* is. But while you're outside raising your appreciation level, remember these cold-weather facts:

- In low temperatures, particularly when combined with gusting winds, you tire more easily.
- Wind is important. The thermometer may not be very frightening, but combining the temperature with a brisk wind can have the same results as a temperature 40 degrees lower!
- Keep clothes dry. Wet clothing ceases to be an effective insulator and lets you lose body heat.
- Layered, loose-fitting, lightweight (and preferably wool) clothing is the way to dress to trap body heat. Coats should be tightly woven and water repellant. Cover your head—that's where most body heat is lost. If you're a hat hater, try it once. Your new stay-out stamina will make a convert of you.
- Take it easy. The cold weather has already put you under an unusual strain—don't insult your body by asking for injuries

through too much activity.

- Avoid alcohol. While it may make you feel warmer, alcohol actually causes your body to lose heat more rapidly.

- Be aware of trouble symptoms. Frostbite causes extremities to turn pale and lose feeling. It's especially important to check children for these signs.

- Hypothermia is even worse—the whole body begins to lose heat. Watch for these symptoms:

- Slurred speech combined with shivering
- Memory lapses
- Stumbling, uncoordinated walk
- Exhaustion, drowsiness

VACANCY NOTICE February 8, 1990

SUNY/ALBANY			
Instr. Support Asst.	PT Univ. Libraries	*D:02/28/90	
Assist. Prof.	Political Sci.	02/20/90	
Asst. to President	Univ. Relations	02/20/90	
Assist. Prof.	Italian	02/15/90	
SUNY/BINGHAMTON			
Tutor	Upward Bound	03/16/90	
Assist. Director	Univ. Relations	02/20/90	
Comm. Rel. Assoc.	Univ. Relations	02/20/90	
SUNY/COLLEGE AT BROCKPORT			
Faculty	Business Admin.	02/16/90	
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN			
TH Med. Radiog./Asst. Dir.	Radiology	02/27/90	
Lead Prog./Analyst	Information Serv.	02/27/90	
TH Sr. Fin. Analyst	Gen. Accounting	02/27/90	
TH Social Worker I	Social Work	02/27/90	
SUNY/COLLEGE OF TECHNOLOGY AT DELHI			
Director	Computer Center	Open	
SUNY/COLLEGE OF TECHNOLOGY AT FARMINGDALE			
Personnel Assoc.	Human Resources	02/20/90	
SUNY/COLLEGE AT GENESEO			
Instr. Supp. Spec.	Speech Path/Audio.	03/01/90	
SUNY/COLLEGE AT OLD WESTBURY			
Faculty	Analyt. Chemistry	03/01/90	
Faculty	Journalism	03/01/90	
Faculty	Humanities	03/01/90	
Faculty	Comm. Health	03/01/90	
Faculty	Sociology	03/01/90	
Faculty	Teacher Educ.	03/01/90	
Faculty	Performing Arts	03/01/90	
Faculty (2)	Bus. Mgmt.	03/01/90	
Faculty	Mathematics	03/01/90	
Faculty	Politics/Econ.	03/01/90	
SUNY/COLLEGE AT OSWEGO			
Director	Telecommunica.	02/28/90	
Adjunct Faculty	Elem./Sec. Educ.	03/15/90	
SUNY/STONY BROOK			
Faculty	Social Welfare	Open	
Faculty	Plastic Surgery	Open	
Faculty	Oncology	Open	
Asst. Exec. Vice Pres.	Campus Services	02/12/90	
TH Asst. Adminis.	Public Safety	02/12/90	
Univ. Instr. Supp. Spec.	Physics	02/27/90	
Instr. Supp. Asst.	Cardioresp. Sci.	03/12/90	
Res. Supp. Spec.	Microbio.	02/28/90	
Res. Supp. Spec.	Pol. Sci./Lbr.	02/28/90	
Sr. Med. Prac. Plan Adm.	Clinical Prac.	02/22/90	
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE			
TH Resp. Therap. II	Respiratory Ther.	Open	
TH Phys. Therap. II	Physical Therap.	Open	
Proj. Staff Assist.	Family Planning	02/21/90	

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

College Bulletin

Volume XXXV Number 21

February 15, 1990

From the President

Curricular Approvals

I have approved the following new courses and course revisions which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the vice president for academic affairs.

New Courses

- DES 476—Advanced Graphics
- GEG 375—Principles of Hydrology
- HEB 103—Introduction to Biblical Hebrew I
- HEB 104—Introduction to Biblical Hebrew II
- PSC 218—African-American Political Culture

Course Revisions

- CRS 205—Introduction to Creative Studies
- CRS 302—Creative Approaches to Problem Solving
- CRS 303—Creative Leadership Through Effective Facilitation
- CRS 304—Developing Creative Problem Solving Facilitation Skills
- CRS 305—Seminar/Metaphorical Problem Solving
- CRS 306—Seminar/Critical/Analytical Problem Solving
- CRS 320—Applications of Creativity and Innovation

Name Changes

- MUS 201—from Symphonic Literature to Symphonic Music
- MUS 202—from Vocal Literature 17th-20th Centuries to Vocal Music
- MUS 203—from Chamber Music Literature to Chamber Music
- MUS 301—from Introduction to Music Literature to Introduction to Music

From the Vice President for Finance and Management

Personal Car Mileage Rate

Effective Jan. 1, 1990, employees in the following negotiating units will be reimbursed for personal car mileage at the rate of 26¢ per mile: Security Services unit, Security Supervisor unit, UUP-SUNY Professional Services unit, SUNY Management Confidential and other unrepresented employees.

This change is in accordance with the various agreements. If you have any questions, please call the Accounting/Travel Office at ext. 4117.

From the Chairperson of the College Senate

Curricular Items

The following *course revisions* have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

EDU 417—Parents and Education: This course is designed to develop an understanding of the parental role in education and develop empathy for parents with diverse cultural, ethnic, economic background and parenting styles. Parent education programs and methods of conducting parent/teacher conferences are stressed.

FAR 343—Advanced Sculpture: A concentration on individually selected areas of development in sculpture based on personal interests, needs, and experience.

FAR 342—Intermediate Sculpture II: A continuation of Intermediate Sculpture I with further emphasis on exploration of the variations within each technique and approach; development of personal modes of expression.

FAR 345—Figure Modeling: Figure modeling as a basic sculptural discipline; portrayal and interpretation of the human form; includes anatomy lectures and work from the live model.

FAR 440—Senior Studio in Sculpture: A six-credit-hour concentration of studio work by the B.F.A. senior major in sculpture. The student will plan and execute a series of problems and projects in consultation with the major adviser.

The following *new courses* have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

SWK 321—The Elderly and Social Services: This course is designed to introduce junior and senior students to the needs of and services for the elderly. The course will include knowledge building about services and programs for the aging and policy issues regarding the aging such as health, housing, and finances. The physical, emotional, social, and economic needs of the elderly will be studied as well. Some intervention strategies for working with this population will be presented.

SED 307—Techniques for Teaching Lab Activities in Secondary Science Classroom: Science education majors will learn selected lab techniques necessary to teach New York regents or non-regents secondary science classes. Topics for each content area include ordering and maintaining supplies/equipment, storage, safety, preparation of materials, lab set-up, and measurement techniques.

SCI 313—Earth Science for Elementary School Teachers: Activity-oriented course for students interested in elementary school teaching. Practical demonstrations of concepts in geology and meteorology. Students will "do" earth science activities of elementary school-age children. *Option in elementary education science concentration.

SCI 311—Physical Science for Elementary School Teachers: An activity-oriented course for pre-service elementary school

teachers. In addition to practical demonstrations of appropriate physical science concepts, students will "do" physical science activities of elementary school-age children. *Option in elementary education science concentration.

Senate Meeting

The College Senate will meet Friday, Feb. 16, from 3-5 p.m. in CC/W. The agenda will include:

Standing Committee Reports. Submission deadlines, Curriculum Committee; guidelines for program elimination, Academic Plan Committee; at-large election, Bylaws and Elections; policy recommendations and committee update, Student Welfare Committee.

Old Business. Curriculum procedures for faculty oversight committees; ad hoc committee on complaints; student registration and class attendance.

New Business. Residence hall living standards.

From the Director of the Counseling Center

Open House

The College Counseling Center will hold an open house Wednesday, Feb. 28, from 2-5 p.m. for the college community. All faculty and staff are invited to visit our new facility in the lower level of Porter Hall and to learn more about our programs and services.

We also plan to celebrate our anticipated accreditation by the International Association of Counseling Services (IACS). Light refreshments will be provided.

We were saddened to learn of the death of William H. Oldenbrook, associate professor emeritus of foreign language, on Feb. 12, 1990. Dr. Oldenbrook, who taught German, joined the faculty in 1968 and retired in 1984. He held a B.A. from the University of Rochester, an M.A. from the University of Wisconsin, and a Ph.D. from Harvard University. He resided in Kenmore. Our sympathy goes to his wife Lois and children Kurt, Lise, Dana, and Clark. Private services were to be held at the convenience of the family.

Items of Interest

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Deborah Hard..... ext. 3068

Paul Martin..... ext. 4307

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Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, noon-2 p.m.

Friday, 10 a.m.-noon

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Wellness Words From HPER

A Stronger You: Muscle that is underused and out of condition does not make use of oxygen as well as lean muscle. Moreover, when you don't use a muscle, it shrinks, tightens, and becomes more prone to injury.

As you gradually ask more from your muscles, they will grow stronger and more elastic.

VACANCY NOTICE February 15, 1990

SUNY/ALBANY		
Research Supp.Spec.(2)	Biolog.Sci.	*D:02/27/90
Educ.Specialist	Rockefeller Coll.	02/27/90
SUNY/COLLEGE AT BROCKPORT		
Instr.Supp.Spec.	Audiovisual/Tech.	03/08/90
Assist.Librarian	Library	03/14/90
Assist.Coach PT	Ice Hockey	04/01/90
Assist.Coach PT	Field Hockey	
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
Sr.Staff Asst.	Facilities Mgmt.	03/06/90
TH Asst.Dir.Nursing	Neonatal/Critical	03/06/90
TH Clin.Lab.Tech.III	Pathology	03/06/90
SUNY/COLLEGE OF TECHNOLOGY AT DELHI		
Director	Computing Serv.	Open
SUNY/COLLEGE OF AG & TECH AT MORRISVILLE		
Affirm.Action Ofcr.	President's Ofc.	03/06/90
Instr./Assist.Prof.	Business Adm.	03/01/90
SUNY/COLLEGE AT NEW PALTZ		
Assist.Prof. (2)	Communication	Open
Assist.Prof.	Foreign Lang.	02/28/90
SUNY/COLLEGE AT OSWEGO		
Visiting Prof.	Chemistry	03/16/90
SUNY/COLLEGE AT PURCHASE		
Sr.Staff Assist.	Telecommunication	03/06/90
SUNY/STONY BROOK		
Sr.Prog/Analyst	Computing Serv.	03/06/90
TH Staff Asst.I	Inpatient Clinic	03/06/90
Assist.Prof.	Africana Stud.	03/31/90
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
TH Clin.Nurse Spec.	Phys.Med./Rehab.	03/06/90
Deputy Nurse/Dir.	Nursing	02/15/90
TH Clin.Lab.Tech.III	Clin.Pathology	03/06/90
Clin.Asst.Prof.	Preventative Med.	Open

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

College Bulletin

February 22, 1990

Volume XXXV Number 22

From the Vice President for Finance and Management

SUNY at Buffalo Training and Development Programs

The University at Buffalo sponsors various training and development programs, many of which are open to Buffalo State College employees.

Copies of the UB Staff Training and Development Programs and Services catalog for spring and summer 1990 are available in the Human Resource Management Office, GC 403. Please call ext. 4821 to request a copy.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following video teleconference will take place next week in CC/E:

Feb. 28, 1-6 p.m.: "Newview" (New York State Council on the Arts-independent film and video producers)

The following teleconferences and satellite programs were recorded live and are available in our Film and Video Library:

- "Cults and Gangs"
 - "New Definition of Learning: The First Step for School Reform"
 - "Face Value: The Examination and Preservation of a Pair of American Portraits/The Future of the Past"
 - "Abraham Lincoln"
 - "Minorities in Journalism"
- The following series are now available for rental on VHS format from the Film and Video Library:
- "Art of the Western World"
 - "Focus on Europe"
 - "National Gallery of Art"
 - "Other Side of the News"
 - "Author, Author"

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival ext. 6682.

From the Director of the Performing Arts Center

PAC Space Reservations

In accordance with the guidelines for the scheduling of Performing Arts Center spaces, including Rockwell Hall auditorium, I am providing, as an attachment to this issue of the *College Bulletin*, a list of current requests for the use of the auditorium for the 1990-91 school year.

Those individuals and departments who have requested

dates will receive priority in the use of Rockwell Hall auditorium based on the published schedule. As of March 1, 1990, availability of Rockwell Hall auditorium will be on a first-come, first-served basis for all remaining open dates.

If you would like to schedule your event for next school year in Rockwell Hall auditorium, please contact Steve Scott-Martin at ext. 3032.

Items of Interest

Mandela Program

The Academic Affairs Office is sponsoring a timely presentation of the 30-minute documentary "Remember Mandela!", a personal portrait of the world's most famous former political prisoner by film producer Peter Davis. The free program will take place Thursday, March 1, at 12:15 p.m. in HC 122.

Davis, who has done extensive work in South Africa, will talk about Nelson Mandela and answer questions following the film. The public is welcome.

Employee Honored

CSEA Local 640 Executive Board announces that Carolyn Rose, keyboard specialist in the Records and Registration Office, has recently been honored as LEAP Student of the Month. LEAP is the Labor Education Action Program of CSEA and offers tuition-free credit-bearing courses at various colleges across New York state.

Carolyn, while working full time, earned her bachelor's degree in art history from Buffalo State and has begun graduate-level work at SUNY at Buffalo.

A ceremony honoring Carolyn's achievement will be held Thursday, March 1, at 4 p.m. in GC 418. President Richardson will present the award on behalf of the college. Colleagues and friends are invited to attend.

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Don't wait until a crisis develops. Let us help you avoid one!

Faculty/Staff Stretch, Tone, and Aerobics Program

Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or both of these activities:

Low-impact Aerobics

Monday/Wednesday, 5-6 p.m., HG 213

Stretch & Tone

Tuesday/Thursday, 5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

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Pool

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Racquetball Courts

Monday/Wednesday, noon-2 p.m.

Friday, 10 a.m.-noon

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Early Bird Exercise

The Early Bird Exercise program will meet Monday, Wednesday, and Friday, 6:15-7:15 a.m., and Tuesday and Thursday, 6:30-7:30 a.m., in HG 213/Bubble. Call ext. 6501 or ext. 5128 for more information.

Wellness Words From HPER

A Firmer You: Without adequate exercise, muscles lose their tone. Fat can accumulate in and around the muscle bundles. Fatty deposits can build up under the skin, causing it to stretch and dimple.

Exercise can help eliminate fat deposits by reducing the overall total amount of body fat.

VACANCY NOTICE February 22, 1990

SUNY/ALBANY

Spons.Prog.Assoc.II	Research	*D:02/28/90
Education Spec.	Rockefeller Coll.	02/28/90
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Sr.Educ.Spec.	Preventative Med.	Open

BUFFALO STATE COLLEGE PERFORMING ARTS CENTER ROCKWELL HALL AUDITORIUM

1990/91 SEASON

FALL SCHEDULE

September 7	American Women in Radio and Television
September 9	SUB Film
September 11	Residence Life Film
September 13	Academic Convocation
September 15	(Tentative) Fr. Bissonette Fdn. Benefit
September 16	SUB Film
September 22	Erie County Bar Association
September 23	SUB Film
September 25	Residence Life Film
September 30	SUB Film
October 2	Amherst Saxophone Quartet
October 5	Words and Music Concert: German Lieder
October 6	Buffalo Gateway Chorus
October 9	Residence Life Film
October 9-13	Kurt Weill Festival
October 13	Fred Penner
October 14	Fred Penner
	SUB Film
October 19	Rockwell Hall Birthday Performance
October 20-21	QRS Dance Buffalo: Batsheva Dance Company
October 21	SUB Film
October 23	Residence Life Film
October 26 & 27	Buffalo Ballet Theater
October 28	SUB Film
October 28-30	The Shoestring Players: Folk Tales from Around the World
October 29-Nov 3	Gemini Dance Theater
October 31	BSC Band Halloween Concert
November 4	Maelstrom Percussion Ensemble
November 5-17	Performing Arts Department Musical
November 11	SUB Film
November 13	Res Life Film
November 18	QRS Dance Buffalo: Joyce Trisler Dance Company
November 19	BSC Jazz Ensemble
November 25	SUB Film
November 26-Dec. 8	Buffalo Academy of Visual and Performing Arts Musical
December 2	QRS Music Series
December 3	SUB Film
December 4	Res Life Film
December 5	Buffalo State College Percussion Ensemble
December 9	BSC Band and Chorus in Concert
December 10-16	Greater Buffalo Opera: Amahl and the Night Visitors
December 16	SUB Film

SPRING SEMESTER

January 26	Toys ETC.
January 27	SUB Film
January 29	Res Life Film
February 1-4	Ballet Nacional de Caracas
February 3	SUB Film
February 7-9	Buffalo Inner City Ballet
February 10	Maelstrom Percussion Ensemble
February 11	SUB Film
February 12	Res Life Film
February 17	QRS Dance Buffalo: Mummenschanz
February 18	SUB Film (President's Day Recess)
February 24	Amherst Saxophone Quartet
February 25	SUB Film
February 26	Res Life Film
March 3-10	St. Joseph's Spring Musical
March 10	SUB Film
March 12	Res Life Film
March 14-16	Pick of the Crop Dance Company
March 17	SUB Film
March 24	QRS: Matt Haimovitz, Cello
March 25	SUB Film
March 26	Res Life Film
March 27	BSC Band
April 1	SUB Film
April 7	Amherst Saxophone Quartet
April 8	SUB Film
April 9	Res Life Film
April 14	SUB Film
April 14-15	Theatre Fantastique from Paris
April 17	BSC Jazz Ensemble
April 21	SUB Film
April 23	Res Life Film
April 24	BSC Ensembles
April 25	Honors Convocation
April 28	Maelstrom Percussion Ensemble
April 29	SUB Film
April 30	Res Life Film
May 1	BSC Band Concert
May 5	SUB Film
May 5-6	Prince Street Players "The Emperor's New Clothes"
May 7	Buffalo State College Percussion Ensemble
May 8	BSC Chorus
May 12	SUB Film
May 31-June 1	Miss Barbara's School of Dance

B U F F A L O S T A T E C O L L E G E

College Bulletin

Volume XXXV Number 23

March 1, 1990

From the President

Approval of Department Name Change

I have approved the Information Systems Management Department name change.

Effective Sept. 1, 1991, the new name will be Computer Information Systems Department, with CIS as the course prefix.

From the Vice President for Academic Affairs

Summer Orientation Sessions

Upon consultation with the campuswide Orientation Advisory Committee, the New Student Programs and Orientation Office announces the following dates for 1990 summer orientation programs:

Freshmen: June 27-29; July 1-3; July 9-11; Aug. 28-30

Transfer: June 28; July 2; July 10; Aug. 29.

During these sessions special orientation programming will be conducted for families of new students and re-entry adult students. New student orientation will include pre-registration academic advisement, registration, informational and experiential programming, as well as basic skills competency testing in mathematics, English, reading, and foreign languages.

Also, in our continuing effort to initiate more direct contact between faculty and new students we will be selecting a cadre of faculty to participate in the orientation Faculty Enhancement Project. This project, which is being funded by Title 3, Activity 1 of the Strengthening Developing Institutions grant, will enable trained faculty to assist our undecided freshmen to intelligently select their academic courses. Faculty participants will help introduce new students to the goals of higher education, BSC's general education and basic skills requirements, and planning for academic excellence through active academic advising. Faculty interested in obtaining more information about the Faculty Enhancement Project should contact the New Student Programs and Orientation Office at ext. 5336.

From the Vice President for Finance and Management

Steam Line Replacement

The long-awaited replacement of a major underground steam line will commence on March 5. The first sign of construction will be the installation of a fence along Academic Drive in the vicinity of the Buffalo Psychiatric Center laundry building. Unfortunately, this project will eliminate access and parking on Academic Drive from Union Place to the Classroom Building for an indefinite period.

On approximately March 19, it will become necessary for the contractor to erect another fence across Academic Drive that will temporarily disrupt parking by closing access to the Weigel parking lot. We have been assured by the contractor that he will re-open the Weigel lot as quickly as possible, but because of weather uncertainties he has not provided us with a specific date as yet.

During the construction period we will arrange to increase available staff parking in the CLL lot to compensate for any spaces temporarily lost on Academic Drive and in the Weigel lot. If you have any questions or comments please contact Jack Byrne, associate vice president for facilities, at ext. 6112. All of us involved with this vitally needed project appreciate your patience and understanding during the construction period.

From the Chairperson of the College Senate

Curriculum Committee Notice

Curricular items published in the *College Bulletin* cannot be acted upon by the Curriculum Committee until 15 working days have elapsed after publication.

Therefore, items published in the *Bulletin* after March 29, 1990, will not be acted upon during the spring semester, 1990, and will be deferred to the fall semester, 1990.

Nominations Meeting

The Bylaws and Elections Committee will hold an all-college meeting on Tuesday, March 13, during Bengal Pause in BL 208.

The following positions are open for nominations:

- Four At-Large — three-year term (1990-1993)
- University Senator — three-year term (1990-1993)

Open Hearing

The Academic Plan Committee will hold an open hearing on Thursday, March 8, in BA 116E during Bengal Pause to gather information for developing guidelines in the event that an action is contemplated regarding the deactivation or elimination of a program or department. The members of this ad hoc hearing committee are: Donald Blundell (Student Union) Academic Plan; Judy Jones (Academic Skills Center) Curriculum; Paul Martin (Fine Arts) Academic Plan; Donald Pahl (USG) Standards for Students; Frank Pascarella (HPER) Academic Services; Alex Ratkowski (Economics) Academic Plan; Marie Saladino (USG) Standards for Students; Jill Singer (Earth Sciences and Science Ed.) Budget and Staff; Samuel Wakshull (Exceptional Education) Professional Welfare; Robert Zuercher (Technology) Academic Plan; plus representatives from the administration.

All members of the college community are encouraged to participate. Those wishing to present their views to the commit-

tee should contact Paul Martin in UH 304A, ext. 4307, before the hearing.

Curricular Approvals

The Senate Curriculum Committee has approved the following items, which have been forwarded to the president for his recommendation:

New Courses

HPR 412-Health/Wellness Program

PAR 350-The American Musical

Program Revision

B.S. in Design-Theater Concentration

Course Revision

GEG 409-Geography of Manufacturing

Other Curricular Items

The following have been received in the Senate Office and forwarded to the Curriculum Committee for its consideration:

Programs

New minor: Biology

Program revision: Coordinated undergraduate program in Dietetics

New Courses

ISM 690-Master's Project in Educational Computing. Investigation of a particular problem or performance of a task to be carried out by the student with consultation and guidance from the adviser; must be submitted in acceptable form as directed by the adviser.

NFS 451-Specialty Practice. The student participates in dietetic practice for a selected specialty area. For coordinated undergraduate dietetics majors.

NFS 471-Experiences in Health Care Food Service Systems. The student applies knowledge and principles of food systems management in a health care facility. Emphasis is on functions of a food service system, human resource management, quality assurance program, and cost analysis activities. For coordinated undergraduate dietetics majors.

SWK 321-The Elderly and Social Services. This course is designed to introduce junior and senior students to the needs and services for the elderly. The course will include knowledge building about services and programs for the aging, policy issues regarding the aging such as health, housing, and finances. The physical, emotional, social, and economic needs of the elderly will be studied as well. Some intervention strategies for working with this population also will be presented.

Course Revisions

NFS 468-Management of Food Service Operations. Focuses on food service systems and related subsystems including an in-depth analysis of the procurement process, menu development, food production and delivery, quality standards, and financial management. For coordinated undergraduate dietetics majors.

NFS 338-Nutrition and the Life Cycle. The study of nutritional needs and concerns of the various physiological ages of mankind. Application of the principles of nutrition to pregnancy, lactation, infancy, the preschool and school-age years, adolescence, adulthood, and later maturity, with appropriate discussion of nutrition and programs available to the different age groups. For dietetics majors.

Increasing the Credit Hours

From two to three credits:

NFS 445-Nutritional Care A

From three to four credits:

NFS 440-Applied Nutrition, Part I

NFS 442-Applied Nutrition, Part II

NFS 443-Applied Nutrition, Part III

NFS 446-Nutritional Care B

From four to five credits:

NFS 447-Nutritional Care C

From the Director of Lifelong Learning

Course Proposals

The Bulger Lifelong Learning Center is now accepting course proposals for fall 1990 non-credit programs. Some topics of interest include: continuing education for CPAs, commercial and graphic design, professional development, and computer courses. Application deadline is April 30, 1990.

For more information or a course proposal outline contact Michele Mogavero at ext. 5906

From the Faculty/Staff Development Advisory Council

Employee Services Listing

The Faculty/Staff Services Subcommittee of the Faculty/Staff Development Advisory Council is asking for your help in the preparation of a listing of services available to college employees.

Although we have just cause to be proud of the many services offered by the college's many and varied departments and organizations, those who could most benefit from their assistance are often unaware of their programs. True, the *College Bulletin* and other advisories are issued regularly but these do not always receive the full attention of a busy faculty and staff.

The Faculty/Staff Services Subcommittee was formed in order to supervise the publication and distribution of a brochure or newsletter outlining services contributing to faculty and staff development. Briefly describing the college's diversity of services in this area within a single publication would make for a manageable and handy document.

Would you kindly take the time to write a short paragraph describing the services or programs your department or organization provides? We are especially looking for services not readily apparent to the college community. Please understand your entry may have to be edited to bring it within the spacial confines of the newsletter. Please reply by March 14.

If you have any questions about our project, feel free to write or telephone Craig Werner, subcommittee chairperson, KH 317, ext. 5409.

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Wellness Words From HPER

A More Enduring You: Deconditioned muscles have difficulty obtaining the oxygen they need to work efficiently. They tire out sooner than fit muscles do.

An unfit body is more prone to injury and wears out sooner than a fit one. A conditioned body has a better chance to keep going mile after mile, year after year.

VACANCY NOTICE

March 1, 1990

SUNY/COLLEGE AT BUFFALO (Internal Search)

LOCAL TITLE: Energy Systems Coordinator

BUDGET TITLE: Assistant Facilities Program Coordinator

RANK: SL-3

TARGETED SALARY: \$30,500

APPLICATION DEADLINE: March 15, 1990--send resume to John J. Byrne, Assistant Vice President for Facilities, DC 202.

DESCRIPTION OF DUTIES: Assist contractor in locating equipment, control points, etc. for the installation of system components. Monitor Energy Management System and evaluate equipment operating schedules.

QUALIFICATIONS: Five year's experience repairing, installing or operating large commercial HVAC systems. Knowledge of HVAC equipment and controls at Buffalo State College. Associate's degree in a technical field.

SUNY/ALBANY

Assist. Librarian Library *D:03/30/90

SUNY/COLLEGE AT ALFRED
Res. Hall Intern Residential Life 03/13/90

SUNY/BINGHAMTON
Instr. Supp. Assoc. Theater 03/13/90

Assoc. Counselor PT Employee Assist. 03/13/90

Senior Trainer Leadership Stud. 03/19/90

Project Adm. Ofcr. Leadership Stud. 03/19/90

SUNY/COLLEGE AT BROCKPORT
Faculty (2) Phys. Ed/Sport 03/15/90

Instructor PT English 03/14/90

Assist. Librarian Library 03/15/90

Asst. Coach PT Field Hockey 04/01/90

Asst. Coach PT Ice Hockey 03/30/90

Asst. Prof. Chemistry 03/30/90

SUNY/HEALTH SCIENCE CENTER AT BROOKLYN
TH Med. Records Asst. Dir. Medical Rec. 03/13/90

Instr. Supp. Assoc. Microbiology 03/13/90

TH Clin. Lab. Tech. III Blood Bank/Path. 03/13/90

TH Clin. Lab. Tech. III Clin. Lab/Path. 03/13/90

Asst. Dir./Counseling Psychiatry 03/13/90

SUNY/CENTRAL ADMINISTRATION
Assoc. Provost Academic Programs 03/15/90

SUNY/COLLEGE AT CORTLAND
Instr./Asst. Assoc. Prof. Phys. Educ. 03/15/90

Assist. Prof. Education 03/01/90

Counselor Counseling Cntr. 03/16/90

SUNY/COLLEGE AT FREDONIA
Assist. Prof. English Open

SUNY/COLLEGE AT GENESEO
Res. Hall Dir. Residence Life 03/13/90

SUNY/COLLEGE AT NEW PALTZ
Dean Sch. of Education 03/01/90

SUNY/COLLEGE AT ONEONTA
Res. Hall Dir. Student Affairs 04/15/90

SUNY/COLLEGE AT OSWEGO
Tenure Track Mathematics 03/21/90

SUNY/PLATTSBURGH
Instr./Assist. Prof. History 03/01/90

Lecturer Psychology 03/01/90

Adjunct Faculty PT Various Depts. Open

Director Learning Center Open

SUNY/COLLEGE AT POTSDAM
Dean Music 03/09/90

Residence Director(3) Residence Life 03/ /90

SUNY/STONY BROOK
Vice President University Aff. Open

Instr./Asst. Prof. Phys. Ed./Ath. Open

Sr. Staff Assist. Graduate School 03/13/90

Research Scientist Obstet/Gyn. 03/07/90

SUNY/HEALTH SCIENCE CENTER AT SYRACUSE
Instr. Supp. Assoc. Otolaryngology 03/06/90

TH Sterile Supp. Spec. Central Sterile Open

SUNY/COLLEGE OF ENVIR. SCI. & FORESTRY/SYRACUSE
Instr. Supp. Spec. (2) Adirondack Center 03/15/90

Instr. Supp. Assoc. Chemistry 03/09/90

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, CC 403.

College Bulletin

Volume XXXV Number 24

March 8, 1990

From the President

Governor To Speak at Commencement

I am very pleased to announce that Gov. Mario M. Cuomo has accepted our invitation to deliver this spring's commencement address. All of you who attended commencement exercises in 1986, when the governor last spoke at Buffalo State, know that he is one of America's most eloquent and inspirational orators. We are certainly privileged to have him back so soon to address our graduates.

As I announced in the Jan. 18 *College Bulletin*, our 118th commencement will take place Friday, May 18, at 10:30 a.m. at the Niagara Falls Convention and Civic Center. There are approximately 2,300 candidates for degrees this year. I anticipate a good response from faculty and professional staff to the flier you should receive soon inviting you to participate in commencement. I know the graduates and their families appreciate your participation in this memorable occasion.

From the Vice President for Academic Affairs

Faculty Lecture

A Teaching Effectiveness Committee lecture, "Rethinking What It Means To Be a Scholar," by Dr. Eugene Rice, senior fellow, Carnegie Foundation for the Advancement of Teaching, promises to be an exciting forum for BSC faculty. Dr. Rice is writing a special report with Dr. Ernest Boyer entitled "The New American Scholar: Toward a Broader Conception of Scholarship." He is also a research director for the Future of the Academic Workplace Project sponsored by the Council of Independent Colleges. The report on that study (written with Ann Austin), "High Morale and Satisfaction Among Faculty: Ten Exemplary Colleges," appeared in a recent issue of *Change*.

The lecture is slated for 12:15 to 1:30 p.m. on Thursday, March 15, in CC/W. All faculty are encouraged to attend. For additional information, contact Nan Lund, ext. 5719.

From the Vice President for Finance and Management

Expenditure Control Guidelines

Personal Service Guidelines

The NYS Division of Budget, in response to the current state budget deficit, has imposed a hiring freeze effective immediately and continuing through March 31, 1990, at the least. Under this freeze no appointments may be made except where failure to do so would:

1. directly result in a reduction of the level of service required

to protect and care for clients of the state or to assure public health and safety;

2. endanger the health or safety of state employees;
3. clearly result in a loss of significant revenue to the state;

or

4. otherwise unacceptably impair the accomplishment of the agency's mission.

Under these guidelines the president has determined that we will proceed as usual with the recruitment and appointment of faculty as authorized by the vice president for academic affairs as necessary to meet institutional needs. We also will proceed with the appointment of student assistants and with the hiring of replacements for terminated probationary employees. Positions financed by Income Funds (Dormitory and Reimbursable) may also be filled. *All* other requests for hiring must be accompanied by a written explanation of how the appointment complies with provisions 1-4 above and will be considered by the president on a case-by-case basis.

Travel Guidelines

1. Travel should be limited to that which is essential to college business, integral to an employee's work assignment, necessary for employee development, or necessary to avoid compromising the college's legitimate interests.

2. Travel should be restricted to the least number of individuals necessary to insure the college's interests.

3. Overnight travel must be avoided whenever possible and utilized only when it is more cost effective than other alternatives or essential to the specific assignment.

4. Air travel is restricted to trips of 200 or more miles, or where it can clearly be demonstrated to be more cost effective than other alternatives, or where failure to utilize would result in unreasonable travel time.

5. Travel to conferences, seminars, conventions, statewide meetings, etc. is limited to those who are participants in the program presentations or officers of the associations, or where attendance is necessary to substantially improve the employee's skills or ability to perform his or her work assignments, or where the interests of the college clearly require participation.

6. Travel for staff training and development will be permitted where the training is related directly to an employee's work assignment and which, if not received, would significantly impair the employee's ability to perform his or her duties. Every effort should be made to provide required training as close as possible to the employee's work site.

7. Travel associated with regular job activities, such as admissions recruitment, should be coordinated as much as possible to avoid duplication of effort and unnecessary trips.

8. A vice president must approve *all* travel requests in advance and certify to the president that the intended travel is in accordance with these guidelines.

Surplus Items

The Campus Services Office reports that the following items are available for campus department use:

- CPT console w/keyboard
- CPT multiplexer
- CPT Rotary VIII printer w/sound hood
- CPT dual bin sheetfeeder
- Secretarial chairs
- Executive chairs
- Desks, faculty or secretarial
- Desk lamps
- Tables
- 2-bay carrels
- Chairs, all types
- Stools
- Bookcase, metal
- Paper cutter
- Cabinets

To claim an item or request items not listed above, contact Richard Saddleson, property control officer, GC 410, ext. 6835.

From the Chairperson of the College Senate

Curricular Items

The following have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

New Courses

PAR 200—Performance Lab. An appropriate assigned laboratory experience in the performing arts chosen through faculty consultation dependent upon the interests and previous experiences (if any) of the student.

DES 253—Fundamentals of Boatbuilding. A course in which students learn the fundamentals of boat design, lofting, and construction through lectures, demonstrations, and the construction of a small boat.

DES 318—History and Theory of Watercraft Design. A survey of the history and theory of naval architecture and watercraft design with special attention to the development of design solutions within specific cultural contexts. Special emphasis will be given to American small craft and local traditional designs.

DES 451—Wood/Epoxy Boatbuilding. A course in the theory and applications of wood/epoxy boat building materials and techniques through the construction of a wood/epoxy skiff.

ISM 481—C Language Programming. The C programming language will be covered in depth. Several programs will be assigned as laboratory exercises to develop the students' skills in the language. This course fulfills the ISM restricted elective for majors. Prerequisites: Two programming courses beyond ISM 101.

MED 383W—Learning and Teaching Problem Solving. An introduction to the basic techniques of problem solving, creative problem solving, the methods of Polya, Schoenfeld, and others, with applications to the area of algebra, geometry, analysis, and recreational mathematics. The course also considers strategies for teaching problem solving, as well as research in this area.

MED 385—Uses of Technical Aids in the Teaching of Mathematics. This course includes an introduction to the equipment and software available for use in the mathematics classroom. Ways in which it can be used effectively, a process for develop-

ing classroom lessons, and preparation for adoption of future developments will be studied. Students will produce and evaluate projects for use in the mathematics classroom.

Programs

New Minor: Design

Curriculum Committee Notice

Curricular items published in the *College Bulletin* cannot be acted upon by the Curriculum Committee until 15 working days have elapsed after publication.

Therefore, items published in the *Bulletin* after March 29, 1990, will not be acted upon during the spring semester, 1990.

Nominations Meeting

The Bylaws and Elections Committee will hold an all-college meeting on Tuesday, March 13, during Bengal Pause in BL 208.

The following positions are open for nominations:

- Four At-Large—three-year term (1990-93)
- University Senator—three-year term (1990-93)

Open Hearings

The College Senate Task Force on Placement of Basic Skills Requirements will hold open hearings regarding the placement of basic skills requirements (ENG 101 and 102 and MAT 100 or their equivalents) on the audit sheets of students who transfer into parallel programs at BSC from SUNY two-year institutions with A.A., A.S., or A.A.S. degrees (see interim report attached to this issue of the *College Bulletin*).

The open hearings will be held during Bengal Pause on Tuesday, March 27, and from 3-4:15 p.m. on Wednesday, March 28. Both hearings will be held in BA 116E. Presentations will be limited to five minutes and should be arranged in advance by calling ext. 5411.

Members of the task force are: Herbert A. Aurbach (Sociology), chairperson; Paul M. Culkowski (Technology); John S. Frederick (Commuter Services); Molly Kerwin (student); Thomas J. Quatroche (Educational Foundations); Susan M. Szczepanski (student); Craig Werner (English); and administration liaisons Kathryn A. Moran (Undergraduate Studies) and Jeffrey J. Wallace (Academic Affairs).

The task force will report its recommendations to the College Senate at its April 6 meeting.

From the Director of Instructional Resources

SUNSAT/Satellite Update

The following video teleconferences will take place during March:

March 9, 1-3 p.m.: "Increasing the Effectiveness of Faculty Evaluation: Roles of Chairpersons and Academic Administrators" (CC/E)

March 14, 1-3 p.m.: "Men of Color: Absence in Academia" (CC/S)

The following teleconferences and satellite programs were recorded live and are now available in our Film and Video Library:

- "Paying for College '90"
- "Newview" (Previews of the latest film and video from 11 independent producers)

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Pervival, ext. 6682.

SEFA/United Way

It has come to our attention that payroll deductions are sometimes not being made in college personnel paychecks for the SEFA/United Way as designated.

Copies of all authorized deductions were forwarded to Audit and Control in Albany in November. Audit and Control apparently did not accurately record these on their computers.

If you made a contribution to SEFA through payroll deduction, please check your paycheck stub to see if there is a deduction for code 857. If your deduction has not been recorded, please notify Doris Trudeau at ext. 4057. Thank you.

Items of Interest

Public Hearing

The SUNY board of trustees will conduct a public hearing on March 29 at State University Plaza, Elisabeth Luce Moore Board Room, Albany, from 1:30 to 3 p.m. This facility permits barrier-free access to the physically handicapped.

The purpose of the hearing is to receive testimony and statements from concerned individuals about university issues. If you have issues which are oriented to a single campus and would like to bring them to the attention of the trustees, please feel free to do so by writing the board at State University Plaza, Albany, N.Y. 12246.

Persons wishing to present prepared testimony to the board are requested to write to Miss Martha J. Downey, secretary of the university, at the above address, such communication to be received no later than noon on March 27. In your letter please briefly identify the subject of your testimony and provide Miss Downey with a telephone number, as well as an address to which she can send confirmation that you have a reserved place on the agenda. Such testimony will be limited to five minutes and the speakers will be requested to provide six copies of their written testimony to the hearing registration officer on the day of the hearing.

Persons who wish to make brief extemporaneous comments (no more than three minutes) are requested to file their names with the hearing registration officer on the day of the hearing. Time for such comments will be set aside at the end of the hearing and such persons will be called upon in the order in which they register.

Employee Assistance Program

We're here to listen . . . if you need to talk:

Dave Cummings..... ext. 5233
Deborah Hard..... ext. 3068
Paul Martin..... ext. 4307

We are your Buffalo State Employee Assistance Program coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problems.

Don't wait until a crisis develops. Let us help you avoid one!

Faculty/Staff Stretch, Tone, and Aerobics Program

Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or both of these activities:

Low-impact Aerobics

Monday/Wednesday, 5-6 p.m., HG 213

Stretch & Tone

Tuesday/Thursday, 5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, noon-2 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Early Bird Exercise

The Early Bird Exercise program will meet Monday, Wednesday, and Friday, 6:15-7:15 a.m., and Tuesday and Thursday, 6:30-7:30 a.m., in HG 213/Bubble. Call ext. 6501 or ext. 5128 for more information.

Wellness Words From HPER

A Happier Healthier You: A fit body that can take in and use oxygen efficiently is full of vitality. Being fit can make you proud of how you look and impart a sense of self-esteem. It also bolsters the body's natural resistance to disease.

Another plus: Exercise is a natural antidote for anger, depression, anxiety, and stress.

INTERIM REPORT ON PLACEMENT OF BASIC
SKILLS CREDITS ON STUDENT AUDIT SHEETS

Background

Since the implementation of the current General Education requirement, there has been a differential, and apparently inequitable, practice in regard to the placing of courses that meet Buffalo State College's basic skills requirements (MAT 100 and ENG 101 and ENG 102 or their equivalents) on student audit sheets.

The 1989-91 Undergraduate Catalog clearly states (pp. 32-33) that neither the English Composition Requirement nor the Basic Mathematics Requirement "may be used to satisfy the 60-hour breadth requirement." Moreover, the audit sheets now in use for all programs unequivocally state that "All college credits for English Composition or Basic Mathematics courses must be placed under ALL COLLEGE ELECTIVES." These stated policies have not been applied to students who have received an A.A., A.S. or A.A.S. degree from a two-year institution in the SUNY system and who transfer into a "parallel" program at Buffalo State College. In the case of these transfer students the Basic English Composition and Basic Mathematics courses are placed under GENERAL EDUCATION REQUIREMENTS (in almost all instances as GEE electives). This practice is not applied to any other transfer student, even those entering Buffalo State College at the Junior level from other four-year SUNY undergraduate institutions.

The rationale for this differential practice stems from a transfer policy approved by the SUNY Board of Trustees in the spring of 1980 for implementation in the fall semester of 1982. This policy stated that "graduates of two-year colleges within the State University of New York, when accepted in parallel programs at baccalaureate campuses will be given the opportunity to complete the requirements for the bachelor's degree within four additional semesters of full-time work . . . (emphasis ours)." Since a substantial proportion of these students with SUNY Associate degrees have filled or nearly filled their All-College Electives by courses transferred from their two-year institutions or will fill them by meeting prerequisites for courses required in their major at Buffalo State, it becomes impossible to complete their programs at this College in four semesters if the nine hours of basic skills courses also are put into All-College Electives thereby overloading this category on their audit sheets and requiring nine more hours of General Education courses than are now required. On the other hand, it seems completely inequitable not to allow students who began their programs at Buffalo State or students from other institutions (even from within the SUNY system, but who have not completed an Associate degree), the same options as the graduates of two-year SUNY institutions.

It should be noted that after considerable research, the committee was unable to find any written policy that supports the existing differential practice at this College. Rather, in an effort to comply with SUNY transfer policy and in response to needs expressed by the Academic Appeals Committee, the practice was developed informally by Academic Affairs and then transmitted to the Admissions Office. Knowledge about the differential practice has not been widely disseminated beyond Academic Affairs, Admissions and the chairpersons of the English and Mathematics departments.

Recommendations

It is proposed that the College Senate give further consideration to the following recommendations:

1. A single policy be enforced regarding the placement of credit for basic skills courses on the audit sheets of all students at this College.

2. The above policy be clearly stated in the college catalog and on the audit sheets and that it be widely disseminated in writing to all entering students and to all faculty and staff involved in admissions and advisement.

The committee has examined several alternative policies to be considered by the College Senate. In regard to all these alternative policies, it should be understood that the option of meeting the basic skills requirements by passing a competency examination shall be continued. The alternative policies include the following:

1. The written policy as stated in the current catalog and on the existing audit sheets should be required for all students, i.e. English 101 and 102 and Mathematics 100 can only be applied to All-College Electives and cannot be applied to the 60-hour General Education requirements.
2. All students should be allowed to apply the 100-level Basic Skills requirements to the 18-hour General Education Electives requirement.
3. Only transfer students with Junior standing or higher be allowed to apply the 100-level Basic Skills requirements to the 18-hour General Education Electives requirements. All other students be required to apply these requirements to All-College Electives.
4. The nine-hour Basic Skills Requirements (MAT 100 and ENG 101/102) be treated outside the 121-credit graduation requirement (as is now done for the two-hour physical education activities requirement) and these credits be added to those required for graduation. (Passing the competency examinations would meet these credit requirements.)
5. Allow ENG 101 and 102 or its equivalent to be applied by all students to General Education Electives but continue to require that MAT 100 be applied to All-College Electives.
6. Allow ENG 102 or its equivalent to be applied by all students to General Education Electives but continue to require that ENG 101 and MAT 100 or their equivalents be applied to All-College Electives.

It is the committee's considered judgement that Options 5 and 6, above, are the most viable with some preference for Option 6.

Finally, the committee recommends that a joint faculty-staff advisory committee to Academic Affairs be established to review other problem areas that may exist in dealing with transfer credits. A number of such problems were called to our attention during the course of our discussions. (E.g. the requirement that only writing intensive courses taken at Buffalo State College can meet the Writing Across the Curriculum Requirement has caused problems, especially for transfer students who already have taken upper-level English writing courses.) There should be standard procedures to guide Admissions on exceptions to existing policies.

Submitted by the Ad Hoc Senate Committee to Examine the Placement of Basic Skills Courses:

Herbert A. Aurbach, Co-Chair
Carol Harris, Co-Chair
Susan Szczepanski, Student Member
Kathy Moran, Administration Liaison
Jeffrey Wallace, Administration Liaison

College Bulletin

March 15, 1990

Volume XXXV Number 25

All-College Address
by
President F. C. Richardson
Thursday, March 29
12:15 p.m.
Communication Center North

From the President

Curricular Approvals

I have approved the following new courses, course revision, and program revision which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the vice president for academic affairs.

New Courses

HPR 412-Health/Wellness Programs
PAR 350-The American Musical

Course Revision

GEG 409-Geography of Manufacturing

Program Revision

B.S. in Design-Theater Concentration

BSC Administrator Honored

I am delighted to announce that the American Council on Education has named Jeffrey J. Wallace, assistant vice president for academic affairs, an ACE fellow for the 1990-91 academic year. He was one of 32 fellows selected this year in the national competition.

The goal of the ACE Fellows Program is to strengthen leadership in American higher education by identifying promising faculty and staff members and helping to prepare them for increasingly responsible positions in college and university administration.

Dr. Wallace and the other recipients will be honored at Council of Fellows Day May 6 and 7 in Arlington, Va. My congratulations and best wishes to him for a rewarding fellowship experience.

From the Vice President for Academic Affairs

Department Name Change Proposal

The Economics Department has requested and the dean is recommending a change in the department name to Economics and Finance Department. The change is supported by three considerations: The new title better represents the instructional direction of the department; it will assist students in their career development; and it will encourage faculty to continue their

development of scholarship in the areas of finance. No new degree programs in finance are anticipated.

Comments on the proposal by members of the college community should be made to our office on or before April 6, 1990.

From the Vice President for Finance and Management

Travel Allowances

The state Comptroller's Office has made the following changes to travel rates and policies:

Revised Lodging and Meal Schedule

Travel allowances have been revised for lodging and meals under "Method II." The new rates are listed on Schedule C and are effective Feb. 1, 1990. These rates are in accordance with the various negotiated agreements. The allowances are set at the levels issued by the federal government. Method II reimbursements require a hotel receipt. The allowances include any local taxes added to the hotel bill. Employees must use Tax Exemption Certificates for hotel stays within New York state. Sales taxes, local taxes, and occupancy taxes within New York state may not be reimbursed. Copies of Schedule C have been distributed to department offices. Additional copies are available at the Accounting Office.

The Method I per diem allowances remain the same. Hotel receipts are not required. The daily per diem rate is \$50 for out-of-state, New York City, Nassau, Suffolk, Rockland, and Westchester counties; \$40 for Albany, Binghamton, Buffalo, Rochester, Syracuse, and their metropolitan areas; \$35 for other New York state locations. The per diem includes lodging and meals.

Conference Hotel Rates

The policy concerning hotel rates at conference hotels has been revised. This change applies to conferences and seminars sponsored by non-state agencies. Single room rates specified in a conference brochure (in excess of the Schedule C allowance) will be reimbursed within reason. If rates at the conference hotel are excessive and alternate accommodations are available at a more reasonable price, the lower cost option should be selected. Hotel receipts are required.

Hotel rates for conferences sponsored by SUNY and other state agencies may not normally exceed \$75 or the Schedule C rate, whichever is greater. Prior approval to pay over the maximum hotel rates must be obtained in advance by the state agency sponsoring the conference.

Meal allowances at conference sites will be at the Schedule C rate for the locality.

If you have any questions concerning these revisions, or other travel-related matters, please call the Accounting Office, ext. 4117.

Surplus Items

Campus Services reports that the following items are available for campus departmental use:

Word processor w/monitor and keyboard
Printer, Sony
Printer stands
Computer tables
Mimeograph
Computer, Radio Shack
Printer, Radio Shack

To claim an item or request items not listed above, contact Richard Saddleson, property control officer, GC 410, ext. 6835.

From the Chairperson of the College Senate

Curriculum Items

The following *new courses* have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

ANT 365—Practicing Anthropology. This course will discuss the application of anthropology and anthropological perspectives to contemporary community and world issues and problems. Focus will be placed on the practice of anthropology as a career outside academia, in social services, international relations, government positions, community organizing, etc., and the relevance of anthropological principles to day-to-day life.

ANT 303—Anthropology of Europe. An introduction to the anthropology of Europe and European cultures. Topics discussed will include the diverse geographies, peoples, and cultures of Western and Eastern Europe, folk life, peasantry, folk arts, and European and Euro-American world views. The course will also discuss European colonialism and European attitudes about the practices toward other cultural groups.

OEC 301—Principles of Occupational Education. Initial introduction to the teaching of occupational education courses in public schools; principles, philosophy, and objectives; historical development of occupational education and the development of current issues for an occupational education program. Required of technology education, vocational technical education, business, and home economics majors.

OEC 302—Curriculum and Evaluation in Occupational Education. Initial introduction to the teaching methods of occupational education courses in the public schools; introduction to test construction and evaluation techniques utilized in occupational education courses.

OEC 303—Methods and Materials in Occupational Education. Basic methods utilized in the teaching of occupational education courses in the public schools and the preparation of teaching materials to accomplish stated objectives. Utilization of teaching methods that take into consideration the role of race, gender, and the cultural as well as the individual special needs.

Curriculum Committee Notice

Curricular items published in the *College Bulletin* cannot be acted upon by the Curriculum Committee until 15 working days have elapsed after publication.

Therefore, items published in the *Bulletin* after March 29, 1990, will not be acted upon during the spring semester, 1990.

Fees Review Committee Notice

The College Senate has established a committee to review student fees. The committee will review and analyze the following types of concerns: The extent to which fees will replace tuition increases; how student fees will be initiated and what consultation will take place within the governance structure; the impact of the imposition of fees on specific groups of students, i.e., students from low-income families and non-traditional, handicapped, and minority students.

Committee members: Shirley Posner and Christine Pietris, co-chairpersons; Brian Hartman, Marianne Ferguson, James Haynes, Richard Heller, Andrew Jablonski, Richard McCowan, and E. O. Smith.

Senate Meeting

The College Senate will meet Friday, March 16, from 3-5 p.m. in CC/W. The agenda will include:

Standing Committee Reports. Budget and Staff Allocations, Professional Welfare, and Academic Plan.

Old Business. Final report from the Genral Education Review Committee on global issues, ethnic/racial diversity, and analytical concerns; ad hoc committee report on placement of basic skills courses on audit sheets.

New Business. SUNY Faculty Senate report; report on the proposed student athletic fee.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following video teleconference will take place in CC/E:

March 21, 1-3 p.m.: "Restructuring To Promote Learning in America's Schools: The Thinking Curriculum"

The following program was recorded live and is now available in our Film and Video Library:

• "Increasing the Effectiveness of Faculty Evaluation: Roles of Chairpersons and Academic Administrators"

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6031, or Bonnie Percival, ext. 6682.

Items of Interest

Lecture Series Proposals

The Lecture Series Committee of the Faculty-Student Association extends an invitation to the campus community to forward suggestions and ideas for possible speakers to be considered for the newly formulated FSA Lecture Series Program.

Responses by March 27 would be appreciated. M. Argenio, ext. 4102, GC 517; D. Lampe, ext. 4309, BI 304; D. Schlatterer, 873-2060, CEC Box, KH 115.

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Dave Cummings..... ext. 5233
Deborah Hard..... ext. 3068
Paul Martin..... ext. 4307

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Early Bird Exercise

The Early Bird Exercise program will meet Monday, Wednesday, and Friday, 6:15-7:15 a.m., and Tuesday and Thursday, 6:30-7:30 a.m., in HG 213/Bubble. Call ext. 6501 or ext. 5128 for more information.

Wellness Words From HPER

Smoking: Bad for Kids' Ears. Exposure to cigarette smoke at home may increase young children's risk of ear infection, a study shows

Otitis media—or middle-ear infection—is the illness doctors treat children for most often. Symptoms include earache, fluid in the ear, and fever. The researchers have measured children's blood levels of cotinine—a byproduct of nicotine—to determine whether they had regular exposure to tobacco at home. The rate of ear infections among children who had high cotinine levels has been 25 percent higher than their schoolmates. The researchers took into account other factors that might have explained this.

The bottom line is that parents should be aware that tobacco smoke exposure can lead to increased rates of middle-ear infection in young children.

VACANCY NOTICE March 15, 1990

SUNY/ALBANY		
Sr. Educ. Spec.	Rockefeller C.	*D:04/04/90
Scientific Prog.	C.J. Research	03/24/90
Proj. Staff Assist. (2)	Rockefeller Coll.	03/24/90
Research Assist.	Biolog. Sci.	04/03/90
Staff Assist.	Equip. Mgmt.	04/03/90
Assist./Assoc. Prof.	Accounting	03/26/90
Director	Computing Center	03/19/90
SUNY/COLLEGE OF AG & TECH AT ALFRED		
Tenure Track Faculty	Elect. Eng/Tech.	Open
Staff Assist. (2)	Athletics	04/02/90

SUNY/BINGHAMTON		
Proj. Adminis. Ofcr.	Foundation/SUNY	04/12/90
Tenure Track Faculty	Mathematical Sci.	03/15/90
Staff Assoc.	Physical Plant	04/03/90
Residence Hall Intern	Residential Life	03/23/90
Personnel Assoc.	Personnel	04/02/90
SUNY/COLLEGE AT BROOKPORT		
Research Assoc.	Aquacult./Biotech.	04/09/90
Counselor	Spec. Friends Prog.	03/31/90
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
TH Clin. Lab. Tech. III	Blood Bank/Path.	04/03/90
TH Asst. Dir.	Nursing Adminis.	04/03/90
TH CTS In-Serv. Adm. II	Nursing/Education	04/03/90
TH Med. Radiographer I	Radiology	03/27/90
TH Assoc. Dir.	Nursing/Pediatric	03/27/90
TH Clin. Lab. Tech. IV	Ophthalmology	03/27/90
SUNY/COLLEGE AT CORTLAND		
Director	International Ed.	Open
SUNY/COLLEGE AT FREDONIA		
Assist./Assoc. Prof.	Educational St.	03/15/90
Faculty	Political Science	04/01/90
SUNY/COLLEGE AT GENESOO		
Instr./Assist. Prof.	Dramatic Arts	04/23/90
Visiting Instr./Asst. P.	Political Science	04/01/90
SUNY/COLLEGE OF AG & TECH AT MORRISVILLE		
Assist. Librarian	Circ/Bibliog.	04/02/90
SUNY/COLLEGE AT OLD WESTBURY		
Staff Assist.	Develop/Funding	03/31/90
SUNY/COLLEGE AT ONEONTA		
Assist. Prof.	Business/Educ.	03/31/90
Assist./Assoc. Prof.	Drawing/Design	03/31/90
Assoc. Registrar	Registrar's Ofc.	04/03/90
Assist. Prof.	Educ./For. Lang.	04/02/90
Assist. Prof.	Econ/Black/Hisp.	03/31/90
Staff Assist.	Telecommun.	03/27/90
SUNY/COLLEGE AT OSWEGO		
Soccer Coach/Instr.	Health/Phys. Ed.	04/15/90
Academic Tutor	Learn/Supp. Serv.	04/25/90
Assoc. Dean	Professional St.	03/30/90
Sr. Staff Assoc.	Student Serv.	04/15/90
SUNY/PLATTSBURGH		
Assist./Assoc. Prof.	St. Tchg./Minority	04/06/90
Assist./Assoc. Prof.	Second. Educ.	04/06/90
Assist./Assoc. Prof.	Reading Educ.	04/06/90
Assist./Assoc. Prof.	Elem. Educ.	04/06/90
SUNY/COLLEGE AT POTSDAM		
Instr./Assist. Prof.	Philosophy	04/16/90
SUNY/STONY BROOK		
Sr. Prog./Analyst	Undergrad. Adm.	03/27/90
TH Phys. Assist. II	Otolaryngology	03/27/90
Research Assoc. Prof.	Pattern Recog.	Open
Assoc. Counselor	Sayville Proj.	04/03/90
TH Clin. Lab. Tech. I	Labs/Chemistry	04/03/90
Assist. Prof.	Otolaryngology	Open
Assist./Assoc. Prof.	Urology	Open
Director(s)	Residential Prog.	Open
Assist. Director	Nursing	03/27/90
Instr. Supp. Assist.	Pathology	03/27/90
Instr. Supp. Assoc.	Medicine/Allerg.	03/27/90
TH Sr. Staff Assist.	Housekeeping	03/27/90
TH Social Worker II (2)	Social Work Serv.	03/27/90
Sr. Prog./Analyst	Technical Supp.	03/27/90
Staff Assist.	Medicine	3/27/90
Res. Supp. Spec.	Anatomical Sci.	03/21/90
Med. Prac. Plan Adm.	Clinical Prac.	03/21/90
Counselor	EAP	03/26/90
Res. Supp. Spec.	Biochemistry	03/26/90
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Purchase Assoc.	Hospital Purch.	03/27/90
TH Occup. Therap. II	Occupational Ther.	04/03/90
TH Staff Assoc.	Patient Support	04/06/90
TH Med. Instrum. Assoc.	Radiology	03/27/90

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

College Bulletin

Volume XXXV Number 26

March 22, 1990

From the President

Promotions

I am pleased to announce the following approved promotions to full professor and librarian effective Sept. 1 and July 1, 1990, respectively:

Jurgis Karuza (Psychology); Mark Littlefield (Foreign Language); Theresa Platek (English); Ronald Roblin (Philosophy and Religious Studies); Jerome Rothlein (Fine Arts); Sister Martin Joseph Jones (Butler Library).

I would also like to announce at this time the previously approved promotion of Raymond Tymas-Jones (Performing Arts) to associate professor with continuing appointment effective Sept. 1, 1990.

Promotion Decision Appeals

As in the past, negative decisions on promotions may be appealed. Appeals are probably best suited to instances in which an individual believes that his or her case was misunderstood or inadequately advocated.

Anyone wishing to appeal the promotion decision should first contact his or her dean to learn more about the reason(s). If an appeal seems warranted, my office should be notified in writing of the intent to appeal by Monday, April 16.

1990 UUP Discretionary Awards

Because of the administrative problems and extremely compressed timetable created by waiting until we receive guidelines for discretionary awards from SUNY Central Administration in the fall, we have decided to begin the review process during the spring semester. It has been our experience that the guidelines change very little from year to year as they are based primarily on provisions contained in the UUP collective bargaining agreement. Thus, the timetable for 1990 UUP discretionary awards presented below anticipates that stages I and II will be completed in the spring semester with the understanding that some minor adjustments may be necessary once the SUNY guidelines and pool calculations are received from Albany in the fall.

College Policy on Discretionary Salary Adjustments and Procedures for Recommending Discretionary Salary Increases are contained in the *Directory of Policy Statements*.

Timetable

Stage I

Monday, 4/02/90: Distribution of eligibility list and salary information

Monday, 4/30/90: Chairs/directors establish preliminary lists

Monday, 5/07/90: Deadline for appeal at department level

Monday, 5/07/90: Final lists submitted by chairs/directors to deans, associate VPs or VPs for student affairs and finance and management

Monday, 5/07/90 thru Monday, 5/14/90: Self-nominations at Stage I

Stage II

Monday, 5/07/90 thru Monday, 5/21/90: Discussion at division level

Monday, 6/11/90: Deans' recommendations due to VP for academic affairs; VPs for student affairs and finance and management recommendations due to president
Monday, 6/25/90: VP for academic affairs recommendations due to president

Stage III (Tentative*)

Friday, 9/21/90: Preliminary list of awardees notified

Thursday, 10/04/90: College-level appeals deadline

Monday, 10/08/90 thru Monday, 10/15/90: Appeals Board meetings

Monday, 10/22/90: Final list sent to Albany

Wednesday, 12/05/90: Discretionary awards payments

*Subject to receipt of actual pool calculations from Albany.

From the Chairperson of the College Senate

Curricular Items

The following *new courses* have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

NFS 105—Food and People: Interactions and Issues. An examination of the relationship people have with food including but not limited to consideration of basis for eating behavior and patterns, eating disorders and fadism, potential hazards associated with foods, dietary goals and guidelines for countries and world, issues relating to world nutrition problems, especially hunger.

NFS 200—Food Service Sanitation. A presentation of the causes of and conditions leading to food-borne illness. Students will learn how to evaluate food service operations for potential hazards and to implement measures to control them. At the completion of the course, students will take the sanitation certificate examination offered by the Educational Foundation of the National Restaurant Association.

NFS 410—Fundamentals of Nutrition Education. Students will learn about methods and issues relating to the development of nutrition education programs. Particular emphasis will be placed on instructional strategies. Each student will gain experience by preparing a nutrition education project aimed at a population group of his or her choice.

CRJ 202—The Police Process. This course provides a comprehensive introduction to the basic elements of policing in the United States. It is designed to acquaint the student with the most current knowledge about police organizations, police officers, police work, and the more critical police problems.

CRJ 203—Crime, Ideology, and the Administration of Justice. This course examines the social, political, cultural, and economic forces that shape the historical and contemporary ideologies of crime. It also examines the influences different ideologies of crime have upon the policies and practices of the criminal justice system.

CRJ 204—The Correctional Process. This course surveys the correctional process from sentencing to parole, examining the various legal and administrative processes used in establishing post-conviction remedies, criminal sanctions, and social controls on adult offenders. An emphasis will be given to understanding the structure and function of the American correctional system and the various processes in establishing correctional jurisdiction and correctional custody and treatment.

CRJ 301—Police Organization and Management. Analysis of administrative theory and practice in police systems with emphasis on organization and function and on issues unique to those systems.

CRJ 305—The Juvenile Justice System. An overview of the structure and function of the juvenile justice system, the various statutes and court decisions used to determine jurisdiction over youth, an examination of the critical decision-making stages of the juvenile court process, and a review of the research concerning the relative effectiveness of treatment and social control programs for youth. An emphasis will be placed on the historical, cultural, social, and legal influences governing the process, priorities, and practices of juvenile justice.

CRJ 306—Probation, Parole and Community Corrections. A review of probation, parole, and community corrections; their histories and organizational structures, the nature and the effects of the process by which offenders are handled, as well as the dynamics and trends toward change in the field of probation, parole, and community-based corrections.

CRJ 307—Comparative Criminal Justice Systems. This course examines the major contemporary criminal justice systems and their operations under various cultural contexts. Efforts will focus on the social, economic, political, and ideological forces which have impacted the various systems as they are today. Methodological issues of comparative research will also be included in the discussion.

CRJ 409—Advanced Issues in Law Enforcement. An advanced course looking at contemporary issues in law enforcement. It is designed to provide insight and depth into a broad range of topics and to expose the student to a variety of experts and specialists from various disciplines as they relate to these topics.

CRJ 420—Advanced Issues in Punishment and Corrections. This course provides a critical analysis of contemporary policies, practices, and issues arising from the control and punishment of criminal offenders. Special attention will be given to understanding the complexity of recent issues such as those related to disparity in criminal sentencing, the use of the death penalty, institutional overcrowding, the treatment of institutionalized persons, and the community supervision of non-incarcerated offenders. The focus of analysis will vary according to the interest of faculty and students.

The following *course revisions* have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

CRJ 101—Introduction to Criminal Justice. Course

examines the structure, function, practices, policies, and objectives of the criminal justice system. The course will emphasize three themes underlying all stages of the criminal justice system: (1) resource scarcity, (2) discretionary powers, and (3) interdependence or exchange relationships among criminal justice agencies.

CRJ 201—Criminal Law and Procedure. This course is designed to offer the student a clear understanding of substantive and procedural processes used by the criminal justice system. Various laws and procedures which are applied by law enforcement, prosecutors, attorneys, and the judiciary are presented and discussed in an effort to provide the student with an overall understanding of the criminal law and its procedures.

CRJ 302—Criminal Justice and the Community. Examination of patterns of crime in the community's response; differences between urban and suburban areas, as well as by age, gender and race; inquiry into practices and effects of diversion, community-based corrections, victim-witness programs, crime watch, court watch, restitution, mediation, and dispute resolution programs.

CRJ 315—Research Methods in Criminal Justice. Introduction to the elements of the research process as it is practiced in criminal justice: definition of problem, delineating theory, various methods of data collection, examination of validity and reliability. Use of research devices in everyday criminal justice is discussed, and students participate in some aspect of research.

CRJ 317—Constitutional Issues in Criminal Justice. This course examines constitutional issues emerging within the context of the criminal justice system; law enforcement prosecution, defense, judiciary, corrections, and community supervision. U.S. Supreme Court decisions reversing and modifying previous case law and effecting criminal justice practice and policy will be presented and discussed.

CRJ 402—Advanced Administration in Criminal Justice. An advanced course in management concepts and issues applicable to the administration of criminal justice agencies. Emphasis will be placed on a system model of organizational analysis. Areas such as the external environment of crime control policy and its impact upon agency operations, internal agency management, and the responsibilities and functions of crime control agency managers will be examined.

CRJ 406—Correctional Institutions and Programs. This course provides a comprehensive survey of adult institutional corrections systems, their programs and services, and the policies and procedures governing the operational, legal, and structural context of correctional environments. An emphasis will be given to the analysis or organizational and social dynamics which effect the relative success or failure of various correctional interventions and programs.

CRJ 470—Advanced Seminar in Criminal Justice. Provides for the analysis, evaluation, and summation of criminal justice issues, concepts, theories, research findings, and knowledge acquired by students during their total learning experience within the criminal justice program at Buffalo State College and other colleges.

Proposed revision from Sociology Department of minor in deviance:

1. Requirement of the new deviance course (SOC 370—Sociology of Deviant Behavior).
2. Eliminate one free elective.

Curriculum Committee Notice

Curricular items published in the *College Bulletin* cannot be acted upon by the Curriculum Committee until 15 working days have elapsed after publication. Therefore, items published in the *Bulletin* after March 29, 1990, will not be acted upon during the spring semester, 1990.

Task Force Established

The College Senate in conjunction with United Students Government and the college administration will establish a nine-person panel to review concerns and problems with the current Student Judicial System. Responsibilities of this task force will be to make recommendations to improve or reform the system. A tentative reporting day has been set for May 4, 1990. The appointments to the task force will be announced in an upcoming *College Bulletin*.

Open Forum

The College Senate and the Academic Affairs Office will sponsor an open workshop on the concerns of students who are parents, Tuesday, April 17, 12:15 to 1:30 p.m. in UN Campbell Social Hall. Issues such as class attendance, time needed to care for children, family responsibilities of non-traditional students, and faculty sensitivity to these concerns will be addressed.

Contact Virginia McIntyre, ext. 6400, for further information.

Athletics Fee

The Senate's request to temporarily defer the consultation process on the athletics fee has been taken under consideration by the president.

Items of Interest

Wanted: Used Books

Used books of all kinds, from paperbacks to encyclopedias, are being collected by members of Buffalo Branch, American Association of University Women, for their 36th annual sale July 21-25 (closed Sunday) in Medaille College Recreation Center, Agassiz Circle.

The Downtown YWCA will accept books during business hours or call 834-6731 for pickup or location of a nearby depot.

Proceeds of the sale provide funds for students and for community projects. Donations are tax-deductible.

Employee Assistance Program

We're here to listen . . . if you need to talk:

Dave Cummings..... ext. 5233
Deborah Hard..... ext. 3068
Paul Martin..... ext. 4307

We are your Buffalo State Employee Assistance Program coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problems.

Don't wait until a crisis develops. Let us help you avoid one!

Faculty/Staff Stretch, Tone, and Aerobics Program

Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or both of these activities:

Low-impact Aerobics

Monday/Wednesday, 5-6 p.m., HG 213

Stretch & Tone

Tuesday/Thursday, 5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

VACANCY NOTICE March 22, 1990

SUNY/COLLEGE AT BUFFALO		
Assist.Prof.	Biology	*D:05/01/90
Assist.Prof.	Nutrition/Food	05/05/90
Assoc.Librarian	Butler Library	05/01/90
SUNY/ALBANY		
Instr.Supp.Tech.	Univ.Libraries	04/10/90
SUNY/COLLEGE AT BROCKPORT		
Assist.Director	Student Activities	04/10/90
Faculty	Bus.Adm/Econ.	04/16/90
Lecturer(s)	English Comp.	04/13/90
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
Asst/Univ.Sysms (3)	Mgmt.Sysms Dev.	04/10/90
SUNY/CENTRAL ADMINISTRATION		
Dir. Inventory/Mgmt.	Capital Facilities	Open
SUNY/COLLEGE AT GENESEO		
Instr.Supp.Spec.	Speech Path/Audio.	05/01/90
SUNY/COLLEGE OF AG & TECH AT MORRISVILLE		
Assist.Prof.	Nursing	04/12/90
SUNY/COLLEGE OF OPTOMETRY AT NEW YORK		
Sr.Staff Assist.	Administration	04/10/90
SUNY/COLLEGE AT OLD WESTBURY		
Programmer/Analyst	Computing Services	04/16/90
SUNY/COLLEGE AT NEW PALTZ		
Instr/Asst.P./Lect.	Jazz/Music/Theatre	04/20/90
SUNY/COLLEGE AT OSWEGO		
Instr/Coach	Basketball/Health	04/15/90
Assist/Assoc.Prof.	Psychology/Counselg.	04/09/90
SUNY/PLATTSBURGH		
Assist/Assoc.Prof.	Sociology	04/06/90
SUNY/COLLEGE AT POTSDAM		
Assist.Prof.	English	04/01/90
Chair	Computer/Info.Sci.	04/15/90
SUNY/STONY BROOK		
Staff Assist.	Alumni Affairs	03/26/90
Staff Assoc.	Develop/Alumni	03/26/90
Med.Radiographer III	Radio/Diagnostic	Open
TH Pharmacist	Pharmacy	04/10/90
Med.Radiographer II	Radiology	04/10/90
TH Clin.Lab Tech.I	Labs/Chemistry	04/10/90
Counselor PT (3)	Counseling Cntr.	04/10/90
Assist.Director	Campus Residences	04/15/90
Res.Supp.Spec.	Orthopedics	04/09/90
Affirm/Action Ofcr.	EqualOp/Aff.Act.	03/30/90
Univ.Instr.Spec.	Biological Sci.	04/10/90
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Purchase Assoc.	Hospital Purch.	04/10/90
TH Resp.Therap.II	Respiratory Therap.	04/10/90
TH Phys.Assist.2	Nursing	04/10/90
Res.Supp.Spec.	Clinical Path.	Open
Clin.Nurse Spec.	Neurology	05/15/90
SUNY/COLLEGE OF ENVIR. SCI. & FORESTRY AT SYRACUSE		
Instr. Supp. Spec.	Public Safety	03/30/90
SUNY/INSTITUTE OF TECH. AT UTICA/ROME		
Dir./Computing Center	Information Serv.	04/06/90
Dean of Business/Public Management		04/30/90

*Deadline date for receipt of applications. For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.

College Bulletin

Volume XXXV Number 27

March 29, 1990

We were saddened to learn of the death of Dr. William C. Scheffler, professor emeritus of biology and former chairperson of the department, on Wednesday, March 28. Dr. Scheffler, who resided in Lockport, joined the BSC faculty in 1958 and retired last Feb. 28.

The author of "Statistics for the Biological Sciences" and four other college textbooks, he held a bachelor's degree in biology and master's and doctoral degrees in science education, all from the University at Buffalo.

Services will be held at 2 p.m. Saturday in the Prudden & Kandt Funeral Home, 242 Genesee St., Lockport.

Our deepest sympathy goes to Dr. Scheffler's wife Wilma and his daughters Kathryn and Carol.

From the President

Promotion

I am pleased to announce that James Fox (Criminal Justice) has been promoted to full professor effective Sept. 1, 1990. His name was omitted from last week's announcement.

State Comptroller's Audit

Auditors from the state Comptroller's Office will be visiting the campus during the week of April 2 as part of a series of SUNY campus visits in connection with the comptroller's audit of faculty utilization. The scope of the audit, announced in December, 1989, involves reviewing SUNY policies and procedures on effective and efficient deployment of faculty. I ask that all faculty and staff cooperate with the auditors as they visit across the campus throughout the week.

From the Vice President for Academic Affairs

State Education Department Site Visit

The state Education Department site visit will take place April 18-20. Appended to this *College Bulletin* is information regarding the purpose of the visit, the self-study process, and the site team and visit.

As part of the preparation process, two open meetings will be held to share information with faculty, staff, and students. The meetings will take place in BL 210 on Monday, April 2, from noon-1 p.m., and Thursday, April 5, from 12:15-1:30 p.m.

From the Vice President for Finance and Management

Computing Services Faculty Work Room

We are pleased to announce that the microcomputer/terminal work room, TR 112, is now open for faculty use. The hardware installed, software available, and access procedures are as follows:

Hardware

This new facility has the following equipment installed: six Digital VT 330 terminals, one Digital LN03 laser printer, one MacIntosh II microcomputer with Imagewriter printer and graphics digitizer, and one Zenith 148 microcomputer connected to a Xerox 4045 laser printer.

The microcomputers and terminals are connected to the local area network and have access to the VAX6340 computing system.

Faculty should bring 8 1/2" x 11" paper when extensive printing on the laser printer is planned.

Software

The software supported in the work room is:

MS DOS software on the 3-Com server (printed to the Xerox 4045 laser):

WordPerfect 5.1
Wordstar 2000 version 3
DBase III +
Lotus 123
Word Processing Document Conversion (over 20 types)

MacIntosh II software (printed to an Apple Imagewriter):

Text and Graphics Scanner
WordPerfect 1.01
MacPaint
DBase Mac
MicroSoft Excel

A complete list of available VAX software can be viewed in BSINFO under topic "Buffalo VAX 6340" under the subtopic "Available Software and Documentation."

Access

The work room is a *self-service* facility that faculty may use 24 hours a day, seven days a week. However, because of the unlimited access, the following guidelines must be adhered to so that the equipment installed in the work room is protected from vandalism and theft.

1. Faculty may pick up a TR 112 key authorization form in TR 208. See Cheryl Burns or Connie Vasi for the form.
2. The key form must be signed by Ray Chamberlain.
3. Faculty may present the key authorization form to Physical Plant, DC 106, and request a key to TR 112.
4. Faculty member must call Public Safety, ext. 6333, and ask that the *security system access procedure for TR 112 be initiated*.

This must be done just prior to entering TR 112. Faculty may elect to stop at the Public Safety security desk in Chase Hall and request (in person) that TR 112 security access be initiated.

(Note: Twin Rise is normally open from 6 a.m. to 11 p.m. Monday through Friday from the lobby area. When faculty want access to the work room after normal building hours, they must go to Public Safety and request access to the building and TR 112.

5. When the last faculty member in TR 112 leaves, he/she must call Public Safety, ext. 6333, and request that the security exit procedure for TR 112 be initiated. A campus restrict telephone (ext. 3137) is provided for this purpose.

After an initial operating period of a few weeks or so, please call Ray Chamberlain or Ron Brown at ext. 4611 if you have suggestions for improving the faculty work room.

Fire Evacuation Drill Schedule

Fire evacuation drills will be held in various buildings throughout campus from April 23-27. Department heads and/or faculty will be responsible for complete evacuation of areas under their control. Procedures were sent to all faculty and staff on March 26 by Eugene Kaczmarek, who may be reached for questions at ext. 6332.

From the Chairperson of the College Senate

Curricular Items

The following have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

Health, Physical Education and Recreation: Minor revisions in course sequence for degree program, changes as follows:

1. Increase in required major credit hours from 33 to 35 (due to the change in credit hours for BIO 311 and BIO 312 from three credits to four credits.

2. Department to require a nine-hour concentration of electives, instead of nine hours of electives selected by advisement.

Program Revisions:

•Elementary Education

•Exceptional Education Dual Certification

Program Revision:

•Secondary Education (7-12) as follows:

The following programs are being revised as mandated by the New York State Education Department.

Program Title: Secondary Education 7-12

Biology: Secondary Education

Chemistry: Secondary Education

Earth Science: Secondary Education

English: Secondary Education

French: Secondary Education

Mathematics: Secondary Education

Physics: Secondary Education

Social Studies: Secondary Education

Spanish: Secondary Education

Below is a summary of the changes within each program:

Biology

Eliminate option BIO 303: Genetics or BIO 322: Heredity and Human Affairs. BIO 303 now required. Add a choice of EDF 225, 321, 346, 353, EXE 300, or a new course, SED 307: Techniques for Teaching Laboratory Activities in the Secondary Science Classroom and change SST 200 to SED 200: Field

Experience: Secondary Education. Define other science and math requirement as CHE 111/112, PHY 111/112, one year of earth science, one semester of calculus, and one semester of statistics.

Chemistry

Add SED 307: Techniques in Teaching Laboratory Activities in the Secondary Science Classroom; change title of SED 308 to Methods and Materials in Teaching Secondary Science; change title of SED 408 to Student Teaching of Science in the Secondary School. Change number and title of SST 200 to SED 200: Field Experience: Secondary Education.

Earth Science

Add SED 307: Techniques in Teaching Laboratory Activities in the Secondary Science Classroom; add one year of study in a foreign language; change prefix for SST 200 to SED 200; change title of SED 408 to Student Teaching of Science in the Secondary School.

English

Add ENG 309W: Teaching and Evaluating Writing to professional education requirements; reduce number of hours required in the major from 42 to 39 credits; require one year of study of a foreign language; continue to require SED 200: Field Experience in Secondary Education. (Number change SST 200 to SED 200.)

French

Add FRE 309: Survey of Nineteenth and Twentieth Century French Literature and FRE 415: Advanced Grammar and Composition to major making total requirements in the major 36 hours. Change required professional education hours from 27 to 33. (21 hours in professional component; 12 hours in student teaching.) Include EXE 100: Nature and Needs of Individuals who are Exceptional; EDU 416: Teaching Reading in Secondary Schools; change number of FLE/SED 413: Student Teaching to FLE/SED 407-408. Change SST 200 to SED 200.

Mathematics

Replace MAT 183 with MAT 383; renumber MED 397 to MED/SED 308, MED 385 to MED/SED 307. Renumber and change course title of MED 497 to MED/SED 407: Student Teaching of Mathematics in Junior/Middle High Schools; change course title and credit hours of MED 497 to MED/SED 408: Student Teaching of Mathematics in the Senior High Schools, semester hours changed from seven to six.

Physics

Add three hours of professional education SED 307, and one year of study in a foreign language. Increase number of required hours in the major from 25 to 32; increase mathematics requirement from nine to 12 hours. (Added MAT 315.) Changed SST 200 to SED 200.

Social Studies Education

Rename SST 300: Secondary Social Studies Seminar to SED 307: Techniques for Teaching Social Studies in the Secondary Classroom; SSE 309 to SED 308: Methods and Materials in Teaching Secondary Social Studies; SSE 409 to SED 408: Student Teaching of Social Studies in the Secondary Schools; require one year of college level study of a foreign language.

Spanish

Change required hours in Spanish from 30 to 36; add the following to the professional education requirement: EXE 100, FLE/SED 405: Techniques for Teaching and Evaluating Foreign Languages in Junior/Middle High Schools. Name and number change of FLE 410/SED 410 to FLE/SED 406 and FLE

413/SED 413 to FLE/SED 407 and 408.

Program Revision:

•Vocational Technical Education

(New undergraduate certification-only curriculum package)

The following new courses have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

SST 301 – Global Studies in Social Studies I. A one-semester course that provides students who intend to qualify for New York state certification in secondary social studies with selected subject matter/materials background for teaching 9th and 10th grade global studies.

SST 302 – Global Studies in Social Studies II. A one-semester course that provides students who intend to qualify for New York state certification in secondary social studies with selected subject matter/materials background for teaching 9th and 10th grade global studies.

SST 594 – Secondary Social Studies Instruction. A course designed to acquaint students majoring in the secondary area of exceptional education with the teaching methods and materials used in secondary social studies education. Students will participate in laboratory sessions with social studies materials and construct tests and evaluative instruments.

ECO 416 – Advanced Corporation Finance. An advanced study of the practice and theory of corporation finance, focusing on topics not covered in introductory corporation finance. Topics include advanced debt policy, options, leasing, mergers, international financial management, and pension plans.

JBS 323 – Desktop Publishing/Newspaper Design. Study of the principles of newspaper page design and typography; the use of those principles to create, through desktop publishing, newspaper pages, brochures, and newsletters.

JBS 421 – Rhetorical Criticism. Instruction in the analysis of persuasive messages, designed to teach students to recognize and respond analytically to strategies used by public persuaders to influence them. Focus on political speeches, commercial advertising, protest music, and a variety of other forms of purposeful communication.

The following course revisions have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

JBS 101 – Writing for the Media. Discussions and laboratory practice in organizing and writing various news and feature stories for the different print media. Twenty-five w.p.m. typing speed required. Required of all journalism majors.

JBS 102 – Introduction to Broadcasting. An examination of current programming, philosophies, social effects, and possible developments in radio and television broadcasting.

JBS 103 – Introduction to Human Communication. An investigation of the cultural bases of human communication. Emphasis on rhetorical forms available for the achievement and implementation of social powers. Focus on the scientific study of communication, especially theory, constructs, abstractions, and logic.

JBS 340 – Photojournalism. Basic techniques of new photography as practiced by newspapers and magazines, with laboratory and field assignment experience. Note: 35mm camera with meter and full manual controls required.

JBS 408 – Public Relations Case Studies. A course for advanced students in public communication, stressing the application of communication principles, techniques, and programs to real-life organization problems and opportunities.

MUS 206 – Jazz Rock Foundations. A study of the roots of blues, jazz and rock music in America. This historical survey course studies the historical developments that helped formulate today's jazz and rock movements from 1920-1990s.

MUS 208 – Survey of Oriental Art Music. Comparative study through lectures and listening assignments of the major art music cultures of Asia, the Middle East, Indonesia, and the West.

MUS 210 – Music Theory for Non-Majors. Music Notation, aural and written; rudimentary sight-reading; elementary harmony; for non-music majors.

MUS 301 – Introduction to Music. Introduction to music from antiquity to the present: music forms and styles, composers and performers, cultural and social backgrounds, parallel developments in other arts.

JBS 100 – Introduction to Mass Communication. Historical development, present patterns, potentialities of the media in a climate of freedom and responsibility. Standards of critical analysis, aesthetic discrimination, and intelligent selection in using the media.

Editor's Note:

The College Bulletin will not be published during spring recess week (April 9-14), so next week's issue will be the final one before the break. Copy deadline is April 3 at noon. Copy deadline for the April 19 issue is April 17 at noon.

Items of Interest

FSA Board Meeting

The Faculty-Student Association will meet Monday, April 2, at 4:30 p.m. in the MH Oak Room. All members of the campus community are invited to attend.

Wellness Words From HPER

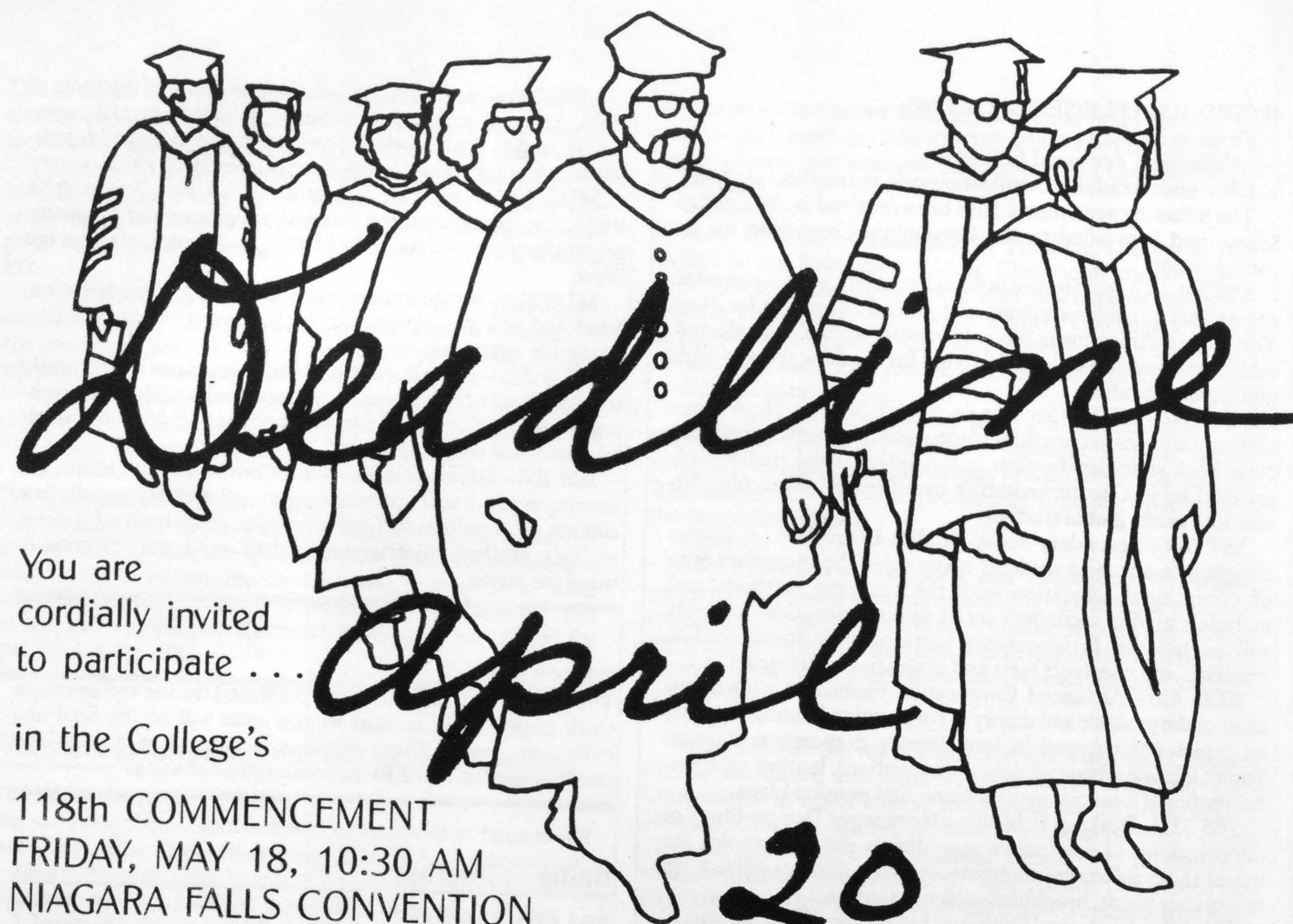
Once More With Soap and Water. Before you bite into that raw fresh fruit or vegetable give it a quick rinse with soap and water. While the Environmental Protection Agency (EPA) is attempting to ban unnecessary pesticides, they warn that toxic chemicals are frequently used on these foods to extend storage life and enhance color.

Pesticides are currently used on 50 percent of America's apple harvest. While some chemicals penetrate the skin of the food item, many can be removed by a simple soap and water bath.

VACANCY NOTICE March 29, 1990

SUNY/COLLEGE AT BUFFALO		
Lecturer (2)	Coll.Lng.Lab	*D:05/15/90
SUNY/COLLEGE OF AG & TECH AT MORRISVILLE		
Educ. Spec.	Coll.Skills Cntr.	05/25/90
SUNY/COLLEGE AT NEW PALTZ		
Asst.Director	Acctg. Servs.	04/02/90

*Deadline date for receipt of applications.
For further information, detailed vacancy notices may be viewed in the Human Resource Management Office, GC 403.



You are
cordially invited
to participate ...
in the College's
118th COMMENCEMENT
FRIDAY, MAY 18, 10:30 AM
NIAGARA FALLS CONVENTION
AND CIVIC CENTER

All faculty and professional staff members may elect to either march in the academic procession or serve as a faculty usher.

A faculty usher may have varied duties such as lining up faculty and candidates, distributing programs, etc. You do not need a cap and gown to usher.

PLEASE NOTE: Friday, April 20, is the deadline for ordering caps and gowns through the College Store if you intend to march. Rental cost: Master's, \$27.45; Doctor's, \$30.45, plus tax and \$1 shipping and handling.

If your answer is in the affirmative, you will receive instructions where to report, etc. about a week before Commencement.

TO: Public Affairs Office — Grover Cleveland Hall 515

DEADLINE — APRIL 20

I will be able to participate May 18 in the Commencement Ceremonies.

I wish to (circle one) march/usher.

Signed _____

STATE EDUCATION DEPARTMENT
SITE VISIT
APRIL 18 - 20, 1990

PURPOSE

The State Education Department will conduct a site visit to evaluate the baccalaureate programs at State University College at Buffalo in the Spring of 1990. While the evaluation will have a special focus on teacher preparation programs, it will serve general re-registration purposes for ALL of our baccalaureate programs.

PROCESS

In preparation for the evaluation, the College is required to prepare a self-study document. Because the evaluation impacts on ALL of the undergraduate programs, broad-based institutional involvement is essential. To this end, a campus-wide coordinating committee was established with the following membership:

Applied Science and Education

A. Egan	C. Hodges	N. Lund	W. Schultz
M. Davis	R. Lee	D. Ponton	

Arts and Humanities

R. Butz	J. Grunebaum	J. Ramsey
L.A. Grace	T. Platek	

Natural and Social Sciences

M. Fordham	J. Nash	V. Wyly
R. Horvat	J. Swartney	

Library

M. Delmont

The committee designated sub-committees to address the areas required in the self-study

SELF-STUDY

The self-study is designed to help the College assess the extent to which its educational activities meet the standards of the Commissioner's Regulations and the Regent's Rules as they relate to the teacher education focus or to the College's general policies and practices. The self-study is organized under the following headings:

1. Programs: Review of every curriculum creditable toward a degree offered by the institution. (R. Horvat, Chairperson)

D. Birdd	J. Bondurant-Utz	N. Walker
R. Baum	M. Caldwell	

2. Curricula and Awards: Institutional goals and objectives of curricula and courses and evidence of success of students and faculty in achieving goals and objectives will be reviewed. (D. Ponton, Chairperson)

J. DeNisco	R. Lohman
L. Gleckel	T. Platek

3. Faculty: Evidence of earned degrees, scholarship, experience, advisement responsibilities, development and evaluation will be examined. (M. Davis, Chairperson)

M. Littman	C. Zolnowski (student)
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4. Admissions: Admission procedures and policies will be examined including admissions and recruitment procedures to encourage the participation in collegiate programs by persons from historically underrepresented groups. (W. Schultz, Chairperson)

R. Butz

5. Administration: Administrative responsibility for institutional policies and programs will be reviewed. (L.A. Grace/J. Swartney, Chairpersons)

6. Resources: Evidence of the resources necessary to accomplish the mission and purpose of each registered curriculum will be reviewed. (V. Wyly, Chairperson)

M. Glogowski
D. Mitchell

T. Quatroche
M. Speth (student)

R. Towne
M. Xanco

7. Summary: Provides the opportunity to highlight any special aspects of its programs and to analyze the overall results of the self-assessment and any plans for improvement. (J. Ramsey, Chairperson)

A. Egan

R. Lee

8. Special Education Supplementary Material: Materials relating specifically to special education. (R. Lee, Chairperson)

L. Gleckel

D. Logan

M. Posluszny

J. Grunebaum chaired an editorial committee to review the various segments of the self-study to ensure consistency of presentation, coherence of writing style, etc.

SITE VISIT

The site visit is scheduled for April 18-20, 1990. The team will be led by Dina Sevayega from SED. Team members and areas of focus are:

Dr. Mario Prisco, Alfred University

Dr. Cheryl Wrzochalski, Shenendehowa High School

Dr. Cyril H. Knoblauch, SUNY Albany

Dr. Fred Chambers, Kent State University

Dr. Shirley Heck, Ohio State University

Dr. John Salvia, Pennsylvania State University

Dr. Marvin Sarapin, Kean College, NJ

Art and Art Education
Chemistry, Physics, Curriculum,
Secondary Education
English
Secondary Education
Elementary Education
Special Education
Industrial Arts/Technical
Trades

Team members will be meeting with faculty, staff, students, administration, and alumni. They will visit student teachers at their school placements and talk with cooperating teachers. They may wish to visit classes in progress on campus.

The cooperation of everyone in the College is essential to making the site visit successful. The intent of the team is a thorough examination of our programs. To facilitate this, we must make sure people are around and available to meet with team members and that we are able to respond to questions and provide any data requested.

Examples of the questions that team members might ask include:

1. What's the nature of the relationship and interaction between the liberal arts and sciences and the teacher education programs at State University College at Buffalo?
2. What is the purpose of general education at SUCB? How do the requirements in general education broaden a student's perspective?
3. How do you address issues related to cultural and ethnic diversity in your classes?
4. What is the nature of early field experience opportunities in teacher education programs?
5. How do you integrate theory and practice in the methodology courses?
6. What provisions do you have for assuring that students have exposure to children from diverse backgrounds including those who are ethnically different, at risk for learning, and/or handicapped?
7. What support services are available on campus for students who are having academic difficulty?
8. How does the Secondary Education Interdisciplinary Unit function related to the academic disciplines and the professional sequence? If you have questions at any time about any aspect of the visit, please feel free to call Ann Egan or Dick Lee at 4214.

College Bulletin

Volume XXXV Number 28

April 5, 1990

From the President

All-College Address

For those of you who were unable to attend the presentation last Thursday during Bengal Pause, a copy of the remarks I delivered at that time is attached to this issue of the *College Bulletin*.

From the Director of Lifelong Learning

Course Proposals

The Bulger Lifelong Learning Center is now accepting course proposals for fall 1990 non-credit programs. Some topics of interest include: continuing education for CPAs, commercial and graphic design, professional development, and computer courses. Application deadline is April 30.

For more information or a course proposal outline contact Michele Mogavero at ext. 5906

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The following video teleconferences will take place during April in CC/E unless otherwise noted:

April 5, 1-3 p.m.: "Techniques of the Masters—Gordon Parks and William McIntosh" by Kodak

April 11, noon-3 p.m.: "Infant Abduction" (Law Enforcement Satellite Training Network)

April 17, 1-3 p.m.: "Computing for the Disabled, Part 1" (CC 205)

April 17, 3-4:30 p.m.: "The Emerging Role of Telecommunications in Higher Education" (Sponsored by IR)

April 19, 1-3 p.m.: "The Holocaust: How Could It Happen?"

April 24, 1-3 p.m.: "Computing for the Disabled, Part 2" (CC 205)

April 26, 1-3 p.m.: "The Collaborative Classroom: Reconnecting Teachers and Learners"

The following teleconferences and satellite programs were recorded live and are now available in our Film and Video Library:

• "Men of Color: Absence in Academia"

• "France-TV Magazine: March 1990"

• "Issues '90"

• "The Thinking Curriculum"

• "Low-Level Nuclear Waste"

For more information call Barry Herb, ext. 4104, Paul Andruczyk, ext. 6931, or Bonnie Percival, ext. 6682.

Items of Interest

Employee Assistance Program

We're here to listen . . . if you need to talk:

Dave Cummings . . . ext. 5233

Deborah Hard . . . ext. 3068

Paul Martin . . . ext. 4307

We are your Buffalo State Employee Assistance Program coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problems.

Don't wait until a crisis develops. Let us help you avoid one!

Faculty/Staff Stretch, Tone, and Aerobics Program

Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or both of these activities:

Low-impact Aerobics

Monday/Wednesday, 5-6 p.m., HG 213

Stretch & Tone

Tuesday/Thursday, 5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, noon-2 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Early Bird Exercise

The Early Bird Exercise program will meet Monday, Wednesday, and Friday, 6:15-7:15 a.m., and Tuesday and Thursday, 6:30-7:30 a.m., in HG 213/Bubble. Call ext. 6501 or ext. 5128 for more information.

Wellness Words From HPER

Diet and Nutrition Tips: For the average person, increasing your fiber intake by 30 to 40 grams per day (fruits, vegetables, whole-wheat bread, bran cereals) can help control your weight,

fight cancer, lower serum cholesterol, lower blood sugar, and act as a natural laxative.

"Wellness Words from HPER" is a series of helpful tips on wellness for faculty and staff sponsored by the Health, Physical Education, and Recreation Department and the Employee Assistance Program Committee. If you would like to contribute to the series, send typed articles of 200 words or less to the HPER Department. The editorial board is made up of Catherine Ansuini (HPER), Donald Barr (HPER), and Deborah Hard (EAP Committee).

VACANCY NOTICE April 5, 1990

<u>SUNY/ALBANY</u>		
Proj. Staff Assoc.	Rockefeller Col.*D:	04/14/90
Dean	Sch. of Business	05/15/90
Postdoc. Associate	Chemistry	04/20/90
<u>SUNY/BINGHAMTON</u>		
Teacher	Upward Bound	05/07/90
Sr. Staff Assoc.	Graduate School	04/17/90
Instr. Supp. Asst. PT	Sch. of Management	Open
Assist. Prof.	Nursing	Open
Asst./Sr. Asst. Librn.	Library	4/23/90
<u>SUNY/COLLEGE AT BROCKPORT</u>		
Visit. Assist. Prof.	Earth Science	04/30/90
<u>SUNY/HEALTH SCIENCE CENTER AT BROOKLYN</u>		
TH Soc. Wkr. Asst. I	Social Work	04/24/90
TH Clin. Nurse Spec.	Pediatrics/Gastro.	04/24/90
TH Assoc. Dir.	Nursing Serv.	04/24/90
TH Clin. Lab. Tech. III(2)	Blood Bank/Path.	04/24/90
TH Asst. Director	Nursing	04/24/90
TH Social Wkr. I	Social Work	04/24/90
<u>SUNY/COLLEGE OF TECH. AT CANTON</u>		
Instr./Assist. Prof.	Sociology	04/13/90
Instr./Assist. Prof.	English/Humanities	04/20/90
<u>SUNY/COLLEGE AT CORTLAND</u>		
Lecturer	Physics	04/16/90
Instr. Supp. Tech.	Physics	04/24/90
Admissions Advisor	Admissions	04/24/90
<u>SUNY/COLLEGE OF AG & TECH AT MORRISVILLE</u>		
Instr./Asst. Prof.	Food Serv. Adm.	04/26/90
<u>SUNY/COLLEGE OF OPTOMETRY AT NEW YORK CITY</u>		
Staff Assistant	Children's Serv.	04/24/90
<u>SUNY/COLLEGE AT OSWEGO</u>		
Director	International Ed.	04/20/90
Instr. Supp. Assist.	Wrestling	04/14/90
Programmer/Analyst	Computer Center	04/30/90
Staff Associate	Development	05/01/90
<u>SUNY/COLLEGE AT PLATTSBURGH</u>		
Assist. Professor	Environ. Science	04/20/90
<u>SUNY/COLLEGE AT POTSDAM</u>		
Assist. Professor	Social Studies Ed.	04/15/90
<u>SUNY/COLLEGE AT PURCHASE</u>		
Asst. Registrar	Registrar	04/24/90
<u>SUNY/STONY BROOK</u>		
Res. Supp. Specialist	Neurology	04/27/90
Res. Supp. Specialist	Medicine/Allergy	04/16/90
Res. Supp. Specialist	Pathology	04/06/90
Instr. Supp. Associate	Library	04/09/90
Assist. Professor	Sci./Math/Tech. Ed.	Open

SUNY/HEALTH SCIENCE CENTER AT SYRACUSE

Clin. Nurse Spec.	Neurology	08/01/90
TH Nurse Admin. (2)	Nursing/Medicine	04/24/90
TH Assoc. Director	Nursing Adm.	04/17/90
TH In-Serv. Educator I	Nursing/Staff Dev.	04/17/90
TH Resp. Therap. III	Respiratory Therp.	04/24/90
Th Staff Assoc.	Admitting	04/24/90
TH Phys. Therap. III	Physical Therapy	04/24/90
TH Clin. Lab. Tech. IV	Clin. Pathology	04/24/90
TH Phys. Therap. Asst. I	Physical Therapy	04/24/90

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

ALL COLLEGE ADDRESS

F. C. Richardson
March 29, 1990

Good afternoon.

As I began to prepare for this, my first All College Address to the entire Buffalo State College community, my reflections kept focusing on two particularly meaningful aspects of this time of year.

Spring, of course, arrives in many different ways in many different places. Just about one year ago, spring was the time of my own first visit to the Buffalo State College campus.

In that respect, this is my first anniversary report. Some of the impressions I encountered one year ago have been greatly re-enforced since then. For example, I would be hard-pressed to identify a more welcoming community than the one we have met here in Buffalo.

In all honesty and fairness, however, I must tell you that some of those first impressions of one year ago have fallen far short of expectations.

When we left Minnesota, I was advised by some former colleagues at Moorhead State University to brace myself for something called "Winter in Buffalo." They even suggested that I invest in an extra-large snowblower.

In the rush of moving, I failed to follow that advice--and it's probably a good thing that I didn't. Because winter in Buffalo (despite what may be happening outside today) has been a pleasant surprise. The snow of this past December seemed to disappear shortly after the New Year and spring seems to be in the air.

And regardless of where you are, spring cannot help but be an exciting season. Henry David Thoreau, as he viewed Walden Pond, saw spring as a

time of: "Change from storm and winter, from dark and sluggish hours to bright and elastic ones."

Thoreau also listened for the sounds of a different drummer.

I can feel that sense of change and that new cadence here at Buffalo State. It is a new measure and a new beat and it is in the future of this institution. I intend to pursue that new direction because of the promise it holds for the college.

Let me give you some idea of why I have that sense of renewal and excitement.

The first reason is you. Everyone at Buffalo State.

Over the past seven months I have met with groups of faculty, students and staff. We have gathered in small groups at breakfast or at lunch. On occasions, we've met and chatted in the Union or in classrooms or in the Quad or in Rockwell Hall.

What I had intended was that we would get to know each other better.

And that I believe has happened. I've introduced myself to many of you and have truly enjoyed the openness with which you have welcomed me. I have heard students tell me of their goals both here at college and after graduation. And I have listened to faculty and staff that I sense are truly dedicated to quality teaching, quality services, quality education, and a commitment to work toward making Buffalo State nothing less than an outstanding urban college.

I believe we can do precisely that. We can do it together. I have directed my staff to begin a number of concrete steps in this direction.

In the area of internal communication, I have asked my staff to expand the scope of meetings I have held with students, faculty and staff. I have begun preparation for a series of open forums to be held at various locations on campus. Furthermore, I have

initiated a review of prospective new publications addressed to various college constituencies. They are necessary to build new bridges and they will be forthcoming shortly.

In another area--that of resource development--I have begun a number of initiatives that I envision as necessary for college growth.

I earlier announced a Faculty/Staff Development Endowment Fund. This undertaking is straightforward and uncomplicated. It is a development campaign that is designed to raise discretionary funds for one essential purpose--to enhance our professional staff and faculty. This drive was helped in great measure thanks to another college asset--our alumni. The generosity of Mrs. Mildred Campbell, Class of '28, has already produced a growing sense of progress for faculty/staff development. Mrs. Campbell said she wanted to give something to Bernice and me in celebration of the inauguration. What a wonderful gift!

One faculty member recently wrote me and suggested that our goal is too low; that instead of trying to raise \$250,000 for the endowment, we should set a goal of \$5 million, plus conduct a capital campaign drive, and raise funds for equipment, program development, and other initiatives--all this because funds for such activities will not be forthcoming from the state. My own assessment of that situation is the reason I have decided to reorganize the development/alumni/foundation area and put institutional advancement under the leadership of a vice president.

This plan was originally suggested to the campus constituency in April 1988 by Chancellor Johnstone, who was president at that time. The necessary reorganization was subsequently put on hold due to his move to Albany.

The enthusiasm for this college, as you know, is not confined to the campus.

I have heard it expressed in the Greater Buffalo community. I have heard business leaders and executives in Buffalo and Niagara Falls tell me of how impressed they are with the college, its programs, its graduates, and its contributions to an urban environment. I recently spoke with the executives of a major bank who related to me that there are 300 Buffalo State graduates currently employed by the bank throughout New York. That is just one measure of the college's impact on the Buffalo community, Western New York and the state. It is enough to make any president proud.

And I am indeed proud and also very fortunate.

Just last weekend I was fortunate once again to attend a concert of the Amherst Saxophone Quartet. I attended with 25 of our undergraduate students who serve as "student ambassadors." The concert in Rockwell Hall Auditorium, a truly beautiful facility, was a memorable evening for them and for Bernice and me. It was an example of the cultural richness that we have at the college for students and community.

I believe we must enhance that perception.

In the past two weeks, I have had other opportunities for first-hand views of new campus projects. I examined the progress on the \$3 million renovation of the Theater Arts Building. The building was originally a gym when it was opened in 1931. It was one of the first five structures built on the campus. It has fulfilled many functions over the years. With its rehabilitation now, it will be transformed into an outstanding facility with a theater and related amenities for theater students on the main floor, and television and radio production facilities for broadcast students on the lower level. Work on the project is targeted for completion by fall 1991.

On the west end of campus, I recently took a hard-hat tour of the new Sports Arena. It is shaping up nicely with work on both the basketball arena and ice rink progressing smoothly. The facility also has a 1991 target date for completion. In the months ahead I will charge my staff to begin receiving the necessary input for assembling a dedication committee which will begin planning the formal opening of the Arena.

The face of the college is indeed changing.

I'm sure that will be evident just 48 hours from now when we host our annual Open House for prospective new students and their parents.

I have been informed by the Admissions Office that we have experienced a record response to the Open House invitation. That is yet another encouraging indication of what Buffalo State College is developing into. It is a positive sign AND it is reflected in our most recent admissions data.

Applications for fall 1990 enrollment are running about 2% ahead of the 1989 rate. And the number of students who have acknowledged their interest in attending Buffalo State College in fall 1990 by sending in their deposits has risen 6.3% over last year.

Clearly, the demand for what we offer is growing stronger and stronger.

Numbers alone, however, do not tell the entire story.

I was pleased to learn, and am delighted to tell you, that we have had a 100% acceptance of presidential honors scholarships by high-achieving high school students scheduled for admission in fall 1990. That signals another recognition of quality at the college.

This recognition is bound to be a key ingredient in the new self-evaluation process we are now undertaking in conjunction with the Middle States

Accreditation review, scheduled for 1991-92. When we speak of diversity at the college we must include honor students as well as those students needing special help in further development of basic skills. We need large numbers of high-achieving students not only to challenge faculty but to serve as role models to other students.

I believe we cannot cut corners and achieve quality. In furthering this belief, I have directed that there be an extension of discretionary funds for academic department use. Last year these resources made a significant impact. Activities supported by these funds included special events, student awards and receptions, community services and professional travel.

Quality also has a definite relationship to resources and that, of course, raises the current status of the state's budget picture especially as it relates to SUNY. And of course this impacts directly on Buffalo State College. The picture is unclear but some cuts appear inevitable.

Of the many dimensions to a higher education, none appear as tricky or as difficult as the effort it takes today--in 1990--to match resources with institutional goals.

For any institution to be successful in its academic program today, there are four essential ingredients: (1) budget development and control; (2) coordination of long-range and short-term planning; (3) appropriate selection of personnel to fit the mission and the task; and (4) an atmosphere which encourages and stimulates intellectual development and growth.

These are not steps that can be left to chance or to happenstance. I recognize that certain factors, of necessity, depend on deliberations in Albany and on economic factors that frequently are beyond our direct

control. But I firmly believe that this college can respond best when it is prepared with solid financial plans.

To accomplish this I have directed our budget, management and financial staff to develop and refine long-range plans geared to reflect the college's mission in the 1990s. Such blueprints are indispensable if we are to accomplish that mission effectively.

Alvin Tofler said predicting the future is risky business, but one of the things we get paid for is taking risks...the other is planning and predicting the future. When we develop new programs we are taking a chance that they will be needed four years down the road when our first graduates come out of the pipeline. This is NOT a gamble when we plan for all foreseeable contingencies.

That is the type of planning I have faith in. I believe that higher education will become more and more important to society, to economic stability, and to our competitive position in the world, particularly in terms of world leadership. Thirty and forty years ago our colleges and universities focused on developing leadership characteristics in their students. Today most institutions are developing technical skills in their students. We need to get back to developing leadership skills. I predict that this will be a trend for the future. It is a need that we must fill here at Buffalo State.

Beyond that, there is a truly unique quality to academe and I have found it very much present here at the college in my inaugural year. The start-up of the Center for Environmental Research and Education in January provided new educational opportunities for our students in water resources management, aquatic ecology and environmental education, while providing new applied research opportunities for faculty in several fields. When this new activity is added to already existing centers and other sponsored programs, the college

can expect to spend more than \$12 million on sponsored programs and research this year. That represents more than a 20% increase over last year. I have every expectation that this will be an area for even greater achievements in the future.

But academe and education are really about the passion for truth. The late President John F. Kennedy recognized this quality when, in a speech at Yale University in 1962 he observed: "Very often the greatest enemy of truth is not the lie--which is deliberate, contrived and dishonest--but the myth--which is persistent, pervasive and unrealistic. Too often, laboring under the myth, we hold fast to the cliches of the past. We subject facts to a prefabricated set of interpretations. And as a result, we are tempted to enjoy the comfort of opinion--without the discomfort of thought."

Our challenge--yours and mine--will be to help the college develop a shared vision of the future and a set of shared values from which we craft the decisions that will move this institution forward and enhance the quality of all our activities and all our programs.

I truly feel excited about the future of this college, at this time, and in this place. I am convinced that the importance of higher education to social and economic stability is greater now than it has been in decades. That importance, I believe, is welded to improvements in teacher education and to the comprehensive programs we offer. It is so critical, in fact, that I intend to make that the cornerstone for Buffalo State College's future. It is a cornerstone that I intend to put in place in a deliberate and planned manner and with the cooperation of the entire college community.

Thank you.

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXV Number 29

April 19, 1990

From the President

Open Forum

As I mentioned in the All-College Address, I am expanding the scope of meetings that I have been holding with various campus constituencies. The first of a series of open forums will be held Tuesday, May 1, at 8 a.m. over coffee in BL 210.

In order to facilitate dialogue I am limiting the forums to 20 faculty and staff. Kindly call my office, ext. 4101, and indicate your desire to attend the May 1 forum. Those who call after the limit has been reached will have an opportunity to attend the next forum, which will be announced in a forthcoming issue of the *College Bulletin*.

Honorary Degree Suggestions

On behalf of the college's Honorary Degree Committee, I invite the entire college community to submit suggestions for 1991 SUNY honorary degree nominations. The honorary doctorate is the highest form of recognition offered by SUNY.

The purpose of this very worthwhile program is:

- To recognize excellence in the fields of public affairs, the sciences, the humanities and the arts, scholarship and education, business and philanthropy, and the social sciences;
- To honor meritorious and outstanding service to SUNY, the state, the nation, or to humanity at large; and
- To recognize persons whose lives serve as examples of SUNY's aspirations for its students.

Individuals must have statewide, national, or international prominence, and their achievements must be both relevant and appropriate to this campus, e.g., a noted educator ties into our teacher education programs.

Service to SUNY or Buffalo State College is not sufficient justification for awarding an honorary degree. Furthermore, honorary degrees are not awarded to members of the SUNY board of trustees or members of councils or boards at state-operated campuses, employees in the SUNY system, current holders of New York elective public office or active candidates for elective public office, or previous SUNY honorary degree recipients. (You may wish to call the Public Affairs Office at ext. 4201 to check your suggested nominee against the list of previous recipients.)

Please bear in mind that the entire nomination process should be kept strictly confidential. Do not contact suggested nominees or in any way communicate to them that they are being considered for an honorary degree.

BSC's past recipients are William M. Cruickshank (1985); Burrhus Frederic Skinner (1986); Katherine Dunham, Milton Glaser, and John Patrick Montague (1987); Paul G. Bulger (1988); and Tom Wicker (1989).

Please submit suggestions no later than May 9, 1990, to Joyce Fink, committee chairperson, in GC 515. It would be helpful if

you would include a copy of your suggested nominee's biographical sketch from a *Who's Who* or similar publication. The committee, comprised of members from the three faculties, will screen the suggestions, select potential nominees, and prepare supporting documentation for my consideration. Names of approved candidates will then be forwarded to the chancellor, who will make his recommendations to the board of trustees.

From the Vice President for Academic Affairs

Honors Convocation

The 1990 Honors Convocation will be held in Rockwell Hall Auditorium on Thursday, April 26, at 12:15 p.m. Faculty invited as guests of the honors students are encouraged to wear their academic attire and sit with their students.

Departmental representatives who will participate in the procession wearing academic attire should report at noon to the dressing rooms, RH 117E and 117F (downstairs), and then reassemble in the Burchfield Art Center lobby (3rd floor) by 12:15 p.m. to line up.

All members of the college community are invited to attend this ceremony to honor our outstanding students.

From the Vice President for Finance and Management

Handicap Access to Computing Services

If any individual requires the use of an elevator to enter or exit the Twin Rise North or Twin Rise South computer labs, the following procedure should be used:

The elevators located on the main floor of Twin Rise South will allow you to enter and exit Monday through Friday, 8 a.m. to 4:30 p.m. The New Student Programs and Orientation Office (first office on the right before the elevators) will allow you to call the Twin Rise South lab assistant at ext. 6624 to make known your arrival. The lab assistant will need a few minutes to contact Public Safety before you will be able to enter the facility.

The door marked for handicap access is the only door you should use to enter or exit the lab.

Computing Services Faculty Work Room

We are pleased to announce that the microcomputer/terminal work room, TR 112, is now open for faculty use. The hardware installed, software available, and access procedures are as follows:

Hardware

This new facility has the following equipment installed: six

Digital VT 330 terminals, one Digital LN03 laser printer, one Macintosh II microcomputer with Imagewriter printer and graphics digitizer, and one Zenith 148 microcomputer connected to a Xerox 4045 laser printer.

The microcomputers and terminals are connected to the local area network and have access to the VAX6340 computing system.

Faculty should bring 8 1/2" x 11" paper when extensive printing on the laser printer is planned.

Software

The software supported in the work room is:

MS DOS software on the 3-Com server (printed to the Xerox 4045 laser):

WordPerfect 5.1

Wordstar 2000 version 3

DBase III +

Lotus 123

Word Processing Document Conversion (over 20 types)

Macintosh II software (printed to an Apple Imagewriter):

Text and Graphics Scanner

WordPerfect 1.01

MacPaint

DBase Mac

Microsoft Excel

A complete list of available VAX software can be viewed in BSINFO under topic "Buffalo VAX 6340" under the subtopic "Available Software and Documentation."

Access

The work room is a *self-service* facility that faculty may use 24 hours a day, seven days a week. However, because of the unlimited access, the following guidelines must be adhered to so that the equipment installed in the work room is protected from vandalism and theft.

Key Authorization:

- Faculty may pick up a TR 112 key authorization form in TR 208. See Cheryl Burns or Connie Vasi for the form.
- The key form must be signed by Ray Chamberlain.
- Faculty may present the key authorization form to Physical Plant, DC 106, and request a key to TR 112.
- Computing Services personnel will explain and demonstrate the security system key pad procedures to each faculty member after they pick up their TR 112 door key.

Entering Procedure:

- After opening the TR 112 door, faculty members must deactivate the security system key pad within a 60-second period. Only the first faculty member entering the work room will be responsible for deactivating the security system.

Exiting Procedure:

- Make sure the work room door is closed before reactivating the security system key pad. Two lights on the key pad should begin blinking. If they are not blinking, use the key pad again. Only the last faculty member to leave TR 112 must reactivate the security system key pad. This must be done within a 60-second period.
Leave the room lights on at all times.

(Note: Twin Rise is normally open from 6 a.m. to 11 p.m. Monday through Friday from the lobby area. When faculty want access to the work room after normal building hours, they must

go to Public Safety in Chase Hall and request access to Twin Rise.

Please leave the lights on at all times and keep the door closed and locked.

From the Chairperson of the College Senate

At-Large Elections

The following faculty and staff members were elected to the four College Senate positions in the recent election conducted by the Senate Bylaws and Elections Committee: Mary Davis (Business), Betty Cappella (Educational Foundations), (Rosalyn Lindner (Sociology), Donald Brennan (Instructional Resources). They will serve three-year terms (1990-93) starting Sept. 1, 1990.

SUNY University Senator (1990-93)

M. Virginia Wyly (Psychology) was re-elected to a second term as a SUNY university senator. The new term begins Sept. 1, 1990.

Curricular Items

The following have been approved by the Curriculum Committee and sent to the president for approval:

New Courses

SED 307—Techniques for Teaching Lab Activities in Secondary Science class. Science education majors will learn selected laboratory techniques necessary to teach New York Regents or non-Regents secondary science classes. Topics for each content area include ordering and maintaining supplies/equipment, storage, safety, preparation of materials, lab setup, and measurement techniques.

HON 101—Humanities Seminar. Humanities core course designed for all-college honor students as part of an integrated sequence of core courses which focus on the great ideas and works of various cultures.

HPR 411—Critical Issues in Health and Wellness. This course is a study of one's interaction with his/her many environments and the implications of this interaction for health behaviors. Emphasis is on current facts and attitudes important in confronting critical health issues.

PLN 380—Neighborhood Revitalization. A study of neighborhood housing conditions, population displacements, gentrification, and historic preservation. Past, present, and potential housing programs from various government agencies will be analyzed.

SWK 321—The Elderly and Social Services. Designed to introduce junior and senior students to the needs and services for the elderly. The course will include knowledge building about services and programs for the aging, policy issues regarding the aging such as health, housing, and finances. The physical, emotional, social, and economic needs of the elderly will be studied as well. Some intervention strategies for working with this population also will be presented.

ISM 690—Master's Project in Educational Computing. Investigation of a particular problem or performance of a task to be carried out by the student with consultation and guidance from the adviser; must be submitted in acceptable form as directed by the adviser.

NFS 440—Applied Nutrition, Part I. First of a three-course

sequence examining the interrelationship of physiology, biochemistry, and nutrition as it relates to nutritional practice. Consideration of the role of nutrients at the cellular level with emphasis on intermediary metabolism of carbohydrate, protein, and lipid. Laboratory sessions are given on nutritional assessment including anthropometric, clinical, biochemical, and dietary with application to nutritional practice. Role of nutrition in selected conditions or disorders/diseases with emphasis on rationale of nutritional emphasis. For coordinated undergraduate dietetic majors.

NFS 442—Applied Nutrition, Part II. Second of a three-course sequence examining the interrelationship of physiology, biochemistry, and nutrition as it relates to nutritional practice. Emphasis will be given to the role of nutrition in treating and preventing diseases/disorders: diabetes mellitus, hypoglycemia, cardiovascular, gastrointestinal, biliary. For coordinated undergraduate dietetic majors.

NFS 445—Nutritional Care A. The first of a series of nutritional care courses promoting professional development of the student for dietetic practice. The emphasis of study is on basic skills for a professional role and application of normal nutrition knowledge. Development of basic interviewing skills, utilization of dietary tools and techniques, planning and teaching of nutrition education classes, and applying normal nutrition knowledge is fostered through observation and practice. Clinical experiences with well individuals throughout the life span provide opportunities for students to learn and evaluate their knowledge and skills. For coordinated undergraduate dietetic majors.

NFS 446—Nutritional Care B. Student is assigned patients in an acute care setting to correlate with Applied Nutrition II theory. The student assesses the nutritional status, defines nutritional needs, plans for nutritional care, and implements care on a beginning level after establishing criteria for evaluation of care on selected patients. For coordinated undergraduate dietetic majors.

NFS 447—Nutritional Care C. Opportunities for the student to learn, refine, apply knowledge and skills in providing nutritional care for individuals (adults and children) with acute and chronic nutritional problems or diseases. For coordinated undergraduate dietetic majors.

NFS 468—Management of Food Service Operations. Focuses on food service systems and related subsystems including in-depth analysis of the procurement process, menu development, food production and delivery, quality standards, and financial management. For coordinated undergraduate dietetic majors.

NFS 471—Experiences in Health Care Food Service Systems. The student applies knowledge and principles of food systems management in a health care facility. Emphasis is on functions of food service system, human resource management, quality assurance program, and cost analysis activities. For coordinated undergraduate dietetic majors.

Revised Courses

NFS 338—Nutrition and the Life Cycle. The study of nutritional needs and concerns of the various physiological ages of mankind. Application of the principles of nutrition to pregnancy, lactation, infancy, the preschool and school-age years, adolescence, adulthood, and later maturity with appropriate discussion of nutrition services and programs available to different age groups.

PHI 312—Analytic Philosophy II: Philosophy of Mind.

Recent work by analytical philosophers in the philosophy of mind. Among questions to be considered: what validates an inference from bodily states to mental ones, or vice versa? What are the criteria for personal identity? Are we machines that think?

SLA 621—Augmentative and Alternative Communication. Course will address the needs of individuals who are non-speaking and retarded, as well as other individuals who are non-speaking. The course will provide information on alternative and augmentative communication systems, techniques, and strategies. Assessment and intervention strategies for alternative and augmentative communication will be provided.

FAR 103—Modeling. Modeling as an introductory experience in the exploration of three-dimensional form; development of perceptual and analytical attitudes; involving lectures and modeled work dealing with the human figure; for B.F.A. first-year students only.

FAR 240—Introductory Sculpture. An introduction to the fundamentals of sculptural form; exploration of additive, subtractive, and constructive approaches to sculpture through lecture and studio experiences.

FAR 341—Intermediate Sculpture I. A further exploration of sculptural form with a more thorough study of the numerous sculptural approaches and techniques; practice in planning and executing sculpture projects.

FAR 343—Advanced Sculpture. Concentration on individually selected areas of development in sculpture based on personal interests, needs, and experience.

FAR 342—Intermediate Sculpture II. A continuation of Intermediate Sculpture I with further emphasis on exploration of the variations within each technique and approach; development of personal modes of expression.

FAR 345—Figure Modeling. Figure modeling as a basic sculptural discipline; portrayal and interpretation of the human form; includes anatomy lectures and work from the live model.

FAR 440—Senior Studio in Sculpture. A six-credit-hour concentration of studio work by the B.F.A. senior major in sculpture. The student will plan and execute a series of problems and projects in consultation with the major adviser.

PLN 315—Introduction to Community Planning. Introduction to various aspects of community planning; historical survey, origin, and growth of city planning movement, role of the various levels of government in community planning, and factors currently involved in community theory and practice.

EDU 417—Parents and Education. Designed to develop an understanding of the parental role in education and develop empathy for parents with diverse cultural, ethnic, economic background and parenting styles. Parent education programs and methods of conducting parent/teacher conferences are stressed.

Programs

New Minor: Biology

New Minor: Social Welfare

Revised Minor: Women's Studies

Program Revision: Coordinated Program in Dietetics

The following proposed revisions and recommendations have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

From Arts Oversight Committee:

Arts Oversight Committee recommendations for changes in listings of arts courses fulfilling the General Education Requirement.

Art Education - no change

Design - no change

Fine Arts - no change

Performing Arts

Delete from core:

DAN 302—Modern Technique I

MUS 218—Essentials of Music Reading

Remove words "One of the following Music courses" from the core listing on page 26 of the 1989-91 catalog and add an "OR" between MUS 210 and 217, MUS 201 and 203, MUS 202 and 204, and MUS 205 and 206. The resulting Music listing will read as follows:

MUS 201—Symphonic Music OR

MUS 203—Chamber Music

MUS 202—Vocal Music OR

MUS 204—Dramatic Music

MUS 205—American Popular Music OR

MUS 206—Jazz Rock Foundations

MUS 208—Oriental Art Music (revision and name change pending—if approved course title will be Survey of World Music Cultures)

MUS 210—Rudiments of Traditional Music Notation OR

MUS 217—Experience in Music for Beginners

MUS 301—Introduction to Music

Add to core:

PAR 100—The Lively Arts

PAR 200—Performance Laboratory (under review by Senate Curriculum Committee)

Delete from GEE:

MUS 309—Art Music of Asia: Japan, Indonesia, and India

MUS 311—Music Theory I

MUS 312—Music Theory II

MUS 320—Country Music, U.S.A.

Add to GEE:

DAN 302—Modern Technique I

DAN 320—Rehearsal and Performance

MUS 335—Buffalo State College Singers (omitted through clerical error from the current list)

MUS 336—Concert Choir (omitted through clerical error from the current list)

PAR 350—The American Musical

From Humanities Oversight Committee:

Foreign Language

Add to core:

HEB 103—Introduction to Biblical Hebrew

HEB 104—Introduction to Biblical Hebrew

SPA 100—Beginning Conversational Spanish

Correct in GEE:

FLA 338—Introduction to Classical Greek Drama

FRE 331—French Literature in Translation

GER 201—(Strike I at end)

GER 202—(Strike II at end)

GER 301—(Strike I at end)

GER 302—(Strike II at end)

ITA 306—Contemporary Italian Civilization

ITA/ENG 336—Modern Italian Literature in Translation

Delete from GEE:

GER 337—Modern German Literature in Translation

Add to GEE:

FLA 389—Women in Foreign Literature

SPA 204—Spanish for Native Speakers

SPA 205—Spanish for Native Speakers

Philosophy

Add to core:

PHI 310—History of Ethics

Delete from core and add to GEE:

PHI 318—History of Philosophy II, 17th and 18th Century

Delete from GEE:

PHI 220—Development of Jewish Religious Thought

PHI 313—Epistemology

PHI 330—20th Century Jewish Philosophy

PHI 340—Bible and Jewish Thought

Add to GEE:

PHI 205—Introduction to Old Testament

PHI 208—Women and Religion

Communication

Add to the GEE:

JBS 310—International Communication

English - Department requested no changes.

From Social Sciences Oversight Committee:

Delete from GEE:

GEG 104

Add to GEE:

GEG 370

Add to GEE:

HIS 305, 308, and 334

Resubmission for addition to electives:

HIS 469

Delete from GEE:

PSC 300

Add to GEE:

PSC 309 and 355

Add to core:

PSC 218

Delete from GEE and add to core:

PSY 340

Delete from GEE:

SOC 341

Add to GEE:

SOC 370

From Natural Sciences Oversight Committee:

Biology

Delete:

BIO 304—Local Flora

BIO 305—Molecular Biology

BIO 320—Cold Blooded Vertebrates

Add:

BIO 325—Ichthyology

Chemistry

Delete:

CHE 305—Physical Chemistry I

CHE 305L—Physical Chemistry I Laboratory

CHE 306—Physical Chemistry II

CHE 306L—Physical Chemistry II Laboratory

Earth Sciences and Science Education

Delete:

SCI 302—Life in Geologic Time

Add:

GES 337—Astronomy and the Astronomers to 1650

Physics

Add:

PHY 213—University Physics III

The following *new course* has been received by the Senate and sent to the Curriculum Committee for its consideration:

SPA 405—Old Spanish. The development of Spanish from the Middle Ages to the 15th century, including study of the earliest documents in Spanish. Lectures, readings, and student reports.

From the Director of Butler Library

Faculty/Staff Photocopier

The new photocopier in the Current Periodicals Room requires new operating procedures because of its internal auditor. All users, new and former, must be issued a user code number which makes the copier operational. This user code number must also be issued to your student assistants when they do your photocopying.

Please register for your code number at your convenience and especially before sending student assistants to Butler Library for copying projects. This photocopier is to be used only for copying non-circulating materials.

From the Director of Public Affairs

Commencement Volunteers

To date, faculty and staff who have agreed to march at commencement are:

C. Adair, C. Ansuini, S. Anderson, C. Aquino, M. Assad, C. Backman, M. Baker, V. Balowitz, D. Battle, C. Beasley, D. Beery, M. Benz, R. Berkovitz, J. Bondurant-Utz, J. Brueckman, J. Bruno, B. Bryski, L. Chalker-Scott, F. Chapman, R. Davitt, P. DeWald, E. DeWind, H. Dowski, K. Dykstra, W. Engelbrecht, J. Fekete, R. Firestien, J. Frederick, M. Glogowski, J. Gounard, J. Grunebaum, D. Hayes, J. Hesch, D. Hunter, S. Isaksen, M. Johnson, L. Jones, E. Kennedy, B. Krist, M. Littlefield, M. Littman, D. Logan, S. Lord, R. Mattai, T. McCray, E. McKee, K. Mernitz, D. Mitchell, J. Morganti, T. Morrissey, L. Moton, M. Murdock, M. Nadel, E. Netzhammer, A. Nowakowski, H. Payne, L. Pearson, T. Platek, M. Reddout, H. Reid, D. Renzi, B. Sackmary, B. Sampsell, L. Scalia, E. Schoaff, E. Schulman, R. Simhadri, S. Singh, S. Slavin, L. Smith, L. Snyder, R. Stein, M. Stevens, C. Tahk, J. Wallace, N. Weekly, D. Wegenast, M. Woodruff, G. Wooten.

Those who have volunteered to usher or assist with planning are:

M. Bausili, L. Bink, P. Bink, C. Bradley, M. Broderick, W. Burns, J. Cataldo, D. Colvin, B. Cooperman, M. Davis, J. DeNisco, P. Dexter, C. Dimidio, R. Dykstra, A. Egan, J. Flanagan, L. Flood, R. Foster, R. Frazita, C. Fusco, L. A. Grace, C. Harris, F. Hartrick, L. Hill, W. Hoffman, P. Homer, F. Howe, K. Johnson, K. Jurewicz, M. LaHood, J. Mack, R. Mahler, J. Miller, K. Moran, T. Pepper, S. Posner, B. Qadir, R. Saddleson, P. Santa Maria, S. Scott-Martin, N. Walker, K. Wallace, J. Weeks, D. Westbrook, J. Westrope, O. Woodruff, S. Zuckerman, R. Zuercher.

The deadline to sign up is Friday, April 20.

Items of Interest

Employee Assistance Program

We're here to listen . . . if you need to talk:

Dave Cummings..... ext. 5233

Deborah Hard..... ext. 3068

Paul Martin..... ext. 4307

We are your Buffalo State Employee Assistance Program coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problems.

Don't wait until a crisis develops. Let us help you avoid one!

VACANCY NOTICE April 19, 1990

SUNY/ALBANY		
Res.Hall Director	Residence Life	*D:04/20/90
SUNY/COLLEGE OF TECHNOLOGY AT ALFRED		
Staff Assistant (2)	Athletics, HPE	05/01/90
Adm. Assistant	Admissions	05/01/90
Faculty	Soc/Behav.Sciences	Open
Faculty	Mech.Eng.Tech.	Open
Faculty	Elec.Eng.Tech.	Open
SUNY/COLLEGE AT BROOKPORT		
Associate Prof.	Computer Science	04/27/90
Visiting Asst.Prof.	Earth Science	04/30/90
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
Counselor	Psychiatry	05/01/90
TH Asst.Director	Nursing	05/01/90
TH Social Worker I	Social Work	05/01/90
SUNY/COLLEGE OF AG & TECH AT MORRISVILLE		
Res.Hall Director	Student Affairs	Open
Asst.Dir.Coll.Housing	Student Affairs	05/02/90
SUNY/COLLEGE AT NEW PALTZ		
Instr.Supp.Asst.	Chemistry	05/01/90
Programmer/Analyst	Computer Sciences	05/01/90
Asst.Univ.Fin.Analysis	Accounting Serv.	05/01/90
SUNY/COLLEGE AT ONEONTA		
Stud.Union Asst.Dir.	Student Affairs	05/01/90
SUNY/COLLEGE AT OSWEGO		
Catalog Librarian	Library	05/23/90
SUNY/COLLEGE AT PURCHASE		
Sr. Staff Assist.	Maintenance	Open
SUNY/COLLEGE OF TECHNOLOGY AT UTICA/ROME		
Instructor	Telecommunications	04/30/90
SUNY/STONY BROOK		
Assist.Prof.	Sci/Math/Tech.Ed.	Open
Faculty positions	OB/GYN	Open
TH Clin.Lab Tech.I	Labs/Blood Bank	05/01/90
Clin.Lab Tech.IV	Lab/Chemistry	05/01/90
TH Clin Lab Tech.IV	Lab/Microbiology	05/01/90
TH CTS Audiologist I	Speech,Lang.&Hear.	05/01/90
TH Clin.Lab Tech II/III	Blood Bank/Labs	05/01/90
Instr.Supp.Spec.	Biological Sci.	05/01/90
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
TH Clin.Lab Tech.III	Clin.Pathology	05/01/90
TH Clin.Lab Tech.I	Pathology	05/01/90
Prin.Res.Scientist	Medicine	05/09/90
Clin.Investigator	OB/GYN	05/09/90

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

College Bulletin

Volume XXXV Number 30

April 26, 1990

From the President

Open House '90

Congratulations to all who contributed to the success of Open House '90. It was an excellent program. In your honor I am hosting a reception on May 14 from 4-5:30 p.m. in MH Oak Room.

I hope that all faculty, staff, and students who participated will be able to attend. Please respond at ext. 5519.

From the Vice President for Academic Affairs

Middle States Accreditation

The Executive Steering Committee for the Middle States Accreditation Self-Study requests input and reactions from the college community on topics for the upcoming self-study (1992). Jack Morganti and Dennis Ponton are committee co-chairpersons.

Please read carefully the request attached to this *College Bulletin* and send your comments to the Middle States Committee, c/o Academic Affairs, GC 519.

Faculty Awards Program

Guidelines for the Faculty/Staff Development Council and Academic Affairs 1990 Faculty Awards Program are appended to this issue of the *College Bulletin*.

From the Vice President for Finance and Management

Hiring Freeze

SUNY Central has extended the expenditure control guidelines indefinitely. Therefore, the hiring freeze remains in effect until further notice. The Personal Service Guidelines governing the appointment process (as reviewed in the *College Bulletin* of March 8, 1990) are thus still operative and will remain so.

Additionally, travel will continue to be limited to that which is essential for college business. Any required travel must be approved by the appropriate vice president.

Important Payment Deadline

All outstanding purchase orders, travel vouchers, and any other obligations from last year's budget (fiscal year ending March 31, 1990) must be paid for by June 1, 1990.

This deadline was established by the state and must be adhered to. Any goods received after this date will be charged to the new year's budget (4/1/90-3/31/91). If delivery and payment cannot be made during this time, it may be necessary to

cancel the order.

If you have any questions, please call Gary Phillips at ext. 4312.

New CREF Accounts Available to SUNY Employees

Effective April 16, 1990, SUNY employees who are members of the TIAA-CREF retirement plan or who tax defer money in the Supplemental Retirement Annuity Program may participate in the two new CREF Accounts: the CREF Social Choice Account and the CREF Bond Market Account.

TIAA-CREF has sent information regarding these accounts to all their members. Both accounts were recently approved by the SUNY board of trustees.

Any employees who are members of the TIAA-CREF and wish to invest in these new options or transfer CREF assets to the new accounts should contact TIAA-CREF toll free at 1-800-842-2252 to make appropriate arrangements.

From the Vice President for Student Affairs

President to Speak on Student Leadership

I am pleased to announce that President F. C. Richardson is a distinguished speaker in our spring 1990 Student Affairs Speakers Series. Dr. Richardson will speak on the topic of "Student Leadership: A President's Perspective" on Wednesday, May 2, in the College Learning Lab auditorium. All are invited to a reception from 9-9:30 a.m. Dr. Richardson's presentation will follow the reception and will last until approximately 11 a.m.

The president will talk about ways in which students might be challenged to actualize their full potential as leaders. He will share his goals for a learning environment which places student growth and learning as our number one priority.

All faculty, staff, and students are welcome and encouraged to attend.

From the Director of Butler Library

Extended Study Hours

The library will once again offer an additional two hours each day from May 1 through 16 to afford students a quiet place to study. The first floor lounges, Information Services room, and Bound Periodicals will be open. No service points will be staffed. This is for *studying only*. Book stacks, including Curriculum Lab and Current Periodicals & Reserve will be closed.

Study hours May 1-16 are:

Sunday—Thursday, 11 p.m.-1 a.m.

Friday—Saturday, 5-7 p.m.

From the Faculty/Staff Development Advisory Council

Internship Program

Applications are invited for 1990-91 Internship Program. The Internship Program is designed primarily to introduce faculty and staff members to administrative roles, responsibilities, problems, and rewards and to assist members of the college community to develop additional skills. Each intern selected will work under the direction of and in cooperation with a specific administrator. The intern will become familiar with the general operation of the office, participate in routine tasks, and be assigned major responsibility for mutually-agreed-upon specific projects. At the conclusion of the internship, a written evaluation of the experience will be completed by the intern and the individual in charge of the project.

Unless otherwise noted, each internship finalized will extend throughout the next academic year and may involve release time generally ranging from 1/4 to 1/2 of an individual's normal load. The anticipated opportunities listed below are contingent upon identification of appropriate funding sources. Further information regarding any of these opportunities is available from the source indicated. Applications are available in GC 519 and must be returned to the same office by Monday, May 14.

New Student Programs and Orientation—Individual(s) are needed to assist in the implementation and design of specific student retention programs. Such responsibilities might involve monitoring the progress of high-risk students, conceptualizing new initiatives for specific groups of students and assisting with general support of ongoing efforts. The position(s) will enable the individual(s) to develop administrative skills as well as to provide direct support service to students. For further information contact Sue Zirin or Kathy Moran at ext. 5336.

Arts and Humanities—The assistant to the dean will have prime responsibility for facilities issues, for space issues, and for safety issues. He or she will assist in planning for the arts, in curricular issues (assessment, program review, committees), in travel and equipment recommendations, and in a variety of other assignments. This person will also supervise and manage Upton Gallery and work with the dean and associate dean in general planning and in interaction with departments. Pending final budgetary approval, this position may carry more than 1/2 release time, plus possible summer compensation. For further information, contact Dean Patricia Cummins at ext. 6326.

Editor's Note:

The May 10 *College Bulletin* will be this semester's final issue. The deadline for copy is Tuesday, May 8, at noon.

Items of Interest

Employee Assistance Program

We're here to listen . . . if you need to talk:

Dave Cummings..... ext. 5233

Deborah Hard..... ext. 3068

Paul Martin..... ext. 4307

We are your Buffalo State Employee Assistance Program

coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problems.

Don't wait until a crisis develops. Let us help you avoid one!

Faculty/Staff Stretch, Tone, and Aerobics Program

Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or both of these activities:

Low-impact Aerobics

Monday/Wednesday, 5-6 p.m., HG 213

Stretch & Tone

Tuesday/Thursday, 5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

Early Bird Exercise

The Early Bird Exercise program will meet Monday, Wednesday, and Friday, 6:15-7:15 a.m., and Tuesday and Thursday, 6:30-7:30 a.m., in HG 213/Bubble. Call ext. 6501 or ext. 5128 for more information.

VACANCY NOTICE

April 26, 1990

SUNY/ALBANY		
Educ.Spec.	Rockefeller	*D:04/26/90
Educ.Spec.	Rockefeller Coll.	05/09/90
SUNY/BINGHAMTON		
Assoc.Dir.Comm.Rel.	Univ. Relations	05/08/90
SUNY/COLLEGE AT BROCKPORT		
Lecturer, PT (2)	Computer Science	04/30/90
Counselor	Student Affairs	05/17/90
Instructor(s) PT	Mathematics	04/30/90
SUNY/CENTRAL ADMINISTRATION		
Programmer/Analyst	Computer Center	05/08/90
SUNY/COLLEGE OF TECHNOLOGY AT FARMINGDALE		
Resident Intern	Residence Life	05/08/90
Res. Hall Director	Residence Life	05/08/90
Assoc.P./Prof./Chair	Const./Civil Eng.	04/30/90
SUNY/COLLEGE AT OLD WESTBURY		
Comm.Rel.Asst.	College Relations	05/22/90
SUNY/COLLEGE AT ONEONTA		
Assist.Prof.	Speech/Theatre	05/15/90
SUNY/COLLEGE AT PLATTSBURGH		
Assist.Prof.	Spanish	04/30/90
Faculty PT	various	Open
SUNY/STONY BROOK		
Sr.Staff Assist.	Prev.Medicine	05/01/90
Staff Assist.	VP Fin.& Mgmt.	05/08/90
Res.Supp.Spec.	Marine Sci.	04/30/90
UR/QA Coordinator (2)	Med.Care Review	05/15/90
Staff Associate	Student Union	05/15/90
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
TH Med.Radio./Asst.Dir.	Radiology	05/08/90
TH Med.Radiographer I	Radiology	05/08/90
TH Social Worker II	Social Work Serv.	05/08/90
Th Clin.Lab Tech. II	Pathology	05/08/90
Instr.Supp.Assoc.	Otolaryngology	04/30/90
TH Fin.Analyst	Controller's Ofc.	04/30/90
Sr.Res.Supp.Spec.	Orthopedic Surgery	05/15/90
SUNY/COLLEGE OF TECHNOLOGY AT UTICA/ROME		
Admissions Advisor	Admissions	05/18/90

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

MIDDLE STATES ASSOCIATION ACCREDITATION EXECUTIVE STEERING COMMITTEE

A Request for Input and Reactions from the College Community

Buffalo State is preparing for a spring 1992 accreditation review by the Middle States Association of Colleges and Schools, the college's major accrediting body. As part of the review process, the college must submit a self-study to Middle States followed by a site visit. Buffalo State expects to pursue a topical question approach to the self-study (rather than a comprehensive analysis).

An Executive Steering Committee has been established to guide the process. Committee members are M. Argenio, D. Battle, J. Bryne, M. Geise, E. Hattauer, J. Hesch, R. Lindner, S. Medinac, J. Montague, J. Morganti, K. Ottley, H. Payne, D. Ponton, O. Rustgi, W. Schultz, J. Wallace, and R. Wiesen.

While identification of the two or three issues of the study awaits input and response from the college community, the committee has tentatively chosen to organize review efforts around the theme of "**Buffalo State as a Public Urban College in the 21st Century.**" Several issues that reflect this theme have been identified and are listed below. We need feedback on the relative importance and appropriateness of these issues and suggestions for others. The committee would greatly appreciate written reactions. Comments should be sent to the Middle States Committee, c/o Academic Affairs, GC 519. Please submit your responses by **May 18, 1990.**

Potential study topics identified so far (in relation to the theme) are:

1. How demographic changes in our students, faculty, and staff should be anticipated and accommodated (e.g., expected increases in non-traditional students; the retirement of significant proportions of our faculty and staff).
2. The impact of continuing technological changes and mandated policies on our teaching, learning, and physical environments (e.g., updating and modifying our aging physical plant and equipment; new classroom technologies; the impact of mandating safety, health, and access requirements).
3. The appropriate role of funded research activities in the college's teaching/learning functions (e.g., expanding research encounters for students).
4. Development of an integrated, campuswide planning process as a vehicle for anticipated and managing the coming demands of the 21st century.
5. Developing systems for expanding our resource base in a period of steady or declining resources (e.g., expanding non-state funding).
6. Assessment of the impact of an SUCB education on student attitudes and values as a vehicle for meeting the needs of society in the 21st century. (SUNY and the college are already committed to developing academic assessment procedures to help guide curricular changes.)

The Steering Committee will be meeting over the summer with small groups of students, faculty, professionals, administrators, and staff to solicit additional reactions and suggestions. If you are interested in participating in such a "focus group," please contact the Academic Affairs Office or one of the Steering Committee members.

FACULTY AWARDS PROGRAM 1990

An Awards Program Offered By the Faculty/Staff Development Council
and Office of Academic Affairs

SCHOLARSHIP GRANTS

Rationale: It is desirable that new faculty and experienced researchers have the opportunity to engage in research and/or creative activities that promote mastery of subject matter and continued growth in the discipline.

Program Goals:

1. To stimulate new efforts in research and creativity and to encourage continued scholarly activities by experienced faculty.
2. To encourage research and creativity among new faculty members.

Program Procedures: A proposal prepared by the faculty member(s) undertaking the project should be submitted to the Academic Affairs Office, GC 519, by May 28, 1990. It should be accompanied by a routing sheet available from Academic Affairs. A committee of faculty, appointed by the vice president in consultation with the Faculty and Staff Development Council, will evaluate the proposals and make recommendations for funding.

The following should be included:

1. Current vita.
2. Departmental statement on scholarship.
3. Routing sheet.
4. Narrative description of the scope and major objectives of the project.
5. Budget--Itemized listing of the needed resources up to a maximum of \$3,000.
6. Timetable of proposed activities.
7. Projected outcome.
8. Statement of the projected contributions that the project will make to the individual's scholarship, the departmental goals, and the discipline.

Guidelines: Salary for project director is not allowable, but research assistance is possible, as is released time during the fall semester, with \$1,600 included in the budget for each course. Supplies and equipment are allowable expenses, as is travel that clearly supports the scholarly activity. All funds must be expended by January 21, 1991. A written report summarizing the results and indicating any changes from the original proposal must be submitted to the vice president for academic affairs by February 15, 1991.

CURRICULUM DEVELOPMENT GRANTS

Rationale: Buffalo State will soon implement new general education requirements which will emphasize our commitment to develop in our students a sensitivity to the cultural diversity of our society and a greater awareness of global issues. We applaud these developments and recognize the special challenges presented to departments and faculty to revise existing courses or develop new courses to incorporate these new emphases into the curriculum in the most effective ways. In order to stimulate such efforts and provide additional assistance, the Office of Academic Affairs will make a pool of funds available to interested faculty. Proposals will be considered on an on-going basis, consistent with the guidelines and parameters articulated below.

Program Goals:

1. Development of new or revised courses that focus on pluralism. The intent is to sensitize students to the pluralistic nature of our society and heighten their appreciation of this diversity. The courses should include discussion of various groups within the culture rather than focus on a specific group. A related goal is the development of a forum for faculty from various disciplines to discuss pluralism. From this forum will come the specific goals, content, and procedures for the new course. An interdisciplinary course probably addresses this goal most effectively.
2. To develop new courses or revise existing courses which call attention to and explore issues of a global nature. The intent is to make students better citizens of the world by increasing their awareness of political, cultural, geographical, and environmental issues in areas beyond the borders of North America.

Program Procedures:

Curriculum development proposals will be accepted throughout the summer and the next academic year. Proposals may be submitted by one or more faculty members and must address one of the goals discussed above.

Proposals should be submitted to the Academic Affairs Office. They should be accompanied by a routing sheet available from Academic Affairs, GC 519. A faculty committee, appointed by the vice president in consultation with the Faculty and Staff Development Council, will evaluate the proposals and make recommendations for funding.

The following should be included:

1. If a new course is proposed, a statement of general goals of the course and the target group of students.
2. If the proposal is for integration into existing course(s), an outline of the existing course(s) should be included, along with specific goals of the revision.
3. Narrative description of the kinds of activities that are proposed. If the proposal addresses Goal 1, this description should include the activities to provide a forum for discussion of the philosophy, goals, content, and procedures of the course. For all proposals, a timetable should be provided that includes a projection for eventual course approval and implementation.
4. Routing sheet.
5. Budget: Faculty members may apply for a summer stipend of \$1,600 or released time from one course during spring or fall semester. Up to three faculty members will be funded for an interdisciplinary course for a maximum of \$4,800. A maximum of \$2,000 will be awarded for projects involving one faculty member. An itemized list of needed resources must be included.

Final Report: Final report will consist of an account of activities funded and a course proposal or course revision that has also been submitted to appropriate departmental committees. For projects funded for summer 1990, a report should be submitted to the Office of Academic Affairs by December 1, 1990. For projects funded for the fall semester, a report should be submitted by March 30, 1991. For projects funded for the spring semester, a report should be submitted by September 15, 1991.

B U F F A L O S T A T E C O L L E G E

College Bulletin

Volume XXXV Number 31

May 3, 1990

From the President

Budget

The ripple effects of the Albany budget deliberations have begun to impact the college. Because of budget demands, Buffalo State College and other SUNY campuses were required to explore a parking fee or face significant financial constraints. The College Council adopted an enabling resolution and the ultimate decision rests with the SUNY trustees, but there are still many questions about a possible parking fee within SUNY and at BSC.

Attached to this *College Bulletin* is a fact sheet with data that relate to some of those questions. I encourage all to read it. If you still have questions after reading the fact sheet, please put them in a memo to Vice President James Caputi, Finance and Management, GC 505.

Commencement Awards

I am pleased to announce that the recipient of this year's President's Distinguished Service Award will be the Margaret L. Wendt Foundation Inc. This long-time supporter of the college was responsible in large part for funding both the Elmwood Avenue entrance project and the acquisition of a 42-foot research vessel for the Center for Environmental Research and Education.

I am also happy to announce that the Alumni Association has selected two prominent graduates as recipients of the Distinguished Alumnus Award. They are Thomas L. Clark Jr., Class of '70, deputy superintendent of banks in New York state, and Thomas F. Higgins, Class of '72, sheriff of Erie County.

The awards will be presented during our May 18 commencement program.

From the Vice President for Finance and Management

Important Payment Deadline

All outstanding purchase orders, travel vouchers, and any other obligations from last year's budget (fiscal year ending March 31, 1990) must be paid for by June 1, 1990.

This deadline was established by the state and must be adhered to. Any goods received after this date will be charged to the new year's budget (4/1/90-3/31/91). If delivery and payment cannot be made during this time, it may be necessary to cancel the order.

If you have any questions, please call Gary Phillips at ext. 4312.

Scanner/Test-Scoring Services

To accommodate the college community during Critique and

Evaluation period, test processing services will be available Friday, May 11 through Thursday, May 17, 8 a.m.- 7 p.m. Please call ext. 5122 after 4:30 p.m. for entry to TR C3A. Tests will be processed as soon as possible. To avoid delays in processing, check your packet for the following:

- One KEY SHEET per test
Name Field: Words "ANSWER KEY" bubbled
Identification Field: BLANK
Special Codes Field: K-L-M Number of first question
N-O-P Number of last question
must be left zero justified
- One CONTROL SHEET per test
Name Field: Last Name bubbled
Identification Field: E-F-G Number of first question
H-I-J Number of last question
must be left zero justified
- One Request for Scanning Form
Please be sure to leave a phone number where you can be reached in case there is a problem processing your test.

Summer Computer Workshops

This summer there will be workshops to teach the use of the VAX mainframe and microcomputers for instruction, research, and office automation. Faculty and staff may reserve a seat by calling Cheryl Burns at ext. 4611. The workshop schedule is attached to this issue of the *College Bulletin*.

Surplus College Property Sale

The Campus Services Office will conduct a sale of surplus college property on May 19. Information regarding the sale may be obtained from Richard Saddleon, property control officer, Cleveland Hall 410, ext. 6835. Items may be viewed on the above date only from 9 a.m. to noon.

From the Vice President for Student Affairs

Clean-Up and Recycling Program

Commuter Services invites all faculty and staff to participate in the Pride in Buffalo/Glad Bag-A-Thon. The Pride/Bag-A-Thon program helps call attention to the solid-waste disposal issue by providing a vehicle to encourage citizens to clean up their city, salvage recyclables, and take responsibility for the environment.

On Saturday, May 5, Buffalo State volunteers will meet at the Asarese-Matters Youth Center on Rees Street at 9 a.m. to begin the clean-up. Glad Wrap and Bags is donating thousands of Handle-Tie Trash and Recycling Bags for the clean-up and recycling effort. All paper, glass, newspaper, and aluminum cans will be sorted at the drop-off station. The post-clean-up celebration will be held at LaSalle Park beginning at noon.

Entertainment, food, and beverages will be available and Glad cash awards will be distributed. Mayor Griffin will be in attendance.

For more information call the Commuter Services office at ext. 5533. Hope to see you there!

From the Chairperson of the College Senate

College Senate Meeting

The College Senate will meet Friday, May 4, at 3 p.m. in Bacon Hall 116E. The agenda will include:

Standing Committee Reports. Academic Planning Committee, Instruction and Research Committee, International Education Committee.

Old Business. State Education Department Visitation.

New Business. Task Force to Review the Student Judiciary System.

Curricular Items

From the Faculty of Applied Science and Education Curriculum and Instruction Committee, the Disciplinary Oversight Committee recommends the following additions and deletions to the GEE requirements:

Add: AST - CFS 108, NFS 105

Add: GEE - ISM 515, CFS 448, SWK 346

Delete: AST - CFS 301, CFS 308

Delete: GEE - CFS 212, CFS 315, CFS 331, CFS 440, SWK 320

The following *new course* has been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

ANT 303 - Anthropology of Europe. An introduction to the anthropology of Europe and European cultures. Topics discussed will include the diverse geographies, peoples, and cultures of Western and Eastern Europe, folklife, peasantry, folkarts, and European and Euro-American worldviews. This course will also discuss European colonialism and European attitudes about and practices toward other cultural groups.

Items of Interest

Memorial Service

The Biology Department will hold a memorial service for Dr. William C. Scheffler, professor emeritus of biology, on Thursday, May 10, from 12:25 to 1:15 p.m. in the John Urban Auditorium, SC 213. Faculty, staff, and friends are invited.

William C. Scheffler Award Fund

To honor Dr. William Scheffler's service to the college and the Biology Department, a memorial fund in his name has been established with the Buffalo State College Foundation. This fund will be used to support an annual award to be given in Dr. Scheffler's name to a graduating biology student. If you would like to make a contribution to this fund, please make your check payable to the **Buffalo State College Foundation/ William C. Scheffler Award Fund** and send the check to the Buffalo State College Foundation, Cleveland Hall 516.

Employee Assistance Program

We're here to listen . . . if you need to talk:

Dave Cummings ext. 5233

Deborah Hard ext. 3068

Paul Martin ext. 4307

We are your Buffalo State Employee Assistance Program coordinators. EAP is a free, confidential referral and support service for all faculty and staff and their families for help with any marital, emotional, medical, legal, financial, or substance-abuse problems.

Don't wait until a crisis develops. Let us help you avoid one!

Faculty/Staff Stretch, Tone, and Aerobics Program

Stretch, tone, and "aerobicize" (low-impact aerobics) your way to feeling good by coming to one or all of the following activities:

Early Bird Workout

Monday/Wednesday/Friday, 6:30-7:30 a.m., HG 213

Stretch & Tone

Monday/Wednesday, 5-6 p.m., HG 213

Low-impact Aerobics

Tuesday/Thursday, 5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, noon-2 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Early Bird Exercise

If you are interested in walking/jogging on Tuesday/Thursday, 6:30-7:30 a.m., in the Bubble, please contact the HPER Department at ext. 6501 or Linda Scott at ext. 5128.

Wellness Words From HPER

Fitness and Exercise Tip: Climbing machines are an excellent choice for in-home workout equipment. They take up little room and deliver a workout that improves cardiovascular fitness, burns calories, and tones muscles. They also provide a non-impact workout, with little chance of injury.

PARKING PLANS AND FEES FACT SHEET

I. Major Factors

There are many factors which bear upon the college's capacity to plan for parking. A brief explanation of the major factors should prove helpful in apprising the campus community of where the situation stands at the moment.

BUDGET

The budget for the maintenance of parking facilities (groundworkers, equipment and vehicles, public safety officers, overtime for snowplowing, lighting, striping, paving and repairs, etc.) has been reduced by \$252,000 for 1990-91. We have been advised that neither the governor nor the legislature will restore these funds and it will be necessary, therefore, either to reduce services or to generate sufficient revenues to support the services through the imposition of a parking fee. Keep in mind, also, that this reduction is in addition to other budget cuts in excess of \$1 million now being considered for the college. The situation will worsen significantly next year when the parking budget cut is scheduled to double to \$504,000.

PARKING FEE

A parking fee is envisioned that will restore the budgetary cut and provide for substantial improvement of parking facilities on this campus. We tentatively are considering a fee of \$11 per month for full-time staff and students. Part-time staff and students would pay a reduced amount of approximately \$6 per month (the exact schedule of charges has not been finalized at this time). Please note that it will also be possible to buy a permit for less than a calendar year. A large part of the student body and many staff may opt for nine-month permits which would then cost \$99 for the academic year (\$55 for part time).

In the event that a tuition increase is approved for SUNY, we have been advised that a parking fee would not be charged to students. A portion of the new tuition revenues would be earmarked for restoration of budget cuts targeted to student parking.

Please note, also, that until such time as the disagreement between SUNY and the various employee unions over the propriety of a parking fee has been resolved, either through a PERB decision or grievance settlement, there will be no fee levied against employees covered by a bargaining agreement.

II. The Plan

Planning for parking improvements, including the use of a consultant to conduct a feasibility study relating to a parking ramp, is moving ahead. Implementation of improvements, however, is delayed by questions concerning the budget and the parking fee. We cannot implement planned improvements without funding.

Planning can be classified into three components:

1. The expansion of surface parking on the campus proper by 335 spaces at a cost of less than \$500,000. These sites are identified on the attached map as Lots 1, 2, 3. Included in this segment is the return of 100 spaces from the Sports Arena contractor in the Grant Street lot.
2. The construction of a parking ramp on campus which would add another 350-500 spaces at an estimated cost of \$3-4 million. The possible sites are identified on the attached map as Ramps A-E.
3. The acquisition of additional property west of Grant Street and construction of parking areas at a cost estimated at \$5-7 million.

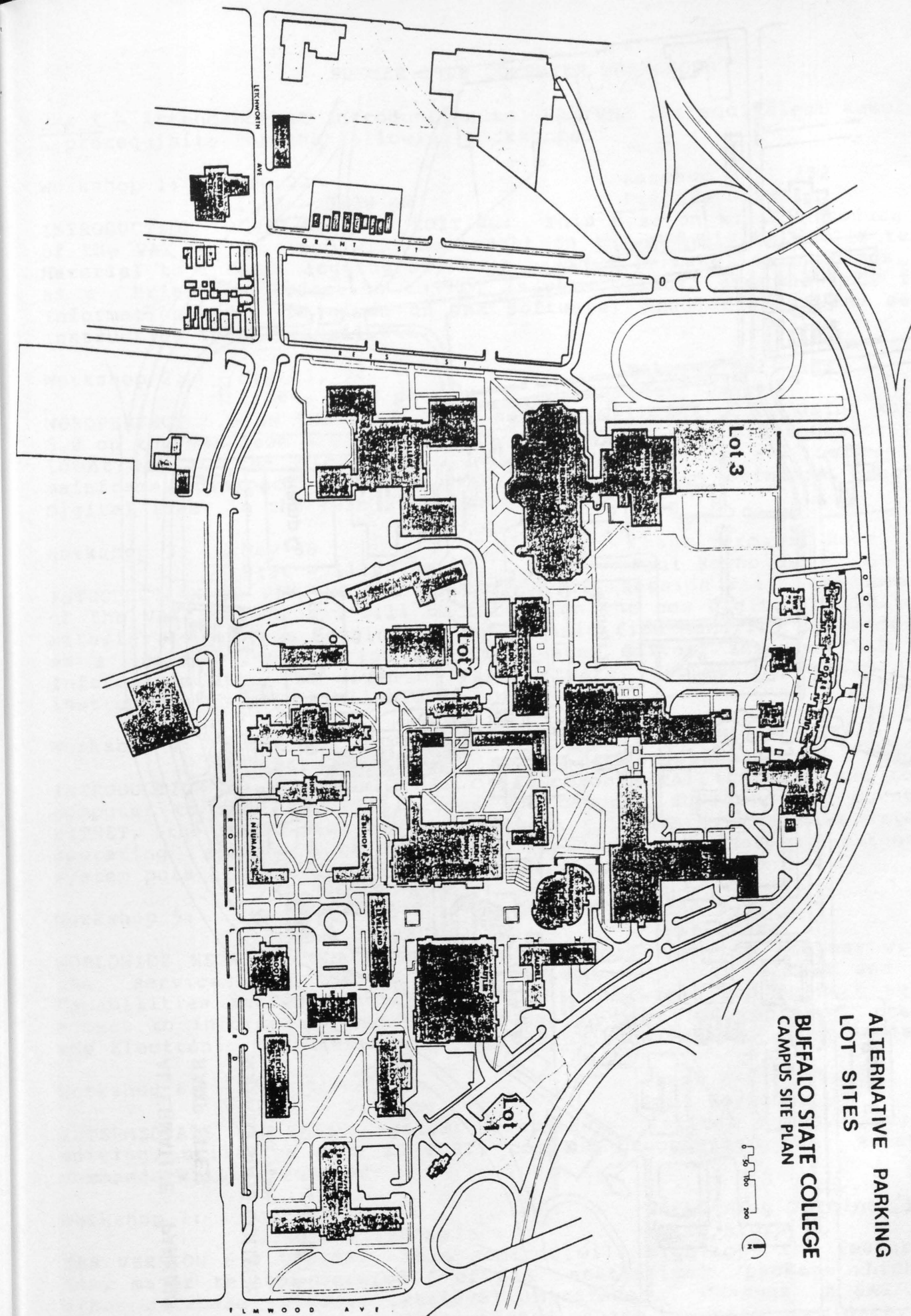
III. Summation

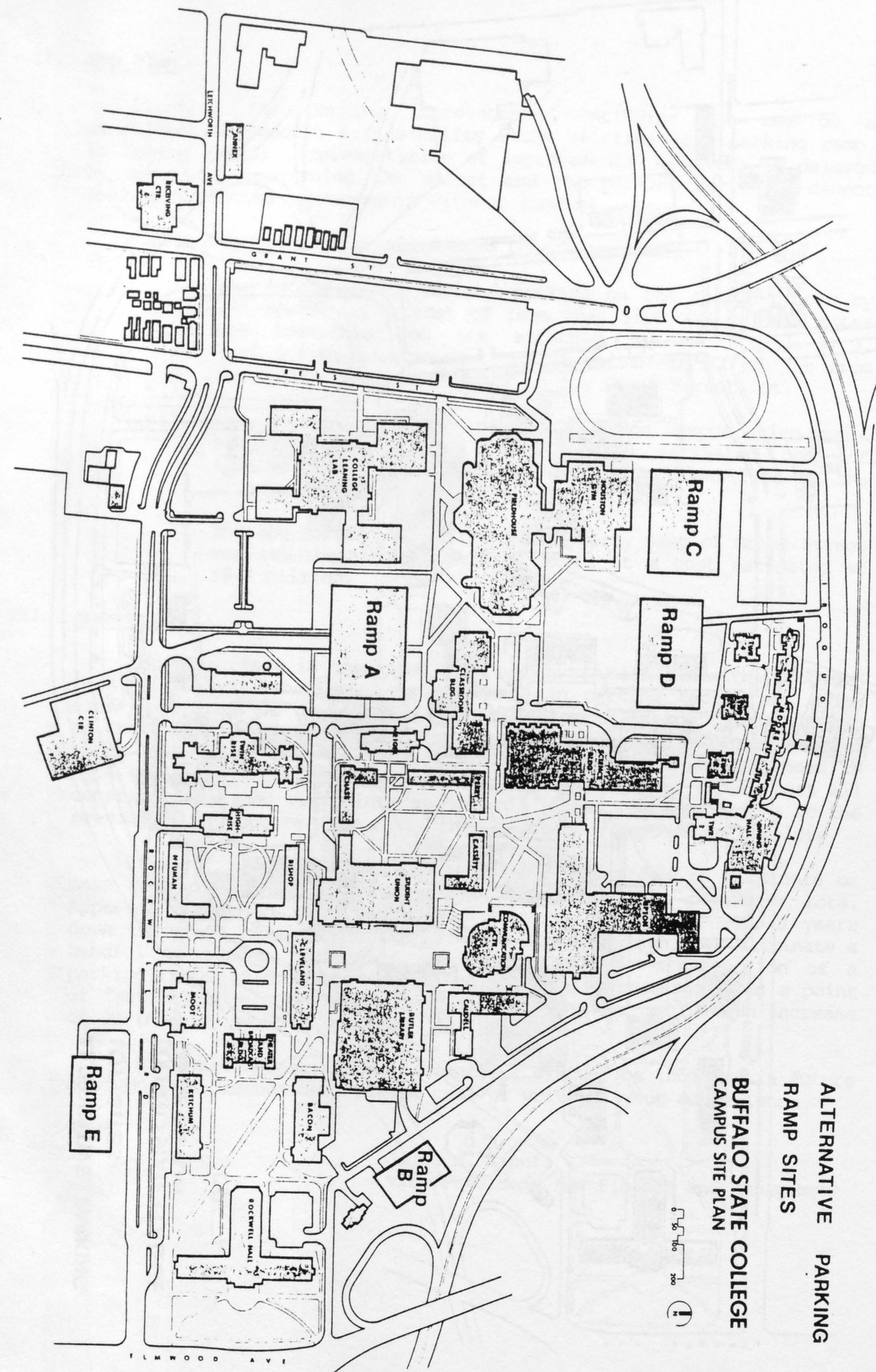
Buffalo State is committed to a position which links the proposed parking fee to substantial improvements in parking facilities. The extent to which we can proceed with the program is, of course, linked to the budget and the fee. As with most programs, some of the changes being considered will not have unanimous support and we will need to have careful discussion within the college community to assure that all constituencies and viewpoints are heard. Final recommendations to the president will not be made until that discussion process is complete.

Finally, please be aware that there is no plan to eliminate or move some of the convenient interior parking to the perimeter lots. Apparent confusion may have arisen from the long-range (10-15 years down the road) master plan for site development which does eliminate a handful of spaces, but which is predicated upon construction of a parking ramp and complete resolution of parking problems. As a point of fact, it should be noted that imminent changes include an increase of 30 interior parking spaces.

If you have questions or comments or wish to be included in future constituency discussions, please call or write at your convenience.

James M. Caputi
Vice President for Finance and Management





SUMMER 1990 COMPUTER WORKSHOPS

V A X - Attendance at Introduction to VAX/VMS (or equivalent knowledge) is a prerequisite for the following workshops.

Workshop 1: May 22 Ketchum Hall 302
1:30 - 3:30 pm Paul Reynolds

INTRODUCTION TO VAX/VMS AND EDITING: This session will introduce the use of the VAX system and will be taught on the new Digital VT320 terminals. Material to include logging on, some basic file handling commands, as well as a brief introduction to EDT (system editor) and the HELP facility. Information will be given on VAX software, documentation and self-paced instruction that is available.

Workshop 2: May 23, 24 Ketchum Hall 302
1:30 - 3:30 pm Betty Page

WORDPERFECT 5.0 ON THE VAX: This session will introduce using WordPerfect 5.0 on the VAX from a Digital VT220 terminal. This wordprocessor is nearly identical to the micro version but stores files and backups on the mainframes diskpacks and can print to VAX system printers, such as the Digital laser in the Twin Rise Faculty Workroom.

Workshop 3: May 30 Chase Terminal Room
9:00 - 11:00 am Paul Reynolds

INTRODUCTION TO VAX/VMS AND EDITING: This session will introduce the use of the VAX system and will be taught on the new Digital VT320 terminals. Material to include logging on, some basic file handling commands, as well as a brief introduction to EDT (system editor) and the HELP facility. Information will be given on VAX software, documentation and self-paced instruction that is available.

Workshop 4: May 30 Chase Terminal Room
2:00 - 3:00 pm Badria Qadir

INTRODUCTION TO ELECTRONIC MAIL: Electronic mail permits you to use the computer to send messages across the campus, SUNY and the country using BITNET, the world-wide college network. Learning the user friendly VMS operating system with the EDIT full screen editor and extensive HELP system puts electronic mail at your fingertips.

Workshop 5: May 31 Chase B-5
10:00 - 11:00 am Marie Arora

WORLDWIDE NETWORKS FOR COMPUTER MAIL: This advanced seminar will review the services of the worldwide college networks, BITNET and INTERNET. Capabilities include mailing around the world and network servers for access to information and users groups on over 100 topics. Attendance at the Electronic Mail seminar or equivalent knowledge is a prerequisite.

Workshop 6: May 31 Chase B-5
1:30 - 3:30 pm Paul Reynolds

INTERMEDIATE VAX/VMS: System overview, logical names, advanced EDIT editing, utilities such as SORT, command procedures and advanced DCL commands will be covered.

Workshop 7: June 1 North Wing Terminal Room
9:00 - 11:00 am Marie Arora

SAS VERSION 6.0 UPDATE: This seminar will highlight the features of the new, major release version 6 of SAS statistical package which includes other database software retrieval interfaces. Changes in SAS/GRAPH will also be discussed and demonstrated on the graphics terminals.

MACINTOSH

Workshop 8: May 21, 22 Upton 215
1:30 - 3:30 pm Badria Qadir
INTRODUCTION TO MACINTOSH: An overview of the mouse driven, pull-down operation of the Apple MacIntosh microcomputer, utilities and operating system. Software to be used will be MacPaint.

Workshop 9: May 23, 24, 25 Upton 215
9:00 - 11:00 am Badria Qadir
WORD PROCESSING: WORD PERFECT ON MACINTOSH: This workshop introduces the novice to the power and flexibility of version 1.01 of Word Perfect (a SUCB site-licensed product). It includes a variety of fonts and page layouts with commands that are executed by screen pointing with the mouse. Attendance at Intro. to MacIntosh or equivalent knowledge is a prerequisite for this workshop.

IBM COMPATIBLES (ZENITH) Attendance at an MS-DOS workshop (or equivalent knowledge) is a prerequisite for all other workshops.

Workshop 10: May 21, 22 Chase B-3
9:00 - 11:00 am Paul Bardak
INTRODUCTION TO MS-DOS FOR HARD DISK USERS: An introduction for users who are new to IBM-compatible microcomputers. This workshop will instruct on the basic operation and commands of Zenith Operating System, and on the BACKUP and RESTORE commands for protection of hard disk files.

Workshop 11: May 22 South Wing B-25
1:30 - 3:30 pm Marie Arora
INTRODUCTION TO MS-DOS (FOR DUAL FLOPPY DISK USERS): An introduction for users who are new to IBM-compatible microcomputers. This workshop will instruct on the basic operation and commands of Zenith Operating System, such as copying files and making disk backups.

Workshop 12: May 21, 22, 23 Chase B-3
1:30 - 3:30 pm Paul Bardak
WORD PROCESSING: WORD PERFECT 5.1 ON IBM COMPATIBLES: This workshop introduces the novice to the power and flexibility of version 5 of Word Perfect (a SUCB site-licensed product). It includes a variety of fonts and page layouts that can be used for desktop publishing applications.

Workshop 13: May 23, 24, 25 Chase B-3
9:00 - 11:00 am Paul Reynolds
WORD PROCESSING: WORD PERFECT 5.1 ON IBM COMPATIBLES: This workshop introduces the novice to the power and flexibility of version 5 of Word Perfect (a SUCB site-licensed product). It includes a variety of fonts and page layouts that can be used for desktop publishing applications.

Workshop 14: May 24, 25 Chase B-3
1:30 - 3:30 pm Paul Bardak
ADVANCED WORD PERFECT TOPICS: This workshop will introduce the experienced Word Perfect user in some advanced features of the program. Topics to be covered include custom printer setups, creating and using Macros, introduction to Word Perfect Tables (simulated spreadsheet), and others. Specific user problems will also be addressed. Intro. to Word Perfect or equivalent knowledge is a prerequisite.

Workshop 15: May 30 — Chase B-3
2:00 - 4:00 pm Paul Bardak
PROTECTING HARD DISK FILES WITH FASTBACK PLUS: Learn to use the options of Fastback Plus software for protecting hard disk files. Speed (10 megabytes in 4 minutes) and flexibility to backup specified subdirectories are some of the features.

E.H. Butler Library Introduces *Sherlock*

E. H. Butler Library is pleased to announce plans to automate the card catalog in the 1990-91 academic year. The on-line catalog will be called Sherlock. Innovative Interfaces, Inc. of Berkeley, California, a prominent library automation vendor, has been contracted to provide the software for the public catalog and the circulation/reserve functions.

In 1989, Innovative Interfaces captured the lead position among library automation vendors for the number of worldwide and U.S. installations in academic libraries. In 1987, Butler Library installed Innovative Interfaces' INNOVACQ to handle acquisitions and serials check-in functions. INNOVACQ provides up-to-date information on ordering and receipt of materials and will be searchable through the online catalog. Butler Library selected Innovative Interfaces' INNOPAC (Innovative Interfaces Online Public Access Catalog) for its uncomplicated search protocols and reliability of search results and because we are impressed with the performance of Innovative Interfaces' INNOVACQ.

Campus Connection

The INNOPAC software will be loaded on the VAX 6310 in Twin Rise running in a DEC environment under Ultrix and will be accessible through the campus network. An ethernet network has been installed in the library building and it will be connected to the campus network. Any terminal with VT100 emulation that can access the campus network will be able to search the online catalog which will appear as one of the options on the menu of selections at the time of sign on. Records can be downloaded to a PC. This will be accomplished with the assistance and support of Computing Services and the Computer Repair Team.

The Library Online

The library's 400,000 bibliographic records will be loaded onto the VAX to create the online catalog. These records are currently being processed by Blackwell North America, a company which specializes in database preparation. Once the catalog is operational it will be searchable by author, title and subject. It will have keyword and Boolean search capabilities.

The library will host instructional sessions to show how to use the online catalog and information will be available on how to create bibliographies and on how to make the online catalog work for you. When the circulation system is online, a user will be able to check on the availability of library material from any terminal or PC connected to the campus network.

"A New Beat"

Future automation plans include online access to journal and full-text databases, and linkages with other automated library catalogs. The ramifications for cooperative collection development and other forms of networking are particularly exciting. In his All College Address of March 29, 1990, speaking of Thoreau who saw spring as an exciting time of change, President Richardson said, "I can feel that sense of change and that new cadence here at Buffalo State. It is a new measure and a new beat and it is the future of this institution." This is a welcome and exciting time of change for the library.

College Bulletin

Volume XXXV Number 32

May 10, 1990

From the President

Proposed Administrative Restructuring

After reviewing several models of development or advancement for institutions of higher education, and after requesting feedback on my initial proposal from the College Senate, College Council, Foundation board, and various college constituents, I have concluded that the "Institutional Advancement" concept would most appropriately address the needs of Buffalo State College. Most of the formal and informal feedback I have received since I announced last fall that I wished to restructure the alumni/foundation areas has been highly supportive. The institutional advancement concept was strongly urged by the vast majority. The result of that give-and-take is the establishment of a framework for institutional advancement that suits the college and its constituents and that will serve to advance Buffalo State into the next century.

The goal of institutional advancement was elaborated by Steven Muller, president of Johns Hopkins University, when he wrote (in *The Handbook on Institutional Advancement*) that "...it entails doing all the things necessary to maintain an adequate supply of resources to a college or university." To realize that goal, President Muller noted, there must be recognition that "...institutional advancement cannot function as an adjunct to the rest of the campus enterprise, but only as an integral part of it." Institutional advancement offices usually have responsibility for cultivating friends, raising money, securing alumni support, recruiting students, etc. The most important goal must be to help the institution improve public understanding of its programs and their potential in order to secure adequate monetary support for the fulfillment of its mission.

What I am putting forward is a framework that will help us work toward solutions for the varied concerns many of you have expressed about college resources.

While some organizational issues are yet to be finalized, I want to share with the campus community those issues that have been decided to this point.

(1) Effective July 1, 1990, Richard A. Wiesen will become provost and vice president for academic affairs. The addition of the title provost indicates the "first among equals," and carries with it the responsibility for coordination of planning strategies across the campus. There will be no salary change.

(2) Effective July 1, 1990, the Admissions Office will report to the vice president for finance and management.

(3) The newly created Institutional Advancement Office will be headed by a vice president, who will also serve as the executive director of the Buffalo State College Foundation. Reporting to this new vice president will be the following:

- Director of Alumni Affairs and Annual Giving
- Director of the Burchfield Art Center
- Director of Development and Prospect Research

- Director of the Performing Arts Center
- Director of Planned Giving and Major Gifts

All of the above budget lines currently exist and are funded. The only additional position to this structure is that of the vice president. That line has been held in abeyance since February 1988 when former President Johnstone's proposed reorganization was deferred when he was appointed chancellor.

A national search will commence as soon as we know our final budget and, fiscal conditions permitting, the hope is to have a new vice president on board by Sept. 1, 1990. A search committee will be appointed as soon as we know we can proceed.

With regard to the reorganization, there is one area about which a decision has not been made: Public Affairs. With respect to Public Affairs, I must be convinced that the President's Office can have access to both information and support to carry out all its responsibilities in a timely manner.

Finally, the new vice president would be allowed to identify a director as an assistant or associate vice president after assessment of both the needs of the area and the existing staff skills.

After implementation of the plan described above, I shall make periodic reports to the College Senate in regard to goals that we will set for activities and results.

Status of Faculty/Staff Development Endowment Fund Campaign

I am delighted to report that the Faculty/Staff Campaign Committee under William Licata's leadership has raised slightly more than \$20,000 in pledges and contributions from 82 faculty and staff for the Faculty/Staff Development Endowment Fund. The immediate goal, hopefully to be achieved by the end of June, is to raise \$25,000 from among faculty and staff as a dollar-for-dollar match of a \$25,000 challenge gift from Mrs. John (Mildred) Campbell, Class of 1928. I believe this goal is attainable with your help, and ask that those of you who have not yet contributed to this important effort please consider doing so now.

Administrative Calendar for 1990-91

Attached to this *College Bulletin* is the administrative calendar for 1990-91. The calendar will be reprinted in early September 1990 along with a tentative calendar for 1991-92.

Environmental Disaster Task Force

After an internal review of various aspects of the March 15 propane incident on campus, I have directed that a task force begin work on updating campus environmental disaster contingency plans. The vice president for finance and management will chair the task force. Those interested in serving or in providing input should call ext. 4311.

Items of Interest

On Wednesday, June 6, at 3 p.m. there will be a dedication of the memorial and honorary trees in Upton Quad. This dedication ceremony will be followed by a reception in the Margaret Grant Lounge in Caudell Hall. In the event of rain, the dedication ceremony will also be held in the Margaret Grant Lounge. All faculty and staff are invited to attend. A special invitation is extended to those who contributed in memory of the following: Helene Arnone, Arthur Darvishian, Lori Hartrick, George Laug, Emerson Neuthardt, and Thomas Pepper Sr. Please R.S.V.P. by calling ext. 4057.

Employee Assistance Program

We're here to listen . . . if you need to talk:

Dave Cummings..... ext. 5233
Deborah Hard..... ext. 3068
Paul Martin..... ext. 4307

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Don't wait until a crisis develops. Let us help you avoid one!

Faculty/Staff Stretch, Tone, and Aerobics Program

Stretch, tone, and "aerobize" (low-impact aerobics) your way to feeling good by coming to one or both of the following activities:

Stretch & Tone

Tuesday/Thursday, 5-6 p.m., HG 213

Low-impact Aerobics

Monday/Wednesday, 5-6 p.m., HG 213

Sponsored by the Employee Assistance Program and the Health, Physical Education, and Recreation Department. Any questions call ext. 6501.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, noon-2 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 any day after 12:15 p.m. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Early Bird Exercise

The Early Bird Exercise program will meet Monday, Wednesday, and Friday, 6:15-7:15 a.m., and Tuesday and Thursday, 6:30-7:30 a.m., in HG 213/Bubble. Call ext. 6501 or ext. 5128 for more information.

Wellness Words From HPER

Stress/Mental Health/Relationships Tips: When stressful incidents occur at work, try the following techniques for handling your response: Promise yourself a reward when the crisis is over, try to work smarter and more efficiently; make an action plan and follow it; seek advice from colleagues or your boss.

VACANCY NOTICE May 10, 1990

SUNY/COLLEGE AT BUFFALO		
Instructor	Nutri. & Food	*D:06/15/90
SUNY/ALBANY		
Posdoc.Res.Assoc.	Molecular Genetics	05/21/90
Posdoc.Res.Assoc.	Stress/Anxiety	05/31/90
SUNY/COLLEGE OF TECHNOLOGY AT ALFRED		
Instr.Supp.Assoc.	Plant/Animal Sci.	05/21/90
SUNY/BINGHAMTON		
Sr.Career Plng/Dev.Assc.	Career/Dev.Cntr.	05/22/90
Asst.Dir.Coll.Hsng.	Residential Life	5/22/90
Staff Assistant	Romance Lang/Lit.	05/22/90
Asst/Sr.Asst.Lib.	Reference Library	Open
SUNY/COLLEGE AT BROCKPORT		
Facil.Plng.Coord.	Physical Plant	06/15/90
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
TH Social Worker I	Social Work	05/29/90
SUNY/COLLEGE OF TECHNOLOGY AT FARMINGDALE		
Senior Counselor	Psychological Serv.	05/22/90
Admissions Advisor	Admissions	05/22/90
SUNY/COLLEGE AT FREDONIA		
Coach/Instructor	Swimming/HPE/Dan.	05/15/90
SUNY/COLLEGE AT GENESEO		
Instr/Asst.Prof.	Elem/Sec.Ed.Readg.	05/15/90
SUNY/COLLEGE AT OSWEGO		
Faculty	Experm.Psychology	Open
Coordinator	Bus.Admin/Stud.Adv.	05/30/90
Personnel Associate	Personnel	06/05/90
Lecturer	Bus.Administration	05/30/90
Research Assoc.	Research Cntr.	05/30/90
SUNY/COLLEGE AT PLATTSBURGH		
Staff Assistant	Student Affairs	Open
SUNY/STONY BROOK		
Assist.Prof.	Psych/Behav.Sci.	Open
TH Med.Instrum.Spec.	Respiratory Care	05/29/90
TH Pharmacy Assist.	Pharmacy	05/29/90
Sr.Pharmacist-O.R.	Pharmacy	05/29/90
TH Clin.Lab.Tech.II	Lab/Toxicology	05/29/90
Instr.Supp.Assist.	Lab Animal Res.	05/29/90
TH Staff Assist.I	Housekeeping	05/22/90
TH Management Engineer	Mgmt.Engineering	05/22/90
Instr.Supp.Assist.	Medicine/Hematology	05/22/90
Instr.Supp.Assoc.	Medicine/Pulmonary	05/22/90
Assist.Director	Campus Public Sfty.	05/10/90
Assoc.Lib./Librarian	Coll.Mgmt/Dev.	Open
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
TH Med.Records Asst.I	Clinical Data	05/29/90
Sr.Research Scientist	Medicine	05/29/90
TH Resp.Therap.III	Respiratory Therapy	05/22/90

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

STATE UNIVERSITY COLLEGE AT BUFFALO 1990-91 CALENDAR

ACADEMIC CALENDAR

FALL SEMESTER 1990

Orientation	Tuesday, Wednesday, Thursday August 28, 29, 30
Final Registration	Wednesday, Thursday, Friday August 29, 30, 31
Labor Day (no classes)	Monday, September 3
Classes Begin	Tuesday, September 4
Columbus Day (no classes)	Monday, October 8
Thanksgiving Recess	Wednesday through Saturday November 21-24
Critique/Evaluation Week	December 17-21
Last Day of Classes	Friday, December 21

SPRING SEMESTER 1991

Orientation	Tuesday, Wednesday, Thursday January 15, 16, 17
Final Registration	Wednesday, Thursday, Friday January 16, 17, 18
Martin Luther King, Jr. Day (no classes)	Monday, January 21
Classes Begin	Tuesday, January 22
President's Day Recess (no classes)	Monday, Tuesday February 18, 19
Spring Recess	Monday through Saturday April 1-6
Critique/Evaluation Week	May 10-16
Last Day of Classes	Thursday, May 16
Commencement (tentative)	Friday, May 17

SUMMER SESSION

Registration	March 18-22
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Class Dates

Session I	May 28 - July 6
Session II	June 24 - August 3
Module A	May 28 - June 15
Module B	June 24 - July 13
Module C	July 15 - August 3

FACULTY AND STAFF CALENDAR

ORIENTATION FOR NEW FACULTY

Thursday, August 30, 1:30-3:30 p.m.
Mondays, 3-5 p.m.: September 10, September 24, October 15,
October 29, November 12, November 26, December 10

OPENING EVENT

Academic Convocation, Thursday, September 13
Bengal Pause (12:15-1:30 p.m.), RH Auditorium

PRESIDENT'S ALL-COLLEGE MEETINGS

TBA

COLLEGE MEETINGS* (Fridays, 3-5 p.m.)

Fall 1990

September	7	UUP
	14	unscheduled
	21	Senate
	28	Faculties
October	5	UUP
	12	unscheduled
	19	Senate
	26	Faculties
November	2	UUP
	9	Senate
	16	Faculties
	23	recess
	30	unscheduled
December	7	UUP
	14	Senate
	21	Faculties
	28	recess

Spring 1991

January	25	Senate
February	1	Faculties
	8	UUP
	15	unscheduled
	22	Senate
March	1	unscheduled
	8	UUP
	15	Senate
	22	Faculties
	29	unscheduled
April	5	recess
	12	UUP
	19	Senate
	26	Faculties
May	3	UUP
	10	Senate
	17	Commencement

*No other meetings may be scheduled on these dates between 3-5 p.m.

STUDENT AND INSTRUCTIONAL DEADLINES

	FALL 1990	SPRING 1991	SUMMER 1991
<u>FINAL REGISTRATION</u>			
Undergraduate	Aug. 29, 30, 31*	Jan. 16, 17, 18*	May 6
Graduate	Aug. 29	Jan. 16	May 6
Continuing Education	Aug. 30	Jan. 17	May 6
<u>CROSS-REGISTRATION</u>			
Undergraduate and Graduate	Sept. 5-7	Jan. 23-25	no cross-registration for summer
<u>BASIC SKILLS PLACEMENT TESTING</u>			
College Writing Program (KH 315)	Nov. 8, 12:15 p.m.	Apr. 25, 12:15 p.m.	
Mathematics (CCN)			
• Arithmetic	Oct. 2, 12:15 p.m.	Mar. 5, 12:15 p.m.	
• Algebra	Oct. 4, 12:15 p.m.	Mar. 7, 12:15 p.m.	
• Both Parts	Dec. 21, 3:00 p.m.	May 16, 3:00 p.m.	
<u>COURSE WITHDRAWALS, LEAVES OF ABSENCE OTHER THAN MEDICAL</u>			
	Nov. 9	Mar. 29	June 7 (A) June 21 (1) July 5 (B) July 19 (2) July 26 (C)
<u>DEPARTMENTAL TRANSFERS</u>			
	Oct. 10	Feb. 28	
<u>DEGREE APPLICATIONS</u>			
Undergraduate and Graduate	Oct. 5 (for Dec.)	Feb. 1 (for May)	June 7 (for Aug.)
<u>SCHEDULE ADJUSTMENT</u>			
Undergraduate and Graduate	Sept. 5-11	Jan. 23-29	May 28-29 (1) May 28 (A) June 24-25 (2) June 24 (B) July 15 (C)
<u>E-REPEAT</u>			
	Oct. 5	Feb. 22	June 7 (1&A) July 5 (2&B) July 26 (C)
<u>FACULTY BOOK ORDERS</u>			
	(for spring) Oct. 15	(for summer) Mar. 15 (1&A) Apr. 1 (2,B&C)	(for fall) April 1
<u>GRADUATE ADMISSIONS</u>			
	(for spring) Oct. 2	(for summer) Mar. 1	(for fall) May 1
<u>COMMENCEMENT LISTS TO PUBLIC AFFAIRS OFFICE</u>			
Mailing labels by zip			
Tentative lists (names alpha by degrees)		Feb. 13 Mar. 22	
<u>PASS/FAIL APPLICATIONS</u>			
	Oct. 19	Mar. 8	June 6 (A) June 14 (1) July 3 (B) July 12 (2) July 24 (C)
<u>REGISTRATION</u>			
Undergraduate and Graduate	Apr. 25-May 4, 1990	Nov. 5-16, 1990**	Mar. 18-22, 1991
<u>PROBATION APPEALS</u>			
	Jan. 14-15, 1991	May 28-29, 1991	
<u>REMOVAL OF INCOMPLETES</u>			
	Nov. 9 (from previous spring or summer)	Mar. 29 (from previous fall)	
<u>RESIDENCE HALLS</u>			
Open	Aug. 28 (9 a.m.)	Jan. 15 (9 a.m.)	
Close (recess)	Nov. 21 (10 a.m.)	Mar. 30 (10 a.m.)	
Reopen	Nov. 25 (12 noon)	Apr. 7 (12 noon)	
Close	Dec. 22 (10 a.m.)	May 17 (10 a.m.)	
<u>SUBMISSION OF GRADES</u>			
Grades due in Deans' offices	Dec. 26 (10 a.m.)	May 20 (10 a.m.)	
Grades due in Registrar's office	Dec. 26 (4 p.m.)	May 20 (4 p.m.)	

* - Late Registration, ** - Tentative, 1 - Session I, 2 - Session II, A, B, C - Modules A, B, C

Policy for the Elimination of an Academic Program

The viability of an academic institution depends, in part, on its ability to adapt to a changing environment. This process of adaptation may, at times, entail the prospect of eliminating an academic program. The deliberative process surrounding a proposal to eliminate an academic program should be conducted in an atmosphere that promotes open, honest and considerate discussion of the relevant issues.

The early stages of the deliberative process will be exploratory in nature and will, therefore, involve informal discussions among the faculty, chair and dean responsible for the program. The academic vice president may also be a party to these early discussions. If, as a result of these informal discussions, either one, or more, of the participants desires to pursue a formal proposal to eliminate an academic program, then the following formal process will be initiated.

The formal process may be initiated either by the department chair or the academic dean.

Once the formal process commences, the chair of the appropriate department curriculum committee shall be responsible for holding meetings to determine members' position on the proposal.

The department position shall be determined in conformity with department by-laws bearing on curriculum development matters. The results of these deliberations shall be put in writing with a full rationale for the position taken. This statement shall become part of the documentation transmitted to each subsequent level of the formal process.

The department chair shall also draft a statement, containing the rationale for the proposed program elimination and the anticipated impact on students, to be submitted to the academic dean. The academic dean must then provide a written response, forwarded to the academic department, within thirty days of notification from the department chair.

If the process is initiated by the academic dean, a statement of the rationale for the proposed program elimination, together with a statement of how the proposed action conforms with the broader academic plan of the college or the appropriate faculty, must be forwarded by the academic dean to the chair of the academic department effected by the program elimination. The department chair shall respond, in writing, within thirty days of notification from the academic dean.

The academic dean must now decide whether or not to submit a formal recommendation for elimination of an academic program to the academic vice president. If the academic dean decides to recommend in favor of program elimination, the academic dean must submit such recommendation, in writing, to the academic vice president, with a copy to the department chair. The recommendation is to include the rationale for the program elimination, an assessment of the anticipated impact of the program elimination on the program faculty and on the rest of the college community, and a statement of how the recommended program elimination conforms with the broader academic plan of the College or appropriate faculty. In addition, the academic dean shall attach to the recommendation copies of all correspondence required by the formal process.

The Administration must, before any action is taken to eliminate an academic program, forward a statement of its proposed course of action, to include its plan for alternative assignment of the faculty impacted by the program elimination and reallocation of resources, to the College Senate and publish such statement in the College Bulletin. The College Senate shall be allowed full access to all of the pertinent information and documentation. A minimum of thirty days shall be provided to accommodate responses from the College community and to allow the College Senate to formulate its recommendation to the College President.

It is recommended that, if the formal process is not completed before the end of the academic year in which it was initiated, it be continued in the next academic year.

College Bulletin

Volume XXXVI Number 1

August 14, 1990

Next College Bulletin
Deadline for the next issue is Tuesday, Sept. 4, at noon.

From the President

Search Committee for VPIA

The search for the position of vice president for institutional advancement was begun with the appointment of a committee in July, advertisement, and establishment of an Aug. 10 deadline for applications. The search committee is continuing its work. Those whom I've appointed to the committee are: James M. Caputi (chairperson), Herbert A. Aurbach (faculty), Franklyn S. Barry Jr. (BSC Foundation), Mary A. Davis (faculty), Marilyn B. Hoskin (administration), Ross B. Kenzie (College Council), C. Taylor Kew (Burchfield Arts Council), Patricia J. Watkins (Alumni Association), and Modesto Argenio (ex officio).

Teaching Effectiveness Grant for Academics and Professionals

I am pleased to announce the availability of a joint labor-management grant program funded by the NYS/UUP Professional Development and Quality of Working Life Committee (PDQWL) for the purpose of enhancing teaching effectiveness.

The intent of this program is to fund campus-wide or multi-campus activities that will increase the instructional skills and effectiveness of academics and professionals.

Copies of the program guidelines and application procedures are available in Human Resource Management, GC 509, and in the academic deans' offices.

Drescher Affirmative Action Leave Program

The deadline for Round 4 of the Dr. Nuala McGann Drescher Affirmative Action Leave Applications is Sept. 17, 1990. Round 4 awards cover spring 1991 activities.

Additional information is available from department chairpersons, directors, or Human Resource Management, GC 509, ext. 3042.

From the Vice President for Finance and Management

Mandatory Retirement

The governor has signed legislation eliminating SUNY's exemption from the law prohibiting mandatory retirement due to age. Therefore, SUNY can no longer require tenured faculty to retire upon reaching age 70.

Signage

Phase I of the campus exterior signage program is well under way and scheduled for completion about Sept. 1. This project is the product of more than two years of work by the campus signage committee, assisted by members of the Design Department, and guided by Joan Hilliers and Co. Inc., a signage consultant engaged by the college. We are confident that the new signs will not only be helpful in directing people on and about the campus, but will contribute as well to the general appearance of the campus. The Wendt Foundation and the Buffalo State College Foundation supplemented available college funds and made this project possible.

Phase II of the signage program will involve the installation of campus directories at the pull-off areas at both ends of Rockwell Road and the east end of Iroquois Drive. We expect the directories to be in place sometime this fall. Phase III is in the planning stage and will involve supplements and changes to the first two stages. (One novel feature of the information panels on the new signs is that they are removable and thus wording is easily changed.) Your comments and suggestions are welcome and would be helpful in assuring that we meet campus signage needs. For purposes of coordination, I ask that you direct your thoughts to Tom Pepper, ext. 6114.

Drug-Free Work Place Policy

As an employee of State University College at Buffalo and in compliance with the Federal Drug-Free Work Place Act of 1988, you should be aware of and must adhere to the policy stated below.

— The unlawful use, possession, manufacture, dispensation, or distribution of controlled substances in all State University College at Buffalo work locations is prohibited. (The term "controlled substance" means a controlled substance in Schedules I through V of Section 202 of the Controlled Substances Act (21USC812).

— Employees who unlawfully manufacture, dispense, distribute, possess, or use a controlled substance will be subject to disciplinary procedures consistent with applicable laws, rules, regulations, and collective-bargaining agreements.

— Employees must notify the Human Resource Management Office of any criminal conviction for a drug statute violation occurring in the work place, or at a work site, no later than five (5) working days after such conviction. An employee so convicted will be required to satisfactorily participate in a state-approved drug abuse assistance or rehabilitation program as a condition of continuing employment.

The Employee Assistance Program is available on campus for employees who wish to seek assistance in dealing with drug or alcohol related problems as well as a variety of other concerns. Please call one of the EAP coordinators listed below for information.

B U

Dave Cummings.....ext. 5233
Deborah Hard.....ext. 4312; 3068
Paul Martin.....ext. 4307

Any questions regarding this policy should be referred to Dorcas L. Colvin (ext. 3042) or Emmanuel J. Hillery (ext. 4821).

WordPerfect Seminar

Computing Services will offer a three-day seminar, Introduction to WordPerfect 5.1 on the Zenith Microcomputers, on Aug. 20, 21 and 22 from 9-11:30 a.m. in CS B-3. Interested faculty and staff should call Computing Services at ext. 4612 to register.

From the Chairperson of the College Senate

Senate Meeting

The first College Senate meeting of the academic year will be held Sept. 21, 3-5 p.m., in BA 116E.

As noted in the the May 10 *College Bulletin*, the College Senate passed the Policy for the Elimination of an Academic Program at the May 4 meeting. A copy of the policy was attached to the *Bulletin*.

New Officers

At the organizational meeting of May 16 (reconvened on June 12), officers elected for 1990-91 were as follows: Chairperson: Rosalyn Lindner; Vice Chairperson: Carole Harris; Secretary: to be filled fall 1990; Curriculum: Mary Delmont; Instruction and Research: Craig Werner; Standards for Students: Theresa Platek; Professional Welfare: Lydia Fish; Bylaws and Elections: Fred Floss; Budget and Staff Allocations: Donald Kutschall; Student Welfare: TBA; Academic Plan: Paul Martin; Academic Services: Mary Davis; Public Services: John Allen; International Education: Kenneth Mernitz.

Curricular Items

The following *new course* has been received in the Senate office and forwarded to the Senate Curriculum Committee for consideration:

ISM 695 – Master's Thesis. An individual investigation of an original problem to be submitted in typewritten form according to directions given by the Graduate Office.

Th following *course revision* has been received in the Senate office and forwarded to the Senate Curriculum Committee for consideration:

EDU 611 – Teaching Literacy in the Primary Grades. Factors in preschool and primary grades influencing reading success, concept of readiness, current reading philosophies, pre-reading activities, using approaches to beginning reading, skill development, organizing the program, evaluation techniques, and research.

Please note that the above may be challenged within 15 business days from Sept. 5. Membership on the Curriculum Committee will be reviewed by the full Senate at its Sept. 21 meeting. The committee will then resume its business for the year.

Correction

The following courses were incorrectly reported as *revised courses* in the May 10 *College Bulletin*, but have not been ap-

proved or acted on: ANT 327, CFS 108, CFS 326, and CFS 327.

From the Director of Public Affairs

New Campus Parking Map

A copy of the new campus parking map is attached to this issue of the *College Bulletin*. This map is effective beginning with the fall 1990 semester. Please discard any campus parking maps in your possession dated previous to fall 1990.

Weekly Calendar of Events

The Calendar of Events lists on-campus activities open to the public and of general interest to the college and WNY community. Activities suitable for listing include lectures, films, seminars, workshops, plays, concerts, exhibitions, and the like. The calendar lists events on a Friday through Thursday schedule, one week in advance.

Calendar items must be submitted in writing to the Public Affairs Office, GC 515, by the Monday two weeks before the week in which the events occur. All items must include a brief description of the activity (including advance registration requirements or fees, if any), dates, times, location, and the name and telephone number of a contact person or office.

The deadline for the first calendar of the fall semester (Aug. 31-Sept. 6 edition) is Monday, Aug. 20. Deadlines are published each week on the front page of the calendar.

Items of Interest

FSA Election Results

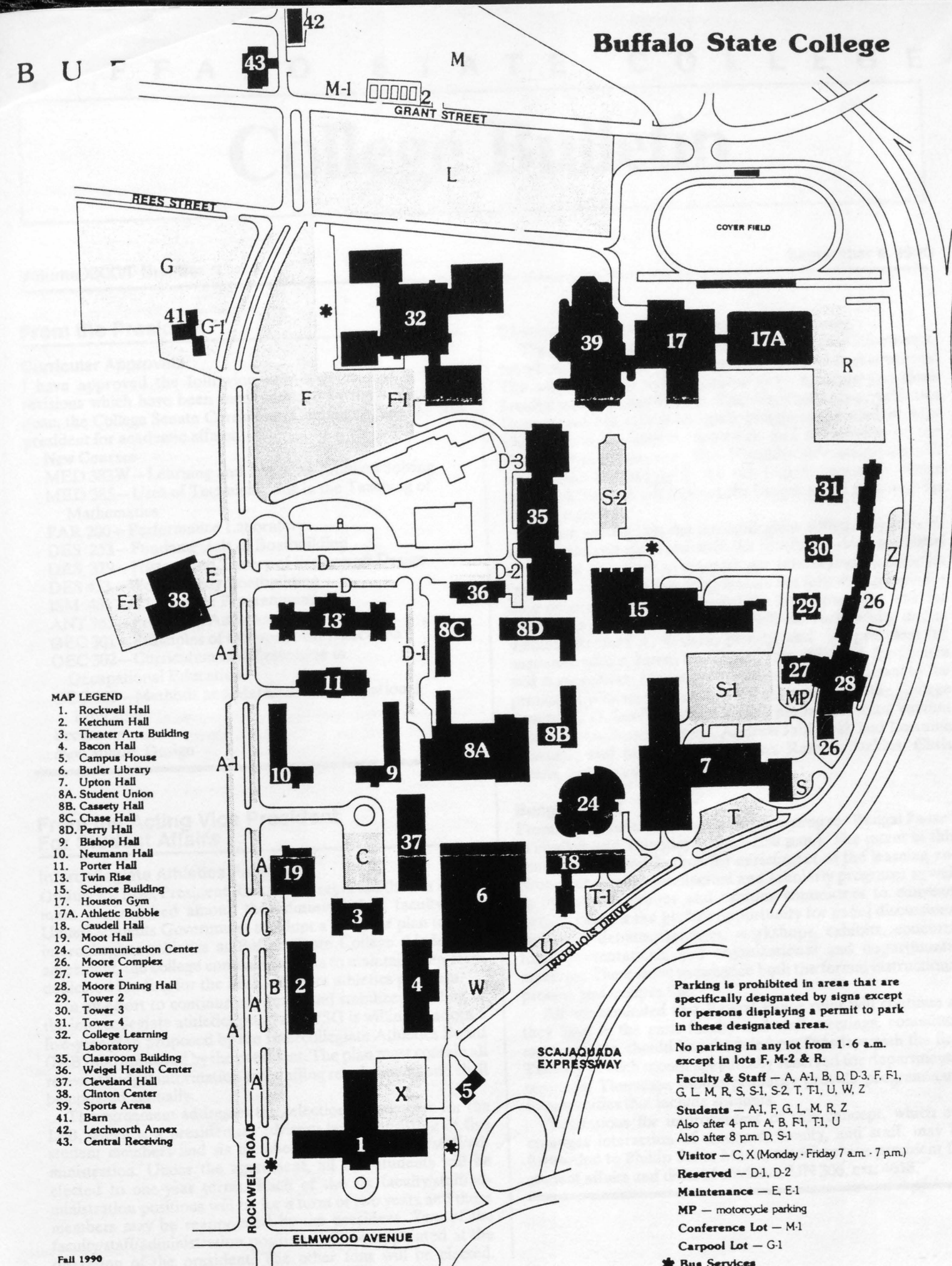
Sarah Slavin and Craig Werner were elected to two-year faculty seats and Warren Hoffman was elected to a two-year professional seat on the FSA board of directors.

Burchfield Study Gallery

The Burchfield Art Center has redesigned one of its galleries for use as a study gallery. This room will now serve as an area for study and reflection by Buffalo State College students working on a particular subject in art. Faculty members may request works from the center's permanent collection to be installed in this gallery for use as a resource for their students. Books from the center's library or other archival materials on Charles Burchfield and other artists and art organizations from Western New York may also be made available. Contact Gerald Mead, the center's education curator, to make arrangements.

Gallery hours are Tuesday-Saturday, 10 a.m.-5 p.m., and Sunday, 1-5 p.m.

Buffalo State College



College Bulletin

Volume XXXVI Number 2

September 6, 1990

From the President

Curricular Approvals

I have approved the following new courses and program revisions which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the vice president for academic affairs:

New Courses

MED 383W – Learning and Teaching Problem Solving
MED 385 – Uses of Technical Aids in the Teaching of Mathematics

PAR 200 – Performance Laboratory

DES 253 – Fundamentals of Boatbuilding

DES 319 – History and Theory of Watercraft Design

DES 453 – Wood/Epoxy Boatbuilding

ISM 481 – C Language Programming

ANT 365 – Practicing Anthropology

OEC 301 – Principles of Occupational Education

OEC 302 – Curriculum and Evaluation in Occupational Education

OEC 303 – Methods and Materials in Occupational Education

Programs

New Minor: Design

From the Acting Vice President For Student Affairs

Intercollegiate Athletics Funding

On July 25, 1990, President Richardson reported that an agreement was reached among the administration, faculty, and United Students Government to adopt a five-year plan to fund intercollegiate athletics at Buffalo State College. Under this agreement, the college community seeks to maintain long-term dedicated funding for the intercollegiate athletics program.

In an effort to continue adequate and stabilized funding of the intercollegiate athletics program, USG is willing to adopt a five-year plan proposed by the Intercollegiate Athletics Board (IAB) and approved by the president. The plan must contain all relevant budget information and staffing requirements and shall be updated annually.

The agreement addresses the selection of members for the IAB, which is a presidential advisory body consisting of five student members and six members from the faculty/staff/administration. Under the agreement, all five students will be elected to one-year terms. Each of the six faculty/staff/administration positions will be for a term of two years and these members may be reappointed by the president. Two of the faculty/staff/administration positions will be appointed at the discretion of the president. The other four will be elected.

Elections will be conducted by the College Senate.

The plan also calls for the creation of a Finance Subcommittee whose members will be appointed by the IAB chairperson. The subcommittee will consist of three students and three faculty/staff/administrators. The Intercollegiate Athletics Department will submit its yearly budget to the Student Athletics Board for review, approval, and submission to the Finance Subcommittee. The Finance Subcommittee will recommend the budget to the full IAB for approval. Once approved, the IAB will forward the budget to the president for his final approval.

We are certain that the intercollegiate athletics agreement will help the college to maintain the consistent, dedicated level of funding necessary to support our intercollegiate athletics program. I would like to congratulate the following people for their diligence in working toward the final agreement and for their support in assuring that it will be successfully implemented: Richard A. Wiesen, provost and vice president for academic affairs; James M. Caputi, vice president for finance and management; Modesto Argenio, executive assistant to the president; William Ganley, 1989-90 chairperson of the College Senate; E. O. Smith, College Senate parliamentarian; current USG officers Susan Howard, Andrew Jablonski, and Lorraine Vazquez; and former USG officers Ramon Parkins, Chris Pietris, and Claudell Germain.

Bengal Pause

From time to time questions arise pertaining to "Bengal Pause" (Tuesdays and Thursdays, 12:15-1:30 p.m.). The intent of this concept is to provide time for enrichment of the learning environment through intellectual and scholarly programs as well as for student groups and campus committees to convene. Bengal Pause is the perfect opportunity for panel discussions, symposia, debates, lectures, workshops, exhibits, concerts, films, presentations, and organizational and departmental meetings. These serve to enhance both the formal instructional process and campus life.

All are reminded that Bengal Pause rules will continue as they have in the past: faculty and staff meetings, committee meetings, etc. should be scheduled on Tuesdays with the first Tuesday of each month specifically reserved for departmental meetings. Thursdays should primarily provide programmatic opportunities that include students.

Suggestions for improvement of this concept, which encourages interaction of students, faculty, and staff, may be forwarded to Phillip Santa Maria, associate vice president for student affairs and dean of students, UN 306, ext. 4618.

From the Director of Butler Library

Online Catalog

SHERLOCK is coming! The test database is now loaded with the INNOPAC software and by late October Butler Library's long-awaited online catalog should be loaded and available to library staff. The curious are encouraged to stop by the Information Services desk for a look. The card catalog will remain this semester while the library concentrates on working out the bugs. Faculty and staff will be given previews. Spring semester 1991 SHERLOCK will be available to all through the campus network and, of course, via the SHERLOCK terminals in the library.

To aid in the circulation module implementation please return all overdue books by Sept. 30, 1990. No fines will be charged to faculty and staff during this amnesty period.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

SUNY at Albany is sponsoring a satellite TV educational course entitled "Microcomputing, Technology Transfer, and Disability." The course will consist of 13 televised classes beginning on Monday, Sept. 10. The class runs from 1-3 p.m. and will be broadcast live via satellite in CC-N2A. It is free and open to the college community on a first-come, first-served basis. CC-N2A seats approximately 40. The classes will be televised every Monday (with the exception of Columbus Day, Oct. 8) through Dec. 10.

The course will examine the nature of disability, its social, political, legal, and technical contexts, and discuss applicable laws and statutes. It will describe and demonstrate a broad variety of electronic and microcomputer products for persons who have disabilities. It will also provide client evaluation technique and product prescription framework for developing and maintaining adaptive systems for persons who have disabilities.

The passage of the Americans With Disabilities Act (ADA) makes even more critical the requirements to make sure that we are all aware of what is available to open educational and employment opportunities to persons who have functional disabilities. This series will provide a wealth of information on microcomputers, hardware, software, client evaluation techniques, and related topics.

For more information contact Paul Andruczyk at ext. 6931.

From the Director of Public Affairs

Happenings! Deadline

Items for the November-December-January issue of *Happenings!* are due Friday, Sept. 14, in GC 515. Items from Faculty of Arts and Humanities members should be forwarded to Lee Ann Grace in RH 222 by Wednesday, Sept. 12.

Happenings! lists on-campus events that are open to the public such as concerts, films, plays, exhibitions, general-interest lectures, etc. Include a brief description of the activity (including admission prices, if any), dates, times, location, and

the full name and telephone number of a contact person or office.

Any questions may be addressed to Jim Koelmel, ext. 4201.

Items of Interest

Graduate School Fair

The Career Development Center will host the first Graduate School Fair Thursday, Sept. 27, from 10 a.m.-2 p.m. in UN lobby. The fair will give students the chance to learn about graduate and professional schools and explore advanced educational opportunities by speaking directly with representatives from various schools.

Some of the institutions scheduled to attend include: SUNY at Buffalo, Syracuse University, Albany Law School of Union University, Pace University, University of Bridgeport, University of Dayton, CUNY Graduate School and University Center, Hofstra University, Kent State University, Niagara University, and the University of Pittsburgh.

For an updated list of graduate schools scheduled to attend, check the bulletin board outside the CDC office, GC 306.

Wellness Words From HPER

Diet and Nutrition Tip: Instead of eating high-fat chocolate cookies try reaching for 10 round vanilla wafers. Ten wafers have only 50 calories, 5 grams of fat, .5 grams of saturated fat, and 4 milligrams of cholesterol.

Fitness/Exercise Tip: Been dragging at work lately? Increase your concentration and stamina with just 20 minutes of aerobic exercise three-four times per week. You'll use less of your maximum energy capacity to do the same amount of work.

Stress/Mental Health/Relationships Tip: Those who view their spouse as an intimate friend tend to weather marital problems best of all. Those who married for passion alone tend to have the worst success rate!

"Wellness Words From HPER" is a series of helpful tips on wellness for faculty and staff sponsored by the Health, Physical Education, and Recreation Department and the Employee Assistance Program Committee. If you would like to contribute to the series, send typed articles of 200 words or less to the HPER Department. The editorial board is made up of Catherine Ansuini (HPER), Donald Barr (HPER), and Deborah Hard (EAP Committee).

Mixed Bowling League

The Buffalo State mixed bowling league will meet Tuesdays at 4:45 p.m. at Kenmore Lanes, 1691 Kenmore Ave. The first day of bowling will be Tuesday, Sept. 11. You may register your team by contacting Kelly Burns at ext. 6018 anytime before Monday, Sept. 10.

Philharmonic Subscription Offer

The Buffalo Philharmonic Orchestra is offering special discounts to first-time subscribers. Savings of 50 percent on Classics Series and 30 percent on Pops Series are available, but subscribers must use a special first-time buyer form. Informational brochures and subscription forms may be obtained by contacting Steve Scott-Martin, RH 210, ext. 3032.

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXVI Number 3

September 13, 1990

All-College Address
by
President F. C. Richardson
Thursday, Sept. 27
12:15 p.m.
Communication Center North

From the President

Promotions and Continuing Appointments

I am pleased to announce the following promotions effective Sept. 1, 1990, and continuing appointments effective Sept. 1, 1991.

Promotion to associate professor: Catherine Boehm (College Learning Lab).

Promotion to associate professor with continuing appointment: Theodore Byrley (Economics and Finance); Heidi Faletti (Foreign Language); Frederick Floss (Economics and Finance); Carol Ann Hodges (Elementary Education and Reading); Deborah Kohl (Psychology); Kenneth Mernitz (History and Social Studies Education); Janet Ramsey (Communication) (continuing appointment effective Sept. 1, 1990); Stephen Saracino (Design).

Promotion to assistant professor: Tori-Lynn Zobel (College Learning Lab).

Continuing appointment: James Astrella (Design); Barbara Bontempo (English); Craig Werner (English).

Promotion to associate librarian: * Barbara Vaughan.

Promotion to senior assistant librarian: * Amy DiBartolo.

*Librarian promotions are effective July 1, 1990.

Department Chairpersons

I am pleased to announce the following new department chairperson appointments effective Sept. 1, 1990: Michael Parks, Art Education; John Conley, Criminal Justice; William Schultz, Information Systems Management; Abdul Raoof, Political Science; and Dolores Battle (Acting), Speech Language Pathology and Audiology.

Reappointed chairpersons are: W. Richard Whitaker, Communication; Norman Walker (Acting), Elementary Education and Reading; Donald Barr, HPER; Monroe Fordham, History and Social Studies Education; and James Wells, Physics.

Roger Firestien has been appointed acting director of the Center for Studies in Creativity.

Timetable for 1990 UUP Discretionary Awards

I am pleased to announce that, having successfully completed stages I and II of the discretionary awards process during the spring semester, we are prepared to complete the third and final stage of the process according to the following timetable:

Stage III

Preliminary list of awardees notified

- Monday, 9/24/90

College-level appeals deadline

- Friday, 10/5/90

Appeals Board meetings

- Monday, 10/8/90 through Monday, 10/15/90

Final list sent to Albany

- Friday, 10/26/90

Discretionary awards payments

- Wednesday, 12/5/90

From the Provost and Vice President For Academic Affairs

College Policy Regarding Religious Holidays

The 1990-91 academic calendar reflects class scheduling on certain religious holidays. New York state policy sets guidelines for institutions with respect to religious holidays. The Undergraduate Catalog, on page 201, contains a complete statement of those guidelines. The statement, in part, follows:

No person shall be expelled from or be refused admission as a student to an institution of higher education for the reason that he or she is unable, because of his or her religious beliefs, to attend classes or to participate in any examination, study, or work requirements on a particular day or days.

Any student in an institution of higher education who is unable, because of his or her religious beliefs, to attend classes on a particular day or days, shall, because of such absence on the particular day or days, be excused from any examination or any study or work requirements.

It shall be the responsibility of the faculty and of the administrative officials of each institution of higher education to make available to each student who is absent from school, because of his or her religious beliefs, an equivalent opportunity to make up any examination, study, or work requirements which he or she may have missed because of such absence on any particular day or days. No fees of any kind shall be charged by the institution for making available to the said student such equivalent opportunity.

At Buffalo State College, we will sharpen the mandate of the state and endorse the policy that the administering of evaluative examinations on Rosh Hashanah (Sept. 19 and 20), Yom Kippur (Sept. 28 and 29), and Good Friday (March 29) will not be permitted.

Academic Advisement Training

Academic advisement training sessions for newly hired faculty will be held on the following dates:

Sept. 24 (Monday) — 3-4:15 p.m.
Sept. 26 (Wednesday) — 3-4:15 p.m.
Sept. 27 (Thursday) — 12:15-1:30 p.m.

The sessions will be held in TR 110S. All those planning to attend should notify the Academic Advisement Office (ext. 5223) before Sept. 21.

From the Vice President for Finance and Management

Parking Fee

The parking fee issue has been under consideration within SUNY for about the past 18 months without resolution. At Buffalo State College we were able to avoid the imposition of a 1989-90 fee when SUNY Central provided one-time funds equal to the budget cut of \$176,000. The 1990-91 budget cut is \$252,000. We have managed to forestall the implementation of the fee by eliminating most of the funding for snow removal and parking lot maintenance and repair, and by halting our campus plan for parking improvements. These improvements called for an expansion of surface parking, the acquisition of additional property for parking, and a feasibility study on the construction of a parking ramp.

The situation is expected to worsen considerably in 1991-92 when the budget cut for parking is projected to increase to \$504,000. A cut of this magnitude, if applied entirely to parking expenditures, would completely eliminate all parking services—a situation most of us would find intolerable. Perhaps equally as bad would be a spreading of the \$504,000 cut across the college budget, which would certainly result in an erosion of the quality of programs, both instructional and support.

This leaves us with one viable option: to implement a fee adequate to support necessary expenditures related to parking.

We had sufficient funding to avoid a parking fee this semester and therefore have not imposed one. At this time we must plan to implement a fee in the spring semester. Whether we implement the fee in the spring depends upon the nature and amount of any additional fund reductions we have to make this year. We should have a firm answer to this in November when the state re-evaluates its fiscal condition. In any event, it appears certain that a fee will be necessary in the fall 1991 semester at the very latest.

We will keep the fee at the lowest level possible while still maintaining services. We have determined that a rate of \$8 per month for full-time students and staff and \$4 for part-timers should be adequate. We will offer nine and 12-month permits as well as special summer permits to accommodate varying needs. Monthly permits will not be offered.

It should also be noted that staff covered by a bargaining agreement prohibiting parking fees will not be charged until that issue is resolved.

Increasing costs to students and staff is not a desirable situation, but we hope that there is clear recognition that the college's position is necessitated by budget reductions which force us to either reduce services or implement fees for those services. We cannot eliminate parking services.

Fire Evacuation Drill Schedule

Fire evacuation drills will be held in various buildings throughout campus from Sept. 24-28. Department heads and/or

faculty will be responsible for complete evacuations of areas under their control. Procedures were sent to all faculty and staff on Sept. 5 by Eugene Kaczmarek, who may be reached for questions at ext. 6332.

From the Chairperson of the College Senate

College Senate Meeting

The first College Senate meeting of the academic year will be held Sept. 21 from 3-5 p.m. in BA 116E. The agenda will include confirmation of standing committee membership, nominations and election of secretary of the Senate and chairperson of the Student Welfare Committee, and the HPER Health and Wellness Program will be reported on by the Curriculum, Budget and Staff Allocations, Academic Plan, Standards for Students, and Academic Services committees.

Curricular Items

The following *course revisions* have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

CFS 108—Apparel Design I. Students will be introduced to elementary principles of apparel design and color fundamentals of fibers and fabrics as they impact on apparel design, contemporary garment construction techniques, and quality analysis of ready-to-wear garments.

CFS 326—Apparel Design II. Application of design room techniques to specific design and construction problems. Emphasis will be placed on the continued application of design elements and principles to apparel design and the use of both contemporary and couture construction techniques and creative use of various fashion fabrics.

CFS 327—Apparel Design III: Flat Pattern. An introduction to the flat pattern method of pattern making. A basic sloper will be developed that will be utilized in further pattern development. Emphasis will be placed on the design and completion of selected items as approved.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

The second class of the 13-class course entitled "Microcomputing, Technology Transfer, and Disability" will take place Monday, Sept. 17, from 1-3 p.m. in CC-N2A. This class covers diagnosis of specific "environmental" requirements, prescription of appropriate adaptive devices, software and environmental assists.

During the summer Instructional Resources was able to downlink the following programs:

"Spotlight Series," 26 half-hour programs featuring interviews with some of the most prominent figures in American theater during the past 50 years focusing on playwrights such as Arthur Miller, August Wilson, and Garson Kanin (courtesy of Performing Arts Department).

"Discovering Psychology," 26 half-hour programs that utilize superior computer animation and documentary footage of classic experiments help the viewer better understand psychological concepts and relate them to today's complex

world (courtesy of Psychology Department).

"The World of Chemistry," 26 half-hour programs with Nobel laureate Roald Hoffmann serving as a guide to help magnify the minute chemical building blocks of all matter and discuss yesterday's breakthroughs and today's challenges (courtesy of Chemistry Department).

"Great Decisions 1990," eight half-hour programs that focus on foreign policy issues facing the nation. Each program features in-depth discussion and analysis by special guests and a panel of foreign-policy experts and journalists.

"Comprehensive Management of HIV Disease," a two-hour video teleconference that includes: the natural history of HIV disease, rationale of antiviral therapy, clinical implications of early initiation of therapy, patient identification, counseling, and management, and the future of HIV management.

For more information, contact Bonnie Percival in the Film/Video Library at ext. 6682 or Paul Andruczyk at ext. 6931.

From the Faculty and Staff Development Advisory Council

Winterim Proposals

The Winterim Committee is currently accepting proposals for session presentations for Winterim VI to be held Jan. 3, 4, 7, 8, 9, 10, 11, and 14, 1991. These may be in any field ranging from academic and professional to practical and just plain fun. Last year's program was an overwhelming success with approximately 50 sessions being offered. If you would like to submit a proposal, please contact Chuck Dimidio for information and forms by Sept. 24, 1990. He can be reached in the Faculty and Staff Development Office, GC 418, ext. 4328.

The college has received word of the death of Jean D. Bradley, instructor emeritus at the Campus School and member of the class of 1937, Aug. 26 in Anchorage, Alaska. Our sympathy goes to her husband Raymond, professor emeritus and former Campus School principal, and daughters Sue and Elizabeth.

We were also saddened to learn of the death of Dr. Kenneth W. Brown, professor emeritus of industrial arts, Sept. 1 in Utica. Dr. Brown was director of the college's Division of Industrial Arts from 1953 to 1963. He retired from the college in 1976. A memorial service will be held at 10:30 a.m. Sept. 15 in the Unitarian Universalist Church, Utica. Our condolences go to his wife Margaret, son Jerome, and daughter Margo.

Items of Interest

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, 1-3 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500

after noon on Mondays and Wednesdays. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words from HPER

Diet and Nutrition Tip: Coffee, even in small amounts, can increase your cholesterol level.

Fitness/Exercise Tip: For easier biking, learn to pedal in smooth circles, without stomping on the pedals. Push through the first half of the pedal stroke, then pull back and slightly up. You'll ride smoother and more efficiently.

Stress/Mental Health/Relationships Tip: Procrastination can be a good thing. Taking a 20-minute break for juice or taking a quick walk gives your brain a chance to rest and look at the problem from a fresh perspective.

VACANCY NOTICE

September 13, 1990

<u>SUNY/ALBANY</u>		
Asst. Dir. Com. Rel.	University Advancement	*D:10/02/90
Advisement Intern	International Programs	10/02/90
<u>SUNY/BUFFALO</u>		
Clinical Instr.	Gynecology, Children's Hosp.	09/21/90
Faculty (5)	Pediatrics, Children's Hosp.	09/21/90
<u>SUNY/HEALTH SCIENCE CENTER AT BROOKLYN</u>		
Counselor	Psychiatry, Drug Depend.	10/02/90
Physician's Assistant	Medicine	10/02/90
TH Utilization Review/	Utilization Review/	
Quality Assur. Coord. (2)	Quality Assurance	10/02/90
TH Social Worker I	Social Work	10/02/90
TH CTS Vascular Asst.	Medicine/Renal	10/02/90
<u>SUNY CENTRAL</u>		
Staff Assistant	New York Network	10/02/90
<u>SUNY/STONY BROOK</u>		
Asst. Dir. Computing Ser.	LI State Veterans Home	10/02/90
Instr. Support Tech.	Psychiatry/Behav. Science	10/02/90
Medical Radiographer I	Radiology/Nuc. Medicine	10/02/90
TH Clin Lab Tech.	Lab/Hematology	10/02/90
TH CTS Educator II	Information Systems	10/02/90
TH Med. Instrmnt. Assoc.	Hemodialysis	10/02/90
TH Pharmacy Asst.	Pharmacy	10/02/90
TH Respiratory Thrpst I.	Respiratory Care	10/02/90
<u>SUNY/HEALTH SCIENCE CENTER AT SYRACUSE</u>		
TH Staff Asst. (2)	Admitting	Open
Clinical Investigator	OB/Gyn	09/28/90
Clinical Investigator	Pediatrics	09/28/90
Sr. Research Sup. Spec.	Anesthesiology	Open
TH Clin. Lb. Tech. III	Clinical Pathology	Open
TH Nurse Practitioner	Medicine	Open
TH Respiratory Thrpst. III	Respiratory Therapy	Open
TH Respiratory Thrpst. I	Respiratory Therapy	Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

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September 20, 1990

From the President

State Employees Federated Appeal (SEFA)

The annual SEFA campaign of Western New York began Sept. 19. This important campaign, which includes 142 United Way agencies, 35 national health agencies, 23 international services, and other independent agencies will run through Oct. 22. A countywide effort, SEFA has set a record goal of \$17 million this year to help meet the immediate and critical needs of individuals and families in our community.

Buffalo State has long been a leader and major contributor to this appeal. Last year the college family raised a record \$91,200 with over 1,000 contributors representing 92 percent of all full-time faculty and staff, as well as students and other part-time personnel participating.

As this year's appeal begins, please take time to consider your level of support for this worthy community effort. Remember, through this *one* campaign you may designate your support to one or many of the 200 agencies affiliated with SEFA.

Glenn Nellis is serving again this year as director of the college drive. He is supported by Doris Trudeau and by area representatives Dewayne Beery from Academic Affairs, Stan Medinac from Finance and Management, Kate Ward from Student Affairs, and Melissa Messino from United Students Government. One of your colleagues has volunteered to be campaign solicitor in your department/area. Your cooperation in hearing what your department solicitor has to say is appreciated. My special thanks to all solicitors for their efforts on behalf of SEFA and to the BSC community, whose generosity each year makes this appeal such a great success.

NYS/UUP Professional Development and Quality of Working Life Program

Guidelines and application forms for the various Professional Development and Quality of Working Life (PDQWL) programs are available in the Human Resource Management Office, GC 509. Each of the PDQWL programs requires that the application be reviewed and endorsed by the campus president or his designee prior to submission to the PDQWL Committee in Albany.

I have designated the provost as the college official to provide the campus endorsement for faculty PDQWL applications. Applicants must therefore submit completed applications no later than the campus deadline date indicated below to the Academic Affairs Office, GC 519.

If your request for PDQWL support includes a request for travel or a leave of absence, the application will not be considered complete unless it includes the appropriate recommendations from the department chairperson and dean in accordance with review and approval procedures for such requests.

A brief description of the PDQWL programs, including campus deadlines* and deadlines for receipt of applications in Albany, is provided below.

New Faculty Development Awards—Maximum Individual Award: \$750.

Objectives: To provide new, non-tenured, tenure-track faculty holding term appointments with seed money to enable them to conduct research, to apply the results of their scholarly work to the improvement of teaching, or to develop new skills which will enable them to increase their effectiveness or stature as teachers, scholars, or practitioners.

Eligibility: New, non-tenured, tenure-track faculty in the 08 bargaining unit holding term appointments. Initial date of appointment must be *on or after* July 1, 1988.

Campus Application Deadline: Nov. 19, 1990

Albany Application Deadline: Dec. 3, 1990

Experienced Faculty Travel Awards—Maximum Individual Award: \$750 for travel and living expenses *or* \$500 for other appropriate activity.

Objectives: To support travel to conduct research related to a specific approved project, travel to present an invited paper, chair a session, or otherwise formally participate in the program of a professional conference and travel to conferences, workshops, or seminars designed to enable participants to develop new instructional materials or strategies which relate to teaching responsibilities.

Eligibility: All full- and part-time faculty members in the 08 bargaining unit who hold term or continuing appointments *and* were appointed *prior to* July 1, 1988.

Campus Application Deadline: Oct. 19, 1990

Albany Application Deadline: Nov. 1, 1990

*Buffalo State College has designated campus deadlines which are later than those printed in the guidelines.

From the Provost and Vice President For Academic Affairs

Academic Advisement Training

Academic advisement training sessions for newly hired faculty will be held on the following dates:

Sept. 24 (Monday) — 3-4:15 p.m.

Sept. 26 (Wednesday) — 3-4:15 p.m.

Sept. 27 (Thursday) — 12:15-1:30 p.m.

The sessions will be held in TR 110S. All those planning to attend should notify the Academic Advisement Office (ext. 5223) before Sept. 21.

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September 27, 1990

From the Chairperson of the College Senate

College Senate Meeting

The first College Senate meeting of the academic year will be held Sept. 21 from 3-5 p.m. in BA 116E. The agenda will include confirmation of standing committee membership, nominations and election of secretary of the Senate and chairperson of the Student Welfare Committee, and the HPER Health and Wellness Program will be reported on by the Curriculum, Budget and Staff Allocations, Academic Plan, Standards for Students, and Academic Services Committees.

Curricular Items

The following *course revision* has been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

PSY 306—Statistics in Psychological Research. Intensive study of the major descriptive and inferential statistics used in psychological research. Practice in the use of statistical tests of significance. Topics covered include: graphic and tabular presentation of data, measures of central tendency and dispersion, probability theory, t-tests, analysis of variance, chi-square, correlation techniques, and experimental design. *Required for psychology majors.

The following *program revisions* have been received in the College Senate and forwarded to the Curriculum Committee for its consideration:

Psychology Minor
Psychology—B.A. and B.S. Degree Program

From the Director of Instructional Resources

SUNYSAT/Satellite Update

Sept. 24, 1-3 p.m., CC-N2A: "Microcomputing, Technology Transfer, and Disability," program 3: Evaluation of needs and prescription of products, detail and discussion of acquisition of equipment and vendors.

Sept. 26, 2-4 p.m., MH Heritage Room: "Small Business Tax Education Program." Contact Jan Pisanczyn, ext. 4030.

Sept. 26, 3-5 p.m., CC-N2A: "Constructive Geometry and Trigonometry." The first of eight lessons introducing basic geometric and trigonometric concepts through construction, measurement and inductive reasoning. This mini-course will serve as a refresher in geometry and right triangle trig. Attendees are advised to bring paper, a compass, metric-ruled straightedge, and protractor.

The following video teleconferences/programs were recorded during the summer and are now available in the Film/Video Library:

- "Cable and Beyond: Narrowcasting in the Nineties"
- "Arson Crime Scene" (L.E.S.T.N.)
- "Victim/Witness Awareness" (L.E.S.T.N.)
- "Police Killings" (L.E.S.T.N.)

In addition, the Film/Video Library purchased the following:
—"Vietnam: A Television History," 13 one-hour programs that cover the history of Vietnam from France's control through the revolution to the U.S. evacuation from Saigon and the years after.

—"A Walk Through the 20th Century With Bill Moyers," a

19-part series that utilizes vintage European film never seen before in America, archival newsreel and television footage, and photographs and rare interviews to provide the viewer with a unique historical perspective of specific events of the last 80 years. Titles include "TR and His Times," "The 30-Second President," and "World War II: The Propaganda Battle."

—"The Miracle Planet," a six-part series that combines an American talent for presenting the latest scientific material in an accessible manner with a Japanese sense of aesthetics and devotion to quality. Titles include: "The Miracle Planet," "The Heat Within," "Life From the Sea," "Patterns in the Air," "Riddles of Sand and Ice," and "The Home Planet."

For more information contact Bonnie Percival in the Film/Video Library at ext. 6682 or Paul Andruczyk at ext. 6931.

VACANCY NOTICE

September 20, 1990

SUNY/ALBANY

Research Associate	Geological Sciences	D*10/10/90
Research Sup. Spec.	Biological Sciences	09/30/90
Education Specialist	Profes. Dev. Program	10/03/90
Prin. Education Spec.	Profes. Dev. Program	10/03/90
Prin. Education Spec.	Profes. Dev. Program	10/10/90
Senior Education Spec.	Profes. Dev. Program	10/03/90
Senior Education Spec.	Profes. Dev. Program	10/10/90
Senior Education Spec.	Profes. Dev. Program	10/10/90
Proj. Staff Asst.	Profes. Dev. Program	10/10/90
	Profes. Dev. Program	10/10/90

SUNY/BINGHAMTON

Asst. to the President	Binghamton	10/15/90
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SUNY/BROCKPORT

Resident Director	Brockport	10/09/90
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SUNY HEALTH SCIENCE CENTER/BROOKLYN

TH Clinical/		
Lab Tech. III (2)	Clinical Labs/Pathology	10/09/90
TH Resp. Therp. II	Respiratory Therapy	10/09/90

SUNY/STONY BROOK

Faculty	Epidemiology	ASAP
Faculty	History	12/15/90
Instr. Sup. Asst.	Lab Animal Research	10/09/90
Instr. Sup. Asst.	Medicine/Allergy	10/09/90
Clin. Nutritionist IV	Nutritional Services	10/09/90
Asst. Football Coach	Phys. Ed./Athletics	ASAP
Head Baseball Coach	Phys. Ed./Athletics	ASAP
Research Support Spec.	Physiology/Biophysics	09/24/90
TH Instrument/		
Support. Asst.	Operating Room	10/09/90
Instruct. Support Spec.	Physics	10/09/90
Instruct. Support Asst.	Psychiatry	10/09/90
Senior Staff Assoc.	Student Union/Activities	10/09/90

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

From the Provost and Vice President For Academic Affairs

NCATE Update

All teacher education programs (undergraduate and graduate) at Buffalo State College are scheduled for review for accreditation by the National Council for the Accreditation of Teacher Education in the spring of 1991. The Board of Examiners of NCATE will send a site team to campus for the site visit April 14-17, 1991. Please mark your calendars accordingly.

A draft of the institutional self-study for the upcoming NCATE site visit is in the process of review and revision. All education faculty have been asked to provide updated vitae for the 1989-90 academic year (including the 1990 summer session) as part of the self-study. If you have any questions about the process or any other aspect of the accreditation review, please contact Barbara Sirvis or Ann Egan at ext. 4214.

From the Chairperson of the College Senate

Senate Meeting of Sept. 21

The following standing committee membership lists were approved:

Curriculum: Mary Delmont, chairperson; Maria Assad, Patrick Barnes, Myron Nadel, Janet Ramsey, John Conley, Paul Culkowski, Rudy Mattai, Mark Posluszny, Theodore Byrley, Lydia Fish, Robert Moisand, Frank Pascarella, Antoine Green, Yasmin Alicea.

Budget and Staff Allocations: Donald Kutschall, chairperson; Ellen Kennedy, Joseph Moran, Betty Cappella, Robert Brock, Vincent Arnone, Raymond Tymas-Jones, Frederick Floss, Jill Singer, Kenneth Mernitz, Shirley Posner, Arthur Schaeffer, Janet Hunt, Lorraine C-Vazquez, Susan Howard.

Academic Plan: Paul Martin, chairperson; Kirsten Ottley, Paul Zadner, Donald Blundell, Judy Miller, Nuala Drescher, Narendra Kalia, Alex Ratkowski, Betty Cappella, Joan Amrozowicz, Robert Zuercher, Victor Balowitz, Georgiana Jungels, Roland Wise.

Standards for Students: Theresa Platek, chairperson; Mark Bausili, Mary Davis, Robert Wood, Frederick Floss, Monroe Fordham, Richard Hall, Joseph Moran, Mel Netzhammer, Michael Parks, Howard Reid, Susan Stievater, Randi Mathieson, Don Pahl.

Academic Services: Mary Davis, chairperson; Maria Assad, Rex Miller, Bruce Baum, Maryruth Glogowski, James Haynes, June Hesch, Hadar Isseroff, Francis Kowsky, Jennifer McMahon, Denise Whitehead, Kelly Hazel, Bonita Percival, Donald Brennan, Robert Davitt.

Professional Welfare: Lydia Fish, chairperson; Herb Aur-

bach, Fred Price, Karen O'Quin, Robert Dubois, Dave Lampe, Michael Wright, Charles Aquino, Frank Eckmair, Ed Morgan, Samuel Wakshull, John Allen, Betty Cappella, Ron Meyer, Paul Zadner, Christine Pietris, Dee Conroy.

Bylaws and Elections: Frederick Floss, chairperson; Paul Andruczyk, Arthur Arent, Michael DeMarco, Joseph Germano, Andrew Jablonski, Andrew Joniak, Sister M. Jones, Douglas Koritz, Marillyn Flavin, Barbara Metivier, Roswell Park, Christine Pietris, Paul Tarantino.

Public Service Activities: John Allen, chairperson; Sebastian LoGiudice, Alex Ratkowski, Marian Deutschman, Susan Earshen, John Frederick, Narendra Kalia, Myron Lewis, John Morganti, James Mooney, James Westrope, Thomas Pepper, Theresa Platek, Paul Tarantino, Karen Palmer.

International Education: Patricia Bazulka, Paul Beaudet, Barbara Bontempo, Judy Bondurant-Utz, Ann Colley, John Frederick, Colleen Frey, Andrea Guati, Donald Hetzner, Douglas Koritz, Kenneth Mernitz, Anthony Neal, Wanda Slawinska, Anthony Scott, Pedro Scott, Jean Gounard, Emil Hoch.

Please note the administrative liaisons for these committees will be announced as soon as possible.

Senate Agenda Committee members are as follows: F. C. Richardson, Richard Wiesen, Rosalyn Lindner, E. O. Smith, Carole Harris, Christine Pietris, Mary Delmont, Donald Kutschall, John Allen, Fred Floss, Lydia Fish, and Virginia Wyl.

Christine Pietris was elected secretary of the College Senate and Susan Howard was elected chairperson of the Student Welfare Committee. The Senate approved the HPER Health and Wellness Program.

Curricular Items

The following has been received in the College Senate and forwarded to the Curriculum Committee for consideration:

New course proposal:

AED 610 Methods of Instruction in Non-Studio Disciplines. A graduate course designed to provide art teachers with the theoretical and practical background to implement non-studio activities in the art classroom.

From the Director of Butler Library

Preservation Awareness Month

October is Preservation Awareness Month in Butler Library. There will be special exhibits in the glass cases in the lobby and informational materials will be available. The first week of the month is National Archives Week. There will be an exhibit addressing archival issues. The second week will focus on the

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deterioration of library materials, an issue that has reached crisis proportions. Please encourage your students to visit these exhibits to learn about the causes of deterioration and to learn what can be done to help preserve recorded knowledge.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

Oct. 1, 1-3 p.m., CC-N2A: "Microcomputing, Technology Transfer, and Disability," Program 4: Categories of impairment, matching adaptive products to client, work, and classroom needs.

Oct. 3, 1:30-4 p.m., MH Heritage Room: "Nuclear Power," the first in a series of live video conferences in the series "Man, Energy, and the Environment - The Balance of Survival." Experts discuss public opinion, hazardous waste disposal, utility demand projections, environmental impact, and the overall future for nuclear power.

Oct. 3, 3-5 p.m., CC-N2A: "Constructive Geometry and Trigonometry," Lesson 2 of eight lessons that introduce basic geometric and trigonometric concepts through construction, measurement, and inductive reasoning.

The Film/Video Library has purchased the following:

- "The Civil War," a nine-part series that was aired this week on WNED-TV. It is the first complete film history of the terrible conflict that tore the country apart and defined us as a nation. The series includes interviews with Civil War historians, rare newsreel footage, new insight into the extraordinary and vital contributions made by women, excerpts from hundreds of soldiers' letters and diaries, and over 15,000 archival photographs.

- "The Modern Presidency," a five-part series featuring David Frost interviews with former presidents Gerald Ford, Jimmy Carter, Richard Nixon, and Ronald Reagan.

- "Moyers: The Public Mind," four 60-minute programs with Bill Moyers that explore "image and reality in America"-how public opinion is formed through the mingling of fact and fiction in a society saturated with images.

For more information contact Bonnie Percival in the Film/Video Library at ext. 6682 or Paul Andruczyk at ext. 6931.

Items of Interest

Public Hearing

The SUNY board of trustees will conduct a public hearing on Oct. 25 at State University Plaza, Elisabeth Luce Moore Board Room, Albany, from 1:30 to 3 p.m. This facility permits barrier-free access to the physically handicapped. The purpose of the hearing is to receive testimony and statements from concerned individuals about *universitywide issues only*.

Persons wishing to present prepared testimony to the board are requested to write to Miss Martha J. Downey, secretary of the University, at the above address, such communication to be received no later than noon on Oct. 24. In your letter please briefly identify the subject of your testimony and provide Miss Downey with a telephone number, as well as an address to which she can send confirmation that you have a reserved place on the agenda. Such testimony will be limited to five minutes and the

speakers will be requested to provide six copies of their written testimony to the hearing registration officer on the day of the hearing.

Persons who wish to make brief extemporaneous comments (no more than three minutes) are requested to file their names with the hearing registration officer on the day of the hearing. Time for such comments will be set aside at the end of the hearing and such persons will be called upon in the order in which they register.

Performers Wanted

Faculty and staff members as well as students are invited to perform in a Homecoming Variety Show Oct. 13, 8-10 p.m., in RH auditorium. Both serious and zany acts are welcome. For more information contact Kate Ward, ext. 4631.

VACANCY NOTICE

September 27, 1990

SUNY/COLLEGE AT BUFFALO		
Asst. Professor	Secondary English	D*10/15/90
SUNY/ALBANY		
Education Specialist	Psychology	09/30/90
SUNY/COLLEGE AT BROCKPORT		
Assoc. Registrar	Educational Opportunity Cntr.	10/10/90
SUNY/HEALTH SCIENCE CENTER AT BROOKLYN		
T.H. Physician's Asst. II	Psychiatry/Div. Alcoholism	10/09/90
T.H. Clinical Lab Tech. I	Surgery-Histocompatibility Lab	10/09/90
SUNY/BUFFALO		
Asst. Librarian/	University Libraries	09/28/90
Sr. Asst. Librarian		
Asst. Professor	School of Management	01/15/91
Asst. or Associate		
Professor (2)	Pediatrics	09/21/90
Asst. or Associate		
Professor	Marketing	Open
SUNY/STONY BROOK		
Sr. Medical Practice	Clin. Prac. Mngmnt.	10/15/90
Plan Administrator		
Research Sup. Spec.	Orthopaedics	10/15/90
Research Scientist	Obstetrics/Gynecology	10/08/90
Research Sup. Spec.	Dermatology	10/08/90
Research Sup. Spec.	Medicine/Pulmonary	10/08/90
SUNY/HEALTH SCIENCE CENTER AT SYRACUSE		
Assoc. Facility Program		
Coordinator	Physical Plant	Open
Sr. Research Sup. Spec.	Anesthesiology	10/09/90
T.H. Clin. Lab Tech.	Clinical Pathology	Open
T.H. Clin. Lab Tech. III	Clinical Pathology	Open
T.H. Nurse Administrator	Nursing Coronary Care	Open
T.H. Nurse Practitioner	Medicine	Open
T.H. Pharmacist	Pharmacy	Open
T.H. Patient Acct. Spec.	Controller's Office	Open
T.H. Rehab Counselor I	Physical Medicine	Open
T.H. Respiratory Ther. II	Respiratory Therapy	Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

From the President

Holiday Observance for College Employees

All eligible classified and unclassified employees may observe the following holidays: Labor Day, Columbus Day, Election Day, Veterans Day, Thanksgiving, Christmas, New Year's Day, Martin Luther King Jr. Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, and Independence Day. Columbus Day will be observed as a holiday by the state on Oct. 8, 1990, and with no classes in session, the college will be closed. Both Election Day (Nov. 6, 1990) and Lincoln's Birthday (Feb. 12, 1991) have been designated as "floating" holidays for all employees except those represented by Council 82. Veterans Day, Nov. 11, 1990, occurs on a Sunday, but will be observed as a holiday by the state on Monday, Nov. 12, 1990. The college will be open for classes on both "floating" holidays and the observed holiday for Veterans Day.

UUP-represented employees will observe Election Day on the day after Thanksgiving (Friday, Nov. 23, 1990). CSEA, PEF, and Classified M/C employees may arrange with their supervisor to take Election Day off without charge to leave accruals, or another day instead, before the next Election Day. Lincoln's Birthday may be observed similarly by all eligible classified employees. UUP-represented employees may arrange with their supervisor to observe Lincoln's Birthday on any day without charge to leave accruals prior to the beginning of the 1991-92 academic year. Council 82 members will observe Election Day and Lincoln's Birthday as regular fixed holidays.

All employees who are required to work on the *observed* Veterans Day, Nov. 12, 1990, will be compensated appropriately.

From the Provost and Vice President for Academic Affairs

Student Personnel Administration Program

With the retirement of Charles LaMorte, Thomas Quatroche has assumed the responsibilities as coordinator of the graduate program in student personnel administration. Inquiries about the program should be directed to Tom.

From the Vice President for Finance and Management

New Campuswide Purchasing Program

Over the summer the Finance and Management Office introduced a new purchasing program designed to help increase the level of college business conducted with minority and women

vendors. The new program provides academic departments with half of the purchase price used to acquire durable and non-durable goods from certified minority and woman-owned businesses, contingent upon funds available. The program is aimed toward assisting instructional departments whose equipment and supply budgets are relatively small, but the program may be expanded to include funding for support departments as well.

Thus far the matching fund program has been favorably received by the college community and has been an incentive for increased business with minority and women vendors. Program funds are still available and details can be obtained from the Campus Services Office, GC 410, ext. 6835.

New Bank Accounts

Effective Oct. 1, 1990, college bank accounts have been transferred to M & T Bank, Elmwood Plaza Office, 709 Elmwood Ave., Buffalo 14222. The accounts transferred are the General College Account (Student Accounts/Bursar), the Advance Account (Accounting Office), and the EOP Program Account (Accounting Office). This change results from a policy of the State Comptroller's Office whereby banking services are periodically put up for bids. M & T Bank made a successful bid to handle college bank accounts.

Local Surplus Availability

The Campus Services Office reports that the following items are available for campus departmental use:

- Tables, all types
- Desks, faculty and secretary
- Chairs, folding w/tab arm
- Chairs, all types
- Cabinets, metal storage, industrial
- Stools, wood
- Study carrels, single and double bay
- Chalk boards, small
- Maps, wall mountable
- Coat racks
- Cabinets, wood, all types
- Sound hood, small and large
- Printer stands, large
- Postal box, 102 compartment

If you wish to inspect or claim any of these items, please contact Richard Saddleson, GC 410, ext. 6835.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

Oct. 10, 1-3 p.m., CC-N2A: "Discrimination in the Work Place" teleconference sponsored by the Law Enforcement Satellite Training Network.

Oct. 10, 3-5 p.m., CC-N2A: "Constructive Geometry and Trigonometry," Lesson 3 of eight lessons. Introduces basic geometric and trigonometric concepts through construction, measurement, and inductive reasoning.

The Film/Video Library has purchased the following:

— "The Massey Triad," a three-part series with Dr. Morris Massey that teaches how values are formed, how they can be changed, and how they can influence our work and our lives. Originally developed in the '70s, these programs have been redefined, redesigned, and reinvented for the '80s. Titles include: "What You Are Is Where You Were When," "What You Are Is Not What You Have To Be," and "What You Are Is Where You See."

— "Radio Bikini," a 60-minute videotape that was a Blue Ribbon Winner at the American Film and Video Festival. It tells the story of America's first unclassified testing of the atom bomb through the words of eye witnesses and never-before-broadcast archival footage.

— "That Rhythm, Those Blues," a 60-minute documentary that looks at the history of the Apollo Theatre on 125th Street in Harlem and tells the story of black rhythm-and-blues singers of the '40s and '50s and their struggle to get to the "big time." Ruth Brown shares her personal experience with the Jim Crow laws in the South during the same period.

For more information contact Bonnie Percival in the Film/Video Library at ext. 6682 or Paul Andruczyk at ext. 6931.

Items of Interest

CDHS Activities

The Center for Development of Human Services is kicking off its 1990-91 "match" campaign with a series of informational luncheons. Requests for proposals for the next round of mini-grants will also take place during the semester for publication in January 1991. All faculty and staff interested in working with the center, or who would like more information about its activities, should contact Sandra LoTempio, coordinator of college and community relations, Center for Development of Human Services, Letchworth Annex, 881-2800.

FSA Program Fund

Applications are available at Campus House. Deadline for submitting applications is Oct. 15 at 4:30 p.m. For further information, contact Gary Vickers at ext. 5211.

Employee Assistance Program

EAP is here for you...even if you're *not* the one with the "problem." Family members have problems that impact on *other* members. You may be bringing that stress to work with you. Don't let it become unmanageable.

The Employee Assistance Program gives employees and family members confidential help and support for alcohol, drug, marital, financial, caregiving, and a host of other problems that can affect your work performance. Give us a call and start feeling better soon.

Paul Martin, ext. 4307

Deborah Hard, ext. 3068

Dave Cummings, ext. 5233

Fitness Classes From HPER/EAP

Early Bird! Monday, Wednesday, Friday, 6:30-7:30 a.m., HG, Dance Studio.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, 1-3 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 after noon on Mondays and Wednesdays. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words from HPER

Diet and Nutrition Tip: To fight the brown-bag blues: arrange with a co-worker to switch off lunches. You bring food for two one day, he or she the next day, etc.

Fitness/Exercise Tip: If you've suffered a sports injury, it's important to remain active to maintain your level of fitness and to keep you emotionally energetic. However, care should be taken to prevent reinjury. The solution: work out in water, which is a virtually risk-free environment for muscles and joints.

Stress/Mental Health/Relationships Tip: Too much noise can make you nervous and irritable and can be detrimental to your physical well-being. Studies show noise pollution can cause high blood pressure, high blood sugar, and increased stomach-acid levels.

VACANCY NOTICE

October 4, 1990

SUNY/BINGHAMTON

Certification Specialist	NY Trade Adjustment Ctr.	D*Open
Instruc. Sup. Asst.	Facilities Planning	10/23/90

SUNY/HEALTH SCIENCE CENTER AT BROOKLYN

Instruc. Supt. Assoc.	Library	10/23/90
Instruc. Supt. Tech.	Medicine	10/23/90
TH Med. Radiographer I	Nuclear Medicine	10/23/90

SUNY/COLLEGE AT CORTLAND

Asst. Professor	Science Education	10/26/90
Asst. Professor	English	11/12/90

SUNY/COLLEGE AT FREDONIA

Asst. Professor	Accounting	11/15/90
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SUNY/STONY BROOK

Sr. Research Sup. Spec.	Med/Allergy, Rheum & Clin. Immun.	10/09/90
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Research Sup. Spec.	Ecology & Evolution	10/05/90
Director	Long Island State Veterans Home	

Faculty	Medicine	Open
Faculty (4)	Cardiology	Open

TH Clinical Nurse Spec.	Neonatal Intensive Care Unit	Open
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SUNY/HEALTH SCIENCE CENTER SYRACUSE

T.H. Nurse Administrator	Nursing	Open
Professor/Chair	Physiology	Open

SUNY/INSTITUTE OF TECHNOLOGY AT UTICA/ROME

Assoc. Dir. Physical Plant	Facilities	10/26/90
Asst. Professor	Telecommunications	11/01/90
Asst. Professor	Photonics	11/01/90

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXVI Number 7

October 11, 1990

From the President

Open Forum

The next open forum will be held Thursday, Oct. 25, at 8 a.m. over coffee in HA 400 Katheryne T. Whittemore Lounge. If you wish to attend, kindly call my office, ext. 4101.

From the Provost and Vice President for Academic Affairs

Siena Director

The International Education Office is accepting applications for director of the Siena Program for a two-year period beginning in fall 1991. The director is provided with transportation reimbursement for one round trip per semester and an overseas salary adjustment to assist with housing while in Siena. Further information is available from Emil H. Hoch, director of international education, GC 416. The deadline for receipt of applications is Oct. 26, 1990. Application should consist of a letter of interest along with a current vita.

From the Chairperson of the College Senate

Announcements

The following administrative liaisons have been selected for the College Senate standing committees: Curriculum: Neil Rudin; Instruction and Research: Nan Lund; Standards for Students: Fred Chapman; Professional Welfare: Sue Earshen; Budget and Staff Allocations: Stan Medinac; Academic Plan: Dwayne Beery; Bylaws and Elections: Modesto Argenio; Public Service Activities: Patricia Smith; International Education: Jean Gounard and Emil Hoch; Academic Services: Russ Macaluso, Chuck Newman, Barry Herb, and Ray Chamberlain; Student Welfare: Alice Grider.

The following Agenda Committee members were not included in the list published in the Sept. 27 issue of the *College Bulletin*: Paul Martin and Theresa Platek.

The next College Senate meeting will be on Oct. 19 at 3 p.m. in BA 116E. The agenda will include: Standing Committee reports; old business (Complaints Committee report and Judicial Review Committee update), and new business (confirmation of eligible voting list).

Curricular Items

The following *course revision* has been received in the College Senate and forwarded to the Curriculum Committee for consideration:

BIO 104 Environmental Biology. Ecological principles, the

nature of man's ecosystem, his role in changing the environment illustrated by case histories. Field trips may be required.

The following *program revision* has been approved by the College Senate and sent to the president:

Sociology of Deviance Minor

From the Director of Instructional Resources

SUNYSAT/Satellite Update

Oct. 15, 1-3 p.m., CC-N2A: "Microcomputing, Technology Transfer, and Disability," Program 5: Adaptive equipment and software products class part 1: Apple and Macintosh microcomputers.

Oct. 16, noon-3 p.m., MH Heritage Room: "Food for the Future: Science, Policy, and Ethics." The seventh annual World Food Day video teleconference for professional and community groups concerned with world development and the alleviation of hunger. An international panel of experts will discuss science, policy, and ethical factors in shaping world food security.

Oct. 17, 3-5 p.m., CC-N2A: "Constructive Geometry and Trigonometry," Lesson 4 of eight lessons that introduce basic geometric and trigonometric concepts through construction, measurement, and inductive reasoning.

The Film/Video Library has purchased the following:

— "America by Design," five one-hour programs that focus on the lively story of the American heritage, tracing commonplace elements in our architecture and design that demonstrate imagination and ingenuity. Hosted by Spiro Kostof, professor of architectural history at the University of California at Berkeley, this series explores how American design has affected political, social, economic, and technological institutions. Titles include: "The House," "Public Places and Monuments," "The Shape of the Land," "The Street," and "The Workplace."

— "The Mind," a nine-part series of 60-minute videotapes that serves as an introduction to the current state of knowledge about the mind and such fundamentals as our sense of self, language, memory, dysfunction, and the unconscious. Titles include: "The Search for Mind," "Development," "Aging," "Addictions," "Pain and Healing," "Depression," "Language," "Thinking," and "The Violent Mind."

We remind faculty and staff that preview facilities are available in the Film/Video Library. For more information contact Bonnie Percival at ext. 6682 or Paul Andruczyk at ext. 6931.

Items of Interest

Drug Abuse Prevention Presentation

Who can have the greatest impact on a child's decision to use alcohol and other drugs? Parents.

Faculty, staff, and families are invited to attend a unique presentation in CC-S on Thursday, Oct. 18, from 12:15-1:30 p.m. to learn the basic concepts of drug abuse prevention. Pamela Yax of Prevention Is Primary, a local group funded by the NYS Division of Substance Abuse Services, will address such issues as: being a good model or example, learning to really listen to your child, knowing what to do if you suspect a problem, and helping your pre-teen deal with peer pressure.

Please plan on attending this informative and educational presentation. Learn how to feel comfortable communicating with your child about an uncomfortable and potentially devastating topic. For further information, call Deborah Hard, EAP coordinator, at ext. 3068 or 4312.

FSA Program Fund

Applications are available at Campus House. Deadline for submitting applications is Oct. 15 at 4:30 p.m. For further information, contact Gary Vickers at ext. 5211.

Employee Assistance Program

EAP is *here* for you....even if you're *not* the one with the "problem." Family members have problems that impact on other members. You may be bringing that stress to work with you. Don't let it become unmanageable.

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Fitness Classes From HPER/EAP

Early bird! Monday, Wednesday, Friday, 6:30-7:30 a.m., HG Dance Studio.

Faculty Recreation Hours

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Racquetball Courts

Monday/Wednesday, 1-3 p.m.

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Reservations for court time may be made by calling ext. 6500 after noon on Mondays and Wednesdays. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words from HPER

Diet and Nutrition Tip: Quick and healthy brown bag lunches are easy. One is to simply boil 3-4 ounces of pasta. A few minutes before the pasta is done, add a handful of vegetables. Drain and sprinkle with Parmesan cheese.

Fitness/Exercise Tip: Feeling tired all the time? A very likely cause of low energy is not enough sleep and too much caffeine.

Watch your coffee, tea, and cola intake — caffeine's effects last as long as 6 hours.

Stress/Mental Health/Relationships Tip: Children need at least one hour of pure play per day. That means just *play* for the fun of it. Allow children to be children.

VACANCY NOTICE

October 11, 1990

SUNY/BINGHAMTON

Certification Spec.	NYS Trade Adjust. Ctr.	D* Open
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SUNY/PLATTSBURGH

Small Bus. Dev. Cntr.	Tech. Asst. Cntr.	11/15/90
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Counselor

SUNY/STONY BROOK

Sr. Med. Pract.	Clin. Prac. Mngmnt. Plan	10/25/90
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Plan Admin.

Med. Prac. Plan Admin.	Clin. Prac. Mngmnt. Plan	10/25/90
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Epidemiologist

	Prev. Med. Barbados Eye Study	10/25/90
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Project Staff Asst.	Physician's Asst./ Education Program	10/25/90
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Sr. Med. Pract.

Plan Admin.	Clin. Prac. Mngmnt. Plan	10/25/90
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Research Sup. Spec.

	Medicine/Allergy	10/25/90
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*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

ALL-COLLEGE ADDRESS F. C. RICHARDSON, PRESIDENT SEPTEMBER 27, 1990

I want to extend a warm welcome back to all returning faculty, staff, and students. To new faculty, staff, and students, I want to extend a warm welcome to Buffalo State College and express the hope that this year will begin the most memorable, productive, and rewarding period of your life. For our students, I hope your achievements will far exceed both your fondest expectations and our toughest requirements and our highest standards.

First, let me assure you that this is not a convocation speech. The opening convocation was on September 13, and Professor Lee Kniefkamp of Columbia University Teachers College gave an inspiring message. If we remember only one thing from her lecture I hope it will be her admonition that faculty should have a passion for teaching. William Bennett, former Secretary of Education, said in his 1984 report "To Reclaim a Legacy," that "Students come to learning through their teachers, and no list of great works nor any set of curricular requirements can do the work of a good teacher."

This afternoon I want to briefly share with you my assessment of the state of affairs at the college by touching upon the quality of student life, the quality of faculty life, the quality of the physical environment, and some of the major problems and opportunities we will confront this year.

Last year as I began my first year at Buffalo State, I suggested that it would be a year of discovery for me. It was in fact a watershed year. I believe I learned more during the past year than I did during any other two years in all my time in higher education...

I learned that most of our faculty care deeply about their students, about effective teaching, and about good scholarship.

I learned that a good many of our students are serious about their studies and become upset when they are cheated of learning opportunities....I met some of them from time to time.

I've learned that we will have to offer our programs and take care of our facilities with fewer resources in the short-term future; that we will be expected to increase our efficiencies and improve our productivity and the quality of our graduates with those diminished resources; and that these short-term problems will become long-term problems if state policy-makers are not able to implement educational and tuition policies that will enable us to maintain high-quality programs.

Last fall at the opening convocation I shared six goals with the college family that I hoped might become a shared vision by faculty, staff, students, and other constituents of the college. Briefly, they were:

1. To improve the learning environment for students.

2. To develop a consensus among faculty about the characteristics that constitute a quality learning environment.
3. To develop a greater sense of community.
4. To improve the climate and support for faculty scholarship and development.
5. To improve on current partnerships and develop new partnerships.
6. To respond better to a diverse student population.

These general goals will overarch what I have to say today, and I hope they will overarch all the decisions we make at the college.

In attempting to prepare a short list of items that I thought would reflect the state of affairs of the college I looked at hundreds of activities and initiatives and accomplishments across the campus. I hope I have selected some that will give you a feel for what is going on. They will not be in any particular order by subject or importance.

I have been enormously heartened by how most of the management operations are carried out at the college. The systematic approach that is used by Academic Affairs and Physical Facilities, for example, leave few things to chance. Finance and Management has instituted a computer model for expenditure projections to insure that our rate of spending will allow us to expend all of the dollars we are allocated without exceeding our budget. (Last year we were able to expend to within a few hundred dollars of our \$47.6 million budget.) We have completed one year of a three-year plan for conversion of all administrative applications from UNISYS A-10 to the DEC VAX computer environment. This changeover will allow Academic Affairs to have a degree audit system that will make it easier for faculty to advise students about their progress toward their degree. Other administrative applications include admissions, registration, grading, student data file reporting, student billing and accounts receivable, revenue accounting, financial aid, personnel data system, and other reporting systems.

The library has installed an automated system that will make it easier for students and faculty to access library materials. Over the past two years Physical Plant has converted to a computerized energy usage system that has saved the college needed resources.

I am sure you can see from this list that through our ability to be efficient with these activities, with these responsibilities, the institution can make a difference not only in the costs of these activities but it can also make a difference in the kinds of services that we provide our students and in how our students feel about our services. One of the goals that I have not shared with anybody since I've been here is a personal goal I've had since I became an administrator—as a department chair back in 1971. I would really like to see—some day, somewhere—the ability of a college to present a hassle-free environment for students, a hassle-free education for students, so that when one goes for services to the registrar, the bursar, etc., not only would you find wonderful people responding, but you would find that the information needed is provided quickly.

But we are now faced with new expectations and new needs for efficiencies. The savings from our Computerized Energy Management System enabled us to get a \$290,000 grant, which is resulting in more energy savings. Last year we changed our phone service and saved \$114,000, which we used to cushion budget cuts. So when we manage to save we lose it because of budget problems. And now we are told that all campuses will be expected to cut energy consumption by 20 percent by the year 2000. We can't do that since we have already reduced our energy consumption by 10-15 percent.

Last year we added \$100,000 to the classroom renovation program and accelerated the improvement of the classroom environment. There has been an improvement in the external appearance of the campus as well, despite many places being dug up to repair steam lines. In addition, handicapped accesses are being added or improved in many areas; and PSA spruced up the Student Union.

The classroom improvement project will continue this year, but we are back to the \$40,000 level we had for this activity before last year.

A number of things have happened in the Student Affairs area to improve the quality of student life.

- A minimum living standards program is now required and monitored by SUNY. It has resulted in residence hall improvements.
- The Wellness Model was instituted as the outreaching programming model for Residence Life. The model includes social, spiritual, intellectual, and emotional dimensions of development.
- A Native American counselor was appointed in January to provide a variety of services to our American Indian students and act as a liaison to Native American communities.
- A student assistance center was implemented to enhance academic services to students who are "at risk."
- Residence Life staff are working with students to rebuild a residence halls governance model that will foster student leadership development and increase tolerance to difference.
- A program has been initiated in the residence halls where faculty and staff serve as program facilitators, tutors, and mentors for Residence Life activities.

We believe these changes will be important to improving the quality of student life.

While I am on the subject of student life/residence life, I might tell you that the College Senate leadership has indicated that it will probably create a blue ribbon committee this year to look at the quality of student life on campus and make recommendations for enhancements. That committee

may also review the progress that we are making in developing a freshman year experience for our students.

I firmly believe that if we are to improve the quality of the academic experience for our students we have to focus more on the freshman year. We have to assign enough reading so they use the library often, but also so they will have a broadening experience. We have to assign enough writing early on so they develop their writing skills to the level of being able to write well. (Some may even come to love and appreciate good writing.) We have to give them enough problems to solve so they can develop their thinking and analytic skills. In short, we have to develop enough challenging activities and experiences for them to insure that their habits of study will carry them through both their undergraduate days and through life, so they will feel proud about their education. We must take a hard look at the freshman year experience.

If we are to maintain a quality institution, and enhance that quality, we must be able to recruit and maintain an outstanding faculty. We must be able to insure their viability and professional growth. We must be able to maintain high morale and a promising outlook. But we must also have faculty who are committed to excellence in teaching and the maintenance of their scholarship or creative works...

Last fall we concluded that we could not wait a year or two to start a faculty and staff development endowment fund. As a consequence, we initiated such a fund in the Buffalo State Foundation to help provide future support for faculty and staff development so we can be competitive in recruiting and retaining outstanding faculty.

We have now completed the first phase of the campaign...solicitation of the internal community. The fund now stands at \$70,000. Our minimum goal was \$50,000 and we raised \$45,000. The initial \$25,000 was given to the college last year by Mrs. Mildred Campbell (class of '28).

Last year we had over \$12 million in sponsored programs. We finally surpassed Binghamton in this area. But sponsored programs have an impact on our general budget and our space. It will be difficult to continue expansion of our sponsored programs while state resources are declining and enrollment is increasing.

This year we have the largest enrollment in the history of the college...12,976 head count. But our budget level was actually reduced by \$1.25 million, when corrected for salary increases and inflation. So we are being stretched.

On the positive side, our minority student enrollment increased from 11 to 13 percent, and there are six minority faculty among the 30 new faculty hired this year.

Of the six initial goals that we set for ourselves last fall at the opening convocation, the most difficult to achieve is a greater sense of community. But it may well be the most important, because included within it is the consensus about quality and standards and expectations...for ourselves and our

students. One of the other things I learned last year was that it is difficult to compete with stories and fables and myths which often have more influence on decisions and institutional commitment than facts or data or institutional policies. But we must transcend all of these and move the college forward, even in the face of declining resources.

I realize that the larger an institution is the more it becomes segmented and fragmented; but it is not impossible to have an over-arching philosophy or set of values. I mentioned to the College Senate last year that the college has no motto. Yet almost everyone I have spoken to about the need for a motto seems to believe, as I do, that the college ought to have a set of goals which it pursues constantly; that there must be some things that hold us together as a community with a purpose, and that we ought to be able to capture those goals and the tradition and history and convictions of our founders and our alumni in a few words that will serve as a guide for our actions and our activities.

There is an old African proverb which says "If you don't know where you are going, any road will take you there." When Supreme Court Justice Oliver Wendell Holmes was 88 years of age he took a trip on a train by himself. When the conductor came by to collect the tickets Justice Holmes could not locate his ticket. He searched through his pockets and his briefcase but no ticket. The conductor recognized him and said, "Your honor, I'm sure the railroad trusts you to send the ticket back to us after you arrive at your destination." Justice Holmes looked at the conductor with a puzzled and bewildered expression on his face and said, "My good man, the issue is not whether the railroad trusts me to send the ticket back after I reach my destination, the issue is where am I going? That ticket has my destination on it. Without that ticket I don't know my destination."

Last June we held an administrative retreat — to look back over the past year, and to look forward to the coming year. After two sessions we decided that four agenda items would be important to pursue this year: internal communications, student leadership development, resource development, and applied research. As I thought about these issues across the summer it became clear to me that communications cuts across everything we do in such ways that it often determines the success or failure of decisions or initiatives or efforts at resolving even simple problems, to which we know the answer. It determines whether people feel a part of a process, or left out. It often shapes attitudes and behavior about issues and toward people.

As a result of these beliefs about the role of internal communications, I have asked the leadership of the College Senate and the leadership of USG to join me in creating a Task Force on Internal Communications. This task force will examine our current communication systems and propose ways and means of strengthening those systems. I shall ask them to examine every aspect of our systems and determine whether we need outside help to create systems that will insure that communication channels are appropriate and understood by the entire campus...for management and decision making. But I also hope that the results of these

efforts will enable us to enhance the sense of community in all segments of the college.

During the next year we have to prepare for an NCATE visit, a Middle States visit, and the decade ahead. We will need to locate our ticket or find our road ... but first we will need to decide about destinations. We will not drift. One destination has to be to improve the learning environment and enhance the learning experience for our students. Another destination has to be better development of the skills and the potential of our students, including leadership skills. We must prepare our students for leadership roles in the 21st century. It doesn't matter whether we are on anybody's list as a best buy or high quality, we must know within ourselves that students are getting a sound education at Buffalo State. And they must be able to compete with graduates from any college anywhere around the world for their degree level.

Robert P. Luciano, chairman and CEO of Shering-Plough Corporation, said in a speech last April, "If we provide an educational environment that will nourish students' abilities to reason, to evaluate, and to care, we need have no concern about where the leaders of tomorrow will be found."

I declared last fall that the college was in good condition to achieve its goals and purposes. Despite some budget reductions, I believe the college is better off this year in the important areas of services to students, the quality of student life, the quality and commitment of faculty, and even faculty morale. These are the important dimensions of the state of affairs at the college.

College Bulletin

Volume XXXVI Number 8

October 18, 1990

From the President

Job Rotation Program

I am pleased to announce a new staff development initiative for professional employees. The Buffalo State College Job Rotation Program for Professional Employees has been endorsed by the Faculty/Staff Development Advisory Council and United University Professions.

I encourage professional staff who have been granted permanent appointment to carefully review the program description attached to this issue of the *College Bulletin* and to apply for this opportunity. The success of this program will depend, in part, upon having a sufficient pool of positions from which placements can be made.

If you are interested in the Job Rotation Program, please contact Human Resource Management in GC 509 for an application and further details.

The application deadline is Nov. 15, 1990.

From the Provost and Vice President for Academic Affairs

Siena Director

The International Education Office is accepting applications for director of the Siena Program for a two-year period beginning in fall 1991. The director is provided with transportation reimbursement for one round trip per semester and an overseas salary adjustment to assist with housing while in Siena. Further information is available from Emil H. Hoch, director of international education, GC 416. The deadline for receipt of applications is Oct. 26, 1990. Application should consist of a letter of interest along with a current vita.

From the Acting Vice President for Student Affairs

Student Immunization Requirements

The college is required to implement New York State Public Health Law Section 2165, which requires students to show proof of immunity against measles, mumps, and rubella. The college immunization requirements are scheduled to be phased in over a two-year period. Full-time first- and second-year students must comply before they can register for spring semester. All other students, including third- and fourth-year students, graduate students, and part-time students must comply beginning in August 1991. In the event of a case of measles on campus, a fine of \$1,000 per student will be levied against the

college for each student whose records do not document acceptable proof of immunity.

Dr. Mernan, director of Weigel Health Center, has arranged with Student Accounts to place holds on registration for first-year and second-year students who have not been able to show adequate proof of immunity. *The holds must be placed by the end of October* since registration for the spring semester begins Nov. 5. *The holds will be removed only after the Health Center has received proof of immunity.* There are still many students who are not in compliance and who will have holds placed on their accounts. In order to avoid unnecessary delays in student registration, I would appreciate it if faculty members would make the following announcement in their classes:

All Freshmen and Sophomores: Effective Oct. 31, 1990, holds will be placed on your registration for spring semester unless you have proof of immunity to measles, mumps, and rubella on file at the Weigel Health Center. *Call the Weigel Health Center at ext. 6711 to find out if you are in compliance.*

From the Chairperson of the College Senate

Senate Meeting of Oct. 19

The next College Senate Meeting is Friday, Oct. 19, at 3 p.m. in BA 116E.

Curricular Items

The following have been received in the Senate Office and forwarded to the Curriculum Committee for consideration:

Course revisions:

EDF/PSY/SWK 715 Management Practice and Techniques:
cross list with Business.

SWK/JBS 519 Communication for Managers:
cross list with Business.

SWK/EDF/CFS 603 Human Resources Management:
cross list with Business.

The following have been approved by the Senate Curriculum Committee and forwarded to the president for his recommendation:

Course revisions:

CFS 108 Apparel/Design I

CFS 327 Apparel/Design III: Flat Pattern

EDU 611 Teaching Literacy in the Primary Grades

PSY 306 Statistics in Psychological Research

New courses:

ANT 303 Anthropology of Europe

ISM 695 Master's Thesis

Program revisions:

Psychology Minor

B.A. Degree in Psychology

B.S. Degree in Psychology

State University College at Buffalo

JOB ROTATION PROGRAM for

PROFESSIONAL EMPLOYEES

Background Statement

The purpose of this program is to provide an opportunity, on a voluntary basis, for professional staff to rotate for a specified time period to a different position within the same salary level. (Appendix A positions excluded.) It is anticipated that such opportunities will broaden the knowledge of professionals, enhancing their promotability within the institution as well as providing a broader perspective for the job to which they will eventually return. Given the relative stability of the professional work force and the limited opportunity for upward mobility, a job rotation program may provide a reasonable opportunity for professional staff renewal and development.

Procedure

Professional staff with permanent appointments who are interested in participating in the Job Rotation Program must file a statement of interest with the Human Resource Management Office during a specified announcement period.

Once individuals have indicated interest, the Human Resource Management Office will compile a list of positions which will be included in the job rotation program. All interested individuals will be notified of the positions included in the program within their salary level and provided an opportunity to indicate (3) preferences from the list.

The Human Resource Management Office will work out placements with the approval of the program directors and vice presidents. There can be no placements that result in a net loss of service to a department without the express approval of the vice president. In the event that an applicant cannot be placed, he/she can apply again in subsequent years.

After placements have been made, program participants will be provided with a written statement which includes the anticipated length of the alternate assignment, the duties and responsibilities (performance program) of the new position and the arrangements for any training which is necessary.

In general, placements will be for a period of six months to one year but may be extended with the mutual concurrence of both employees, both supervisors, and the appropriate vice presidents. Placements may also be made on a less than full-time basis with appropriate approvals.

Recommendations regarding discretionary increases will be made by the permanent supervisor (i.e., that supervisor whose budget the employee is charged to) with input from the temporary supervisor, as appropriate.

10/05/90

Reservations for court time may be made by calling ext. 6500 after noon on Mondays and Wednesdays. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words From HPER

Diet and Nutrition Tip: Oat bran muffins are enjoying renewed popularity due to reported health benefits. However, make sure you eat muffins made from low-fat recipes. Most commercially made muffins are high in fat. This diminishes their health benefit.

Fitness/Exercise Tip: Improve your posture at the gym with behind-the-neck presses with a barbell. They shorten your back muscles, pull your shoulders back and stretch your chest muscles.

Stress/Mental Health/Relationships Tip: Workaholics can be a liability to organizations in the long run despite the amount they produce in the short term. You can discourage workaholic tendencies in your co-worker or subordinates by emphasizing *what* is produced, not how long it took to produce.

VACANCY NOTICE

October 18, 1990

SUNY/BUFFALO

Asst. Prof.	Accounting	D* 01/91
Sr. Staff Asst. (P/T)	Philosophy	10/30/90
Instr./Asst. Prof. (3)	Nursing	03/01/91
Asst./Assoc. Prof. (3)	Nursing	03/01/91

SUNY/CENTRAL ADMINISTRATION

Programmer Analyst	Computer Center	10/31/90
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SUNY/COLLEGE OF ENVIRONMENTAL SCIENCE & FORESTRY

Asst/Assoc. Prof.	Forest Entomologist/ Chemical Ecologist	11/07/90
Staff Asst.	Great Lakes Research Consortium	10/31/90

SUNY/COLLEGE AT FREDONIA

Asst. Prof.	Biology	10/26/90
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SUNY/GENESE

Visiting Asst. Prof.	Psychology	11/05/90
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SUNY/COLLEGE AT OLD WESTBURY

Staff Assoc.	Budget and Finance	11/01/90
Editorial Asst.	College Relations	11/05/90

SUNY/COLLEGE OF OPTOMETRY

Senior Staff Assistant	Pathology	10/30/90
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SUNY/PLATTSBURGH

Staff Assoc.	Technical Assistance Cntr.	11/15/90
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SUNY/STONY BROOK

Asst. Prof.	Neurobiology/Behavior	Open
Project Staff Asst.	NY SEA Grant Instit.	11/08/90
Research Sup. Spec.	Radiation Oncology	11/05/90
Research Sup. Spec.	Psychiatry	11/05/90
Staff. Asst.	Woodcrafting/Upholstery Service	10/30/90
Staff. Asst. (P/T)	Business Office/Computing & Communications	10/30/90

SUNY/HEALTH SCIENCE CENTER-SYRACUSE

Instruc. Sup. Assoc.	Educational Communications	Open
T.H. Medical Rec.		
Asst. II	Clinical Data Services	Open
T.H. Physical Therp. I	Physical Therapy	Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

Oct. 22, 1-3 p.m., CC-N2A: "Microcomputing, Technology Transfer, and Disability," Program 5: Adaptive equipment and software products class part 2: IBM and MS DOS microcomputers.

Oct. 23, 2-5 p.m., CC-N2A: "Electronic Still Photography: Pictures to Prepress, ESP '90." The first of a two-part satellite video teleconference on electronic photography sponsored by RIT. Today's session will define electronic photography, identify its uses, and explain its technology. The program will feature analog and digital still video cameras. Data compression technology will be illustrated as well as live image transmission.

Oct. 24, 3-5 p.m., CC-N2A: "Constructive Geometry and Trigonometry," Lesson 5 of eight lessons that introduce basic geometric and trigonometric concepts through construction, measurement, and inductive reasoning.

Oct. 25, 1:30-4 p.m., MH Heritage Room: "Coal," the second program in the series "Man, Energy and the Environment: The Balance of Survival." The environmental concerns that the mining and burning of coal raise are examined. Coal is responsible for generating more than half of the nation's electricity, and new technologies may one day make the use of coal a clean process.

The Film/Video Library has purchased the following:

— "In Search of Excellence." This 90-minute videotape explores examples of American business success as it investigates management in large and small companies.

For more information contact Bonnie Percival at ext. 6682 or Paul Andruczyk at ext. 6931.

From the Director of the Career Development Center

Faculty/Staff Workshop Series

The Career Development Center received a Center for Development of Human Services mini-grant designed to enhance career growth among Buffalo State faculty and staff. The CDC has developed a workshop series aimed at assisting faculty/staff with their career needs. For example, an updated resume, which will be the outcome of the resume/vita-writing workshop, can then be used for reappointments, grant applications, campus exchange programs, sabbaticals, or for career opportunities within the institution.

The schedule for the workshop series is:

Self-Awareness in the Work Setting, Tuesday,
Oct. 30, 12:15 p.m.

Resume/Vita-Writing, Tuesday, Nov. 6, 12:15 p.m.

Cover Letter Writing, Tuesday, Nov. 13, 12:15 p.m.

Interviewing Techniques, Tuesday, Nov. 20, 12:15 p.m.

If you are interested in attending one or more of these workshops, please call the CDC at ext. 5811.

For those unable to attend these workshops, the series will be presented again in the spring.

From the Director of the Performing Arts Center

Program Suggestions

The Buffalo State College Performing Arts Center plans to present professional touring music, dance, and theater performances in Rockwell Hall auditorium under the theme "We're Bringing the World to Buffalo" (sm) in 1991-92 and 1992-93. Faculty and staff are encouraged to share their suggestions for programming for the 1991-92 academic year. Groups nominated should provide multicultural performances and be international in nature. This invitation is for suggestions for the presentation of professional touring artists only, under the sponsorship of the Performing Arts Center.

Priority users who wish to secure dates for other events in 1991-92 may do so in writing to the PAC, RH 210, as of Nov. 1.

Please let us hear from you no later than Nov. 15 regarding touring professional artists. Requests for use of Rockwell Hall auditorium in 1991-92 are accepted from Nov. 1-Feb. 1.

Items of Interest

Halloween Tricks and Treats

Students, faculty, and staff are invited to come and bring their children to the Student Union on Wednesday, Oct. 31, between 6 and 8 p.m. for some Halloween fun. For more information contact Student Life, ext. 4631.

Traffic Office Hours of Operation

Traffic Office hours of operation were revised effective Oct. 1. Inquiries regarding parking permits, summonses, appeals, etc. should be made during the following hours:

Monday and Tuesday, 9 a.m.-8 p.m.

Wednesday, Thursday, and Friday, 9 a.m.-3 p.m.

Employee Assistance Program

EAP is *here* for you....even if you're *not* the one with the "problem." Family members have problems that impact on other members. You may be bringing that stress to work with you. Don't let it become unmanageable.

The Employee Assistance Program gives employees and family members confidential help and support for alcohol, drug, marital, financial, caregiving, and a host of other problems that can affect your work performance. Give us a call and start feeling better soon.

Paul Martin, ext. 4307

Deborah Hard, ext. 3068

Dave Cummings, ext. 5233

Fitness Classes From HPER/EAP

Early bird! Monday, Wednesday, Friday, 6:30-7:30 a.m., HG Dance Studio.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, 1-3 p.m.

Friday, 10 a.m.-noon

College Bulletin

Volume XXXVI Number 9

October 25, 1990

From the President

Policy for Basic Skills Credits

On the basis of the April 6, 1990, Senate recommendation of new policies governing academic credit for placement of basic skills credits on student audit sheets, and following consultation with the provost and vice president for academic affairs, I have approved the following change for all new students entering the college effective September 1991.

— Courses taken to satisfy the English Composition Requirement (ENG 101-102) may be applied as general education electives or all-college electives. MAT 100, taken to satisfy the Basic Mathematics Requirement, may be used only as an all-college or free elective.

Formal ceremonies marking completion of restoration of the Metcalfe Rooms in Rockwell Hall will be held the first weekend in November. Members of the college community are invited to a special viewing of the rooms Sunday, Nov. 4, from 1 to 4 p.m. The Metcalfe Rooms are located off the main foyer of Rockwell Hall.

From the Vice President for Finance and Management

Search for Vice President for Institutional Advancement
The committee has narrowed the search for vice president for institutional advancement to five candidates who are being invited to campus for personal interviews.

The schedule of interviews is as follows:

Dennis Macro	Wednesday, Oct. 31
Jennifer McDonough	Monday, Nov. 5
James Didham	Tuesday, Nov. 6
Nat Caliendo	Wednesday, Nov. 7
Richard Dressner	Thursday, Nov. 8

An informal open coffee hour to meet the candidates will be held at 3 p.m. on each of the interview dates. The first, on Oct. 31, will be in GC 418. All are invited to attend. Please watch the *College Bulletin* for locations of the remaining coffee hours.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, Nov. 9, at 3 p.m. in BA 116E.

Announcements

The following membership lists were approved at the Senate meeting of Oct. 19:

Student Welfare Committee: Susan Howard, chairperson; Scott Boyko, Rebecca Devine, Judy Harding, Melissa Messina, Dian Nelson, Sandy Rennie, Maureen Cislo, Tom Pepper, Joan McCool, Helene Kramer, John DeNisco, Fred Floss, Bruce Bryski, Anthony Neal, Alice Grider (administrative liaison).

Instruction and Research Committee: Craig Werner, chairperson; Charles Adair, Ann Colley, Maryruth Glogowski, Carol Hodges, Ellie Johnson, Patti Lachance, Kimberly Lombard, John Mack, John DeNisco, Howard Reid, Albert Riess, Edward Schulman, Conrad Vogler, Marie Zicarelli, Nan Lund (administrative liaison).

Lora Williams has resigned from the position of college senator. The vacancy has been filled by Patricia Dunne.

Curricular Items

Correction to Oct. 11, 1990, *College Bulletin*: The course revision description for BIO 104 Environmental Biology was incorrect. The correct description is: Biological aspects of global environmental problems. Principles of ecology for students not majoring in biology.

The following have been received in the Senate Office and forwarded to the Curriculum Committee for consideration:

New Course:

GES 452 Hydrogeology. This course will present fundamentals necessary to understand the occurrence, movement, and management of our largest resource of readily available fresh water. Groundwater protection and remediation of already contaminated supplies are included to increase environmental awareness.

Course Revisions (title changes):

Current Title	Proposed New Title
HPR 162 Ballroom Dancing	HPR 162 Social Dancing
HPR 180 Physical Fitness	HPR 180 Physical Fitness for Women
HPR 198 Weight Training/Physical Fitness	HPR 198 Strength Fitness
HPR 200 Physical Education: Contemporary Movement Concepts	HPR 200 Fitness for Living
HPR 207 Techniques and Theories of Baseball	HPR 207 Techniques and Theories of Baseball/Softball
HPR 250 Movement and Meaning: Intro to the Art and Science of Human Movement	HPR 250 Introduction to Human Movement
HPR 301 Biomechanical Principles of Human Movement	HPR 301 Fundamentals of Kinesiology
HPR 345 Physical Fitness and Aging	HPR 345 Wellness, Fitness, and Aging

From the Director of Instructional Resources

SUNYSAT/Satellite Update

Oct. 29, 1-3 p.m., CC-N2A: "Microcomputing, Technology Transfer, and Disability," Program 7: Telecommunications hardware and software class: How to use bulletin boards, networks, and information bases.

Oct. 30, 1-3 p.m., MH Heritage Room: "Why Graduate School in Science and Engineering?" A live video teleconference designed for students and other individuals considering graduate education and those who counsel undergraduates in either a professional or faculty-mentor role. The program includes: the American Graduate School Status Report, the Advantage of Graduate Education Today in Science and Engineering, and Guidelines for Admission to and Support for Graduate School.

Oct. 30, 2-5 p.m., CC-N2A: "You and Your Personal Computer: An Electronic Darkroom." Part two of "ESP'90: Electronic Still Photography Into the Future." This session will compare an electronic darkroom with a traditional wet one. Retouching, sharpening, contrast and gamma adjustment, color correction, cropping, blurring, blending, and more will be done using computer software. Sponsored by RIT.

Oct. 31, 3:30-5 p.m., CC-N2A: "Constructive Geometry and Trigonometry," Lesson 6 of 8 lessons that introduce basic geometric and trigonometric concepts through construction, measurement, and inductive reasoning.

The Film/Video Library has purchased the following:

— "A Passion for Excellence" with Nancy Austin shows how successful organizations create and sustain their competitive edge. The five major topics are the 1000% factor, customers, innovation, people, and leadership.

— "A Passion for Customers" with Tom Peters takes you on a guided tour of five extremely profitable organizations—the Louisville Redbirds, Federal Express, Worthington Industries, The Limited, and University National Bank and Trust Company. While individual leadership styles differ, the videotape vividly shows us leaders who are all operating from common principles.

— "Stew Leonard: Creating the Customer's Dream." Tom Peters takes viewers on a behind-the-scenes tour of Stew Leonard's dairy in Norwalk, Connecticut. The program shows in specific detail how committed workers, innovative systems, and enthusiastic leadership—all dedicated to serving the customers—work together to make Stew Leonard's legendary success.

We remind faculty and staff that preview facilities are available in the Film/Video Library. For more information contact Bonnie Percival at ext. 6682 or Paul Andruczyk at ext. 6931.

From the Director of Lifelong Learning

General Studies Interdisciplinary Unit

William E. Burns has assumed the responsibilities as coordinator of the General Studies Interdisciplinary Unit replacing Paul Beaulet, who has returned to the Geography and Planning Department. Inquiries about the general studies and experiential learning option should be directed to Bill in Lifelong Learning, TR 100, ext. 5906.

trial learning option should be directed to Bill in Lifelong Learning, TR 100, ext. 5906.

From the Director of Public Affairs

Quick Copy

Effective immediately and until further notice hours of operation for Quick Copy will be 8:15 a.m. to 4:30 p.m. In November, Quick Copy will be closed on the CSEA holidays: Tuesday, Nov. 6 (Election Day), and Monday, Nov. 12 (Observed Veterans Day). As usual, Quick Copy will be closed the day after Thanksgiving (Nov. 23.)

Items of Interest

Lecture Series Proposals

The deadline for submission of proposals for the FSA Spotlight Lecture Series for 1991 is Nov. 11, 1990. Proposed speakers must have broad campus appeal and an academic relationship. For further details regarding proposal requirements, contact Modesto Argenio at ext. 4101.

Halloween Tricks and Treats

Students, faculty, and staff are invited to come and bring their children to the Student Union on Wednesday, Oct. 31, between 6 and 8 p.m. for some Halloween fun. For more information contact Student Life, ext. 4631.

Copier Demonstration

Representatives from Kex Copysource will give a copier demonstration Nov. 1 from 9 a.m.-noon in GC 418. They will demonstrate a Riso digital duplicator/copier as well as Canon and Panasonic. All of these may be on the new state contract. Any questions, call Lynn at ext. 4103.

FSA Board Meeting

The Faculty-Student Association board of directors will meet on Nov. 2 at 8 a.m. in GC 418. All members of the campus community are invited to attend.

Stress-Management Program

For all faculty and staff who cringe at the thought of exercise, the Employee Assistance Program is sponsoring a stress-management program featuring the principal dancer of the Empire State Ballet. "Body Break" is a 20-minute soothing, stretching, kick and bend routine with simple movement to reduce tension, pressure, and strain due to everyday trauma to the body. No special equipment, no exercise clothing, no excuses! No matter what shape your body is in, Body Break offers an easy, non-stressful approach to relieving tension and mental fatigue.

Important! You must call and register for the session convenient for you.

Sessions will be held Thursday, Nov. 1, at noon and 12:30 p.m., and Friday, Nov. 2, at 11:30 a.m. and noon. All sessions meet in HA 400.

Call Deborah Hard, EAP coordinator, at ext. 3068 or 4312 to reserve your spot.

Employee Assistance Program

EAP is here for you...even if you're not the one with the "problem." Family members have problems that impact on other members. You may be bringing that stress to work with you. Don't let it become unmanageable.

The Employee Assistance Program gives employees and family members confidential help and support for alcohol, drug, marital, financial, caregiving, and a host of other problems that can affect your work performance. Give us a call and start feeling better soon.

Paul Martin, ext. 4307

Deborah Hard, ext. 3068

Dave Cummings, ext. 5233

Fitness Classes From HPER/EAP

Early bird! Monday, Wednesday, Friday, 6:30-7:30 a.m., HG Dance Studio.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, 1-3 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 after noon on Mondays and Wednesdays. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words From HPER

Diet and Nutrition Tip: Pass up on late-night munchies. Food eaten during the day tends to satisfy you for a longer period of time. The same snacks eaten at night tend to be less satisfying, which probably means you'll eat more.

Fitness/Exercise Tip: The goal of stretching is to relieve muscle tension and gain flexibility. It's best to stretch before and after a workout. Move slowly until you feel a slight tension, then stop and hold the position. If you concentrate on relaxing as you stretch, you should feel tension subside after 5-15 seconds.

Stress/Mental Health/Relationships Tip: To parents: When you threaten to discipline your children and fail to follow through, you're teaching them not to listen to you.

VACANCY NOTICE

October 25, 1990

SUNY/COLLEGE AT BUFFALO

Academic Advisor Educ. Opport. Program *D12/06/90

SUNY/ALBANY

Proj. Staff Asst. Professional Dev. Prog. 11/03/90

Proj. Staff Assoc. Professional Dev. Prog. 11/03/90

Spon. Prog. Assoc. Sponsored Funds Acctng. 11/12/90

Res. Sup. Spec. Office for Research 11/30/90

Research Assoc. Instit. of Gerontology 01/15/91

SUNY/BROCKPORT

Chair Foreign Lang. & Lit. 11/30/90

Asst. Prof. Psychology 12/30/90

Asst. Prof. Astronomy/Physics 11/30/90

Asst. Prof. Foreign Language Dept. 11/02/90

Asst. Prof. English 11/02/90

Career Planning Assoc. Career Development & Placement 11/06/90

HEALTH SCIENCE CENTER AT BROOKLYN

TH Asst. Dir. Nursing Nursing/Recovery Room (Days) 11/06/90

Instr. Sup. Tech. (2) Anatomy/Cell Biology 11/06/90

SUNY/CENTRAL ADMINISTRATION

Asst. Vice Chancellor Archives & Records 12/31/90

Archives & Records Management

SUNY/COLLEGE AT FREDONIA

VP Academic Affairs Academic Affairs 11/01/90

SUNY/GENESEEO

Instruct. Asst./ Political Science 12/15/90

Assoc. Prof.

SUNY/COLLEGE AT NEW PALTZ

Lecturer Anthropology 11/14/90

SUNY/COLLEGE AT OSWEGO

Staff Assistant Telecommunications 11/08/90

SUNY/PLATTSBURGH

Choral Conductor/Voice Music 12/01/90

SUNY/POTSDAM

Lecturer Health/Physical Ed. ASAP

SUNY/PURCHASE

Asst. Prof. Art History 11/05/90

Asst. Prof. Mathematics 01/04/91

Programmer/Analyst Computer Services Open

SUNY/STONY BROOK

Assoc. Counselor (P/T) Sayville Project/SSW 11/06/90

Asst. Dir. Nursing/ 18n/Surgery Acute 11/06/90

Surgery

Asst. Dir. Nursing/ Orthopedics 11/06/90

Orthopedics

Biologist Ecology & Evolution ASAP

Counselor (P/T) Univ. Counseling Cntr. Open

Instruct. Sup. Assoc. Chemistry 11/13/90

Instruc. Sup. Assist. Media Services 11/13/90

Instruct. Sup. Assist. Medicine/Allergy 11/06/90

Post-Doctoral (Fac.) Applied Mathematics & Statistics 12/15/90

Scientific Programmer Inst. for Terrestrial & Planetary Atmospheres 11/15/90

Staff Assistant Physiology & Biophysics 11/13/90

Staff Associate Pediatrics 11/13/90

TH Staff Associate Cardiology 11/13/90

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

College Bulletin

Volume XXXVI Number 10

November 1, 1990

We were saddened to learn of the death of Professor Robert B. Ludwig on Oct. 23. An associate professor of mathematics, he had been a member of the BSC faculty since 1964.

Professor Ludwig received his bachelor's degree from the University of Iowa and his master's from the University of Missouri. He was active in computer, educational, and civic organizations, including the Mathematical Association of America, the Buffalo Fine Arts Academy, the Buffalo and Erie County Historical Society, and the Buffalo Zoo.

Our deepest sympathy goes to his wife Kathleen, daughters Colleen and Terri, and son Eric.

From the President

Task Force on Internal Communication

As I stated in September's all-college address, of the four agenda items that emerged from last June's administrative retreat, it is clear to me that an examination of campus internal communication should receive the highest priority. With that goal in mind, the leadership of the College Senate and USG have joined me in creating a Presidential Task Force on Internal Communication.

The task force members are Dorcas Colvin (chairperson), Marian Deutschman, James Donnelly, Patricia Dunn (student), William Ganley (student), Maryann Harley (student), Marilyn Hoskin, Karen O'Quin, and Phyllis Sloss.

From the Vice President for Finance and Management

Search for Vice President for Institutional Advancement

Informal open coffee hours have been scheduled to meet the vice president for institutional advancement candidates who are being invited to campus for personal interviews. The schedule for the coffee hours is as follows:

Wed., Oct. 31, 3-4 p.m., GC 418 (as announced in last week's *College Bulletin*): **Dennis C. Macro**, Vice President for College Relations, St. Mary's College, Ind. B.A., M.B.A., Canisius College

Mon., Nov. 5, 3-4 p.m., MH: **Jennifer A. McDonough**, Director of Development, School of Management, University of Massachusetts at Amherst. B.S., M.S., Buffalo State College; M.B.A., Canisius College

Tues., Nov. 6, 3-4 p.m., MH: **James R. Didham**, Vice President for Institutional Advancement, University of Findlay, Findlay, Ohio. B.A., Baldwin-Wallace College; M.A., Kent

State University; Ph.D.-Candidacy, University of Michigan.

Wed., Nov. 7, 3-4 p.m., MH: **Nat S. Caliendo**, Executive Assistant to the President, Suffolk University, Boston, Mass. B.S., M.S., C.A.S., Springfield College, Mass.; Ph.D., Syracuse University

Thurs., Nov. 8, 3-4 p.m., MH: **Richard B. Dressner**, Associate Vice President, Corporate Relations, Executive Director of University at Albany Foundation, SUNY Albany. B.A., The George Washington University; Ph.D., Cornell University. All are invited to attend.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, Nov. 9, at 3 p.m. in BA 116E.

Curricular Items

The following *course revisions* have been approved by the Curriculum Committee and forwarded to the president for recommendation:

CFS 326 Apparel Design II. Application of design room techniques to specific design and construction problems. Emphasis will be placed on the continued application of design elements and principles to apparel design, and the use of both contemporary and couture construction techniques and creative use of various fashion fabrics.

PHI 301 Political Philosophy. A study of the great modern political philosophers: Hobbes, Locke, Rousseau, Hume, Marx, and Mill. It deals with their answers to the two questions "Why have government at all?" and "What are the proper forms and limits of government?" The course involves close textual analysis as well as discussion of the important issues of consent.

The following *course revisions* have been received in the Senate and forwarded to the Curriculum Committee for consideration:

CHE 307 Physical Chemistry Laboratory I. A laboratory study of physical chemical principles. Classification: required of chemistry majors. Prerequisites: CHE 202L and CHE 301 or permission of the instructor for non-majors; CHE 305, which may be taken concurrently. Credit: one semester hour; one three-hour laboratory per week.

CHE 308 Physical Chemistry Laboratory II. Continuation of laboratory study of physical chemical principles. Classification: required of chemistry majors. Prerequisites: CHE 307 and CHE 306, which may be taken concurrently. Credit: one semester hour; one three-hour laboratory per week.

Open Hearing

The Academic Plan Committee will hold an open hearing on the attached "Draft of a New College Mission Statement" on Thursday, Nov. 8, at 12:30 p.m. in BA 110.

All members of the college community are invited to attend in order to provide input and guidance.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

Nov. 5, 1-3 p.m., CC-N2A: "Microcomputing, Technology Transfer, and Disability," Program 9: Vendor and provider forum: Discussion of products, corporate and consumer perspectives.

Nov. 7, 3:30-5 p.m., CC-N2A: "Constructive Geometry and Trigonometry," Lesson 7 of 8 lessons that introduce basic geometric and trigonometric concepts through construction, measurement, and inductive reasoning.

Nov. 8, 1-3 p.m., MH Heritage Room/CC-N2A: "Tools for Teaching and Learning," an intensive two-hour video conference presented during the National School Board Association's 4th Annual Making Schools More Productive Conference at the Dallas INFORMAT. The program will provide you the opportunity to explore the full array of technological tools available to today's educators. Also available on the college's cable system on Channel 10.

The Film/Video Library has purchased the following:

— "The Power of Myth," based on Joseph Campbell's best-selling book of the same name, this series of six conversations between Campbell and Bill Moyers gives the additional advantage of insight into Campbell as a thinker, author, and man. It focuses on the way mankind has dealt with mysteries, origins, and forces in artistic ways, through heroes, legends, and stories. Programs are 52 minutes in length.

— "Stephen Hawking: The Universe Within," a documentary in which Hawking, one of the most widely known scientists since Einstein, discusses his life and work. It includes events that led him to study the many wonders of the universe. He expands on such topics as the big bang and why black holes are not completely black. A remarkable journey inside the mind of a genius. 28 minutes.

— "When You're Smilin'." Smilin' . . . it's not only good for your health, but for your business as well. Set in motion by Louis Armstrong's magnetic rendition of the title song, this motivational videocassette will underscore the value of a positive outlook for employees of all levels. A solid six minutes of valuable confidence-building information disguised as fun!

For more information contact Bonnie Percival (film/video collection) at ext. 6682 or Paul Andruczyk (satellite activities) at ext. 6931.

From the Director of the Performing Arts Center

Reservations for Use of Rockwell Hall Auditorium

In accordance with the Guidelines for Use of the BSC Performing Arts Center (Rockwell Hall auditorium, Rockwell Recital Hall, Upton Hall auditorium, College Learning Lab

auditorium, and other ad hoc performance spaces) adopted in February 1986 and published in the Nov. 20, 1986, *College Bulletin*, reservations for use of Rockwell Hall auditorium by faculty, staff, and students (the priority users as defined below in Section 5.3 of the guidelines) for the 1991-92 academic year will be accepted from now through Feb. 1, 1991.

Requests are on a first-come, first-served basis and only events sponsored by faculty, staff, or students will be considered until Feb. 1. Outside groups may not contract for space until March 1, 1991.

On-campus groups are not charged a rental fee, but may be responsible for personnel and supply costs incurred as a result of their use of the space.

If you wish to book a reservation for the academic year, please call Steve Scott-Martin, ext. 3032, or stop by RH 210 between now and Feb. 1, 1991.

Excerpt From Guidelines

5.3 Priority Groups. The following priorities will be used as a guideline for scheduling space allocations in the Buffalo State College Performing Arts Center. Subdivisions within a numbered group (e.g., a and b) will not affect the sponsor's scheduling priority. This section is to be administered in conjunction with Sections 5.4, 5.5 and 5.6 to determine priority.

1. a. Events sponsored by the president, vice presidents, or the Buffalo State College Performing Arts Center (e.g., the Honors Convocation).

b. Events sponsored by academic departments, involving faculty as primary participants.

c. Events sponsored by academic departments or college organizations involving students as primary performers.

2. Events sponsored by college organizations involving non-college participants.

3. Events sponsored by non-college organizations.

Items of Interest

Policies of the Board of Trustees

Copies of the 1990 Policies of the Board of Trustees are available for distribution. Interested faculty and professional staff may pick up a copy in GC 509.

Employee Assistance Program

EAP is here for you....even if you're not the one with the "problem." Family members have problems that impact on other members. You may be bringing that stress to work with you. Don't let it become unmanageable.

The Employee Assistance Program gives employees and family members confidential help and support for alcohol, drug, marital, financial, caregiving, and a host of other problems that can affect your work performance. Give us a call and start feeling better soon.

Paul Martin, ext. 4307
Deborah Hard, ext. 3068
Dave Cummings, ext. 5233

Fitness Classes From HPER/EAP

Early bird! Monday, Wednesday, Friday, 6:30-7:30 a.m., HG Dance Studio.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, 1-3 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 after noon on Mondays and Wednesdays. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words From HPER

Diet and Nutrition Tip: If you are trying to cut back on your caffeine intake, switch to percolated coffee. The percolated method usually produces a beverage with 30 percent less caffeine than drip.

Fitness/Exercise Tip: Strong abdominals help protect against back-pain problems. Good posture helps maintain these muscles, as do properly done situps.

Stress/Mental Health/Relationships Tip: Children of smokers pay the price for their parents' cigarette habit. They have more respiratory infections than children with non-smoking parents and their lungs don't develop at the normal rate.

VACANCY NOTICE

November 1, 1990

SUNY/ALBANY

Educ. Spec. (2)	Professional Dev. Prog.	*D:wq10/31/90
Postdoc. Assoc.	Physics	11/23/90
Sr. Staff Assoc.	University Advancement	11/20/90

SUNY/BINGHAMTON

Project Staff Asst.	Binghamton School Dist.	11/14/90
Project Staff Asst.	Binghamton School	11/20/90
	Partnership Program	
Staff Asst.	Physical Plant	11/20/90

SUNY/BROCKPORT

Academic Advisor	Academic Advisement	11/20/90
Asst. Prof.	Foreign Language	11/30/90
Asst. Prof.	English	11/30/90
Asst. Prof.	Sociology	12/31/90

SUNY/BUFFALO

Personnel Assoc.	Personnel Services	11/20/90
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SUNY/COLLEGE OF TECHNOLOGY AT CANTON

Assoc. Dir. Physical	Facilities	Open
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Plant

Instruc.	Automotive Technology	Open
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SUNY/CENTRAL ADMINISTRATION

Assoc. Dir.	Application Processing	11/20/90
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Center

SUNY/COLLEGE AT CORTLAND

Asst. Prof.	Economics	Open
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SUNY/GENESEEO

Instr./Asst. Prof.	Psychology	01/20/91
Asst. Prof.	Chemistry	01/04/91
Instr./Asst. Prof.	Speech Pathology	01/04/91

	& Audiology	
Instr./Asst. Prof.	Geological Sciences	02/01/91

SUNY/COLLEGE OF AGRICULTURE & TECH. AT MORRISVILLE

V.P. Administration	V.P. Administration	11/30/90
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SUNY/COLLEGE AT NEW PALTZ

Art Historian	Art History	12/01/90
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SUNY/COLLEGE AT OLD WESTBURY

Director/Professor	Theatre	11/28/90
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SUNY/POTSDAM

Asst. Prof.	Sociology	11/26/90
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SUNY/PURCHASE

Asst. Prof.	History	ASAP
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SUNY/STONY BROOK

Research Sup. Spec.	Institute for Social	11/19/90
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- P/T	Analysis	
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Research Sup. Spec.	Neurology	11/15/90
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Research Sup. Spec.	Psychiatry	11/05/90
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SUNY/HEALTH SCIENCE CENTER AT SYRACUSE

TH Staff Asst. I	Radiology	Open
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TH Resp. Therpst. II	Respiratory Therapy	Open
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TH Nurse Practitioner	Medicine	Open
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*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

DRAFT OF NEW COLLEGE MISSION STATEMENT

The State University College at Buffalo, a comprehensive liberal arts institution, strives to be the finest urban college in the nation. In an era of change and diversity, the college is committed to the development of the individual and the provision of knowledge and skills which will prepare graduates for reaching their fullest potential. Towards this end the college also recognizes obligation to its graduates to foster values of equity and social justice in a pluralistic society so that they may participate as responsible citizens in their local and world communities.

As the largest urban college in the State University of New York, the State University College at Buffalo is committed to providing access to educational, research, and community services that are responsive to the needs of all who seek them within a caring teaching and learning environment. Access means not only an opportunity for a quality education for a diverse student body but also an encouragement of each individual's lifelong effort to achieve.

This college recognizes its commitment to excellence. In that commitment it accepts responsibility for a supportive environment conducive to the intellectual development of its faculty and staff as distinguished teachers, scholars, and professionals.

B U F F A L O S T A T E C O L L E G E

College Bulletin

SPECIAL ISSUE

NOVEMBER 5, 1990

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

The State Division of the Budget has issued "Interim Guidelines and Deficit Reduction Plan for the State Fiscal Year 1990-91." It reflects the current fiscal condition of the State. In keeping with the spirit of that directive, SUNY has directed that as of November 5, 1990 all personnel activity, equipment purchases, leases, contracts for outside services, purchase orders and other items listed in the DOB Budget Bulletin will be frozen until further notice except for legal commitments. The Division of the Budget Bulletin is attached. General guidelines as they apply to SUNY and involving personnel transactions, purchasing transactions, travel arrangements, and statutory requirements are forthcoming and expected shortly. Any requests for exemptions under extreme circumstances when a case by case review demonstrates no other alternatives must be approved by the President and SUNY Central and reported immediately to the Division of Budget.



DALL W. FORSYTHE
DIRECTOR OF THE BUDGET

STATE OF NEW YORK
EXECUTIVE DEPARTMENT
DIVISION OF THE BUDGET
STATE CAPITOL
ALBANY 12224

BUDGET BULLETIN	B-1110	October 30, 1990
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TO: ALL STATE DEPARTMENTS AND AGENCY HEADS
FROM: Dall W. Forsythe *DWF*
SUBJECT: Interim Guidelines and Deficit Reduction Plan for State
Fiscal Year 1990-91

The enclosed "Mid-Year Financial Update" indicates a potential 1990-91 deficit of \$574 million, after assuming savings of \$250 million from the restrictions imposed herein and other Executive management actions. The Update contemplates that the deficit will be closed through additional administrative and legislative actions.

Interim Guidelines

Over the next few weeks, as we develop and seek legislative approval for our 1990-91 deficit reduction plan, we will be seeking your advice and input. In the interim, to achieve the savings assumed above and to assure that no actions are taken that would be inconsistent with the plan being developed, the following transactions are prohibited, effective immediately:

- The filling of any position, permanent or temporary, whether by promotion, transfer or new hire;
- The reclassification or reallocation of any position;
- All out-of-State travel and all air travel, other than to Washington, D.C.;
- All in-State travel for conferences, seminars, retreats and statewide or regional meetings;
- Equipment acquisitions, whether by lease, lease/purchase or purchase;
- Contracts for outside services, whether new or renewal;

-2-

- Grants, contracts or awards financed from Aid to Localities or elsewhere that do not have statutory payment dates;
- The acquisition of real or personal property, whether by lease, lease/purchase or purchase, including new office space for expansion, consolidations or relocations; and
- The design of any capital project not currently underway and contracts for the construction of any capital project or any phase thereof not currently under bid, except for projects that are totally financed from bond funds or other non-General Fund sources.

These restrictions are applicable regardless of funding source and regardless of where moneys are appropriated or reappropriated -- State Operations, Aid to Localities or Capital Projects. Your Budget Examination Unit will be in contact with you immediately to discuss the application of these restrictions to the specific needs of your agency.

Where a prior Division of the Budget approval has been granted for any of these transactions but the transaction has not been finalized, that approval is hereby rescinded. Where an agency has made commitments for any of these transactions that are not legally binding, the further processing of the transactions are subject to these restrictions. The implementation of these restrictions should not cause other costs, such as overtime, to increase.

Requests for waivers from these restrictions will be granted only under extreme circumstances, when a case by case review demonstrates that no other alternative exists. For any item for which a waiver is sought, including grants, contracts and awards from Aid to Localities, there must also be a demonstration that the requested expenditure is for the minimum amount that "shall be sufficient to accomplish the purpose designated" by the appropriation. The Department of Audit and Control, the Department of Civil Service and the Office of General Services have been asked to actively assist in administering these actions. These agencies will only accept written notification of a Division of the Budget waiver signed by Examination Unit Heads or Deputy Budget Directors.

Deficit Reduction Plan

Agencies should immediately begin to develop individual disbursement reduction plans for the General Fund, State Operations and Aid to Localities, and the Capital Projects Fund. These plans should propose disbursement reductions, in priority order, equivalent to 3, 5 and 7 percent of approved FY 1990-91 annual cash disbursement limits/estimates. Upon approval of Deputy Chief Budget Examiners, agency activities in State Operations directly related to client care or revenue production may be exempted from the final 2 percent of reductions.

Disbursement reductions resulting from implementation of the above interim guidelines should be specified and included within each plan. Plans should reflect critical State program priorities to the extent that funding permits, and must indicate whether the proposed reductions can be implemented administratively or will require legislative action.

Proposed reductions should reflect the seriousness of the State's financial situation by identifying activities at both the State and local level that need no longer be conducted or can be done less frequently, or more productively. Your plans should emphasize administrative cost savings to the extent possible and must be built around realistic and feasible concepts. You should also emphasize reductions that provide a recurring financial benefit. Proposals that achieve current year disbursement reductions by delaying program start ups or enhancements are acceptable; however, do not propose actions that delay disbursements from this year into 1991-92 in a way that merely adds to next year's problem. Finally, do not recommend actions that jeopardize the receipt of Federal moneys. While we will review any revenue proposals you may have, such proposals must be in addition to your disbursement reduction plans.

The individual agency disbursement reduction plans will form the basis of a statewide plan that will include all administrative and legislative actions necessary to totally eliminate the potential 1990-91 deficit.

College Bulletin

Volume XXXVI Number 11

November 8, 1990

From the President

Budget Cuts

As we prepare for what now appear to be deep state budget cuts, following a spending freeze, I want to share with the college community these preliminary guidelines in the face of a possible 3 percent to 7 percent cut. (Each 1 percent cut represents roughly \$500,000.)

1. The college has a legal requirement to honor the negotiated collective bargaining agreements. If it becomes necessary to declare a financial emergency, we shall do our best to observe the spirit of the agreements, within the context of overall responsibilities.

2. Further, the college is obligated to students who expect to graduate in May, or who expect to complete graduation requirements by August, to provide the necessary courses.

3. The central purpose of the college is maintenance of academic programs and services to all students related to progress toward degrees. Decisions relating to budget cuts shall observe this basic mission.

While we expect many of the budget cuts to become permanent, we shall do all we can to minimize long-term negative effects on faculty and staff morale. But the administration cannot accomplish this without the strong support and cooperation of faculty and staff. I would ask, therefore, that: (a) you send any suggestions you may have for getting us through this difficult period to Vice President James Caputi (GC 505), and (b) you recognize the *College Bulletin* as reflecting the official college position on budget matters. As often occurs, however, rumors will likely arise and I would further ask that when you hear them you please check with my executive assistant, Modesto Argenio (ext. 4101), so as to help avoid passing incorrect information on to others.

We shall make every effort to keep the campus community apprised as we get more information, and as we make decisions about current state budget cuts and permanent cuts anticipated for next year and beyond.

I appreciate your understanding, patience, and assistance.

Curricular Approvals

I have approved the following program revisions, minor revision, new courses, and course revisions which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the provost and vice president for academic affairs:

Program Revisions

B.A. Degree in Psychology
B.S. Degree in Psychology

Minor Revision

Psychology

New Courses

ANT 303 Anthropology of Europe
ISM 695 Master's Thesis

Course Revisions

CFS 108 Apparel/Design I
CFS 326 Apparel/Design II
CFS 327 Apparel/Design III: Flat Pattern
EDU 611 Teaching Literacy in the Primary Grades
PHI 301 Political Philosophy
PSY 306 Statistics in Psychological Research

From the Provost and Vice President for Academic Affairs

Midyear Orientation

Upon consultation with the campuswide Orientation Advisory Committee, the New Student Programs and Orientation Office has announced the following dates for 1991 midyear orientation programs.

Freshmen: Monday, Jan. 14 through Thursday, Jan. 17

Transfer: Wednesday, Jan. 16

These programs will include preregistration academic advisement, registration, informational and experiential programming, as well as basic skills competency testing in mathematics, English, reading, and foreign languages.

Special orientation programming will be conducted during these sessions for family members and re-entry adult students.

Any comments or questions regarding midyear orientation should be directed to the New Student Programs and Orientation Office at ext. 5336.

From the Vice President for Finance and Management

Emergency College Closing

As in past years, the Public Safety Office shall have the responsibility of monitoring all relevant weather conditions. This includes contacting the Sheriff's Department, the National Weather Service, local schools, etc.

The decision process is as follows:

Decision Not To Open

The College: Public Safety notifies the vice president for finance and management and describes all relevant conditions. The Finance and Management Office will make the closing decision and notify Public Safety as to the decision. Public Safety is responsible for notifying the director of the College Learning Laboratory, or the director's designee, of this decision.

College Learning Laboratory: Public Safety notifies the director or designee and describes all relevant conditions. The director or designee will make the closing decision for the College Learning Laboratory in the event that the rest of the college is open. The director notifies Public Safety of the decision.

Decision To Close Once the College Is in Session

Public Safety notifies the vice president for finance and management and describes all relevant conditions. The vice president, or the vice president's designee, will consult with Academic Affairs and the College Learning Laboratory staff to make the closing decision and notify Public Safety as to the decision.

Official Notification

Once a decision to close has been made, Public Safety will notify the following:

1. All radio stations
2. All VP offices
3. Switchboard operators
4. Union Information Desk, ext. 6511
5. Director, Residence Life (to notify all residence halls/RAs), ext. 6806
6. USG Office (to notify other student offices on campus), ext. 6701
7. Commuter Services (to spread word), ext. 5533
8. FSA (executive director to notify FSA enterprises such as Food Services, College Store, etc.), ext. 5211

Information: For campus information relative to school closing, please call the School Closing Information number, 878-5000. Please do not call Public Safety, the college switchboard, or administrative offices for such information. Information when the college will not be in session due to snow or other emergency conditions will be transmitted this year from the following radio and television stations:

AM:	FM:
WBEN (930KC)	WMJQ (102.5MC)
WEBR (970)	WBUF (93.0)
WGR (550)	WKSE (98.5)
WWKB (1520)	WBLK (93.7)
WECK (1230)	WHTT (104.1)
WLVL (1340)	WBNY (campus)
WHLA (1270)	
TV stations:	
WGRZ - TV 2	
WTVB - TV 4	
WKBW - TV 7	

Members of the college community hosting special events should contact radio stations directly to announce cancellations.

Attendance Policy Under Emergency Conditions

In the event of severe weather conditions or other emergency situations which present hazardous situations for students and staff, the president has delegated to the vice president for finance and management the authority to cancel classes and services.

Policy. Cancellation prior to the start of the workday: Should a decision to cancel classes and services be made prior to the start of the business day, an announcement to that effect will be relayed to local radio stations for broadcast by approximately 6 a.m.

Should such cancellation of classes and services occur, es-

sential service* employees are required to report for work. Department heads are responsible for designating such employees after consultation with their vice president. Staff so designated will be notified by their department head of their responsibilities during a situation of temporary emergency.

Other employees who wish to report to work may do so if they choose. However, during a temporary emergency situation, the college cannot guarantee that they will be able to work at their usual location or perform their normal duties.

Procedures. Employees who do not report for work under emergency conditions must charge the absence to appropriate leave credits as follows:

1. Vacation or personal leave
2. Sick leave (only in the event that an employee is ill or in danger of becoming ill)
3. Leave without pay (written requests for such leave must be submitted to the Human Resource Management Office no longer than 10 days after the date of absence)

Employees who elect to come to work should proceed as follows:

1. Report to the Public Safety Office, Chase Hall 110, and sign the Attendance Record-Emergency Conditions sheet. Your time of departure must also be indicated on this sheet when you leave campus.
2. Report to your normal work site. Should your supervisor be absent, perform previously assigned duties which have been provided by him/her. Supervisors are urged to make prior arrangements for work which may be done independently at the work site, insofar as it is possible. Such arrangements are particularly needed during the winter months.

3. If you are unable to gain access to your normal work site or have no previously assigned work to perform, report to the director of physical plant (Clinton Center, ext. 6111) or the director of residence life (Porter Hall, ext. 6806) for assignment under temporary emergency situation procedures.

Note: Parking may be severely restricted during periods of temporary emergency. The Grant Street lot is to be used by employees who report for work during a period of temporary emergency. Other parking lots must be kept free of cars to permit snow removal.

Policy. Cancellation during the course of the workday: Should a decision to cancel classes and services because of emergency conditions be made during the course of the normal working day, announcement of the decision will be conveyed to each vice president. The vice presidential offices will arrange for the information to be disseminated throughout their areas.

Essential service* employees will be required to remain on the job or report for work as scheduled. Supervisors will notify these employees of any changes to their normal shifts.

Following notification to their supervisors, other employees may leave their work site at any time after the official announcement of cancellation of classes and services.

Employees who wish to continue working until their normal time of departure may do so.

Procedures. Employees who choose to leave work earlier than their normal departure time must charge appropriate leave credits. Such absences will be computed for the period which elapses between the time the employee leaves the work site and the time of normal departure. Leave credits may be charged as follows:

1. Vacation or personal leave
2. Sick leave (only in the event that an employee is ill or in

danger of becoming ill)

3. Leave without pay (written requests for such leave must be submitted to the Human Resource Management Office no longer than 10 days after the date of absence)

Should emergency conditions result in a decision by the president or the president's designee to direct employees to leave work after the start of the workday, the following regulations will apply:

An employee who has reported for work and, because of extraordinary circumstances beyond the employee's control (for example, extreme weather conditions or physical plant breakdown) is directed by the college president or designee to leave work, shall not be required to charge such directed absence during such day against leave accruals. Any such release of employees shall not create any right to equivalent time off by employees who are not directed to leave work.

*Essential services are those which must be maintained to ensure the well-being of those who reside on campus and the protection and maintenance of college property. The following functions are considered essential services and employees serving in these units are required to report to work under emergency conditions: Law Enforcement Division of Public Safety, Physical Plant (all employees), staff assigned responsibility for the care and feeding of animals and maintenance of greenhouse facilities, Student Health Services, Residence Life (staff designated by director), and dean of students.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, Nov. 9, at 3 p.m. in BA 116E.

Curricular Items

The following *course revisions* have been approved by the Curriculum Committee and forwarded to the president for recommendation:

- JBS 100 Introduction to Mass Communication
- JBS 323 Desktop Publishing/Newspaper Design
- JBS 421 Rhetorical Criticism
- JBS 101 Writing for the Media
- JBS 102 Introduction to Broadcasting
- JBS 103 Introduction to Human Communication
- JBS 340 Photojournalism
- JBS 408 Public Relations Case Studies

The following *course revision* has been received in the Senate and forwarded to the Curriculum Committee for consideration:

SLA 611 Externship in Communication Disorders. Supervised clinical practicum in community speech-language-hearing clinics and/or hospitals providing diagnosis and therapy for a variety of communication disorders. Required for ASHA certification and NYS license in speech language pathology. Required for all SLPA majors.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

Nov. 12, 1-3 p.m., CC-N2A: "Microcomputing, Technology Transfer, and Disability," Program 9: Technology transfer, society, and personal power: Social and economic implications of technology participation and control.

Nov. 13, 1:30-3 p.m., MH Heritage Room: "A Response to Charles Kuralt." This video teleconference is in response to "America's Toughest Assignment: Solving the Educational Crisis," a CBS special broadcast in early September. It is being broadcast in conjunction with the National Association of State Directors of Special Education. Live and interactive.

Nov. 14, 1:30-4 p.m., CC-N2A: "Politics of Energy," the third program in the series "Man, Energy, and the Environment—The Balance of Survival." Lawmakers, the administration, environmentalists, and members of the world energy community discuss the effects of global and national political actions, including the recent crisis in the Middle East, on the balance between man, energy, and the environment.

Nov. 14, 1-5 p.m., MH Heritage Room: "Technology Transfer." This live teleconference is sponsored by the Small Business Administration. It involves uplinks from SUNY Albany, Rockland Community College, and SUNY College of Technology at Farmingdale. Contact Jan Pisanczyn at the Small Business Development Center, BA 177, ext. 4030. Registration is required.

Nov. 15, 1-3 p.m., MH Heritage Room: "Creative Thinking With Edward de Bono." Creative thinking is our most fundamental human resource. The quality of our future will depend on the quality of our thinking. Thinking is a skill and not just a matter of intelligence. Many highly intelligent people are poor thinkers. This live two-hour program will find Dr. Edward de Bono sharing his revolutionary mind-training concepts and demonstrating methods he designed that are now in use in many corporations and educational systems. Contact Roger Firestien in the Center for Studies in Creativity, ext. 6223. Registration is required.

Nov. 17, 10 a.m.-3 p.m., CC: "Teachers Making a Difference." A live, interactive videoconference that will provide participants the opportunity to: increase their understanding of the Great Lakes Basin ecosystem and its importance to residents of the region; discover new ways to include the Great Lakes in your curricula in all subject areas; and discuss innovative approaches and opportunities with teachers and other educators in your community and throughout the Great Lakes region. Contact Glen Post in the Technology Department, ext. 3026. Registration is required.

The Film/Video Library has purchased the following:

—"Seasons of Life," five one-hour video programs hosted by former "Good Morning, America" host David Hartman. The series shows how every stage of human life—not just childhood and youth—offers opportunities for personal growth and development. Titles include "Infancy and Early Childhood" (conception to age 6), "Childhood and Adolescence" (ages 6 to 20), "Early Adulthood" (ages 20 to 40), "Middle Adulthood" (ages 40-60), and "Late Adulthood" (ages 60 and above). Series provided courtesy of the Educational Foundations Department.

College Bulletin

For more information contact Bonnie Percival (Film/Video Collection) at ext. 6682 or Paul Andruczyk (Satellite Activities) at ext. 6931.

Items of Interest

Training Course for Secretaries

The Governor's Office of Employee Relations has scheduled a three-day training course entitled "The Secretary As Technological Leader" to be held at 65 Court St. on Jan. 24 and 25 and March 8 from 9 a.m.-4:30 p.m. each day.

This training course is open to all M/C and CSEA secretaries Grade 9 and above.

For further information and training applications, please contact the Human Resource Management Office, GC 403, ext. 4821. Applications must be submitted by Dec. 14.

Employee Assistance Program

EAP is *here* for you....even if you're *not* the one with the "problem." Family members have problems that impact on other members. You may be bringing that stress to work with you. Don't let it become unmanageable.

The Employee Assistance Program gives employees and family members confidential help and support for alcohol, drug, marital, financial, caregiving, and a host of other problems that can affect your work performance. Give us a call and start feeling better soon.

Paul Martin, ext. 4307
Deborah Hard, ext. 3068
Dave Cummings, ext. 5233

Fitness Classes From HPER/EAP

Early bird! Monday, Wednesday, Friday, 6:30-7:30 a.m., HG Dance Studio.

Faculty Recreation Hours

Pool
Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts
Monday/Wednesday, 1-3 p.m.

Friday, 10 a.m.-noon

Tennis Courts
Monday/Wednesday/Friday, noon-2 p.m.

Reservations for court time may be made by calling ext. 6500 after noon on Mondays and Wednesdays. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words From HPER

Diet and Nutrition Tip: Cigarette smoking is responsible for two-thirds of the heart attacks suffered by women under 50. If you're a female smoker under 50, and you smoke one and a half packs per day, your risk of having a heart attack is five times greater than that of a non-smoker.

Fitness/Exercise Tip: Frog kicks in a swimming pool are a great way to tone thigh, hip, and buttock muscles. Hold a floating kick board in front of you and simply move your legs the way a frog does.

Stress/Mental Health/Relationships Tip: To teach your

children financial responsibility, sit down with them and draw up a budget. Let them do most of the work by suggesting they choose budget categories (savings, spending, clothing, etc.) and by deciding how much to allocate each week or month for their essentials and pleasures.

VACANCY NOTICE

November 8, 1990

SUNY/ALBANY

Educ. Spec. Professional Dev. Prog. *D:11/10/90

SUNY/PLATTSBURGH

Proj. Stf. Assoc. Technical Asst. Cntr. 11/30/90

Proj. Stf. Assoc. Canadian Studies Prog. 11/12/90

SUNY/HEALTH SCIENCE CENTER AT SYRACUSE

Project Stf. Assoc. Physical Plant Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

SPECIAL ISSUE

NOVEMBER 16, 1990

FROM THE PRESIDENT

As we are all aware, the status of the New York State budget for the current fiscal year has been seriously impacted by sharp revenue declines reported by the State Division of the Budget to have exceeded \$800 million at the halfway point of this fiscal year. In response to these revenue shortfalls, the Division of the Budget issued a deep freeze order. On November 5, in compliance with DOB Budget Bulletin B-1110 (see special issue 11/5/90 College Bulletin), SUNY began an expenditure reduction planning process for the current year. The SUNY plan was presented to DOB on Friday, November 9. Because of the continuing uncertainty over revenue curtailments, these plans required anticipating prospective cuts of 3 percent, 5 percent and 7 percent, following on top of cuts already imposed this year on SUNY and Buffalo State College.

On Thursday, November 15, the SUNY Board of Trustees met on campus and explored the options posed by the budget scenario, including the current freeze, as well as more serious implications for the next fiscal year (1991-1992) and beyond. The range of topics explored entailed staffing issues including possibility of layoffs, tuition adjustments, and a series of related challenges.

Because of the seriousness of the state budget crisis at this point, and what will certainly be intensive discussions in Albany over the next few weeks involving the Governor's Office and the State Legislature leadership, the entire fiscal process remains extremely fluid and subject to change on an on-going basis. State revenue forecasts for the last half of the current fiscal year, for example, are extremely difficult to pinpoint.

I have directed full compliance with the SUNY guidelines implemented pursuant to Budget Bulletin B-1110. The effects of the freeze are apparent. They include a halt to ongoing state budget transactions in personnel, purchasing and travel areas, except for those that entail a prior legally binding commitment. Furthermore, the planning process for expenditure reduction is under way and will cover the entire range of contingencies. Because of the fluidity I mentioned, the process must of necessity be ongoing, so you can expect frequent reports from me. Central to all of our planning at this point are the following: (1) SUNY central has the responsibility to define a precise percentage cut or dollar amount; and (2) until we know that figure from SUNY, we cannot propose a plan relative to the campus. As soon as definitive information is received, it will be shared with you as will be our proposal for dealing with the cut.

College Bulletin

Volume XXXVI Number 12

November 15, 1990

From the President

Holiday Party

All faculty and staff are cordially invited to a holiday party Friday, Dec. 14, from 4-6 p.m. in The Restaurant in Moot Hall. Remember to "Save the Date" for this festive event!

From the Provost and Vice President for Academic Affairs

1990-91 Chancellor's and President's Excellence Awards

It is a pleasure to invite nominations for the 1990-91 Chancellor's Awards for Excellence in Teaching, Librarianship, and Professional Service, as well as President's Awards for Excellence in Teaching, in Advisement, in Librarianship, in Scholarship, Research, and Creativity, and in Service to the College. Committees will be established to solicit and review nominations for these various awards. Those interested in nominating someone for a Chancellor's Award, for the President's Excellence Awards, or for the Distinguished Professorships should obtain a complete set of policies and procedures which govern the criteria and requirements from the Academic Affairs Office, GC 519.

Chancellor's Award for Professional Service is open to professional employees, and the President's Award for Service to the College is open to all full-time college employees — clerical and support staff as well as faculty and professional staff.

The deadline for submission of completed nomination files is Monday, Dec. 17, 1990. Nominations for Distinguished Professorships may be submitted at any time; however, such nominations must be received in the Office of Scholarly Programs in Albany on or before Wednesday, Feb. 13. The nominations will be evaluated at the SUNY-wide level in March and appointment announcement will be made in April.

From the Vice President for Finance and Management

Benefit Choice Period

Employees enrolled in the New York State Health Insurance Program may change their health insurance option during the period Nov. 1 through Dec. 14, 1990, with such changes to become effective Jan. 3, 1991.

Option Transfer Guides, which include information about the health insurance rates for 1991, are being sent to the Human Resource Management Office during the week of Nov. 12. These guides will be sent to all employees enrolled in the health

insurance program as soon as they are received.

Representatives of the various health plans will be available on Monday, Nov. 26, from 1:30 to 3:30 p.m. in GC 418 if you have any questions or would like further information. Human Resource Management staff will be available to assist you in changing your option.

The month of November is also the time to make changes in your pre-tax contribution status. Most employees who have deductions for health insurance have these premiums taken before taxes and are restricted by the IRS from making changes to their health insurance coverage (such as from individual to family, or canceling coverage) during the calendar year unless there is some event that makes the change necessary (i.e.: marriage, divorce, only dependent reaches age 19, etc.). If you wish to make a change in your pre-tax status, you must do so by Nov. 30, 1990.

Enrollment for the new Dependent Care Advantage Account can be done between Nov. 5 and Dec. 21, 1990. This program allows employees to pay certain dependent care expenses (such as day care, elder care) on a pre-tax basis.

For further information, enrollment forms, and option transfer forms, please contact the Human Resource Management Office, GC 403, ext. 4821.

From the Chairperson of the College Senate

Curricular Items

The following *new courses* have been approved by the Curriculum Committee and forwarded to the president for recommendation:

- CRJ 202 The Police Process
- CRJ 204 The Correctional Process
- CRJ 301 Police Organization and Management
- CRJ 306 Probation, Parole and Community Corrections
- CRJ 307 Comparative Criminal Justice Systems
- CRJ 409 Advanced Issues in Law Enforcement
- NFS 105 Food and People: Interactions and Issues
- NFS 200 Food Service Sanitation
- NFS 410 Fundamentals of Nutrition Education
- ECO 416 Advanced Corporation Finance
- SST 594 Secondary Social Studies Instruction

The following *course revisions* have been approved by the Curriculum Committee and forwarded to the president for recommendation:

- CRJ 101 Introduction to Criminal Justice
- CRJ 201 Criminal Law and Procedure
- CRJ 302 Criminal Justice and the Community
- CRJ 317 Constitutional Issues in Criminal Justice
- CRJ 402 Advanced Administration in Criminal Justice
- CRJ 406 Correctional Institutions and Programs
- CRJ 470 Advanced Seminar in Criminal Justice

CRJ 315 Research Methods in Criminal Justice
 MUS 206 Jazz and Rock Foundations
 MUS 208 Survey of Oriental Music
 MUS 210 Music Theory for Non-Majors
 MUS 301 Introduction to Music

The following *program revisions* have been approved by the Curriculum Committee and forwarded to the president for recommendation.

Sec. Ed. Program in Biology
 Sec. Ed. Program in Chemistry
 Sec. Ed. Program in Earth Science
 Sec. Ed. Program in English
 Sec. Ed. Program in French
 Sec. Ed. Program in Mathematics
 Sec. Ed. Program in Physics
 Sec. Ed. Program in Social Studies
 Sec. Ed. Program in Spanish
 Program in Vocational Technical Education
 Exceptional Ed. Dual Cert. Program
 Elementary Ed. (K-6) Cert. Program

The following *program revisions* have been received in the College Senate Office and sent to the Curriculum Committee for approval:

Physics Minor
 Physics B.A.
 Physics B.S.

The following *course revision* has been received in the College Senate Office and sent to the Curriculum Committee for approval:

Title Change: SLA 541
 From: SLA 541 Developing Early Communication: A Team Approach
 To: SLA 541 Facilitating Communication of At-Risk Infants and Toddlers: A Team Approach.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

Nov. 19, 1-3 p.m., CC-N2A: "Microcomputing, Technology Transfer, and Disability," Program 9: Technology transfer, society, and personal power: Social and economic implications of technology participation and control (rescheduled from Nov. 12).

Nov. 26, 1-3 p.m., CC-N2A: "Microcomputing, Technology Transfer, and Disability," Program 10: Operating systems, aids, and utilities.

Nov. 27, noon-4 p.m., MH Heritage Room: "National Health Care Video Teleconference." This seminar is designed for journalists. It will explore reasons for the faster-than-inflation rate of increase in medical costs, government actions to hold down Medicare and Medicaid spending, and the problems faced by some 37 million Americans without health insurance.

Film/Video Library Update

The Film/Video Library has purchased the following:
 - "The Shock of the New," eight 52-minute programs that comprise the sequel to the BBC's "Civilisation" series. Written by Robert Hughes, it includes rare footage and interviews with the likes of Henri Matisse, Pablo Picasso, le Corbusier, Max Ernst, Francis Bacon, and Jackson Pollock.

- "The Ascent of Man." An American Film Festival award winner, this series attempts a massive survey of science, from flint tools to the theory of relativity. Thirteen parts, each 50 minutes in length. "The Ascent of Man" is also a BBC production, the science counterpart to the "Civilisation" series.

For more information contact Bonnie Percival (Film/Video Collection) at ext. 6682 or Paul Andruczyk (Satellite Activities) at ext. 6931.

From the Director of Public Affairs

Happenings! Deadlines

Campus events items for the February/March issue of *Happenings!* are due Wednesday, Dec. 12, in the Public Affairs Office, GC 515. Items from Arts and Humanities faculty members are due in Lee Ann Grace's office (RH 222) no later than Monday, Dec. 10.

Items for *Happenings!* include on-campus events open to the general public such as films, concerts, plays, exhibitions, and general-interest lectures. Questions should be addressed to Jim Koelmel, ext. 4201.

From the Executive Director of FSA

FSA Program Funding

On Nov. 2, the FSA board of directors approved a total of \$48,580 in funding for programs sponsored by faculty, staff and students. Sponsors, programs, and funds allocated for fall 1990 were:

Design Department, Careers in Crafts/Design, \$100; Dr. F. H. Greenberg, Chemistry Department Seminars, \$600; Dr. Jaime Martinez-Tolentino, Latin American Literature, \$900; Dr. Marianne Ferguson, Our Future on Earth, \$500; Dr. Abdul H. Raoof, International Women Playwrights, \$600; Douglas Kasamale, International Fiesta, \$1,500; Michelle Witthuhn, College Bowl, \$200; Dr. Betty Cappella, Forum To Increase Sensitivity, \$1,000; Dr. Theresa Platek, Readings From Charles Dickens, \$840; Alicia Grant, Dia de La Raza (Columbus Day), \$1,140; Dr. Raymond Tymas-Jones, Annual Holiday Concert, \$3,000; Evening Student Assistance Center, Evening Student Advisement Session, \$500; Nancy G. Martin, OSWS Educational Program, \$550; Dr. Myra Gordon, Wellness Week 1991, \$1,110; Laura Spector, Unity Social, \$100; Alice H. Sullivan, Voice of the Working Class, \$320; Michael Stevens, EOP Honors Convocation, \$4,000; Dr. Heidi E. Faletti, German Experimental Cinema, \$1,300; Gloria Gordon, Native American Cultural Festival, \$2,500; Dr. Marie Baker, A Diversity Experience, \$1,320; Audrea M. Jones, Kwanzaa Celebration, \$710; Willie L. Oliver, The State of Black America, \$3,200; Arnold Clark, Dick Gregory, \$2,350; Antoine Green, Malcolm X and Legacy of Struggle, \$1,000; Dr. Michael Johnson, Full Spectrum, \$2,000; Jerry Tirado, Piri Thomas, \$3,000; Dr. Lee Ann Grace, Puerto Rican Graphic Artists, \$2,980; Opal Mi Farlane, Caribbean Week, \$950; Myron Howard Nadel, Faculty Concert Series, \$2,000; Patricia A. Kilbasinski, National Condom Week, \$250; Alice H. Sullivan, Women and Careers 2000, \$150; Michelle Witthuhn, The College Olympics, \$600; Dr. James M. Keech, Poets and Writers, \$5,000; Courtney A. Cox,

Caribbean, \$950; Dr. Abdul H. Raoof, Political Science Majors Conference, \$250; Myron Howard Nadel, Music of Other Cultures, \$610; Dr. Colleen Frey, Alumni Designer Series, \$300; and Dr. James Rotella, Speakers in Adult Learning, \$200.

We were saddened to learn of the death of Zofia A. Drzewieniecki, associate librarian emeritus, on Nov. 8, 1990. She served on the staff of Lockwood Library at the University at Buffalo from 1963 until 1969, at which time she joined the staff of E. H. Butler Library. She retired from Buffalo State in 1971.

She held a law degree from the University of Warsaw and a master's degree in library science from Syracuse University. She served as secretary of the Polish Cultural Foundation and as a member of its board from 1974 to 1988. She was a member of the Polish Institute of Arts and Sciences in America and the Polish Women's Alliance. She lived in Kenmore.

Our condolences go to her husband Walter, BSC professor emeritus of history and social studies and former department chairperson, and her daughter Joanna.

Items of Interest

Hearings

Hearings will be conducted by the Committee to Review the Dean of Applied Science and Education in TR 202B on Tuesday, Nov. 27, from 12:15-1:30 p.m., Wednesday, Nov. 28, from noon-1:30 p.m., and Thursday, Nov. 29, from 12:15-1:30 p.m. Anyone from the campus community who would like to speak with the committee is welcome.

Staff Member Launches Greeting Card Line

Susan M. Spadinger, an adjunct staff member of the College Counseling Center and a member of Catholic Campus Ministry at the Newman Center, has written and designed a line of alternative greeting cards called "Statements by Susan." Some of the unique, contemporary cards are available in the College Store. A portion of the proceeds from each sale goes to the A. Joseph Bissonette Foundation to further justice education in this area.

Employee Assistance Program

EAP is *here* for you....even if you're *not* the one with the "problem." Family members have problems that impact on other members. You may be bringing that stress to work with you. Don't let it become unmanageable.

The Employee Assistance Program gives employees and family members confidential help and support for alcohol, drug, marital, financial, caregiving, and a host of other problems that can affect your work performance. Give us a call and start feeling better soon.

Paul Martin, ext. 4307

Deborah Hard, ext. 3068

Dave Cummings, ext. 5233

Fitness Classes From HPER/EAP

Early bird! Monday, Wednesday, Friday, 6:30-7:30 a.m., HG Dance Studio.

Wellness Words From HPER

Diet and Nutrition Tip: Try these low-cal toppings for baked potatoes (each contains fewer than 50 calories): cottage cheese (1/4 cup); non-fat yogurt (1/3 cup); low-fat cheese (1 ounce); Mexican salsa (1 tbsp.); or grated Parmesan (1 tbsp.).

Fitness/Exercise Tip: It's okay for 8-10-year-olds to compete in short-distance running events, such as 1/2-mile or 1-mile races. But a 10K is overly ambitious for that age group and may overstress the long bones.

Stress/Mental Health/Relationships Tip: Colors are to the mind and spirit what vitamins are to the body. If you want to relieve anxiety or tension wear neutrals like soft blues. If you're fighting depression, wear warm brights—not black or dark blues. If you want to get rid of anger, don't wear red!

VACANCY NOTICE

November 15, 1990

SUNY/ALBANY

Faculty	English	*D:11/19/90
Instr. Sup. Asst.	Univ. Libraries	11/29/90
Sr. Personnel Assoc.	Human Resource Mngmnt.	11/29/90

SUNY/BINGHAMTON

Asst. Dir.	Univ. Publications	11/29/90
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SUNY/GENESEO

Sr. Prog. Analyst	Computer Center	11/29/90
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SUNY/PLATTSBURGH

Asst. Prof.	English	12/20/90
Asst./Assoc. Prof.	Communication	12/03/90

SUNY/AT STONY BROOK

Asst. Dir.	Univ. Counseling	OPEN
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Counseling	Cntr.	
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Asst. Dir. Nursing	Renal Services	11/29/90
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Asst./Assoc. Prof.	Biochemistry	ASAP
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Asst/Assoc. Prof.	Elec. Engineer. Dept.	ASAP
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Faculty (several)	Computer Science	OPEN
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Instruc. Sup. Tech.	Appl. Math. & Statistics	11/29/90
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Instruc. Sup. Asst.	Cardiorespiratory Sciences	11/29/90
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Instruc. Sup. Spec.	Elect. Engineering	11/29/90
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Instruc. Sup. Assoc.	Library - Acquisitions	11/29/90
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Neuropsychologist	Neurology	ASAP
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TH Asst. Admin.	Administration	11/29/90
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TH Assoc. Admin.	LI Veterans Home	11/29/90
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TH Assoc. Dir. Nurs.	LI State Veterans Home	11/29/90
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TH Clin. Lab Tech I	Labs/Histology	11/29/90
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TH CTS Inservice	LI State Veterans Home	11/29/90
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Educator I		
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TH Med. Radiographer	Radiology	OPEN
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TH Pharmacist	Pharmacy	11/29/90
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SUNY/INSTITUTE OF TECHNOLOGY AT UTICA/ROME

Asst. Alumni Affairs	College Relations & Development	11/30/90
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*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

College Bulletin

Volume XXXVI Number 13

November 29, 1990

From the President

Budget

Gov. Cuomo's executive plan for budget reductions given to the state on Saturday, Nov. 17, included a proposed 1990-91 general fund reduction for SUNY totaling \$92,749,000. At this point we do not have information as to how this will translate into cuts for Buffalo State College, but the total cut is much larger than had been previously anticipated. Moreover, a large share of the governor's fiscal plan must be acted upon by the Legislature in the coming weeks.

While the situation remains fluid in terms of the exact amount of the cuts, and the latitude we will be given to deal with them, it is now clear that the cuts will be substantial for us.

When the state budget was finally adopted last May, I instructed Finance and Management not to fill 15 vacant positions and not to spend any of the reserves we had budgeted, except for approved emergencies. These measures will help cushion our cuts, but it is now apparent that they will not be enough to get us through the additional cuts required by the governor's executive plan for dealing with the state's revenue shortfall.

Two proposals will be particularly important to SUNY (and Buffalo State) in addressing the current fiscal year without massive layoffs: (1) the governor's proposed furlough plan, and (2) the SUNY trustees' proposal for a tuition increase for spring semester, 1991.

If the Legislature does not approve at least one of these proposals, the number of layoffs needed to meet our required cuts could be considerable. If the Legislature approves both, and the governor signs a tuition increase and authorizes SUNY to spend the funds, then layoffs this fiscal year might be avoided.

As serious as the situation appears for this year, I am even more concerned about next year. While the state faces a projected \$1 billion revenue shortfall this year, the projections for 1991-92 are for a possible \$3 billion. The governor has already proposed \$1.3 billion in permanent spending cuts for 1991-92. This means we must plan now for further budget cuts for next year, including options to downsize faculty, staff, and administration. If we downsize the institution then we must also reduce enrollment and most assuredly reduce the quality of education at the college.

Our comprehensive mission requires that we maintain appropriate balance across all our programs and required services. Thus, I will ask all vice presidents and deans to review all units under their purview and relate program and service staffing to enrollments. Then we will distribute permanent reductions in personnel and resources relating to required budget reductions.

As soon as we know the level of cuts required for 1991-92, and we have a proposal to meet those cuts, I will share it with the college community.

Finally, during the next two weeks I shall solicit suggestions from administrative officers for ways of maintaining the quality of our programs and services during these austere times. I welcome suggestions and proposals from all faculty, staff, and students.

With your help and cooperation we are convinced that we can weather this storm and come through it as a viable academic institution.

State Employees Federated Appeal (SEFA)

I am delighted to report that the employees and students of Buffalo State College have once again set a record in giving to the State Employees Federated Appeal (SEFA). The Buffalo State family contributed \$100,000 to this year's campaign, exceeding last year's record of \$91,200 by \$8,800. This helped the State Employees Division of Erie and Niagara counties to exceed its goal. As division chairperson this year I am doubly grateful!

Thank you and congratulations for another job well done.

From the Provost and Vice President for Academic Affairs

Pre-Law Advisement Committee

Following is the membership of this committee for the 1990-91 academic year: Sarah Slavin (Political Science), chairperson, John Conley (Criminal Justice), Ann Egan (Faculty of Applied Science and Education), Emile Netzhammer III (Communication), Lansing Pollock (Philosophy and Religious Studies), E. O. Smith Jr. (History and Social Studies Education), and Stephanie Zuckerman-Aviles (Career Development Center).

From the Vice President for Finance and Management

Holiday Break

Because of the state budget crisis, the college administration, following consultation with the bargaining units and others, has decided to curtail, on a trial basis, services and operations for the Christmas and New Year's holidays and implement a liberal leave policy for this period. Therefore, with the exception of selected offices and functions to be designated by my office, the college will not be operative from close of business Friday, Dec. 21, 1990, to Wednesday morning, Jan. 2, 1991. Most buildings will be locked and access will be denied in most cases. This action will enable the college to achieve notable savings on its utility costs.

Following is a list of suggestions and information for various

groups of college employees for this time period.

1. *Faculty* with academic year obligations, who earn sick leave credits only, will not be required to charge leave for this period. Classes, of course, will not be in session.

Grade reports submitted on Dec. 24 or Dec. 26 should be brought to the Records and Registration Office in Cleveland Hall.

2. *Professionals and Librarians* represented by UUP, who earn vacation leave and accrue compensatory time for time worked on legal holidays, are encouraged to use these leave credits to cover their time off during the Holiday Break. These employees, if they wish, may also request leave without pay or an alternate work assignment and/or work location for some or all of this period.

3. *Classified Service Employees*, who earn vacation credits and receive personal leave, compensatory time, or holiday compensatory time are encouraged to use their credits to cover time away from work during the Holiday Break. All classified service employees may also elect leave without pay or request an alternate work assignment and/or work location for some or all of this period.

Note: It is possible that the furlough plan proposed by the Governor's Office may be implemented in conjunction with the Holiday Break.

Employees who would like to take time off during this holiday period but who have insufficient credits to cover this time should contact the Human Resource Management Office (ext. 4821) as soon as possible.

Some alternate work assignments will be available during this period. Employees for whom taking this time off without pay or charging it to leave credits would be a hardship may request an alternate work assignment for some or all of the Holiday Break. Alternate work assignment requests must be submitted in writing to the Human Resource Management Office *no later than 5 p.m. on Dec. 7, 1990.*

The savings the college realizes through this curtailment of services and operations could eventually save campus jobs. We ask your cooperation.

Employees of other on-campus employers, e.g., SUNY Research Foundation, FSA, Child Care Center, etc., will be informed and instructed about this Holiday Break by their employers.

Questions should be directed to the Human Resource Management Office.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, Dec. 14, at 3 p.m. in BL 210. Please note that the location for this meeting is Butler Library, not Bacon Hall.

Committee Appointments

Quality of Student Life Blue Ribbon Committee of College Senate: Hal Payne (Student Affairs) and E. O. Smith (Natural and Social Sciences), co-chairpersons; James Shea (Applied Science and Education), Judy Jones (Applied Science and Education), David Lampe (Arts and Humanities), Herta Kane (Arts and Humanities), Robert Schmoyer (Natural and Social Sciences), John Frederick (Student Affairs), Carole Harris

(professional staff), C. Hannen (student), E. Suarez (student), S. Howard (student).

Freshman Year Program Committee: Monroe Fordham (Natural and Social Sciences) and Neil Rudin (Academic Affairs), co-chairpersons; Susan Zirin (Academic Affairs), Stephanie Zuckerman-Aviles (Student Affairs), Cynthia Gilson Siegel (Student Affairs), Ellen Kennedy (Applied Science and Education), Betty Cappella (Applied Science and Education), Marianne Ferguson (Arts and Humanities), James Keech (Arts and Humanities), Frank Pascarella (Natural and Social Sciences), D. Whitehead (student), R. Josma (student).

Curricular Items

The following courses have been received in the College Senate and sent to the Curriculum Committee for consideration:

Global Issues

-From Humanities:

ENG 345 World Literature After 1945

ENG 470 Foundations of Language

JBS 310 International Communication

PHI 321 World Religions

SPA 309 Latin American Civilization

-From Arts:

MUS 140 Ethnomusicology

MUS 208 Survey of World Music Cultures

-From Applied Science and Education:

NFS 105 Food and People: Interactions and Issues

CRJ 307 Comparative Criminal Justice Systems

EDF 222 Development of Modern Education in Africa

-From Natural and Social Sciences:

BIO 104 Environmental Biology

CHE 315 Environmental Chemistry

SCI 231 Pollution, Environment and Society

SCI 232 Energy, Environment and Society

GEO 111 General Oceanography

ANT 301 Indians of Eastern North America

ANT 305 Peoples of Africa

ANT 330 Anthropology of Oceania

ANT 340 Anthropology of Women

ANT 370 Anthropology of Contemporary Issues

ANT 380 Language and Culture

ECO 401 International Trade

ECO 403 Comparative Economic Systems

GEG 102 Man's Cultural Environment

GEG 200 Introduction to World Regional Geography

GEG 202 Geography of the United States and Canada

GEG 203 Geography of Middle America

GEG 205 Geography of Asia

GEG 307 Conservation and Environmental Management

GEG 322 Geography of World Hunger

GEG 350 Comparative Canadian-U.S. Metropolitan

Systems

GEG 351 Geography of Africa

GEG 352 Geography of Europe

GEG 353 Geography of the Soviet Union

HIS 210 Modern Asia

HIS 211 History of Modern Africa Since 1919

HIS 306 History of Africa to 1919

HIS 314 Modern Latin America

HIS 320 Modern History of Japan and Korea

PSC 230 Principles and Problems of International Relations

PSC 309 Politics of International Business

PSC 335 International Relations of the Middle East

PSC 340 Politics of Developing Countries

PSC 368 Comparative Public Administration

SOC 350 Power, Class and Inequality

Diversity

-From Humanities:

ENG 240 Afro-American Literature to 1940

ENG 241 Afro-American Literature After 1940

ENG 354 Ethnic-American Minority Literature

-From Arts:

MUS 206 Jazz and Rock Foundations

DAN 230 Survey of African-American Dance

-From Applied Science and Education:

EXE 100 Nature and Needs of Individuals Who Are

Exceptional

SWK 319 Social Dynamics of Poverty

EDF 200 Introduction to Education in the Inner City

EDF 225 Ethnic Studies in the Educative Process

-From Natural and Social Sciences:

ANT 144 Folklore and Folklife

ECO 302 Women in the Economy

GEG 202 Geography of the United States and Canada

GEG 309 Introduction to Urban Geography

GEG 320 Historical Geography of the United States

HIS 302 History of Women in America

HIS 322 Afro-American History

HIS 341 Afro-Americans and Civil Rights

HIS 468 Readings in Afro-American History

HIS 469 Black Leadership in the History of the U.S.

PSC 225 Women in American Politics

PSC 316 Urban and Ethnic Politics

PSC 218 African American Political Culture

PSC 420 Contemporary Issues in American Constitutional Law

SOC 210 Introduction to Women's Studies

SOC 240 Analyzing Social Problems

SOC 310 Sociology of Sex Roles

SOC 321 The Black Family in America

SOC 333 Sociology of Social Movements

SOC 351 Race and Ethnicity

From the Director of E. H. Butler Library

Card Catalog Auction

SHERLOCK, our online catalog, is functioning quite effectively and the library plans to remove the card catalog during inter-session. The cards themselves are going to be auctioned off; the furniture will be surplus. A bid form and details on the auction are attached to this issue of the *College Bulletin*.

From the Director of Instructional Resources

SUNYSAT/Satellite Update

Dec. 3, 1-3 p.m., CC-N2A: "Microcomputing, Technology Transfer, and Disability," Program 12: Adapted Environments: on-the-job interviews and forum.

Dec. 3, 1:30-4 p.m., MH Heritage Room: "Alternative Sources for Energy," another in the series "Man, Energy, and the

Environment." Examines such sources as the sun, geothermal energy, wind, the ocean, and even solid waste and the role they might play in meeting our energy needs.

Dec. 7, 1:30-2:30 p.m., CC-N2A: "Berlin: Yesterday, Today, Tomorrow." An electronic field trip between the United States and Berlin that will provide students with an historical, political, and above all, a human perspective of the Berlin Wall and what its dismantling symbolizes to the German people and the world.

Dec. 10, 1-3 p.m., CC-N2A: "Microcomputing, Technology Transfer, and Disability," Program 13: Vendor selection, prices, maintenance, sources of information and assistance.

Dec. 12, Noon-3 p.m., CC-N2A: "Major Case Investigation," a Law Enforcement Satellite Training Network program sponsored by the FBI and the Kansas City Police Department.

Dec. 14, 1-2:30 p.m., CC-N2A: "The Brain-Body Connection: Clinical Perspectives on Panic Disorder in the '90s." Panic disorder and its more severe form, agoraphobia, affects thousands of individuals of all ages. It is severely debilitating and often life-threatening. This first program is part of a series aimed at science and medical faculty, graduate students of psychiatry and psychology, social workers, and participating medical professionals.

For more information contact Paul Andruczyk at ext. 6931.

From the Director of Public Affairs

Quick Copy

Copying requests for materials required at the beginning of spring semester must be delivered to Quick Copy *no later than Jan. 4, 1991.*

Items of Interest

Employee Assistance Program

EAP is *here* for you....even if you're *not* the one with the "problem." Family members have problems that impact on other members. You may be bringing that stress to work with you. Don't let it become unmanageable.

The Employee Assistance Program gives employees and family members confidential help and support for alcohol, drug, marital, financial, caregiving, and a host of other problems that can affect your work performance. Give us a call and start feeling better soon.

Paul Martin, ext. 4307

Deborah Hard, ext. 3068

Dave Cummings, ext. 5233

Fitness Classes From HPER/EAP

Early bird! Monday, Wednesday, Friday, 6:30-7:30 a.m., HG Dance Studio.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday/Wednesday, 1-3 p.m.

Friday, 10 a.m.-noon

Tennis Courts

Monday/Wednesday/Friday, noon-2 p.m.

Reservations for court time may be made by calling ext. 6500 after noon on Mondays and Wednesdays. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words from HPER

Diet and Nutrition Tip: If you can't break the habit of snacking on sweets at night, save part of your dinner and snack on it at bedtime instead.

Fitness/Exercise Tip: If you work out with a Walkman, keep it tuned to half volume or less. At full volume, the sound can reach 122 decibels, which can damage your ears over prolonged periods.

Stress/Mental Health/Relationship Tip: Improve your concentration with these strategies: 1) Get your mind in gear by doing stretching exercises or reading the paper for 10 minutes, 2) Use tools that reinforce order — a good pen, sharp pencils, 3) Snack on something crunchy (popcorn, carrot sticks) to relieve tension, 4) Stretch every hour for five minutes to keep from getting drowsy.

VACANCY NOTICE

November 29, 1990

SUNY/ALBANY		
Bursar	Student Accounts	D: *12/04/90
Instr. Sup. Assoc.	Theatre	01/15/91
Sr. Personnel Assoc.	Human Resource Management	11/29/90
Scientific Program.	Sociology	12/07/90
SUNY/ALFRED		
Asst. Univ. Fin.		
Analyst	Admin. Affairs	12/04/90
SUNY/BINGHAMTON		
Instruc. Sup. Tech.	Libraries	12/04/90
SUNY/BROCKPORT		
Dir. Women's Studies	Women's Studies	12/31/90
SUNY/HEALTH SCIENCE CENTER at BROOKLYN		
Counselor	Psychiatry	12/04/90
Instruc. Sup. Tech. (2)	Pathology	12/04/90
Teaching Hospital		
Social Worker	Social Work	12/04/90
TH Clin Lab Tech.	Clinical Labs/Pathology	12/04/90
TH Med. Radiographer		
(2)	Radiology Dept.	12/04/90
TH Physician's Asst.	Thoracic Surgery	12/04/90
TH Utilization Review	Utilization Review/	
& Quality Assurance	Quality Assurance	12/04/90
SUNY/BUFFALO		
Sr. Personnel Assoc.	Personnel Services	12/04/90
Asst. Dir. Public		
Safety	Public Safety	12/04/90
Dean	School of Management	12/04/90
Asst./Assoc Prof. (3)	Law	01/15/91
Asst./Assoc Prof.	Natural Sciences/Math.	01/01/91
SUNY/FREDONIA		
Physiologist	Biology	01/11/91
SUNY/COLLEGE at OLD WESTBURY		
VP Development	Development	12/12/90
SUNY/OSWEGO		
Sr. Staff Asst.	Student Services	12/05/90
SUNY/PLATTSBURGH		
Asst. Prof.	Sociology	01/15/91
SUNY/PURCHASE		
Asst./Assoc. Prof.	Economics	12/01/90
SUNY/STONY BROOK		
Academic Advisor	AIM Educ. Oppt. Prog.	12/04/90
Asst. Lacrosse Coach	Physical Education	ASAP
Educ. Spec. (P/T)	SIDS Center/Social Welfare	12/03/90
Proj. Admin. Officer	HELP-SUFFOLK/Social Welfare	12/03/90
Sr. Res. Sup. Spec.	Ecology/Evolution	12/03/90
Staff Asst.	Woodcraft/Upholstery	12/04/90
SUNY/HEALTH SCIENCE CENTER at SYRACUSE		
TH Clin Lab Tech III	Clinical Pathology	12/04/90
TH Physical Ther. I	Physical Therapy	12/04/90
TH Physical Ther. II	Physical Therapy	12/04/90
TH Resp. Ther. III	Respiratory Therapy	12/04/90
TH Staff Asst. I	Admitting	12/04/90
TH Staff Assoc.	Patient Support Svcs.	OPEN
TH Staff Assoc.	Hospital Administration	OPEN
TH Sr. Staff Asst.	Radiology	OPEN
SUNY/INSTITUTE OF TECHNOLOGY at UTICA/ROME		
Asst. Alumni Affairs	College Relations/Dev.	12/04/90
Asst. Vice President	Academic Affairs	12/04/90

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

Of Special Interest...

The last days of the card catalog...

Butler Library will be on line by Jan., 1991

Do you want a piece of the past?

Have you authored a book for which you'd like the cards?

How about that ultimate holiday gift for a friend or relative who has everything?

It may not be the Berlin Wall, but you can have a piece of the bibliographic history of Buffalo State College, pre-SHERLOCK.

There will be a silent bid auction of the **contents** of individual drawers of the card catalog. (We are free to offer cards only, not furniture.)

Bids start at \$1.00 per drawer.

Forms will be available after

Thanksgiving, in the

Reference/Information Services area.

CARD CATALOG AUCTION

-Guidelines-

1. Please make bids in dollar amounts only.
2. There is no limit on the number of bids submitted.
3. Bids will be considered in the following priority:
 - a) highest monetary amount
 - b) in case of duplicate bids, earliest date received
4. Bids are for the cards in the drawer, not the actual piece of furniture.
5. Bids will be posted at frequent intervals near the entrance to the reference/information services area.
6. Bids may be deposited in appropriately designated box in reference/information services up to and including Monday, December 17, 1990.
7. Winners will be notified by phone or mail between December 24, 1990-Feb. 1, 1991.
8. Call 878-6314 to make arrangements to pick up your winnings. Don't forget to bring a container for your cards.
9. Payment should be made at pick-up time; cash, or check payable to E.H. Butler Library will be accepted.

(fold and detach here)

DATE _____

NAME _____

ADDRESS _____ (street)

_____ (city, zip)

PHONE _____ (home) _____ (office)

DRAWER NUMBER _____

BID AMOUNT \$ _____ (\$1.00 minimum bid; dollar amounts only please)



Holiday Cheer

President and Mrs. F. C. Richardson

Cordially Invite You to a
Holiday Party

Friday, December 14

4-6 p.m. Moot Hall

College Bulletin

Volume XXXVI Number 14

December 6, 1990

Editor's Note: Next week's *College Bulletin* (Dec. 13) will be the final issue for this semester. Deadline is Tuesday, Dec. 11, at noon. Deadline for the first spring semester issue (Jan. 17) is Tuesday, Jan. 15, at noon.

From the President

Budget Update

At a meeting of SUNY presidents on Friday, Nov. 30, 1990, the chancellor and his staff outlined scenarios to comply with required budget reductions for SUNY for the current fiscal year which ends 3/31/91.

The numbers published in the governor's Summary of Proposed Budget Reductions for 1990-91 follow:

State Purposes Account	\$50,900,000
Local Assistance Account	2,399,400
Capital Projects Fund	1,050,000
Additional Revenues	38,400,000
Total	\$92,749,400

Of the above amounts, the one that directly impacts upon the college is the State Purposes reduction of \$50,900,000. In addition, the state has passed on to SUNY responsibility for the projected increase in energy costs for the winter of \$10,000,000. Thus, the total SUNY reduction impacting upon Buffalo State College is \$60,900,000.

The chancellor and his staff proposed that the cuts be handled in the following way:

1. 26% (\$16 million) via the five-day furlough.
2. 26% (\$16 million) via the tuition increase.
3. 24% (\$14 million) via SUNY Central reductions.
4. 24% (\$14 million) via campus reductions.

Under this scenario, Buffalo State would be required to cut its current budget by approximately 1.5%, or \$750,000, assuming that the Legislature will approve and the governor will sign legislation implementing 1 and 2.

If a tuition increase is not approved for spring semester 1991, our required cut would be 3%, or \$1.5 million. Progressively, if the proposed five-day furlough plan is not enacted, our required cut will be 4.5%, or \$2.25 million.

Taking into account the positions we left unfilled and the reserves we maintained in anticipation of a fiscal year 1990-91 budget reduction, and assuming we withdrew most of the OTPS support to programs and activities across the campus, we likely could accommodate a maximum cut in the area of \$1.5 million before we would have to have layoffs.

If both the furlough and tuition increase are enacted, Buffalo State will be able to accommodate the required reductions this year. If we get only one of the two it will be a close call as to whether we can accommodate required cuts without laying

people off. If we get neither we would have to implement substantial layoffs (75-100) to accommodate the cuts that would be passed through to the campus by SUNY Central.

The situation for next fiscal year (1991-92) is much more ominous for us. In addition to this year's planned cuts, the governor's budget plan for 1991-92 includes further reductions in the amount of \$28,865,000. That would represent an additional 3% reduction for next year (which translates into another college reduction of \$1.2 to \$1.5 million).

The seriousness of the situation requires a thorough examination and analysis of all college operations. We may need to streamline and restructure programs and/or reallocate resources to maintain, or improve, quality in accordance with our mission. Our intention is to consult with all appropriate campus constituencies in order to provide the opportunity for the sharing of suggestions and proposals.

From the Vice President for Finance and Management

Scanner/Test Scoring Service

Critique and Evaluation schedule is as follows: Monday, Dec. 17-Friday, Dec. 21, 8 a.m.-7 p.m. Please call ext. 5122 after 4:30 p.m. for entry to TR-C3A. Tests will be processed as soon as possible. To avoid delays in processing, please check your packet for the following:

- One KEY SHEET per test
 - Name Field: Words "ANSWER KEY" bubbled
 - Identification Field: BLANK
 - Special Codes Field: K-L-M Number of first question
N-O-P Number of last question
must be left zero justified

- One CONTROL SHEET per test
 - Name Field: Last Name bubbled
 - Identification Field: E-F-G Number of first question
H-I-J Number of last question
must be left zero justified

One Request for Scanning Form

Be sure to leave a phone number where you can be reached in case there is a problem processing your test.

Computing Services will close on Friday, Dec. 21 at 7 p.m. and will not reopen until Wednesday, Jan. 2, 1991, at 8:15 a.m. Please pick up all test results before 7 p.m. Dec. 21.

Spring 1991 Admissions

The college has closed spring 1991 admissions for all categories of applicants (freshmen, transfers, EOP, and continuing ed.). Any individuals who have not yet applied should be encouraged to do so for the fall 1991 semester as soon as possible.

Sale of Surplus Property

The Bureau of Surplus Personal Property Disposition (OGS, Albany) is conducting a sale of surplus college property. The sale will be coordinated by the Campus Services Office on a sealed-bid basis. Items may be viewed from Dec. 10 through Dec. 21 by appointment only. Information regarding sale items and bid forms may be obtained from Richard Saddleson, Property Control Officer, GC 410, ext. 6835.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, Dec. 14, at 3 p.m. in BL 210.

From the Director of Public Affairs

Quick Copy

Copying requests for materials required at the beginning of spring semester must be delivered to Quick Copy *no later than Jan. 4, 1991*.

Items of Interest

Winterim VI

Sessions for Winterim VI are beginning to fill up. Please remember to submit your registration form by Dec. 14 to GC 417. If you have not received a Winterim brochure, contact the Faculty and Staff Development Office at ext. 4328.

Employee Assistance Program

It's that time of year again . . . time for celebrations, parties, and good will. But . . . are you experiencing the "holiday blues"? Are you going through a life change due to divorce, marriage, parenthood, job change, or new job responsibilities? Do you have an ailing relative or are you suffering the loss of a loved one through death, military duty, or separation? Are you concerned, as most of us are, about the fiscal crisis, financial problems, and job furloughs?

Whatever the problem, the Employee Assistance Program is available to all state employees, their families, and retirees, who may be experiencing difficulties managing some of life's greatest stressors ("holiday blues," parenthood, caregiving to a dependent relative, and financial or drug-related problems).

Sometimes, just talking about it confidentially with a caring colleague can make all the difference.

Call us! Enjoy your holidays and come back to work feeling better!

Paul Martin, ext. 4307

Deborah Hard, ext. 3068 or 4312

Dave Cummings, ext. 5233

VACANCY NOTICE

December 6, 1990

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/HEALTH SCIENCE CENTER at BROOKLYN

T.H. Instr.Supp.Spec.	Anesthesiology	D:*12/17/90
T.H. Staff Assoc.	Hsptl.Epidemiology	12/17/90
T.H. Clin.Tech.Srvc.	Surgery/Renal	
Transplant Spec.	Transplantation	12/17/90
T.H. Resp.Therap. II	Resp.Therapy/Anesthesiology	12/17/90
T.H. Midwife I PT (2)	Obstetrics/GYN	12/17/90

SUNY/BUFFALO

Sr.Personnel Assoc.	Personnel Serv.	12/17/90
Asst. Director of		
Campus Public Safety	Public Safety	01/15/91

SUNY/COLLEGE at CORTLAND

Counselor	Skills Center	12/17/90
Assistant Professor	Physics	02/15/91

SUNY/GENESEO

Instr./Asst.Prof.	Communication	01/04/91
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SUNY/OSWEGO

Instr./Asst.Prof.	Broadcasting/Comm.	03/01/91
Assistant Professor	Educ./Dev.Psychology	03/01/91
Assistant Professor	Philosophy	03/01/91
Faculty	Education	03/01/91

SUNY/PLATTSBURGH

Adjunct Faculty	Lifelong Learning	Open
Assistant Professor	History	12/15/90

SUNY/POTSDAM

Chair	Music Education	ASAP
Assistant Professor (2)	Music	ASAP
Assistant Professor	Saxophone	ASAP
Assistant Professor	Economics	ASAP
Assistant Professor	English	ASAP
Assistant Professor	Dance/Drama	ASAP
Asst.Prof./Instructor	Studio Art	ASAP
Assistant Professor	History	ASAP
Assistant Professor	Anthropology	ASAP
Assistant Professor	Psychology	ASAP
Assistant Professor	Political Science	ASAP
Assistant Professor	Social Studies Educ.	ASAP
Head Coach	Men's Soccer/Lacrosse	ASAP
Head Coach	Men's/Women's Swimming	ASAP
Assistant Professor	Spanish	ASAP
Assistant Professor (3)	Teacher Education	ASAP

SUNY/PURCHASE

Adjunct Asst./Asc.Prof.	Psychology	01/15/91
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SUNY/AT STONY BROOK

Chairperson	Neurology	Open
Assistant Professor	Radiation/Oncology	Open
Clinical Instr. PT	Physician Asst.Program	Open
Med.Radiographer II	Radiology	Open
T.H. Medical Psysicist	Radiation/Oncology	12/17/90
T.H. Phys.Therapist III	Physical Therapy	12/17/90
Sr. Staff Assistant	Prevent/Occup. Medicine	12/17/90
T.H. Instr.Supp.Spec.	UH AIDS Center	12/17/90
Asst.Dir., Nursing	Nursing Adminis.	12/17/90
T.H. Med.Record Spec.	Medical Records	12/17/90
Sr.Educ.Specialist (2)	AIDS Educ. & Resource Cntr.	12/17/90
Project Staff Asst.	CPMP/OB/GYN	12/17/90

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXVI Number 15

December 13, 1990

Editor's Note: This is the final *College Bulletin* for fall semester. Deadline for the first spring semester issue (Jan. 17) is Tuesday, Jan. 15, at noon.

From the President

Curricular Approvals

I have approved the following program revisions, new courses, and course revisions which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the vice president for academic affairs:

Program Revisions

Secondary Education Program in Biology
Secondary Education Program in Chemistry
Secondary Education Program in Earth Science
Secondary Education Program in English
Secondary Education Program in French
Secondary Education Program in Mathematics
Secondary Education Program in Physics
Secondary Education Program in Social Studies
Secondary Education Program in Spanish
Program in Vocational Technical Education
Exceptional Education Certification Programs
Elementary Education (K-6) Certification Program

New Courses

CRJ 202 The Police Process
CRJ 204 The Correctional Process
CRJ 301 Police Organization and Management
CRJ 306 Probation, Parole and Community Corrections
CRJ 307 Comparative Criminal Justice Systems
CRJ 409 Advanced Issues in Law Enforcement
NFS 105 Food and People: Interactions and Issues
NFS 200 Food Service Sanitation
NFS 410 Fundamentals of Nutrition Education
ECO 416 Advanced Corporation Finance

Course Revisions

CRJ 101 Introduction to Criminal Justice
CRJ 201 Criminal Law and Procedure
CRJ 302 Criminal Justice and the Community
CRJ 315 Research Methods in Criminal Justice
CRJ 317 Constitutional Issues in Criminal Justice
CRJ 402 Advanced Administration in Criminal Justice
CRJ 406 Correctional Institutions and Programs
CRJ 470 Advanced Seminar in Criminal Justice
JBS 100 Introduction to Mass Communication
JBS 101 Writing for the Media
JBS 102 Introduction to Broadcasting
JBS 103 Introduction to Human Communication
JBS 323 Desktop Publishing/Newspaper Design

JBS 340 Photojournalism
JBS 408 Public Relations Case Studies
JBS 421 Rhetorical Criticism
MUS 206 Jazz and Rock Foundations
MUS 208 Survey of World Music Cultures
MUS 210 Music Theory for Non-Majors
MUS 301 Introduction to Music

From the Provost and Vice President for Academic Affairs

Classroom Improvement Project

The classroom improvement project is now in the third year. For each of the past two academic years, significant funds were set aside to combat the deteriorating condition of our academic buildings. These specially funded projects were in addition to or in collaboration with the ongoing program of building maintenance initiated by Physical Plant which provides for special intensive cleaning and painting of entire buildings on a scheduled basis and special projects they have funded such as recently hiring a security consultant to make recommendations for a classroom building. Decisions on allocating the funds earmarked for classroom improvement have been a collaborative effort of faculty and staff building committees, physical plant personnel, and administration. The report on the first year projects was published in the *College Bulletin* in April 1989. A report on Phase II which took place in 1989-90 is attached to this issue of the *College Bulletin*.

From the Vice President for Finance and Management

College Shutdown From Dec. 22, 1990, Through January 2, 1991

Buffalo State College will be shutting down campus operations from the close of business on Friday, Dec. 21, 1990, until the beginning of business on Wednesday, Jan. 2, 1991.

The majority of campus buildings will be locked and access will be denied in most cases. The heat will be reduced in all buildings where it is safe and feasible to do so. This unprecedented action of shutting down most of the facilities and curtailing most services will save the college about \$50,000 in utilities and other basic operational costs. These savings will be crucial to the college's continuing operations throughout the remainder of the fiscal year.

Employees who have requested alternate work assignments for all or part of the period of the shutdown (deadline for these requests was Dec. 7, 1990) will be notified in writing prior to

Dec. 21, 1990, of their alternate work location. All other employees are required to use accumulated vacation or compensatory time or to submit a written request for leave without pay. Employees who have insufficient leave accruals to cover this time should contact the Human Resource Management Office, ext. 4821, as soon as possible to discuss their options. Sick leave accruals may not be used unless an employee's illness is substantiated by a physician's note. Faculty with academic-year obligations will not be required to charge leave for this period. The Nov. 29, 1990, *College Bulletin* detailed the proper use of leave credits for the different groups of employees.

Preparation for the shutdown has already begun. Provisions to protect people and property and to honor prior contractual commitments during the shutdown period have been made. Specifics on various facilities and services are as follows:

Facilities which will be open with limited access (all other facilities will be closed):

- **Rockwell Hall** will be open to honor prior contractual commitments for performances and art exhibits.
- **Science Building** will be open to maintain the animal facilities and honor scheduled planetarium shows.
- **Houston Gym** will be open for previously scheduled events.
- Selected offices in **Cleveland Hall** will be open to serve as alternate work locations.
- **Twin Rise**, second floor center, will be open to serve as an alternate work location.
- **Twin Rise North** will be open to accommodate resident international students and resident directors and Residence Life staff normally living in other buildings.

Services:

- **Public Safety** will remain open but most other campus services will be curtailed.
 - There will be no campus **mail delivery**.
 - **Vendors** should be advised that no deliveries will be accepted.
 - **Computing Services**, including remote sites and printing facilities, will be closed. The Unisys A-10 and Digital Equipment VAX computing systems will be running unattended. Users who have modems may use dial-in procedures. If a mainframe malfunctions during the shutdown, that system will not be fixed until Jan. 2, 1991. The BITNET electronic mail system will not be operational as SUNY Binghamton will also be shut down. Network facilities will be maintained so that the Dec. 28, 1990, Research Foundation payroll can be processed. The faculty workroom in TR 112 will be accessible to faculty by going to the designated work location on the second floor of Twin Rise.
 - The **Payroll Office** will be closed. All student assistant or work study paychecks scheduled to be distributed during the period of the shutdown will be mailed to students. Time sheets for all students should be in Payroll no later than Dec. 21, 1990. Supervisors should advise students working for them.
 - No **food service** facilities will be open.
- In order to ensure the safety of the people who will be on campus during the shutdown period and to protect property, the following guidelines should be followed:
- Employees who have received approval to work *must* sign in and out at the area specified in their alternate work assignment notification.

- Electrical equipment and appliances should be turned off or unplugged when possible.
- All lights should be turned off and doors locked.
- Any personal belongings you may need should be taken home prior to the shutdown.

Thank you for your cooperation in this effort.

Scanner/Test Scoring Service

Critique and Evaluation schedule is as follows: Monday, Dec. 17-Friday, Dec. 21, 8 a.m.-7 p.m. Please call ext. 5122 after 4:30 p.m. for entry to TR-C3A. Tests will be processed as soon as possible. To avoid delays in processing, please check your packet for the following:

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- Name Field: Words "ANSWER KEY" bubbled
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Sale of Surplus Property

The Bureau of Surplus Personal Property Disposition (OGS, Albany) is conducting a sale of surplus college property. The sale will be coordinated by the Campus Services Office on a sealed-bid basis. Items may be viewed from Dec. 10 through Dec. 21 by appointment only. Information regarding sale items and bid forms may be obtained from Richard Saddleon, Property Control Officer, GC 410, ext. 6835.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, Dec. 14, at 3 p.m. in BL 210.

Curricular Items

The following *new courses* have been received in the College Senate and forwarded to the Curriculum Committee for consideration:

EXE 580 Graduate Student Teaching in Special Education. A 10-week full-time supervised graduate teaching experience with individuals needing special education services. Graduate students will complete the 10-week practicum in either public school classrooms, private agency classrooms, or classrooms in residential settings. Required for graduate students who are seeking provisional certificates in special education.

SCI 650 New Outdoor Curricula. Designed for the experienced classroom teacher, this course provides a hands-on approach to recently developed Outdoor Education Curricula.

Focus will be on interdisciplinary manipulative activities designed to integrate the classroom curriculum. Curricula will include Project WILD, Project Learning Tree, the CLASS Project, OUTLOOK, OBIS, and others.

GES 315 Marine Environments. A survey of coastal and deep-sea environments with focus on the interaction of physical, chemical, biological, and geological processes operating in each. Emphasis on coastal environmental issues including shoreline erosion and sea level rise, coastal development, and marine pollution.

GEG 505 Erie Canal: A Geographical-Field Study. Summer only. Fees for trips. Historical geography of building growth of Erie Canal in Buffalo. Field trips will trace growth and change of canal and canal systems and the related urban, commercial, industrial, and recent recreational development.

From the Director of E. H. Butler Library

SHERLOCK Ribbon Cutting

The campus community is invited to the grand opening celebration and ribbon cutting ceremony for SHERLOCK, the online catalog. Faculty, staff, and students are encouraged to join us on Tuesday, Jan. 22, at 12:15 p.m. in the Information Services room of the library.

From the Director of Public Affairs

Quick Copy

Copying requests for materials required at the beginning of spring semester must be delivered to Quick Copy *no later than Jan. 4, 1991*.

Items of Interest

Winterim VI

There are still good seats available, but time is running out. It's the bottom of the ninth, tie score, two outs, and the count is 3 and 2. Get your Winterim registration in now before the game is over. Send your registration form by Dec. 14 to the Faculty and Staff Development Office, GC 417.

Employee Assistance Program

It's that time of year again... time for celebrations, parties, and good will. But... are you experiencing the "holiday blues"? Are you going through a life change due to divorce, marriage, parenthood, job change, or new job responsibilities? Do you have an ailing relative or are you suffering the loss of a loved one through death, military duty, or separation? Are you concerned, as most of us are, about the fiscal crisis, financial problems, and job furloughs?

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Sometimes, just talking about it confidentially with a caring colleague can make all the difference.

Call us! Enjoy your holidays and come back to work feeling better!

Paul Martin, ext. 4307

Deborah Hard, ext. 3068 or 4312

Dave Cummings, ext. 5233

Emergency Housing Plan

The college has developed an emergency housing plan for employees and students stranded on campus during a severe storm. Temporary shelter is available in residence hall lounge areas and pillows, blankets, and access to restroom facilities will be provided. The Student Union Plaza will remain open to provide food service for resident students and other individuals remaining on campus during a storm.

For more information about the emergency housing plan, contact Cynthia Siegel at ext. 6806.

FSA Program Fund

Approximately \$8,600 is available from the FSA Program Fund for faculty-, staff-, and student-sponsored programs. Applications for programs to be held in the fall of 1991 are strongly encouraged. Deadline is Feb. 15, 1991. Applications are available at Campus House.

VACANCY NOTICE December 13, 1990

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/COLLEGE at CORTLAND		
Asst. Prof. (2)	Sociology	D:*01/15/91
SUNY/COLLEGE at FREDONIA		
Asst. Prof. (2)	Communication/Media	01/31/91
Asst. Prof.	Graphic Design	Open
SUNY/GENESEO		
Asst. Prof.	Sociology	01/31/91
SUNY/COLLEGE of AG. & TECH. at MORRISVILLE		
Dir., Physical Plant	Physical Plant	12/21/90
SUNY/COLLEGE at OLD WESTBURY		
Asst. Director	Computing Services	01/15/91
SUNY/OSWEGO		
Dean	Arts & Sciences	02/01/91
Director of Libraries	Library/Learning Resources	02/28/91
Instr./Asst. Professor	Asian History	03/01/91
SUNY/PLATTSBURGH		
Counselor	Upward Bound Program	02/01/91
SUNY/POTSDAM		
Asst., Sr.Asst.Libr. (3)	Library	Open
Teacher	Campus Learning Center	Open
Dir., Admissions	Admissions	01/01/91
EOP Counselor	EOP	Open
SUNY/STONY BROOK		
Sr. Medical Prac.	Clinical Prac. Mngmnt.	12/17/90
Plan Admin. P/T	Parking/Transportation	12/24/90
Staff Associate	Admissions	12/24/90
Admissions Assistant	Physics	12/24/90
Sr. Staff Assistant	History	02/15/91
Asst. Prof. (2)		
SUNY/HEALTH SCIENCE CENTER/SYRACUSE		
TH Clin. Lab Tech II	Clinical Pathology	Open
TH Clin Lab Tech III	Clinical Pathology	Open
TH Clin Lab Tech III	Pathology	Open
Th Med. Radiographer II	Radiology	Open
TH Physical Therpst. II	Physical Therapy	Open
TH Social Worker II	Social Work Services	Open
SUNY/SYRACUSE EDUCATIONAL OPPORTUNITY CENTER		
Instructor	Reading	12/26/90

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

CLASSROOM IMPROVEMENT PROJECT
1989-90

The following renovations and purchases have been funded totally or partially by a special budget allocation for improvement of instructional areas. This is a report on the second year of this project.

Major projects included carpeting and painting a large lecture hall in the Classroom building (C122). Lighting was also updated in this room to make it more suitable for classes. Computer labs were created in Bacon Hall and Caudell Hall. This involved varying degrees of renovation of classrooms to make them appropriate for this function. In Bacon Hall, the former child development observation laboratory has been converted into a classroom and a conference room. These rooms have been recarpeted, painted, and relighted to make them more functional. In Caudell Hall, an unused locker room was converted to a student lounge while the existing lounge was rehabilitated as a classroom. Four additional classrooms in this building were painted and repaired as well. Carpeting, lighting, blinds, drapes, and blackboards were replaced as needed.

Renovation of the lecture halls in the Communication Center has been completed. All seven halls now have new carpeting, full capacity of seating, new back walls, clean draperies, and new bulletin boards in the entrances to provide a place for posting grades and notices. In the lobby of this building, new bulletin boards have been installed and the entrances to the lecture halls have been painted to make them more distinctive. In Houston Gym new doors have been installed on the racquetball courts and a new floor in one of the courts. New starting blocks were placed in the swimming pool area and portable bleachers purchased for the playing fields.

In the Science building, room 369 was reconfigured to create lab and classroom space and new and existing lab equipment is now operational. A poly greenhouse was constructed. Blinds have now been installed in all of the critical areas of the College Learning Lab thus completing a project started last year. Blinds were also installed in two more rooms of Upton Hall as part of an ongoing project in that building. In Ketchum Hall four lecterns were purchased and some broken seats repaired. Some carpeting and a projection screen were purchased for Twin Rise. AV equipment was purchased for Rockwell Hall 124 where a new classroom facility is presently under construction.

In response to requests from building committees, 150 large trash cans and twelve portable black boards were purchased for use by the campus in general.

With the budget uncertainty this year, we cannot be sure which new projects will be possible. There are several projects that are already underway and these will be completed. These include construction and furnishing of a lecture hall in Rockwell 124 that will accommodate classes of 80. Rehabilitation of Science 459 as a lab is nearly complete. Chase Hall 109 has been converted back to a small classroom after serving as a computer lab for a few years. There are additional projects that we are ready to initiate as soon as we have confidence that the funds will be available to complete them.

More information on completed projects is available through offices of deans and department chairs.

BUFFALO STATE COLLEGE

Middle States Message

This is the first in a series of messages to apprise the Buffalo State community on the status of the self-study required for reaccreditation by the Middle States Association of Colleges and Schools. This forum and others will be used to both report progress and solicit input as we move toward a Middle States evaluation team visit in spring 1992. Responses may be directed to those indicated in the messages or to the Middle States Steering Committee co-chairpersons, Jack Morganti (HC 318, ext. 5532) or Dennis Ponton (CH 106, ext. 5913).

This first message updates progress since the announcement in the April 26, 1990, *College Bulletin*. Reactions and responses to that announcement assisted the steering committee in submitting a preliminary proposal to the Middle States Association. Self-study through a special topics approach, approved locally, was favorably received by Middle States. Study groups have been formed for each topic and have begun their first task, the formulation of specific study designs. The study topics and the membership of the respective study groups are listed below.

Topic 1:

- Prepare an updated profile of the college addressing standards for accreditation as outlined in the Commission of Higher Education's publication "Characteristics of Excellence in Higher Education."
- Co-chairpersons: Tom Kinsey (Earth Sciences and Science Education) and Stan Medinac (Budget and Information Services); Alice Grider (Residence Life), Emile Netzhammer III (Communication), Neil Rudin (Academic Affairs), Larry Scott (Information Systems Management), Joyce Swartney (Natural and Social Sciences), Lorraine Vazquez (USG).

Topic 2:

- Explore how the college can both accommodate the demographic changes that will occur in students, faculty, and staff, and respond in ways that position the college for continued success in the 21st century.
- Co-chairpersons: Shirley Lord (Social Work) and Nan Lund (Academic Affairs); Larry Flood (Political Science), Lee Ann Grace (Arts and Humanities), Barbara Mattai (Social Work), Deborah Renzi (Admissions), Michael Stevens (EOP).

Topic 3:

- Study the impact of continuing technological changes, regulations (federal, state, local), and policies (SUNY,

SUCB) on the teaching, learning, and physical environments, and explore ways to anticipate, plan, and manage these.

- Co-chairpersons: Charles Newman (Butler Library) and Carol Richards (Butler Library); Raymond Chamberlain (Computing Services), Patricia Cummins (Arts and Humanities), Maryangela Gadikian (Information Systems Management), Barry Herb (Instructional Resources), Marilyn Hoskin (Natural and Social Sciences), Susan Howard (USG), Stephen Saracino (Design).

Topic 4:

- Assess the impact of a Buffalo State College education on skills, attitudes, and values as a vehicle for meeting societal needs in the 21st century.
- Co-chairpersons: John Carbonara (Philosophy and Religious Studies) and Tom Weinberg (Sociology); Monroe Fordham (History and Social Studies Education), David Landrey (English), Rex Miller (Technology), Karen O'Quin (Psychology), Phillip Santa Maria (Student Affairs), Richard Towne (Exceptional Education), Rose Marie Ventura (Student).

College Bulletin

Volume XXXVI Number 16

January 17, 1991

From the President

Budget Update

In December the Legislature enacted and the governor approved a 1990-91 deficit-reduction program for New York. The details as they apply to the college are as follows:

	Amount of Cut	Offset Action	Impact on 1990-91 College Budget
1.Expenditure Reduction	\$ 302,650	\$ -0-	\$ - 302,650
2.Position Reduction (7.7 FTE)	57,750 (a)	-0-	- 57,750
3.Payroll Reduction	692,700	692,700 (b)	-0-
4.Targeted Reduction	734,000	734,000 (c)	-0-
	\$ 1,787,100	\$ 1,426,700	\$ - 360,400

There are important footnotes to these numbers. First, the full-year impact associated with the reduction of 7.7 positions (a) will amount to approximately \$250,000 next year (1991-92). Second, the \$692,700 payroll reduction (b) is being realized through a lag payroll device which will reduce most employees' gross pay by one day per period for five pay periods—the last payroll in January and two payrolls each in February and March. The state comptroller will provide specific instructions for implementing the legislation. And, third, net tuition receipts, after adjustment for New York state financial aid programs and accounts receivable, may exceed \$734,000 (c). However, the college will not receive direct credit for any tuition beyond the targeted cut.

There are, on the other hand, two positive aspects to the emerging budgetary picture for this fiscal year: (1) In recognition of the strong enrollment accommodated by the college, we have been allocated an unanticipated \$285,700 in tuition revenue sharing. These one-time funds are expected to be made available shortly for expenditure in the current year and we are in the process of asking for recommendations from various campus departments and groups as to the best use of these funds; (2) We have received notification of an adjustment of \$51,400 for academic equipment replacement and I have asked the Academic Affairs Office to pursue these expenditures in the usual fashion.

Given the rapid fluctuations in the state's fiscal picture, I am reluctant to speculate about fiscal conditions next year. We know that state finances appear to be tenuous amidst numerous economic uncertainties and I believe we need to plan accordingly. We will, therefore, closely monitor hiring and expenditures that reflect commitments into next fiscal year.

Of one thing there is no doubt, however. That is the patience, understanding, and support shown by the entire college community over these past few months as we attempted to deal with the unfolding budget crisis and to keep the campus informed of developments. I wish to thank all of you and to reiterate that we will continue to keep everyone informed as we learn of new developments.

Promotions/Continuing Appointments

I am pleased to announce the following promotions to associate professor (effective January 1991) with continuing appointment (effective January 1992): Maria L. Assad (Foreign Language Department) and Colleen H. Frey (Nutrition and Food Science Department).

1991-92 Administrative Calendar

Attached to this issue of the *College Bulletin* is the administrative calendar for 1991-92.

From the Vice President for Finance and Management

Parking Fee

Buffalo State College has been assigned a budget reduction of \$252,000 for 1990-91 relating to the funding for campus parking facilities, roadways, and traffic control. The implementation of a parking fee last fall was avoided by cutting back on services and utilizing funds from other sources. However, the college's budget situation has recently deteriorated to the point where we are faced with the total elimination of all services associated with the maintenance and improvement of parking facilities and roadways, snow removal, lighting, and safety—a totally unrealistic option.

Therefore, as stated previously, the college is implementing a parking fee in the 1991 spring semester which will support all necessary parking and traffic expenditures. All full-time and part-time college staff members who wish to park on campus and are not covered by a SUNY bargaining unit will be assessed the fee. This includes, but is not limited to, management personnel, employees of the Research Foundation, Faculty-Student Association, Alumni Association, United Students Government, Day Care Center, and employees of other organizations housed on campus such as Be A Friend, EPIC, Young Audiences, WNY Institute for the Arts in Education, etc.

In establishing this fee, our goal has been to keep the amount at the lowest possible level consistent with the maintenance of essential services. Therefore, the fee will be based on a rate of \$8 per month for full-time staff and \$4 for part-time staff. We have averaged this across semesters, resulting in a charge of \$36 this semester for full-time employees and \$18 for part-time employees. In the future, we will offer nine-month and 12-month permits as well as special summer permits to accommodate varying needs. Monthly permits will not be offered.

Permits are now available at the Traffic Office in CS 126. Hours of operation are Monday and Tuesday, 9 a.m. to 8 p.m., and Wednesday through Friday, 9 a.m. to 3 p.m.

Payments may be made by cash, check, money order, or MasterCard/Visa.

Please address any questions relating to the parking fee to the Traffic Office, ext. 3041.

Health Insurance Coverage for Dependent Students

Children over age 19 who graduate, leave school, or marry, lose their eligibility for coverage in the NYS Employee Health Insurance Program. Coverage for full-time students ends at age 25. Under a recent federal law (COBRA), these dependents may be provided an opportunity to continue group health benefits by paying the full cost of coverage.

If your child is losing eligibility for coverage, please notify Human Resource Management (ext. 6639, GC 403) so that your health insurance records can be updated, and to obtain further information on continuation of coverage for your dependents.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, Jan. 25, at 3 p.m. in BL 210.

Chancellor's Awards Committees

The following have been named to serve on the Chancellor's Awards committees for 1990-91:

Excellence in Teaching/Distinguished Teaching: Thomas Weinberg, chairperson; Mary Delmont, John Conley, Frank Eckmair, Robert Moisand, Richard Towne, Nan Lund, Antoine Green (student).

Excellence in Professional Service: Roswell Park, chairperson; E. O. Smith Jr., Joseph Fekete, Lily Bink, Warren Hoffman, Shirley Posner, Rebecca Schenk, Lorraine Vazquez (student).

Excellence in Librarianship: Maryruth Glogowski, chairperson; Al Riess, Lee Snyder, Gregory Stein, Steve Janke, James Fox, Lavonne Moton, William Ganley Jr. (student).

Curricular Items

The following have been received in the College Senate and forwarded to the Curriculum Committee for consideration:

New Courses:

CSP 651 Legal Issues in Higher Education. This course addresses the relationships between law and higher education in crucial areas, including academic freedom, first amendment issues, tenure contracts, and tort liability. Legal analysis of education issues.

HPR 308 Women's Health Issues. This course is designed for students interested in health as it relates to women. Historical and current perspectives on women's health issues will be presented. Gender differences in health, disease, and behavior will be examined. Facts and fallacies concerning menstrual cycle, weight loss, and women as health consumers will be covered.

Course Revisions:

BIO 402 Comparative Animal Physiology. Study of hormonal control, neural processing, sensory mechanisms, circulation, gas exchange, digestion, muscles, energetics, and thermoregulation using vertebrate and invertebrate examples. (Revision and title change.)

EDF 350 Human Development During Early Childhood. A consideration of behavior and development during early childhood, with emphasis on teaching/learning implications. Topics include a study of developmental processes during these ages, methods of studying young children, problems of child behavior and development, and an analysis of learning in the home, day care center, preschool, and primary school.

EDF 338 Observation and Study of Children: Nursery/Primary. Opportunity for students interested in early childhood education to study child behavior and development in nursery/preschool/day care/primary school or other settings; projects include observation and study experiences. Classification: elective for juniors and seniors. Prerequisite: EDF 202 or equivalent.

Program Revision:

B.A. in Biology Program

The following have been approved by the College Senate Curriculum Committee and forwarded to the president for recommendation:

New Courses:

CRJ 203 Crime, Ideology, and the Administration of Justice

CRJ 305 The Juvenile Justice System

CRJ 420 Advanced Issues in Punishment and Corrections

Course Revisions:

BIO 104 Environmental Biology

SLA 611 Externship in Communication Disorders

Program Revision:

Criminal Justice

Courses for Diversity Requirements:

Applied Science and Education

EXE 100 Nature and Needs of Individuals Who Are Exceptional

SWK 319 Social Dynamics of Poverty

Arts and Humanities

ENG 240 Afro-American Literature to 1940

ENG 241 Afro-American Literature After 1940

ENG 354 Ethnic American Literature

MUS 206 Jazz and Rock Foundations

DAN 230 Survey of African-American Dance

Natural and Social Sciences

ANT 144 Introduction to Folklore and Folklife

ECO 302 Women in the Economy

HIS 302 History of Women in America

HIS 322 Afro-American History

HIS 341 Afro-Americans and Civil Rights

HIS 468 Readings in Afro-American History

HIS 469 Black Protest and Leadership in the U.S. in the 20th Century.

PSC 218 African-American Political Culture

PSC 225 Women and American Politics

PSC 316 Urban Ethnic Politics

SOC 210 Introduction to Women's Studies

SOC 310 Sociology of Sex Roles

SOC 321 Black Family in America

SOC 333 Social Movements

SOC 351 Sociology of Race and Ethnicity

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Courses for Global Issues Requirements:

Applied Science and Education

NFS 105 Food and People: Interactions and Issues

CRJ 307 Comparative Criminal Justice Systems

Arts and Humanities

ENG 345 World Literature After 1945

JBS 310 International Relations

PHI 321 World Religions

MUS 140 Ethnomusicology

MUS 208 Survey of World Music Cultures

Natural and Social Sciences

ANT 301 Indians of Eastern North America

ANT 305 Peoples of Africa

ANT 330 The Anthropology of Oceania

ANT 340 Women in an Anthropological Perspective

ANT 370 The Anthropology of Contemporary Issues

ANT 380 Language and Culture

ECO 401 International Economics

ECO 403 Comparative Economic Systems

GEG 102 Man's Cultural Environment

GEG 200 Introduction to Regional Geography

GEG 203 Geography of Middle America

GEG 205 Geography of Asia

GEG 322 Geography of World Hunger

GEG 351 Geography of Africa

GEG 352 Geography of Europe

GEG 353 Geography of the Soviet Union

HIS 210 History of Modern Asia

HIS 211 History of Modern Africa

HIS 306 History of Africa to 1919

HIS 314 Modern Latin America

HIS 320 Modern History of Japan and Korea

PSC 230 Principles and Problems of International Business

PSC 309 Politics of International Business

PSC 335 International Relations of the Middle East

PSC 340 Politics of Developing Countries

PSC 368 Comparative Public Administration

BIO 104 Environmental Biology

We were saddened to learn of the death of **Rhoda Y. Greenwood**, assistant professor emeritus of English, Jan. 3 in Kenmore Mercy Hospital. She was the wife of the late Dr. Walter B. Greenwood, professor emeritus of English. She earned her bachelor's degree from Transylvania University (Kentucky) and her master's degree from Wittenberg College (Ohio). She joined the Buffalo State English Department in 1951 and retired in 1974. Our condolences go to her son Calvin.

Items of Interest

Affirmative Action Training Course

The Affirmative Action Office and the Affirmative Action Advisory Council are offering an Affirmative Action Training

Course. The course will begin Jan. 29 and run for eight weeks on Tuesdays from 12:15-1:20 p.m. This course is designed to provide valuable information regarding the EEO/AA process to a cross section of our campus community. We expect that participants will disseminate the seminar material among their colleagues, providing even more employees with an understanding of these critical issues.

Because of the importance of the course content, we encourage supervisors to grant release time for those participating. We trust the overall benefits will be shared by your entire staff. Persons interested in attending should call ext. 6210 as soon as possible.

FSA Program Fund

Approximately \$8,600 is available from the FSA Program Fund for faculty-, staff-, and student-sponsored programs. Applications for programs to be held in the fall of 1991 are strongly encouraged. Deadline is Feb. 15, 1991. Applications are available at Campus House.

Grantwriting Workshop

The Center for Development of Human Services, in coordination with the Research Foundation, invites all faculty to attend a grantwriting workshop on Jan. 18 and 25. This workshop will be valuable for both new and experienced grantwriters and faculty interested in applying for a mini-grant from the center.

Dr. Wayne Cook of Sumner, Hans and Associates will conduct the workshop. The first day (Jan. 18) will cover federal grants and foundations. The second day (Jan. 25) will be especially advantageous for people who would like to submit proposals to the Mini-grant Program. It will be spent writing and editing proposals so that they will be ready for submission by the end of the day.

Coffee and Danish and lunch will be served both days. The workshops and lunch are free. To register call Sandra LoTempio at 881-2800.

Stop Smoking Programs

Members of the Buffalo State College community are invited to participate in stop smoking programs conducted by the College Counseling Center. There is no cost for participating. The programs are sponsored through the assistance of a Center for Development of Human Services mini-grant. The three-session program model is based on the stop smoking clinics conducted by Roswell Park Cancer Institute. The dates are:

Program #1

Wednesday.....Feb. 6, 13, and 20

TuesdaysFeb. 26, March 5 and 12

Mondays March 11, 18, and 25

These programs are scheduled from 5-6:30 p.m. in the College Counseling Center in the lower level of Porter Hall. Preregistration is required. Call the Counseling Center at ext. 4436 to reserve a space.

Employee Assistance Program

It's a new year and time for a new beginning. Let this be the time when you decide to do something about those troublesome issues that may have been coming to work with you during the past year. Those problems may include a life change due to a divorce, marriage, parenthood, job change, or new job responsibilities. Or you may have an ailing relative, or have suffered a loss of a loved one through death, military duty, or separation.

Your concerns may be about the fiscal crisis, financial problems, or job furloughs.

Whatever the problem, the Employee Assistance Program is available to all state employees, their families, and retirees, who may be experiencing difficulties managing some of life's greatest stressors (raising teenagers, drug and alcohol concerns).

Sometimes, just talking about it confidentially with a caring colleague can make all the difference.

Call us and start making positive changes in your life that will help you feel better at home and on the job!

Paul Martin, ext. 4307

Deborah Hard, ext. 3068 or 4312

Dave Cummings, ext. 5233

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FACULTY PERSONNEL ACTIONS (includes Librarians)

	TO DEAN	TO VICE PRESIDENT	TO PRESIDENT	NOTIFICATION
<u>PROMOTION</u>				
To Professor and To Librarian	12/6/91	1/3/92	2/14/92	3/15/92
To Associate Professor and To Senior Assistant Librarian and To Associate Librarian	3/20/92	4/17/92	6/1/92	6/30/92
To Assistant Professor	Upon completion of terminal degree and upon recommendation of the department, dean, and academic vice president.			
<u>RENEWAL</u>				
Term expiring in 8/92 after first year of service	11/22/91	12/20/91	2/3/92	3/1/92
Term expiring in 8/92 after 1 year but not more than 2 years of service	9/20/91	10/11/91	11/15/91	12/15/91
Term expiring in 8/93 after 2 or more years of service	3/20/92	4/17/92	6/1/92	6/30/92
Part-time Term expiring January 1992	10/4/91	10/18/91	11/15/91	12/1/91
Part-time Term expiring June 1992	3/20/92	4/3/92	5/1/92	5/15/92
<u>CONTINUING APPOINTMENT</u>	3/20/92	4/17/92	6/1/92	6/30/92
<u>SABBATICALS AND LEAVES OF ABSENCE</u>	11/8/91	12/2/91	1/3/92	2/1/92

(includes time for Budget, Human Resource Management, and Faculty review)

SUNY GRANTS AND AWARDS

DEADLINE FOR SUBMISSION TO ALBANY

FSA Program Funds (student and faculty awards)	October 15, 1991 (submission to FSA)
1991-92 Faculty Grants for the Improvement of Undergraduate Instruction	November 8, 1991*
Conversations in the Disciplines	January 31, 1992*

*Approximate deadline

NATIONAL FACULTY/STAFF EXCHANGE PROGRAM

Application Materials to:

• Department Chair or Supervisor	October 9, 1991
• Dean or Unit Director	October 16, 1991
• NFE Coordinator	October 23, 1991
• Vice President	October 30, 1991

Notification	February 7, 1992
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STUDENT FINANCIAL AID

APPLICATION	APPLY BY
Financial Aid Form (FAF) Spring ONLY 1992	November 15, 1991*
PELL for 1991-92	May 1, 1992
TAP for 1991-92	May 1, 1992
SUCB Application for Summer 1992 Aid	May 1, 1992
Financial Aid Form (FAF)** Fall/Spring 1992-93	March 1, 1992

*Subject to funds available.

**Recommended deadline for continuing students:
application(s) deadlines are subject to change.
Please contact the Financial Aid Office for
information regarding changes.

STATE UNIVERSITY COLLEGE AT BUFFALO 1991-92 CALENDAR

ACADEMIC CALENDAR

<u>FALL SEMESTER 1991</u>	
Orientation	Tuesday, Wednesday, Thursday August 27, 28, 29
Final Registration	Wednesday, Thursday, Friday August 28, 29, 30
Labor Day (no classes)	Monday, September 2
Classes Begin	Tuesday, September 3
Columbus Day (no classes)	Monday, October 14
Veteran's Day (no classes)	Monday, November 11
Thanksgiving Recess	Wednesday through Saturday November 27-30
Critique/Evaluation Period	December 16-20
Last Day of Classes	Friday, December 20
<u>SPRING SEMESTER 1992</u>	
Orientation	Tuesday, Wednesday, Thursday January 14, 15, 16
Final Registration	Wednesday, Thursday, Friday January 15, 16, 17
Martin Luther King, Jr. Day (no classes)	Monday, January 20
Classes Begin	Tuesday, January 21
President's Day Recess (no classes)	Monday, Tuesday February 17, 18
Spring Recess	Monday through Saturday April 13-18
Critique/Evaluation Period	May 8-14
Last Day of Classes	Thursday, May 14
Commencement (tentative)	Friday, May 15
<u>SUMMER SESSION 1992</u>	
Registration	March 23-27
<u>CLASS DATES</u>	
Session I	May 26 - July 3
Session II	June 22 - August 1
Module A	May 26 - June 13
Module B	June 22 - July 11
Module C	July 13 - August 1

FACULTY AND STAFF CALENDAR

<u>PRESIDENT'S ALL-COLLEGE MEETINGS</u>		
FALL 1991 - Thursday, September 5, Bengal Pause, 12:15-1:30 p.m., location to be announced		
SPRING 1992 - TBA		
<u>ACADEMIC CONVOCATION</u>		
Thursday, September 12, 1991, Bengal Pause, 12:15-1:30 p.m., Rockwell Hall Auditorium		
<u>NEW FACULTY ORIENTATION</u>		
Thursday, August 29, 1:30-3:30 p.m. Mondays, 3-5 p.m.: September 9, September 23, October 7, November 4, November 18, December 2		
<u>COLLEGE MEETINGS*</u> (Fridays, 3-5 p.m.)		
<u>FALL 1991</u>		
September	6	UUP
	13	unscheduled
	20	Senate
	27	Faculties
October	4	UUP
	11	unscheduled
	18	Senate
	25	Faculties
November	1	UUP
	8	unscheduled
	15	Senate
	22	Faculties
	29	recess
December	6	UUP
	13	Senate
	20	Faculties
	27	recess
<u>SPRING 1992</u>		
January	31	Senate
February	7	unscheduled
	14	UUP
	21	Senate
	28	Faculties
March	6	UUP
	13	unscheduled
	20	Senate
	27	Faculties
April	3	UUP
	10	Senate
	17	recess
	24	UUP
May	1	Faculties
	8	Senate
	15	Commencement

*No other meetings may be scheduled on these dates
between 3-5 p.m.

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STUDENT AND INSTRUCTIONAL DEADLINES

REGISTRATION DATES:

	FALL 1991	SPRING 1992	SUMMER 1992
<u>REGISTRATION</u> Undergraduate and Graduate	Apr. 24-May 3, 1991	Nov. 4-15, 1991*	Mar. 23-27, 1992
<u>CROSS REGISTRATION</u> Undergraduate and Graduate	Sept. 4-6	Jan. 22-24	no cross registration for summer
<u>FINAL REGISTRATION</u> Undergraduate Graduate Continuing Education	Aug. 28, 29, 30* Aug. 28 Aug. 29	Jan. 15, 16, 17* Jan. 15 Jan. 16	May 7 May 7 May 7
<u>SCHEDULE ADJUSTMENT</u> Undergraduate and Graduate	Sept. 4-10	Jan. 22-28	May 26-27 (I) May 26 (A) June 22-23 (II) June 22 (B) July 13 (C)

*Late Registration

OTHER:

<u>BASIC SKILLS PLACEMENT TESTING</u> College Writing Program (KH 315) Mathematics (CCN) • Arithmetic • Algebra • Both Parts	Oct. 24, 12:15 p.m. Oct. 8, 12:15 p.m. Oct. 10, 12:15 p.m. Dec. 20, 3:00 p.m.	Apr. 23, 12:15 p.m. Mar. 10, 12:15 p.m. Mar. 12, 12:15 p.m. May 14, 3:00 p.m.	
<u>COMMENCEMENT LISTS TO PUBLIC AFFAIRS OFFICE</u> Mailing Labels by Zip Tentative Lists (names alpha by degrees)		Feb. 12 Mar. 20	
<u>COURSE WITHDRAWALS, LEAVES OF ABSENCE OTHER THAN MEDICAL</u>	Nov. 8	Mar. 27	June 5 (A) June 19 (I) July 3 (B) July 17 (II) July 24 (C)
<u>DEGREE APPLICATIONS</u> Undergraduate and Graduate	Oct. 4 (for Dec.)	Feb. 3 (for May)	June 6 (Aug.)
<u>DEPARTMENTAL TRANSFERS</u>	Oct. 7	Feb. 28	
<u>E-REPEAT</u>	Oct. 4	Feb. 21	June 5 (I&A) July 3 (II&B) July 24 (C)
<u>FACULTY BOOK ORDERS</u>	(for spring) Oct. 15	(for summer) Mar. 15 (I&A) Apr. 1 (II,B&C)	(for fall) April 1
<u>GRADUATE ADMISSIONS</u>	(for spring) Oct. 2	(for summer) Mar. 1	(for fall) May 1
<u>PASS/FAIL APPLICATIONS</u>	Oct. 18	Mar. 6	June 4 (A) June 12 (I) July 1 (B) July 10 (II) July 22 (C)
<u>PROBATION APPEALS</u>	Jan. 13-14, 1992	May 26-27	
<u>REMOVAL OF INCOMPLETES</u>	Nov. 8 (from previous spring or summer)	Mar. 27 (from previous fall)	
<u>RESIDENCE HALLS</u> Open Close (Recess) Reopen Close (end of semester)	Aug. 27, 9 a.m. Nov. 27, 10 a.m. Dec. 1, 12 noon Dec. 21, 10 a.m.	Jan. 14, 9 a.m. Apr. 11, 10 a.m. Apr. 19, 12 noon May 15, 10 a.m.	
<u>SUBMISSION OF GRADES</u> Grades Due in Deans' Offices Grades Due in Registrar's Office	Dec. 24, 10 a.m. Dec. 24, 4 p.m.	May 18, 10 a.m. May 18, 4 p.m.	

MASTER SCHEDULE PREPARATION
(Graduate and Undergraduate)

	FOR SPRING 1992	FOR SUMMER 1992	FOR FALL 1992
Worksheets for submitting course offerings sent to departments	4/15/91	10/18/91	1/2/92
Schedules due in deans' offices from departments	7/5/91	11/25/91	1/31/92
Deans forward schedules to Registration Office	7/12/91	12/2/91	2/7/92
Audit run of master schedule to department chairs	8/19/91	12/11/91	3/2/92
Audit run of master schedule due deans' offices	9/4/91	12/17/91	3/4/92
Printed schedule distributed to departments	10/25/91	3/2/92	4/20/92

B U F F A L O S T A T E C O L L E G E

College Bulletin

Volume XXXVI Number 17

January 31, 1991

From the President

Council Member Reappointed

It is a pleasure to announce that Gov. Mario Cuomo has reappointed Timothy J. Toohey a member of the College Council for a term to expire in 1997. He was first appointed in 1978 to fill an unexpired term and was subsequently reappointed to a nine-year term.

Both College Council Chairperson Ross Kenzie and I are very pleased to have Mr. Toohey reappointed, since his knowledge of local and state government processes has been of great benefit to the college. He has also been a valuable link between the College Council and the Native American community and a strong supporter of our water research programs.

Open House

An open house for prospective students, parents, and the general public will be held on Saturday, March 23, from 1 to 5 p.m. The program will include faculty conferences, student affairs presentations and exhibits, campus tours, and other special events. The Admissions Office has undertaken the responsibility of planning the open house. Representatives from the office will be in touch with the various departments and campus organizations in the near future regarding details of their participation. Faculty are urged to attend and assist in whatever way possible.

From the Provost and Vice President for Academic Affairs

All-College Honors Program Update

In 1989 a proposal to invite current outstanding freshmen to join the All-College Honors Program was recommended and approved. These students, once selected, will be able to receive the President's Honors Scholarship of \$500 each semester, as long as they agree to participate in the Honors Program by taking its courses and maintaining a 3.5 grade point average. This will allow us to open the program to outstanding students who may not have met the original recruitment criteria.

At least five scholarships/positions will be awarded each spring to begin the fall semester. Applications for students will be available after Feb. 1, with a deadline date of March 1.

Requirements: At the time of application students must be freshmen at BSC and have a 3.5 grade point average. In addition, students must have a 90 or higher high school average and have placed in the top 10 percent of their high school class. (Applicants who have been out of high school for five years may waive the latter requirement.)

Please encourage eligible students to apply for the program. Applications can be picked up in TR 120S (New Student

Programs and Orientation) starting Feb. 1. For further information contact Kathryn Moran, ext. 5336, or Jim Grunebaum, ext. 4320.

From the Vice President for Finance and Management

Holiday Observances for February

All eligible classified and unclassified employees may observe Lincoln's and Washington's birthdays as follows: Lincoln's Birthday, Feb. 12, 1991, has been designated a "floating" holiday for all employees except those represented by Council 82. Accordingly, the college will be open and classes will be in session. Employees may arrange with their supervisors either to take off Tuesday, Feb. 12, 1991, or another day in the future, without charge to leave accruals. UUP-represented employees, who observe Lincoln's Birthday in the future without charge to leave accruals, may arrange with their supervisors to do so prior to the beginning of the 1991-92 academic year. CSEA, PEF, and Classified M/C employees may make similar arrangements before Feb. 12, 1992. Council 82 employees will observe Feb. 12, 1991, as a fixed holiday.

Washington's Birthday, Feb. 18, 1991, is a fixed holiday for all college employees; the college will be closed and no classes are scheduled. Although Feb. 19, 1991, has been designated a holiday for students, and there are no classes scheduled, it is a normal business day for all college employees.

Purchasing Deadline

In order to assure processing of purchase orders by the end of the fiscal year, all purchase requisitions must be received in our Purchasing Office by Friday, March 8, 1991. If you have any questions, please contact Pat Gordon at ext. 4113.

From the Director of Instructional Resources

Evening Hours

Audiovisual support for evening classes in buildings other than the Communication Center is available through the Equipment Loan Office. The office is open Monday through Thursday evenings until 10 p.m. Call Arthur Arent at ext. 4535.

16mm Film/Television Distribution

Beginning this semester Instructional Resources can distribute 16mm color film over the campus Closed Circuit Television Distribution System to the Classroom Building, Science Building, Upton Hall, Bacon Hall, Caudell Hall, Houston Gym, Butler Library, Ketchum Hall, Twin Rise, and College Learning Lab. If faculty wish to have films played back through the

CCTV System, contact Dave Ross at ext. 4921. The service is available Monday through Friday from 8 a.m. to 4:30 p.m.

From the Director of Public Affairs

Happenings Deadlines

Campus events items for the April-May issue of *Happenings* are due Wednesday, Feb. 13, in the Public Affairs Office, GC 515. Items from Arts and Humanities faculty members are due in Lee Ann Grace's office (RH 222) no later than Monday, Feb. 11.

Items for *Happenings* include on-campus events open to the general public such as films, concerts, plays, exhibitions, general-interest lectures, etc. Questions should be addressed to Jim Koelmel, ext. 4201.

From the Faculty and Staff Development Advisory Council

Winterim VI

Winterim was a "hit" again this year. A record 389 people registered for an average of 2.3 sessions per person. However, the real success of Winterim VI is measured in the learning, sharing, and enjoyment of the experience. All of this was made possible by the enthusiastic volunteer contributions of planners and presenters. We are grateful to all those who took the time to present sessions as well as to those whose sessions we could not squeeze into the schedule.

We especially want to thank some of the "behind the scenes" people whose assistance made it all happen: the president and each of the vice presidents for their support; Bob Wild in Instructional Resources for the graphics in the brochure; Cindy Sztorc and her staff in FSA for the preparation of the refreshments; Joyce Fink in Public Affairs for the printing of the brochure, and Joanne Pease in the Faculty and Staff Development Office for handling registrations, mailings, and a myriad of other details. The committee responsible for planning Winterim VI consisted of Debra Blair, Lee Ann Grace, Deborah Hard, Mary Ann Meyer, Wendy Paterson, Paul Reynolds, and Chuck Dimidio, chairperson of the committee and coordinator of Winterim VI.

One of the highlights of Winterim VI was a day-long session to discuss a topic of campuswide importance. The focus was on the development of qualities of leadership in the lives of students. One hundred fifty faculty, staff, administrators, and students were involved in the morning and afternoon sessions. President Richardson got the day off to a good start expressing his thoughts on the role and responsibility of the college in developing leadership among our students. His comments were followed by presentations from Vice President Wiesen, Acting Vice President Payne, and Mary Murdock from the Center for Studies in Creativity. In the afternoon, participants broke into small groups, which yielded lively, informative, and varied discussions. We would like to thank the following group leaders: Leb Arrington, Roger Firestien, Lee Ann Grace, Nan Lund, Michael Stevens, and Joyce Swartney. We also want to thank Neil Rudin, associate vice president for academic affairs, who served as moderator for the program.

We appreciate the contributions of all those involved in Winterim VI, including those who attended the sessions. We look forward to seeing you next year at Winterim VII.

Items of Interest

Persian Gulf War Support Group

The College Counseling Center has begun a support group for Buffalo State College students affected by the Persian Gulf War. The groups are intended to give students an opportunity to help each other cope with stress related to the war. Groups are held in the Counseling Center in Porter Hall during the Tuesday Bengal Pause (12:15-1:30 p.m.). Students may call the center at ext. 4436 for further information.

Faculty/Staff Career Workshop Series

The Career Development Center has received a Center for Development of Human Services mini-grant designed to enhance career growth among Buffalo State College faculty and staff. The CDC has developed a workshop series aimed at assisting faculty/staff with their career needs. For example, the outcome of the resume/vita-writing workshop will be an updated resume, which can then be used for reappointments, grant applications, campus exchange programs, sabbaticals, or for career opportunities within the institution.

The schedule for the workshop series is:

- Self-Awareness in the Work Setting, Thursday, Feb. 21, 12:15 p.m.
- Resume/Vita Writing, Thursday, Feb. 28, 12:15 p.m.
- Cover Letter Writing, Thursday, March 7, 12:15 p.m.
- Interviewing Techniques, Thursday, March 14, 12:15 p.m.

If you are interested in attending one or more of these workshops, please call the CDC at ext. 5811.

AAUW Open House

The Association of University Women Buffalo Branch will hold an open house for prospective members Sunday, March 10, from 2-4 p.m. at the Wilcox Mansion, 641 Delaware Ave. Membership is open to all graduates who hold a baccalaureate or higher degree from a regionally accredited college or university. AAUW promotes equity for women, education and self-development over the life span, and positive societal change.

Employee Assistance Program

It's a new year and time for a new beginning. Let this be the time when you decide to do something about those troublesome issues that may have been coming to work with you during the past year. Those problems may include a life change due to a divorce, marriage, parenthood, job change, or new job responsibilities. Or you may have an ailing relative, or have suffered a loss of a loved one through death, military duty, or separation. Your concerns may be about the fiscal crisis, financial problems, or job furloughs.

Whatever the problem, the Employee Assistance Program is available to all state employees, their families, and retirees, who may be experiencing difficulties managing some of life's greatest stressors (raising teenagers, drug and alcohol concerns).

Sometimes, just talking about it confidentially with a caring

colleague can make all the difference.

Call us and start making positive changes in your life that will help you feel better at home and on the job!

Paul Martin, ext. 4307

Deborah Hard, ext. 3068

Dave Cummings, ext. 5233

Early Bird Aerobics

Early Bird Aerobics meets on Tuesday and Thursday at 6:30 a.m. in HG Dance Studio. For more information contact Linda Scott at ext. 5128.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday through Thursday, 2-4 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 after noon. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

VACANCY NOTICE

January 31, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

<u>SUNY/COLLEGE at BINGHAMTON</u>		
Tutor	Upward Bound Program	D: *03/01/91
<u>SUNY/COLLEGE at BROCKPORT</u>		
Chairperson	Education & Human Dev.	02/28/91
<u>SUNY/COLLEGE at FREDONIA</u>		
Asst. Prof.	Physics	03/15/91
<u>SUNY/STONY BROOK</u>		
Associate Director	Social Welfare	02/11/91
Med. Radiographer III	Radiology	Open
Prof.	Neurology	ASAP
Proj. Admin. Officer	Social Welfare	02/11/91
Research Sup Spec.	Marine Sciences	02/11/91
TH Clin Lab Tech.	Labs/Hematology	02/18/91
TH Phys. Therp. I (2)	Physical Therapy	02/18/91
TH Sr. Fin. Analyst	General Accounting	02/18/91
<u>SUNY/HEALTH SCIENCE CENTER/SYRACUSE</u>		
Sr. Asst. Librarian	Health Science Library	02/12/91
TH Clin. Lab Tech I	Clinical Pathology	Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

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February 7, 1991

President's Open Forum

The first open forum of the spring semester will be held Thursday, Feb. 21, from 3:30-4:30 p.m. in Caudell Hall 115 (Margaret Grant Lounge). The forum is open to all faculty and staff.

From the President

Vice President Appointed

It is my great pleasure to announce the appointment of Dr. Richard B. Dressner to the newly created post of vice president for institutional advancement. Dr. Dressner will have responsibility for corporate and alumni relations, all college fund-raising activities, and administration of the Burchfield Art Center, the Performing Arts Center, and other cultural outreach programs. He will also serve as executive director of the Buffalo State College Foundation Inc.

A Phi Beta Kappa graduate of George Washington University, Dr. Dressner is currently associate vice president for corporate relations at SUNY at Albany, where he is also executive director of the University at Albany Foundation. He received his doctorate in American intellectual history from Cornell University. He has taught at Cornell, Colgate University, and SUNY at Albany.

Dr. Dressner will assume his duties March 1.

1991 President's Medal

It is time to begin the selection of candidates for the 1991 President's Medal which will be presented to an outstanding senior at the 119th commencement ceremony. The medal is designed to recognize an outstanding member of the senior class who has demonstrated excellence in the areas of academic achievement, citizenship, leadership, and community service.

Each faculty and staff member has the privilege of submitting the name of one graduating senior for consideration. Nomination forms are available from department chairpersons and directors. You are requested to send supporting documentation with your recommendation. All nominations must be received in the Dean of Students Office by March 8.

A selection committee comprised of representatives from the three vice presidential areas and the student population will review submitted nominations, solicit applications from the top group of seniors nominated, and schedule interviews with finalists. The committee, chaired by Phillip Santa Maria, will present its recommendation to me by April 12.

Recognizing excellence and achievement in our graduates is very important, and I wholeheartedly solicit the support of faculty and staff in this important process.

SUNY Day

Modesto Argenio, executive assistant to the president, has been designated campus contact for SUNY Day, which is scheduled for March 5 in Albany. Anyone wishing to participate, or wishing more information about this activity, should contact him in GC 517, ext. 4102.

From the Provost and Vice President for Academic Affairs

All-College Honors Program Update

In 1989 a proposal to invite current outstanding freshmen to join the All-College Honors Program was recommended and approved. These students, once selected, will be able to receive the President's Honors Scholarship of \$500 each semester, as long as they agree to participate in the Honors Program by taking its courses and maintaining a 3.5 grade point average. This will allow us to open the program to outstanding students who may not have met the original recruitment criteria.

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Please encourage eligible students to apply for the program. Applications can be picked up in TR 120S (New Student Programs and Orientation) starting Feb. 1. For further information contact Kathryn Moran, ext. 5336, or Jim Grunebaum, ext. 4320.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, Feb. 22, at 3 p.m. in BL 210.

Global and Diversity Requirements

A number of questions have been raised recently regarding implementation of the new global and diversity requirements. The College Senate and Academic Affairs have jointly determined that the procedures outlined below will be followed in an effort to resolve remaining problems within the short time span available (to allow for inclusion in the fall 1991 Master Schedule currently under preparation).

For courses submitted to the Senate Curriculum Committee

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February 14, 1991

and not yet approved, department chairpersons who wish to seek a reconsideration at this time are requested to prepare a written justification attached to the most recently approved and official course outline. Other supporting documentation may be appended if deemed appropriate. Twenty (20) copies of the material should be delivered to Mary Delmont (BL 135) by Feb. 13. Department chairpersons are also invited to address the committee in person should they so desire. Please call Mary Delmont at ext. 6308 to make an appointment for a brief presentation at the Feb. 14 Bengal Pause meeting of the Senate Curriculum Committee.

Curricular Items

The following have been received in the College Senate and forwarded to the Curriculum Committee for consideration:

New Course

GES 224 Geologic Hazards. A study of catastrophic geologic events with an emphasis on earthquakes, volcanism, and landslides. Includes causes, physical effects, prediction, and social implications.

From the Director of Lifelong Learning

Course Proposals

The Bulger Lifelong Learning Center is now accepting non-credit course proposals for the fall 1991 semester. Some topics of interest include: continuing education for CPAs, commercial and graphic design, professional development, and computer courses. Specific course listings may be obtained through the center. Application deadline is April 1, 1991.

For more information or a course proposal outline, contact Michele Mogavero, program coordinator, at ext. 5906.

From the Director of the Performing Arts Center

PAC Space Reservations

In accordance with the guidelines for the scheduling of Performing Arts Center spaces, including Rockwell Hall auditorium and Upton Hall auditorium, notice is hereby given to all faculty, staff, and students that the deadline for priority users to receive preferential scheduling for the 1991-92 school year is Feb. 28, 1991.

Those individuals, groups, and departments who request or have requested dates by Feb. 28 will receive priority in the use of Rockwell and Upton Hall auditoriums based on the priority definition contained in the guidelines. As of March 1, 1991, availability will be on a first-come, first-served basis for all remaining open dates.

On-campus groups and departments may qualify for subsidized use of the auditorium for events and lectures that are non-ticketed. Such subsidized use may mean that the use of the auditorium is free to the department.

For more information on the subsidy program or to book space for the 1991-92 school year, please contact Steve Scott-Martin or Sandra Walter at ext. 3032.

Items of Interest

Donors Needed

Who: American Red Cross
What: Blood drive
When: Feb. 12, 13, & 14 from 11 a.m.-5 p.m.
Where: Student Union Assembly Hall
Why: Crucial need to replenish WNY's blood supply after recent shipment to the Persian Gulf
Contact: Katie Tobin at 681-4663

VACANCY NOTICE

February 07, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/ALBANY		
Res. Sup. Spec.	Public Health	D:*02/15/91
SUNY/COLLEGE at BINGHAMTON		
Postdoctoral Assoc.	Dept. of Chemistry	03/15/91
SUNY/BUFFALO		
Asst. Prof.	Art History	02/08/91
SUNY/COLLEGE OF TECHNOLOGY at DELHI		
President	Administration	Open
SUNY/GENESE		
Asst. Prof.	Physics/Astronomy	03/01/91
Director	Lib. Studies/Dean of College	03/15/91
SUNY/COLLEGE OF OPTOMETRY at NEW YORK CITY		
Pediatrician	Children's Services	02/25/91
SUNY/STONY BROOK		
Soccer Coach	Physical Education	ASAP
SUNY/HEALTH SCIENCE CENTER at SYRACUSE		
Asst./Assoc. Prof.	Cytotechnology/Pathology	Open
Clin. Investigator	Urology	02/26/91
TH Clin. Lab Tech III	Clinical Pathology	Open
TH Instr. Sup. Asst.	Respiratory Therapy	Open
TH Nurse Pract.	Medicine	Open
TH Social Worker II	Social Work Services	Open
TH Social Worker III	Social Work Services	Open
TH Staff Asst. I	Controller's Office	Open
SUNY INSTITUTE OF TECHNOLOGY at UTICA/ROME		
Dean	Arts & Sciences	03/08/91
Faculty -	Arts & Sciences	02/28/91
	Sociology/Anthropology	
	Technical Communication	
	Mathematics (2)	
	Computer Science	02/28/91
Faculty -	Business/Public Mngmnt. (3)	
	Nursing	

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

We were saddened to learn of the death of **James L. Stewart**, associate professor of industrial arts education, on Feb. 11. He had been a member of the Buffalo State College faculty since 1963. Before coming to Buffalo, he taught industrial arts at Kendallville High School in Indiana for four years.

Professor Stewart earned both his bachelor's and master's degrees in education at Ball State University. He served in the U. S. Air Force before beginning his college career.

Our sincere condolences go to his wife Cynthia, sons Scott and Jeffrey, and daughter Elizabeth.

Memorials may be made to the American Heart Association or the Brighton Community Baptist Church, 1225 Brighton Road, Town of Tonawanda.

From the President

Honorary Degree Suggestions

On behalf of the college's Honorary Degree Committee, I invite the entire college community to submit suggestions for 1992 SUNY honorary degree nominations. The honorary doctorate is the highest form of recognition offered by SUNY.

The purpose of this very worthwhile program is:

- To recognize excellence in the fields of public affairs, the sciences, the humanities and the arts, scholarship and education, business and philanthropy, and the social sciences;
- To honor meritorious and outstanding service to SUNY, the state, the nation, or to humanity at large; and
- To recognize persons whose lives serve as examples of SUNY's aspirations for its students.

Individuals *must* have statewide, national, or international prominence, and their achievements must be both relevant and appropriate to this campus, e.g., a noted educator ties into our teacher education programs.

Service to SUNY or Buffalo State College is *not* sufficient justification for awarding an honorary degree. Furthermore, honorary degrees are not awarded to members of the SUNY board of trustees or members of councils or boards at state-operated campuses, employees in the SUNY system, current holders of New York elective public office or active candidates for elective office, or previous SUNY honorary degree recipients. (You may wish to call the Public Affairs Office at ext. 4201 to check your suggested nominee against the list of previous recipients.)

Please bear in mind that the entire nomination process should be kept strictly confidential. Do not contact suggested nominees or in any way communicate to them that they are being considered for an honorary degree.

BSC's past recipients are William M. Cruickshank (1985); Burrhus Frederic Skinner (1986); Katherine Dunham, Milton Glaser, and John Patrick Montague (1987); Paul G. Bulger (1988); and Tom Wicker (1989).

Please submit suggestions no later than March 8, 1991, to Joyce Fink, committee chairperson, in Cleveland Hall 515. Include a copy of your suggested nominee's biographical sketch from a *Who's Who* or similar publication. The committee, comprised of members from the three faculties, will screen the suggestions, select potential nominees, and prepare supporting documentation for my consideration. Names of approved candidates will then be forwarded to the chancellor, who will make his recommendations to the board of trustees.

Curricular Approvals

I have approved the following program revision, new courses, and course revisions, which have been recommended by the appropriate dean, the College Senate Curriculum Committee, and the provost and vice president for academic affairs.

Program Revision

Criminal Justice

New Courses

CRJ 203 Crime, Ideology and the Administration of Justice

CRJ 305 The Juvenile Justice System

CRJ 420 Advanced Issues in Punishment and Corrections

Course Revisions

BIO 104 Environmental Biology

SLA 611 Externship in Communication Disorders

Courses to Satisfy New Global and Diversity Requirements

Following consultation with Provost Wiesen, the courses recommended by the College Senate in the Jan. 17, 1991, *College Bulletin* are approved. Several other courses submitted to satisfy these requirements are still under consideration. Final action will be announced in time for inclusion in the fall semester Master Schedule and implementation of the new requirements. In cases where departments are still working on course revisions or new course development, an additional review cycle has been jointly agreed upon by Academic Affairs and the College Senate. Thus, departments will have until the end of the spring semester to submit courses in accordance with normal curricular procedures. Review at other levels will take place during the fall semester. A full timetable and schedule will be provided by the Academic Affairs Office.

From the Provost and Vice President for Academic Affairs

Writing Across the Curriculum Video Conference

"Issues and Conflicts in Writing Across the Curriculum" will be

explored in a video conference on Wednesday, Feb. 27. There will be a frank discussion of the problems and benefits of WAC programs and descriptions of several programs across the country. Members of the audience will have the opportunity to interact with panelists, who are leading scholars in the area of writing programs. All faculty are encouraged to attend, as student writing skills are our joint responsibility. The conference will be held in the Moot Hall Heritage Room from 1 to 3 p.m. Pre-registration is encouraged and can be done by calling Academic Affairs, ext. 5929. A package of materials will be provided prior to the conference.

From the Vice Presidents for Academic Affairs and Student Affairs

Video Conference on Campus Racism

"The Rise in Campus Racism: Causes and Solutions" video conference will be broadcast on campus Wednesday, Feb. 20, from 1 to 3 p.m. In addition to presentations by a national panel of experts, there will be an opportunity for members of the audience to call in their questions and comments. Racism and bigotry are present on our campus. We must come together as a community to find ways to combat intolerance. We urge you to participate in this forum and to encourage your students to attend. The conference will be in the Moot Hall Heritage Room.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, Feb. 22, at 3 p.m. in Butler Library 210.

Curricular Items

The following have been approved by the Curriculum Committee and forwarded to the president for recommendation:

New Courses

AED 610 Methods of Instruction in Non-Studio Disciplines

GES 452 Hydrogeology

Course Revisions

CHE 307 Physical Chemistry Lab I

CHE 308 Physical Chemistry Lab II

Course Revisions (Cross Listings)

EDF/PSY/SWK 715 to EDF/PSY/SWK/BUS 715 Management Practice and Techniques

SWK/JBS 519 to SWK/JBS/BUS 519 Communication for Managers

SWK/EDF/CFS 603 to SWK/EDF/CFS/BUS 603 Human Resources Management

Course Revisions (Title Changes)

From:

HPR 162 Ballroom Dancing

HPR 180 Physical Fitness

To:

HPR 162 Social Dancing

HPR 180 Physical Fitness

for Women

HPR 198 Weight Training/Physical Fitness

HPR 198 Strength Fitness

HPR 200 Physical Education:

Contemporary Movement

HPR 200 Fitness for Life

From:

HPR 207 Techniques and Theories of Baseball

HPR 250 Movement and Meaning: Introduction to the Art and Science of Human Movement

HPR 301 Biomechanical Principles of Human Movement

HPR 345 Physical Fitness and Aging

To:

HPR 207 Techniques and Theories of Baseball/Softball

HPR 250 Introduction to Human Movement

HPR 301 Fundamentals of Kinesiology

HPR 345 Wellness, Fitness, and Aging

Program Revision (Minor)

Proposed Physics Minor

From the Director of Lifelong Learning

Course Proposals

The Bulger Lifelong Learning Center is now accepting non-credit course proposals for the fall 1991 semester. Some topics of interest include: continuing education for CPAs, commercial and graphic design, professional development, and computer courses. Specific course listings may be obtained through the center. Application deadline is April 1, 1991.

For more information or a course proposal outline, contact Michele Mogavero, program coordinator, at ext. 5906.

Items of Interest

Employee Assistance Program

Changing world and workplace issues can put severe stress on the working man and woman. If you're dealing with troublesome situations of a personal nature (change in marital status, substance abuse concerns with yourself or your adolescent, financial or eldercare problems, family member serving in the Middle East) or changing workplace issues (new job responsibilities, layoff possibilities, budget problems) the Employee Assistance Program can help.

Whatever the problem may be, EAP is available to all state employees, their families, and retirees who may be experiencing difficulties managing some of life's greatest stressors (managing childcare on a single family income, drug and alcohol concerns).

Sometimes, just talking about it confidentially with a caring colleague can make all the difference. Personal problems don't stay at home when you come to work. Call us!

Stop in and see our new home, Cleveland Hall 415. Pick up information on exercise, diet, smoking, grief and loss, or just stop in to sit down and get away from it all for a while!

Your Buffalo State College EAP coordinators:

Paul Martin, ext. 4307

Deborah Hard, ext. 3068

Dave Cummings, ext. 5233

Early Bird Aerobics

Early Bird Aerobics meets on Tuesday and Thursday at 6:30 a.m. in Houston Gym Dance Studio. For more information contact Linda Scott at ext. 5128.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday through Thursday, 2-4 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 after noon. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words

Winning the fiber game: The National Research Council suggests you eat five servings of fruit and vegetables and at least five servings of bread, cereals, and legumes per day. Fiber is actually a wide variety of substances, insoluble and soluble. Insoluble fiber (wheat bran and whole grains) tends to move food quickly through the digestive tract, and may protect against colon cancer. Soluble fiber (oats, beans, carrots, apples) may lower blood cholesterol and help control blood sugar levels.

"Wellness Words" is a series of helpful tips on wellness from faculty and staff sponsored by the Health, Physical Education, and Recreation Department and the Employee Assistance Program Committee. If you would like to contribute to the series, send typed articles of 200 words or less to the HPER Department. The editorial board is made up of Catherine Ansuini (HPER), Donald Barr (HPER), and Deborah Hard (EAP Committee).

VACANCY NOTICE

February 14, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/ALBANY

Admis. Counselor Undergraduate Admissions D:*03/06/91

SUNY/COLLEGE of TECHNOLOGY at CANTON

Instr./Asst. Prof. Economics Open

SUNY/COLLEGE at CORTLAND

Lead Programmer Computer Center 03/06/91

Analyst

SUNY/PLATTSBURGH

Asst. Prof. Environmental Engineering/ 03/15/91

Aquatic Chemistry

SUNY/COLLEGE at PURCHASE

Sr. Staff Assist. Performing Arts Center 03/15/91

Staff Assist. Performing Arts Center 03/15/91

Instruc. Sup Assoc. Performing Arts Center 03/15/91

SUNY/STONY BROOK

Asst. Prof. Ophthalmology ASAP

Faculty Chemistry 03/15/91

Research Sup. Spec. Medicine/Allergy 03/04/91

Research Sup. Spec. Neurology 03/04/91

SUNY/HEALTH SCIENCE CENTER at SYRACUSE

Asst. Prof. Critical Care 03/05/91

TH Occup. Thpst. II Occupational Therapy Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

Issues & Conflicts in

"Directions for the

1990's and Beyond"

Writing Across the Curriculum

... featuring writing across the curriculum national leaders discussing the challenges and controversies educators face.

- Vulnerability of WAC Programs
- Redefining the Purposes of WAC
- Structure, Design, Administration and funding of WAC Programs
- Common Features of Wac Programs
- Call-in opportunities for all participants

Videoconference
Sponsored by Teaching Effectiveness Committee
Faculty Staff Development
Advisory Council
Writing Programs Oversight Committee

February 27, 1991
Time: 1:00 pm - 3:00 pm
Place: Heritage Room
Moot Hall
Admission : Free
For registration and packet
of information call
Academic Affairs (5929)

B U F F A L O S T A T E C O L L E G E

College Bulletin

Volume XXXVI Number 20

February 21, 1991

Editor's Note: A water leak in the heating system in Cleveland Hall has temporarily disrupted desktop publishing capabilities in the Public Affairs Office, necessitating publication of a modified edition of the College Bulletin.

FROM THE PRESIDENT

RECEPTION

In order to provide an opportunity for you to meet Dr. Richard B. Dressner, newly appointed vice president for institutional advancement, there will be a reception on Thursday, March 7, from 4 to 5:30 p.m. in The Restaurant in Moot Hall.

FROM THE VICE PRESIDENT FOR FINANCE AND MANAGEMENT

TRAVEL RATES

The State Comptroller's Office has revised travel allowances in accordance with the various negotiated agreements. The changes are effective Jan. 1, 1991. The federal schedule for meals and lodging has been revised. Schedule D lists the revised rates. Copies of Schedule D are being distributed to department offices. Personal car mileage rates are revised for UUP, Management Confidential, and Security Unit employees to 27.5 cents per mile. The personal mileage rate for CSEA employees remains at 20.5 cents per mile and for Professional, Scientific and Technical (PEF) employees remains at 23.0 cents per mile.

Questions concerning travel should be directed to the Accounting Office, ext. 4117.

FROM THE CHAIRPERSON OF THE COLLEGE SENATE

CURRICULAR ITEMS

The following course revision has been received in the College Senate and forwarded to the Curriculum Committee for consideration: **SOC 240 Analyzing Social Problems**. The analysis of selected social problems that are of major concern in our society (e.g., problems of the family, gender, race and ethnic groups, crime and delinquency, alcohol and drugs). The course strongly focuses on how these problems affect culturally diverse groups. A variety of sociological theories and studies will be applied to these problems.

VACANCY NOTICE

February 21, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/ALBANY

Asst. Professor	Criminal Justice	D:*03/01/91
Asst. Professor	Foreign Lang. Ed.	03/01/91
Asst. Professor	Economics	03/04/91

SUNY/COLLEGE at BROCKPORT

Instruc. Sup. Tech.	Theatre	03/15/91
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SUNY/HEALTH SCIENCE CENTER at BROOKLYN

TH Asst. Director	Nursing Service	03/11/91
TH Midwife I	Obstetrics	03/11/91
TH Res. Thrpst. II	Anesthesiology	03/11/91
TH Clin. Nurse Spec.	Nursing Services	03/11/91

SUNY/COLLEGE of TECHNOLOGY at CANTON

Instr./Asst. Prof.	English	04/01/91
Instr. Sup. Tech.	Life Sciences	Open

SUNY/COLLEGE at CORTLAND

Res. Hall Director	Residence Life Office	Open
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SUNY/COLLEGE At FREDONIA

Operations/ - (pt)	Business Administration	Open
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Prod. Mngmnt.

Faculty	Psychology Dept.	05/01/91
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SUNY/GENESEEO

Res. Hall Dir. - (pt)	Residence Life	03/11/91
Asst. Dir. College	Residence Life	03/11/91

Housing

SUNY/COLLEGE of OPTOMETRY at NEW YORK

Nurse	Pathology	03/11/91
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SUNY/PLATTSBURGH

Asst. Prof.	Educational Foundations	03/01/91
Faculty - (2)	Elementary Curriculum	03/01/91
Asst. Prof.	Secondary Curriculum Ed.	03/01/91
Asst. Prof.	Special Ed.	03/01/91
Asst. Prof.	Reading Instruction	03/01/91

SUNY/STONY BROOK

TH Med. Radiographer	Radiology	Open
TH Pharmacy Asst.	Pharmacy	03/11/91
TH Clinical Lab Tech.	Labs/Immunology	03/11/91
TH Physical Thpst II	Physical Therapy	03/11/91
TH Physical Thpst Asst.	Physical Therapy	03/11/91

SUNY/HEALTH SCIENCE CENTER at SYRACUSE

Billing Supvr.	Radiology	03/08/91
TH Nurse Admin.	Nursing (Operating Room)	Open
TH Physical Thpst. III	Physical Therapy	Open
Asst./Assoc. Prof.	Anatomy & Cell Biology	Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

College Bulletin

Volume XXXVI Number 21

February 28, 1991

President's All-College Update
Thursday, March 28
12:15 p.m.
Communication Center North

From the President

Policy for Elimination of an Academic Program

Attached to this issue of the *College Bulletin* is a policy for the elimination of an academic program which was developed from recommendations made to me by the College Senate. The policy, which is effective immediately, essentially entails a two-level approach.

From the Vice President for Finance and Management

Computing Services Faculty Work Room Procedures

The work room (Twin Rise 112) is a self-service facility that faculty may use 24 hours a day, seven days a week. However, because of the unlimited access, the following guidelines must be adhered to so that the equipment installed in the work room is protected from vandalism and theft.

Magnetic Card Authorization:

- Faculty may pick up a magnetic card authorization form in Twin Rise 208. See Cheryl Burns or Connie Vasi for the form.
- The card authorization form must be signed by Ray Chamberlain.
- Faculty may present the card authorization form to Agnes Williams in Public Safety, Chase Hall 118, and request card access to TR 112.
- Computing Services personnel will explain and demonstrate the security system key pad procedures to each faculty member after they pick up their TR 112 magnetic card. See Cheryl Burns or Connie Vasi for assistance.

Entering Procedure:

- After opening the door to TR 112, the faculty member must deactivate the security system key pad within a 60-second period. Only the first faculty member entering the work room will be responsible for deactivating the security system.

Exiting Procedure:

- Make sure the work room door is closed before reactivating the security system key pad. Two lights on the key pad should begin blinking. If they are not blinking,

use the key pad again. Only the last faculty member to leave TR 112 must reactivate the security system key pad. This must be done within a 60-second period. *Leave the room lights on at all times.*

Twin Rise is normally open from 6 a.m. to 11 p.m. Monday through Friday. When faculty want access to the work room after normal building hours, they must go to Public Safety in Chase Hall and request access to Twin Rise.

Please leave the lights on at all times and keep the door closed and locked.

From the Acting Vice President for Student Affairs

Student Leadership Training

The Leadership Clearinghouse will sponsor a student leadership development workshop in late March. The workshop will be conducted at an off-campus corporate site and will include sessions on women in leadership, transition issues for leaders, and support programs for new or aspiring leaders.

As in the past, we are requesting faculty and staff to nominate students who they feel would most benefit from this type of leadership experience. Nomination forms will be mailed to faculty and staff or you may telephone nominations to John Frederick, ext. 5533. Please include the student's mailing address. Deadline for nominations is March 13.

From the Director of Lifelong Learning

Course Proposals

The Bulger Lifelong Learning Center is now accepting non-credit course proposals for the fall 1991 semester. Some topics of interest include: continuing education for CPAs, commercial and graphic design, professional development, and computer courses. Specific course listings may be obtained through the center. Application deadline is April 1, 1991.

For more information or a course proposal outline, contact Michele Mogavero, program coordinator, at ext. 5906.

Items of Interest

Minigrant Application Deadline

The Center for Development of Human Services would like to remind all faculty interested in applying for a 1991-92 minigrant that the deadline for applications is April 1, 1991. If you are not a member of the center's Faculty Advisory Committee you may still apply for a minigrant by first completing the pledge form

enclosed with the request for proposals. Anyone needing pledge forms or requests for proposals call Sandra LoTempio at 881-2800. All proposals must be submitted to her at the Letchworth Annex by April 1.

St. Joseph's Table

FSA Dining and Vending Services announces the 14th annual St. Joseph's Day Table on Saturday, March 16, from 5 to 7 p.m. in the Moot Hall Restaurant. Tickets are \$8.50 per person and are available at the Moot Hall cashier's station or by calling ext. 4433.

Stop Smoking Program

The next Stop Smoking Program conducted by the College Counseling Center will begin on Monday, March 11, and will continue on March 18 and 25. Programs run from 5-6:30 p.m. at the Counseling Center in the lower level of Porter Hall. This program is open to faculty, staff, and students without cost. Please call to pre-register (ext. 4436) as space is limited.

The first session helps prepare individuals to stop smoking. In the second session, commitment is made to stop, and the third session assists people to plan for temptation and "stay clean."

Early Bird Aerobics

Early Bird Aerobics meets on Tuesday and Thursday at 6:30 a.m. in Houston Gym Dance Studio. For more information contact Linda Scott at ext. 5128.

Faculty Recreation Hours

Pool
Monday/Wednesday/Friday, noon-2 p.m.
Racquetball Courts
Monday through Thursday, 2-4 p.m.
Friday, 10 a.m.-noon
Reservations for court time may be made by calling ext. 6500 after noon. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words

A croissant may seem light and airy, but it contains 12 times as much fat, and 50 percent more calories than an English muffin of the same weight.

Most granola cereals are more like dessert than breakfast fare. Though they usually contain whole grains, they also pack lots of fat (nuts, oil, coconut) and sweeteners.

Best of Mexican food: Soup: gazpacho, black bean, and other vegetable soups are filling, low in fat, nutritious. Don't munch on salty, deep-fried chips—a bowlful can contain as much fat as the rest of your meal put together. Instead, order a plain tortilla you can dip in salsa. Stick with entrees featuring corn tortillas (made with cornmeal and water)—tacos, enchiladas, and tostadas. Opt for dishes using fish, seafood, or skinless chicken rather than cheese or beef. The beef—especially the ground beef in chili—is usually very high in fat. Try fajitas. Traditionally made with strips of grilled beef, most restaurants also offer fajitas made with chicken or grilled shrimp. You add lettuce, tomato, salsa. Skip sour cream and guacamole.

VACANCY NOTICE

February 28, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/ALBANY

Asst. Professor	Criminal Justice	D: *03/01/91
Asst. Professor	Foreign Lang. Ed.	03/01/91
Asst. Professor	Economics	03/04/91

SUNY/COLLEGE at BROCKPORT

Asst. Prof.	Physical Educ.	04/15/91
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SUNY/HEALTH SCIENCE CENTER at BROOKLYN

TH Asst. Director	Nursing Service	03/11/91
TH Midwife I	Obstetrics	03/11/91
TH Res. Thrpst. II	Anesthesiology	03/11/91
TH Clin. Nurse Spec.	Nursing Services	03/11/91

SUNY/COLLEGE of TECHNOLOGY at CANTON

Instr./Asst. Prof.	English	04/01/91
Instr. Sup. Tech.	Life Sciences	Open

SUNY/COLLEGE at CORTLAND

Res. Hall Director	Residence Life Office	Open
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SUNY/COLLEGE at FREDONIA

Operations/ - (pt)	Business Administration	Open
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SUNY/GENESEEO

Faculty	Psychology Dept.	05/01/91
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SUNY/HEALTH SCIENCE CENTER at SYRACUSE

Res. Hall Dir. - (pt)	Residence Life	03/11/91
Asst. Dir. College	Residence Life	03/11/91

SUNY/HEALTH SCIENCE CENTER at SYRACUSE

Housing		
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SUNY/COLLEGE of OPTOMETRY at NEW YORK

Nurse	Pathology	03/11/91
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SUNY/PLATTSBURGH

Asst. Prof.	Educational Foundations	03/01/91
Faculty - (2)	Elementary Curriculum	03/01/91
Asst. Prof.	Secondary Curriculum Ed.	03/01/91
Asst. Prof.	Special Ed.	03/01/91
Asst. Prof.	Reading Instruction	03/01/91

SUNY/STONY BROOK

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*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

POLICY FOR THE ELIMINATION OF AN ACADEMIC PROGRAM

The viability of an academic institution depends, in part, on its ability to adapt to a changing environment. This process of adaptation may, at times, entail the prospect of eliminating an academic program. The deliberative process surrounding the elimination of an academic program should be conducted in an atmosphere that promotes open, honest, and considerate discussion of the relevant issues.

Informal Level

The early stages of the process shall be exploratory in nature and will therefore involve informal discussions among the faculty, chairperson, and dean responsible for the program. The academic vice president may also be a party to these early discussions. If, as a result of these discussions, one or more of the participants desires to pursue a formal proposal to eliminate an academic program, the following formal process will be initiated.

Formal Level

The formal process may be initiated by the department chairperson, the academic dean, or the academic vice president.

Once the formal process commences, the chairperson of the appropriate department committee shall be responsible for holding meetings to determine members' position on the proposal.

A. If the proposal is initiated by the department, the department chairperson shall draft, for submission to the academic dean, a statement containing the rationale for the proposed program elimination and the anticipated impact on students. The academic dean shall then provide a written response to the academic department within thirty days of receipt of the department chairperson's statement.

The department's position shall be determined in conformity with department by-laws bearing on curriculum development matters. The results of these deliberations shall be put in writing with a full rationale for the position taken. This statement shall become part of the documentation transmitted to each subsequent level of formal review.

B. If the process is initiated by the academic dean, a statement of rationale for the proposed program elimination, together with a statement of how the proposed action conforms to the broader academic plan of the college or the appropriate faculty, shall be forwarded by the academic dean to the chairperson of the academic department affected by the program elimination. The department chairperson shall respond, in writing, within thirty days of receipt of the statement from the dean.

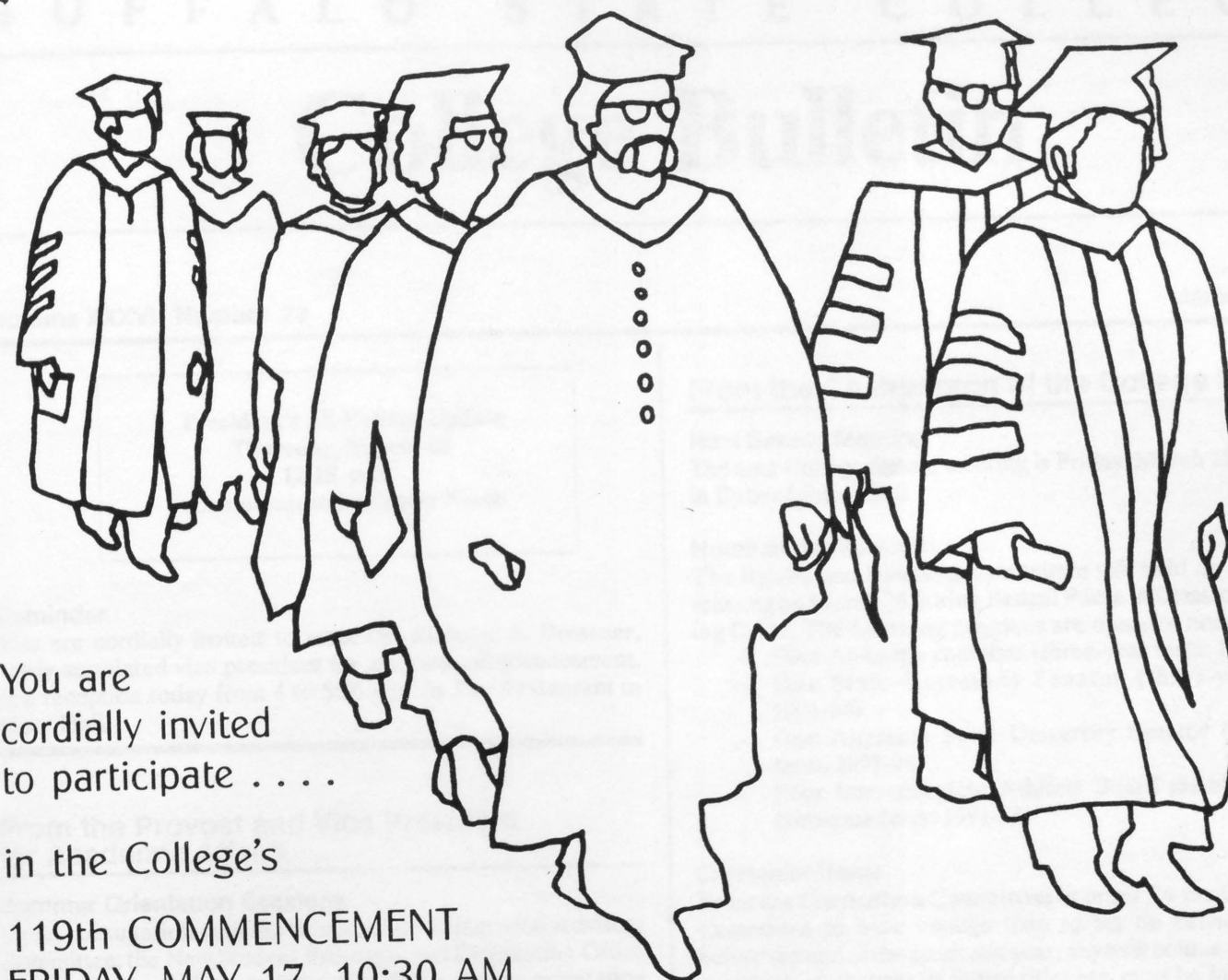
The academic dean must then decide whether or not to submit a formal recommendation for elimination of the academic program to the academic vice president. If the academic dean decides to recommend in favor of program elimination, the dean must submit a written recommendation to the academic vice president, with a copy to the department chairperson. The

recommendation shall include the rationale for the program elimination, an assessment of the anticipated impact of the program elimination on the program faculty and on the rest of the college community, and a statement of how the recommended program elimination conforms to the broader academic plan of the college. In addition, the dean shall attach to the recommendation copies of all correspondence required by this process.

- C. If the process is initiated by the academic vice president, a statement of rationale for the proposed program elimination shall be submitted to the academic dean of the affected program. All the procedures outlined in B, above, shall then be followed.

The administration shall, before any action is taken to eliminate an academic program, propose a course of action to the College Senate and publish its proposal in the **College Bulletin**. The proposed plan shall address, as appropriate, the impact on students, faculty, and resources. The College Senate shall be allowed full access to pertinent information and documentation. A minimum of thirty days shall be provided to accommodate responses from the college community and to allow the College Senate to formulate its recommendation to the college president.

If the formal process is not completed before the end of the academic year in which it was initiated, the process shall be continued in the next academic year. In the event of severe external constraints, it may be necessary to alter the time frame. In such an instance, a modified timetable shall be presented, in advance, to all affected parties.



You are
cordially invited
to participate

in the College's

119th COMMENCEMENT
FRIDAY, MAY 17, 10:30 AM
MEMORIAL AUDITORIUM

All faculty and professional staff members may elect to either march in the academic procession or serve as a faculty usher.

A faculty usher may have varied duties such as lining up faculty and candidates, distributing programs, etc. You do not need a cap and gown to usher.

PLEASE NOTE: Friday, April 19, is the deadline for ordering caps and gowns through the College Store if you intend to march. Rental cost: Master's, \$27.90; Doctor's, \$31.90, plus tax and \$1 shipping and handling.

If your answer is in the affirmative, you will receive instructions where to report, etc. about a week before Commencement.

TO: Public Affairs Office — Cleveland Hall 515

DEADLINE — APRIL 19

I will be able to participate May 17 in the Commencement Ceremonies.

I wish to (circle one) march/usher.

Signed _____

College Bulletin

Volume XXXVI Number 22

March 7, 1991

President's All-College Update
Thursday, March 28
12:15 p.m.
Communication Center North

Reminder

You are cordially invited to meet **Dr. Richard B. Dressner**, newly appointed vice president for institutional advancement, at a reception today from 4 to 5:30 p.m. in The Restaurant in Moot Hall.

From the Provost and Vice President for Academic Affairs

Summer Orientation Sessions

Upon consultation with the campuswide Orientation Advisory Committee, the New Student Programs and Orientation Office announces the following dates for 1991 summer orientation programs.

Freshmen: June 26-28; July 1-3; July 8-10; Aug. 27-29

Transfer: June 27; July 2; July 9; Aug. 28

On Feb. 19, 1991, the President's Council approved the committee's proposal to pilot a program providing new students with the option to either reside on campus or commute to campus during orientation.

New student orientation will include pre-registration academic advisement, registration, informational and experiential programming, as well as basic skills competency testing in mathematics, English, reading, and foreign languages. Special orientation programming will be conducted for families of new students and re-entry adult students.

In our continuing effort to initiate more direct contact between faculty and new students we will select a cadre of faculty to participate in the orientation Faculty Enhancement Project. This project will enable trained faculty to assist our undecided freshmen to intelligently select their academic courses. Faculty participants will help introduce new students to the goals of higher education, BSC's general education and basic skills requirements, and planning for academic excellence through active academic advising. Faculty interested in obtaining more information about the Faculty Enhancement Project should contact the New Student Programs and Orientation Office at ext. 5336.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, March 15, at 3 p.m. in Butler Library 210.

Nomination Meeting

The Bylaws and Elections Committee will hold an all-college meeting on March 26 during Bengal Pause in Classroom Building C-122. The following positions are open for nominations:

- Four At-Large positions (three-year term: 1991-94)
- One State University Senator (three-year term: 1991-94)
- One Alternate State University Senator (three-year term: 1991-94)
- Four Intercollegiate Athletic Board members (IAB) (two-year term: 1991-93)

Curricular Items

From the Curriculum Committee: In order for the Curriculum Committee to have enough time to act on curricular items before the end of the academic year, any new course or program proposals or changes in course titles etc. must be forwarded to the College Senate in time for the *College Bulletin* issue dated March 21. The reason for this is that the committee cannot act on curricular matters until 15 working days after publication in the *College Bulletin*.

The following have been received in the College Senate and forwarded to the Curriculum Committee for consideration:

Course Revision:

CNS 601/601L Techniques of Examination and Documentation I. Introduction to methods and techniques used to determine and document the condition of artifacts, that is, the deterioration and alteration of works of art caused by aging, trauma, and previous restoration. Using the techniques presented, the student learns to recognize and record the structure of artifacts and the manifestations of their deterioration. In addition to theoretical understanding, emphasis is given to the development of advanced practical skills in scientific photography and conservation photo-documentation as well as in general studio photography, including processing and printing.

New Course:

CNS 602/602L Techniques of Examination and Documentation II. A continuation of CNS 601/601L. Topics include ultraviolet, infrared, and radiographic techniques used to examine and document the structure and condition of artworks and cultural artifacts. Emphasis is given both to theoretical understanding and to the development of practical skills. Proper techniques for planning, producing, and delivering professional slide presentations are also covered.

College Bulletin

Volume XXXVI Number 23

March 14, 1991

President's All-College Update
Thursday, March 28
12:15 p.m.
Communication Center North

From the President

Promotions

I am pleased to announce the following approved promotions to full professor and librarian effective Sept. 1 and July 1, 1991, respectively: Ann Colley (English); Gisele Feal (Foreign Language); Narendra Kalia (Sociology); Betty Krist (Mathematics); Martha Reddout (Nutrition and Food Science); Howard Reid (Psychology); Carol Richards (Butler Library).

I would also like to announce at this time the following promotions to associate professor (effective January 1991) with continuing appointment (effective January 1992): Maria Assad (Foreign Language) and Colleen Frey (Nutrition and Food Science).

Promotion Decision Appeals

As in the past, negative decisions on promotions may be appealed. Appeals are probably best suited to instances in which an individual believes that his or her case was misunderstood or inadequately advocated. Anyone wishing to appeal the promotion decision should first contact his or her dean to learn more about the reason(s). If an appeal seems warranted, my office should be notified in writing of the intent to appeal by Friday, April 12.

Sabbatical Leaves

It is my pleasure to announce the awarding of the following sabbatical leaves for 1991-92.

Fall 1991: Ann Colley (English); Frank Eckmair (Fine Arts); Lawrence Flood (Political Science); Deborah Kohl (Psychology); Frederick Price (Biology); Janet Ramsey (Communication); Howard Reid (Psychology).

Spring 1992: Charles Aquino (Communication); Robert Brock (Fine Arts); Lydia Fish (Anthropology); Jack Jauquet (Design); Carol Kirby (Foreign Language); Bradley Lown (Psychology); Paul Martin (Fine Arts); John Montague (Design); Myron Nadel (Performing Arts); Joseph Piccillo (Art Education); Lee Snyder (Philosophy and Religious Studies); James Sylvia (Fine Arts).

Academic Year 1991-92: Cathleen Ann Baker (Art Conservation); Fred Greenberg (Chemistry); Nancy Lund (Speech Language Pathology and Audiology); Kenneth Mernitz (History and Social Studies Education); James Morris (Design).

Campus Planning Group Appointed

I wish to announce the appointment of a Campus Planning Group which will be charged with gathering data from all internal constituents and selected external constituents and formulating a set of goals for the college for the next three to five years. These goals would constitute the basis for a college plan document.

I have asked the following persons to serve on this group: Richard Wiesen, provost and vice president for academic affairs, chairperson; James Caputi, vice president for finance and management; Hal Payne, acting vice president for student affairs; Richard Dressner, vice president for institutional advancement; Patricia Cummins, dean of the Faculty of Arts and Humanities; William Ganley, professor of economics and finance; Carole Harris, associate registrar; James Grunebaum, professor of philosophy and religious studies; Shirley Lord, associate professor of social work; Antoine Green, student; Denise Whitehead, student.

Honorary Degrees

The Honorary Degree Committee, chaired by Joyce Fink and comprised of faculty appointed by me following recommendations from the academic deans, has held its initial meeting to discuss possible nominees for 1992 SUNY honorary degrees. The committee wishes to extend an invitation to the entire campus community to suggest nominees directly to one of the following committee members no later than March 29.

Committee members from the Faculty of Applied Science and Education are: Marie Baker (ext. 4008) and Carol Hodges (ext. 4112); from the Faculty of Arts and Humanities: Joseph Piccillo (ext. 4804) and Janet Ramsey (ext. 5900); and from the Faculty of Natural and Social Sciences: Irene Hulicka (ext. 3011) and James Orgren (ext. 5005).

I outlined the purpose of the SUNY honorary degree program, as well as the criteria for awarding honorary degrees, in the Feb. 14, 1991, *College Bulletin*. Detailed guidelines and a list of previous honorees are available in the Public Affairs Office, Cleveland Hall 515. Please keep in mind that candidates *must* have statewide, national, or international prominence and their achievements *must* be both relevant and appropriate to Buffalo State College.

From the Provost and Vice President for Academic Affairs

Middle States Message

One of the topics that we are addressing in our Middle States self-study is how the college can accommodate the demographic changes that will occur in students, faculty, and staff, and respond in ways that position the college for con-

The following have been approved by the Curriculum Committee and forwarded to the president for recommendation.

Title Change:

From: SLA 541 Developing Early Communication: A Team Approach

To: SLA 541 Facilitating Communication of At-risk Infants and Toddlers: A Team Approach

Diversity Requirements:

SOC 240 Analyzing Social Problems

Global Requirements:

CHE 315 Environmental Chemistry

SPA 309 Civilization of Latin America

From the Director of Lifelong Learning

Course Proposals

The Bulger Lifelong Learning Center is now accepting non-credit course proposals for the fall 1991 semester. Some topics of interest include: continuing education for CPAs, commercial and graphic design, professional development, and computer courses. Specific course listings may be obtained through the center. Application deadline is April 1, 1991.

For more information or a course proposal outline, contact Michele Mogavero, program coordinator, at ext. 5906.

From the Director of Instructional Resources

Videotapes for Military Personnel

The Instructional Resources Center is offering a free videotaping service for members of the college community who would like to send a videotaped message to members of the armed forces currently serving in the Persian Gulf.

Simply bring a half-inch VHS videotape with you. We will videotape your message. The message will be limited to 10 minutes. You are responsible for forwarding it overseas.

We recommend using Kodak, Panasonic, Scotch, BASF, Fuji, or Polaroid videotape. To make an appointment call Arthur Schaeffer at ext. 4922.

Items of Interest

FSA Board Meeting

An FSA board of directors meeting will be held Tuesday, March 12, in The Restaurant in Moot Hall. All members of the campus community are invited to attend.

Conference on the Black Male

The Center for the Black Family at Niagara University is sponsoring a two-day conference entitled "Future Agenda: What's Yours?" which will look at the plight of the black male. The conference will be held April 18 and 19 at the Days Inn in Niagara Falls, N.Y. For registration and fee information call Dr. James Williams at 285-1212, ext. 584.

Free Budget Classes

In these days of tight budget constraints, we are all concerned about how we can make our money stretch further. The

Employee Assistance Program has information on free budget classes and credit counseling. Whether you're contemplating the purchase of a new home or simply trying to make that dollar go a bit further, EAP has information on helping you budget what you have. Call Deborah Hard, ext. 3068, for details.

St. Joseph's Table

FSA Dining and Vending Services announces the 14th annual St. Joseph's Day Table on Saturday, March 16, from 5 to 7 p.m. in The Restaurant in Moot Hall. Tickets are \$8.50 per person and are available at the Moot Hall cashier's station or by calling ext. 4433.

VACANCY NOTICE

March 7, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/ALBANY

Dean	Behavioral Sciences	D: *03/25/91
Asst. Dir./Outreach	Cntr. Literature Tchg./Lrng.	03/08/91

SUNY/COLLEGE OF TECHNOLOGY at ALFRED

Programmer/Analyst	Computer Center	03/19/91
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SUNY/BINGHAMTON

Sr. Staff Assistant	Chemistry	03/20/91
Assistant Professor	Information Systems	Open
Vice President	Student Affairs	Open

SUNY/COLLEGE at CORTLAND

Lead Prog./Analyst	Computer Center	03/19/91
Instr./Assist. Prof.	Health	03/15/91

SUNY/EMPIRE STATE COLLEGE

Programmer/Analyst	Coordinating Center	03/19/91
Sr. Academic Advisor	Cntr. for Distance Learning/Saratoga	03/19/91

SUNY/COLLEGE OF AG. & TECH. at MORRISVILLE

Director	Student Health Services	03/19/91
Instr./Assist. Prof.	Mathematics	03/15/91
Instr./Assist. Prof.	English	03/15/91

SUNY/COLLEGE at NEW PALTZ

Assist. Librarian PT	Library	03/15/91
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SUNY/ONEONTA

Instr. Supt. Assist.	Registrar's Office	03/19/91
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SUNY/PLATTSBURGH

Sr. Res. Supt. Spec.	Auditory Research Lab	04/01/91
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SUNY/COLLEGE at POTSDAM

Assoc. Vice President	Academic Affairs	03/10/91
Resident Director	Residence Life	Open
Associate Director	Residence Life	Open
Assist. Director (2)	Residence Life	Open
Graduate Assistant	Residence Life	Open

SUNY/STONY BROOK

Res. Supp. Spec. (2)	Physiology & Biophysics	03/25/91
Sr. Staff Associate	Preventative Medicine	03/19/91
TH Phys. Therap. I (3)	Physical Therapy	03/19/91
TH Phys. Therap. II (2)	Physical Therapy	03/19/91
TH Phys. Therap. III (2)	Physical Therapy	03/19/91
TH Occup. Therap. I	Occupational Therapy	03/19/91
TH Occup. Therap. II	Occupational Therapy	03/19/91

SUNY/INSTITUTE OF TECHNOLOGY at UTICA/ROME

Dean of Business	Public Management	03/22/91
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*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

tinued success in the 21st century. The subcommittee is requesting ideas and input from all individuals and groups to assure that we approach this in a comprehensive and creative way. As a beginning to this process, there will be a discussion held on Tuesday, March 19, from 12:15-1:30 p.m. in the Heritage Room in Moot Hall to which the campus community is invited. If you have input for the committee and cannot attend this meeting, please contact Shirley Lord, Social Work Department (ext. 3019), or Nan Lund, Academic Affairs (ext. 5901).

NCATE Accreditation

The NCATE site visit will take place April 14-17, 1991. Two copies of the institutional report are available on reserve in Butler Library. Appended to this *College Bulletin* is information regarding the accreditation process.

As part of the preparation process two open meetings will be held to share information with faculty, staff, and students. The meetings will take place in Butler Library 210 on Tuesday, March 26, from 12:15-1:15 p.m. and on Tuesday, April 9, from 12:15-1:15 p.m.

From the Vice President for Finance and Management

Electric Power Shutdown

Electric power to Bacon Hall and Classroom Building will be shut off on the dates shown and for the times indicated below to enable contractors to replace transformers in both buildings. The buildings will be closed during power shutdown.

Bacon Hall: Wednesday, April 3, 8 a.m.-8 p.m.

Classroom Building: Thursday, April 4, 6 a.m.-6 p.m.

If you have any questions or need additional information, contact Gary Kent at ext. 6038.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, March 15, at 3 p.m. in Butler Library 210.

Curricular Items

From the Curriculum Committee: In order for the Curriculum Committee to have enough time to act on curricular items before the end of the academic year, any new course or program proposals or changes in course titles etc. must be forwarded to the College Senate in time for the *College Bulletin* issue dated March 21. The reason for this is that the committee cannot act on curricular matters until 15 working days after publication in the *College Bulletin*.

From the Director of Lifelong Learning

Course Proposals

The Bulger Lifelong Learning Center is now accepting non-credit course proposals for the fall 1991 semester. Some topics of interest include: continuing education for CPAs, commercial and graphic design, professional development, and computer

courses. Specific course listings may be obtained through the center. Application deadline is April 1, 1991.

For more information or a course proposal outline, contact Michele Mogavero, program coordinator, at ext. 5906.

Items of Interest

Association of Women Presents Farewell Gifts

Its executive board and members take pride in having chosen as the final act of the former Buffalo State College Association of Women the purchase of two works of art by women artists for the permanent collection of the Burchfield Art Center. It is hoped that these gifts will serve as a lasting reminder of the association's 57 years of good work on this campus and give pleasure to all who view them.

Together with the Burchfield Art Center council, the association invites the campus community to a reception and dedication of the works—by Nancy Belfer, BSC professor of design, and Barbara Insalaco, Western New York artist—Friday, March 22, from 4 to 6 p.m. in the main gallery.

Free Budget Classes

In these days of tight budget constraints, we are all concerned about how we can make our money stretch further. The Employee Assistance Program has information on free budget classes and credit counseling. Whether you're contemplating the purchase of a new home or simply trying to make that dollar go a bit further, EAP has information on helping you budget what you have. Call Deborah Hard, ext. 3068, for details.

Employee Assistance Program

Changing world and workplace issues can put severe stress on the working man and woman. If you're dealing with troublesome situations of a personal nature (change in marital status, substance abuse concerns with yourself or your adolescent, financial or eldercare problems, family member serving in the Middle East) or changing workplace issues (new job responsibilities, layoff possibilities, budget problems) the Employee Assistance Program can help.

Whatever the problem may be, EAP is available to all state employees, their families, and retirees who may be experiencing difficulties managing some of life's greatest stressors (managing childcare on a single family income, drug and alcohol concerns).

Sometimes, just talking about it confidentially with a caring colleague can make all the difference. Personal problems don't stay at home when you come to work. Call us!

Stop in and see our new home, Cleveland Hall 415. Pick up information on exercise, diet, smoking, grief and loss, or just stop in to sit down and get away from it all for a while!

Your Buffalo State College EAP coordinators:

Paul Martin, ext. 4307

Deborah Hard, ext. 3068

Dave Cummings, ext. 5233

Early Bird Aerobics

Early Bird Aerobics meets on Tuesday and Thursday at 6:30 a.m. in Houston Gym Dance Studio. For more information contact Linda Scott at ext. 5128.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday through Thursday, 2-4 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 after noon. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words

Microwave ovens conserve vitamins (especially vitamin C and the B vitamins) better than conventional methods because they cook so fast and require no added water. Just don't overcook.

Most commercial dressings, whether creamy or oily, are primarily fat with 90 percent of their calories coming from oil—usually soybean. Some also contain eggs, cream, and cheese. Try one of the "light" dressings in the supermarket. Water or juice is almost always the first ingredient. Some are made with little or no oil! Most are low in fat and calories.

Beef salami that is "80 percent fat free" by weight is still a high fat food. Its fat contributes more than 70 percent of the total calories.

A cup of carrot juice has as much beta carotene and vitamin C as three medium carrots but less fiber than one carrot.

VACANCY NOTICE

March 14, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/ALFRED		
VP Student Services	Student Services	D: *05/01/91
SUNY/BINGHAMTON		
Sr. Staff Assistant	Political Science	03/26/91
Sr. Staff Assistant	Telecommunications	04/22/91
SUNY/BROCKPORT		
Asst. Professor	Physical Ed. & Sport	04/15/91
SUNY/MARITIME COLLEGE, BRONX		
Purchasing Asst.	Business Office	04/01/91
SUNY/HEALTH SCIENCE CENTER at BROOKLYN		
TH Med. Recs. Spec.	Medical Records	03/26/91
TH CTS EEG Assoc.	Neurology	03/26/91
SUNY/CORTLAND		
Faculty (2)	Physical Education	Open
Lecturer/Coach	Physical Education	Open
Lecturer P/T	Music Department	04/03/91
SUNY/FREDONIA		
Professor	Art Department	Open
SUNY/GENESEO		
Admissions Advisor	Admissions	04/08/91
SUNY/COLLEGE of AG. & TECH. at MORRISVILLE		
Professor	Agricultural Engineering	03/25/91
Professor	Journalism	03/25/91
SUNY/NEW PALTZ		
Chair/Professor	Art Studio	04/16/91
Asst. Professor	Art Studio	04/01/91
Asst. Professor	Educational Administration & Supervision	ASAP
Asst. Athletic Dir.	Athletic	04/01/91
Res. Hall Director	Residence Life	04/15/91

SUNY/ONEONTA

Assoc. Registrar	Registrar	04/01/91
SUNY/OSWEGO		
Res. Hall Dir.	Residence Life/Housing	04/05/91
SUNY/STONY BROOK		
Asst. Director	LI State Veterans Home	04/01/91
Comput. Svces.		
Res. Sup. Spec.	Living Skin Bank	03/15/91
Res. Scientist	Obstetrics & Gynecology	04/01/91
Inst. Sup. Asst. P/T	Educational Resources & Services	03/26/91
	Gastroenterology	ASAP
Instructor	Science Education	ASAP
Lecturer	Ecology & Evolution	04/01/91
Res. Sup. Spec.	Administration	04/01/91
TH Asst. Admin.	Biomedical Engineering	04/01/91
TH Biomed. Sr. Tech.	Nursing	04/01/91
TH Nurse Pract.	Nursing	04/01/91
TH Nurse Pract.	LI State Veterans Home	04/01/91
TH Sr. Fin. Anlyst.		
SUNY/HEALTH SCIENCE CENTER at SYRACUSE		
Assistant Professor	Respiratory Care Prog.	Open
Clinical Investigator	Surgery	03/29/91
Clinical Investigator	Anesthesiology	Open
Lead Prog./Analyst	Computer Services	03/19/91
Prin. Res. Scientist	Orthopedic Surgery	Open
Project Staff Asst.	Surgery	03/15/91
Scientific Programmer	Physiology	Open
Sr. Staff Assistant	SUNY Training Center	03/19/91
TH Med. Radiographer	Radiology (Nuclear Med.)	03/19/91
TH Instr. Supp. Spec.	Infection Control	03/19/91
TH Nurse Administrator	Nursing	03/19/91
TH CTS Cardiology	Medicine	Open
Assoc.		
TH Resp. Thrp. II	Respiratory Therapy	Open
TH Phys. Thrp. II	Physical Therapy	Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

NATIONAL COUNCIL FOR ACCREDITATION OF TEACHER EDUCATION
SITE VISIT
APRIL 14 - 17, 1991

Purpose

The National Council for Accreditation of Teacher Education (NCATE) is recognized as the only authorized accrediting agency in the field of school personnel preparation. The Mission of NCATE is twofold: (1) to require a level of quality in professional education that fosters competent practice of graduates, and (2) to encourage institutions to meet rigorous academic standards in professional education. Constituent members of NCATE include teacher educators, teachers (NEA and AFT), State and local policy makers, specialty organizations (e.g., CEC, NCTE, NSTA, NCTM, IRA and ITEA), public and student representatives.

Process

SUCB has been accredited by NCATE since the early 1960's. NCATE's standards for accreditation were completely revised in 1985 and all institutions are now required to apply for initial accreditation under the new standards. The accreditation process includes the following steps:

1. Submission of evidence that the eight preconditions for consideration for accreditation have been met. This includes submission of curriculum portfolios for programs whose specialty areas have established curriculum guidelines. (This has been completed and all preconditions have been met.)
2. Preparation of the institutional report. This includes some preliminary information, the accreditation standards which the institution is required to meet, program descriptions (graduate and undergraduate) for each education program, and faculty vitae.

The Institutional Report

The major portion of the institution report consists of 18 standards in five categories which must be addressed. Responses to the standards were developed by faculty committees. The five categories are:

1. **Knowledge Bases for Professional Education**
(R. Lee, Chair; B. Cooperman, R. Davitt, R. Crisp, L. Gleckel, C. Hodges, J. Moran, J. Rogers, D. Ryndak, J. Swartney)
2. **Relationship to the World of Practice**
(M. Fischle, M. Poslusny, Co-Chairs; D. O'Brien)
3. **Students**
(T. Platek, N. Lund, Co-Chairs)
4. **Faculty**
(T. Quatroche, Chair; N. Walker, G. Perez, D. Logan, A. Pacioni, J. Palermo)
5. **Governance and Resources**
(A. Egan, Chair; B. Bontempo, S. Weidler, J. Palermo, J. Kreider)

B U F F A L O S T A T E C O L L E G E

College Bulletin

Volume XXXVI Number 24

March 21, 1991

President's All-College Update
Thursday, March 28
12:15 p.m.
Communication Center North

From the President

Screening Committee Appointed

I wish to announce the appointment of a screening committee for the position of vice president for student affairs. Because of many unanticipated developments this year, including proposed deep budget cuts for 1991-92, I have decided to conduct an internal search for a permanent appointee to this position.

I have asked the following to serve on the committee: William Licata, Elementary Education and Reading, chairperson; Linda Gleckel, Exceptional Education; Ronnie Stewart, Sociology; Craig Werner, English; James Donnelly, Counseling Center; Alice Grider, Residence Life; Gail Maloney, Intercollegiate Athletics; Antoine Green, student; Susan Howard, student; Andrew Jablonski, student; Christine Pietris, student; Walter Holland, College Council liaison.

President's Open Forum

The second open forum of the spring semester will be held Tuesday, March 26, from 8:30-9:30 a.m. in Twin Rise 201. The forum is open to all faculty and staff.

**From the Provost and Vice President
for Academic Affairs**

NCATE

The NCATE site visit will take place April 14-17, 1991. Two copies of the institutional report are available on reserve in Butler Library. Following is information regarding the site team:

NCATE Board of Examiners Team Members:
Dr. John M. Nagle, Dean
School of Education
College of William and Mary
Williamsburg, Va. 23185 (Chairperson)

Ms. Marcia S. Averbook
Classroom Teacher/Director of Alternative Program
John F. Kennedy High School
Bloomington, Minn. 55431

Dr. Roberta Wong Bouverat
Early Childhood/Elementary Education
Woodring College of Education
Bellingham, Wash. 98266

Dr. Robert L. Fisher, Director/Clinical Experiences
Illinois State University
Normal, Ill. 61761

Mr. Leo Perkins, Teacher
School District #1
Deer Lodge, Mont. 59722

Dr. David W. Williams
Vice President for Academic Affairs
Metropolitan State College of Denver
Denver, Colo. 80217

State Observer on the Board of Examiners Team:

Mr. Sanford E. Lake, Assistant
Teacher Certification Policy Unit
Office of Teaching
New York State Education Department
Albany, N.Y. 12230

As part of the preparation process two open meetings will be held to share information with faculty, staff, and students. The meetings will take place in Butler Library 210 on Tuesday, March 26, from 12:15-1:15 p.m. and on Tuesday, April 9, from 12:15-1:15 p.m.

**From the Vice President for
Finance and Management**

Electric Power Shutdown

Electric power will be shut off in various campus buildings for installation of electrical equipment for the energy management system. Following is the shutdown schedule:

April 1
8-10 p.m. College Learning Lab
10 p.m.-midnight Houston Gym
April 2
midnight-2 a.m. Upton Hall
2-4 a.m. Communication Center
4-6 a.m. Caudell Hall
6-8 a.m. Student Union
April 3
5-7 a.m. Cleveland Hall
7-9 a.m. Butler Library

In addition, electric power will be shut off in the following

buildings on **April 3** during the times indicated to replace transformers:

Classroom Building, 6 a.m.-6 p.m.; Bacon Hall, 8 a.m.-8 p.m.; Weigel Health Center, Twin Rise, Porter Hall, Clinton Center, Neumann Hall, Bishop Hall, and Moot Hall, 6 a.m.-noon.

Buildings will be closed during power shutdown.

(Please note that the closing date for the Classroom Building is April 3, not April 4 as stated in the March 14 *College Bulletin*.)

If you have any questions or need additional information, contact Gary Kent at ext. 6038.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, April 19, at 3 p.m. in Butler Library 210.

Nomination Meeting

The Bylaws and Elections Committee will hold an all-college meeting on March 26 during Bengal Pause in Classroom Building C-122. The following positions are open for nominations:

- Four At-Large positions (three-year term: 1991-94)
- One State University Senator (three-year term: 1991-94)
- One Alternate State University Senator (three-year term: 1991-94)
- Four Intercollegiate Athletic Board members (IAB) (two-year term: 1991-93)

Curricular Items

The following have been approved by the College Senate and forwarded to the Curriculum Committee for consideration:

New Courses:

SSE 524 Secondary Social Studies Instruction. A course designed to acquaint students majoring in the secondary area of exceptional education with the teaching methods and materials used in secondary social studies education. Students will participate in laboratory sessions; with social studies materials and construct tests and evaluative instruments.

HON 301 Values and Ethics in the Professions. Seminar course to explore the theories of value development, value dilemmas, and implications of legal aspects of the ethical practice of human service, educational, and health care professions. This course provides the opportunity to examine these topics from a personal and a professional viewpoint.

EXE 609 The Special Education Consulting Teacher. This course is designed to provide persons with specific strategies and techniques to work collaboratively as consultants with regular education personnel.

ENG 691 Advanced Study in the Teaching of English. An advanced course in the teaching of English language arts (middle school through senior high) which includes methods and materials for teaching literature, language, and writing with emphasis on the integration of the language arts. Explores current theory and research in the content, methods, materials, and evaluation of English.

MAT 417 Introduction to Real Analysis I. A rigorous treatment of elementary real analysis including: properties and axioms of real number system, relations and functions, sequences, continuity, differentiation, infinite series, power series, and

the Reimann integral.

Course Revisions:

MUS 304 Music History, 20th Century. Sources and development of the idioms, style, and new sound media of music in the present century.

FAR 360 Late Gothic and Renaissance Art. A study of the dynamic traditions of painting and sculpture in France, the Netherlands, Germany, and Spain from the late 13th to the early 16th century, from the final flowering of the Middle Ages to the emergence of the Renaissance in Northern Europe and Spain. The international style, the realist tradition of the 15th century vs. lingering Gothic manifestations, and the northern reaction to the Renaissance in Italy will be highlighted.

FAR 356 Early Medieval Art. A comprehensive investigation of architecture, painting, sculpture, and the decorative arts from the Early Christian Period through Middle Byzantine and Carolingian times.

FAR 362 Nineteenth Century Art. A concentrated study of architecture from the neoclassicism of the Adam brothers to the skyscraper; painting from David to Cezanne in France, the Nazarenes and pre-Raphaelites in Germany and England; 19th century American painting; sculpture from Houdon and Canova to Rodin in relationship to the social, political, economic, and intellectual climate of the times.

FAR 368 Ottonian and Romanesque Art. A comprehensive study of the visual arts in Europe from the Ottonian and Romanesque periods—from the era of Abbot Bernward of Hildesheim through the age of St. Bernard of Clairvaux.

FAR 372 Masterworks of Architecture. A concentrated examination of major architectural monuments from antiquity to modern times. Emphasis will be given to developments and movements that have occurred since 1750.

FAR 470 Senior Seminar in Fine Arts. A final evaluative process, regarded as a culminating experience in the program; discussions and lectures in major areas; theory and significance of selected problems; a critical analysis of the student's work resulting in the preparation of a professional portfolio.

The following have been approved by the Curriculum Committee and forwarded to the president for his recommendation:

Global Issues Requirements:

CHE 315 Environmental Chemistry

SPA 309 Civilization of Latin America

Diversity Requirements:

SOC 240 Analyzing Social Problems

New Courses:

GES 315 Marine Environments. A survey of coastal and deep-sea environments with focus on the interaction of physical, chemical, biological, and geological processes operating in each. Emphasis on coastal environmental issues including shoreline erosion and sea level rise, coastal development, and marine pollution.

EXE 580 Graduate Student Teaching in Special Education. A 10-week, full-time, supervised graduate student teaching experience with individuals needing special education services. Graduate students will complete the 10-week practicum experience in either public school classrooms, private agency classrooms, or classrooms in residential settings. Required for graduate students who are seeking provisional certification in special education.

GEG 505 The Erie Canal: A Geographical Field Study. Summer only. Fees for trips. Historical geography of the building and growth of the Erie Canal and Buffalo. Field trips will

trace the growth and change of the canal and the canal system, and the related urban, commercial, industrial, and recent recreational development.

Course Revisions:

SOC 240 Analyzing Social Problems. The analysis of selected social problems that are of major concern in our society (e.g., problems of the family, gender, race and ethnic groups, crime and delinquency, alcohol and drugs). The course strongly focuses on how these problems affect culturally diverse groups. A variety of sociological theories and studies will be applied to these problems.

Title Change:

From: SLA 541 Developing Early Communication: A Team Approach

To: SLA 541 Facilitating Communication of At-risk Infants and Toddlers: A Team Approach

From the Director of Lifelong Learning

Course Proposals

The Bulger Lifelong Learning Center is now accepting non-credit course proposals for the fall 1991 semester. Some topics of interest include: continuing education for CPAs, commercial and graphic design, professional development, and computer courses. Specific course listings may be obtained through the center. Application deadline is April 1, 1991.

For more information or a course proposal outline, contact Michele Mogavero, program coordinator, at ext. 5906.

Items of Interest

NYS/UUP Initiatives for Members With Disabilities

The NYS/UUP Affirmative Action Committee is considering special program initiatives that address the work-related needs of bargaining unit members who have disabilities. To obtain input, the committee has mailed surveys to Geraldine Bard, chapter president, Tom Pepper, 504 coordinator, and the Human Resource Management Office for distribution to all unit members with disabilities. To obtain a copy of the survey, please contact one of the above as soon as possible. All responses are confidential. Completed questionnaires should be returned to the NYS/UUP Affirmative Action Committee by April 30, 1991.

Free Budget Classes

In these days of tight budget constraints, we are all concerned about how we can make our money stretch further. The Employee Assistance Program has information on free budget classes and credit counseling. Whether you're contemplating the purchase of a new home or simply trying to make that dollar go a bit further, EAP has information on helping you budget what you have. Call Deborah Hard, ext. 3068, for details.

Employee Assistance Program

Changing world and workplace issues can put severe stress on the working man and woman. If you're dealing with troublesome situations of a personal nature (change in marital status, substance abuse concerns with yourself or your adolescent, finan-

cial or eldercare problems, family member serving in the Middle East) or changing workplace issues (new job responsibilities, layoff possibilities, budget problems) the Employee Assistance Program can help.

Whatever the problem may be, EAP is available to all state employees, their families, and retirees who may be experiencing difficulties managing some of life's greatest stressors (managing childcare on a single family income, drug and alcohol concerns).

Sometimes, just talking about it confidentially with a caring colleague can make all the difference. Personal problems don't stay at home when you come to work. Call us!

Stop in and see our new home, Cleveland Hall 415. Pick up information on exercise, diet, smoking, grief and loss, or just stop in to sit down and get away from it all for a while!

Your Buffalo State College EAP coordinators:

Paul Martin, ext. 4307

Deborah Hard, ext. 3068

Dave Cummings, ext. 5233

Early Bird Aerobics

Early Bird Aerobics meets on Tuesday and Thursday at 6:30 a.m. in Houston Gym Dance Studio. For more information contact Linda Scott at ext. 5128.

Wellness Words

Pancake tradeoff: use syrup instead of butter. One tablespoon of pancake syrup has about 50 calories and no fat. Most "light" syrups contain only about 25 calories per tablespoon. Butter, in contrast, has about 100 calories per tablespoon and is pure fat.

A recent article in the *New England Journal of Medicine* pointed out that 40-55 percent of the calories in most fast-food meals come from fat. Most nutritionists recommend no more than 30 percent of your daily caloric intake come from fat. Some fast-food chains have started to offer not only salad bars, but also low-fat salad dressings, fruit juices, low-fat or skim milk and whole-grain buns.

Some of the leanest cuts of beef are select grade round tip, eye of round, top round, top loin, tenderloin, and sirloin. A well-trimmed three-ounce serving (after cooking) of any of these cuts has fewer than 180 calories and less than eight grams of fat, and derives just 30-40 percent of its calories from fat.

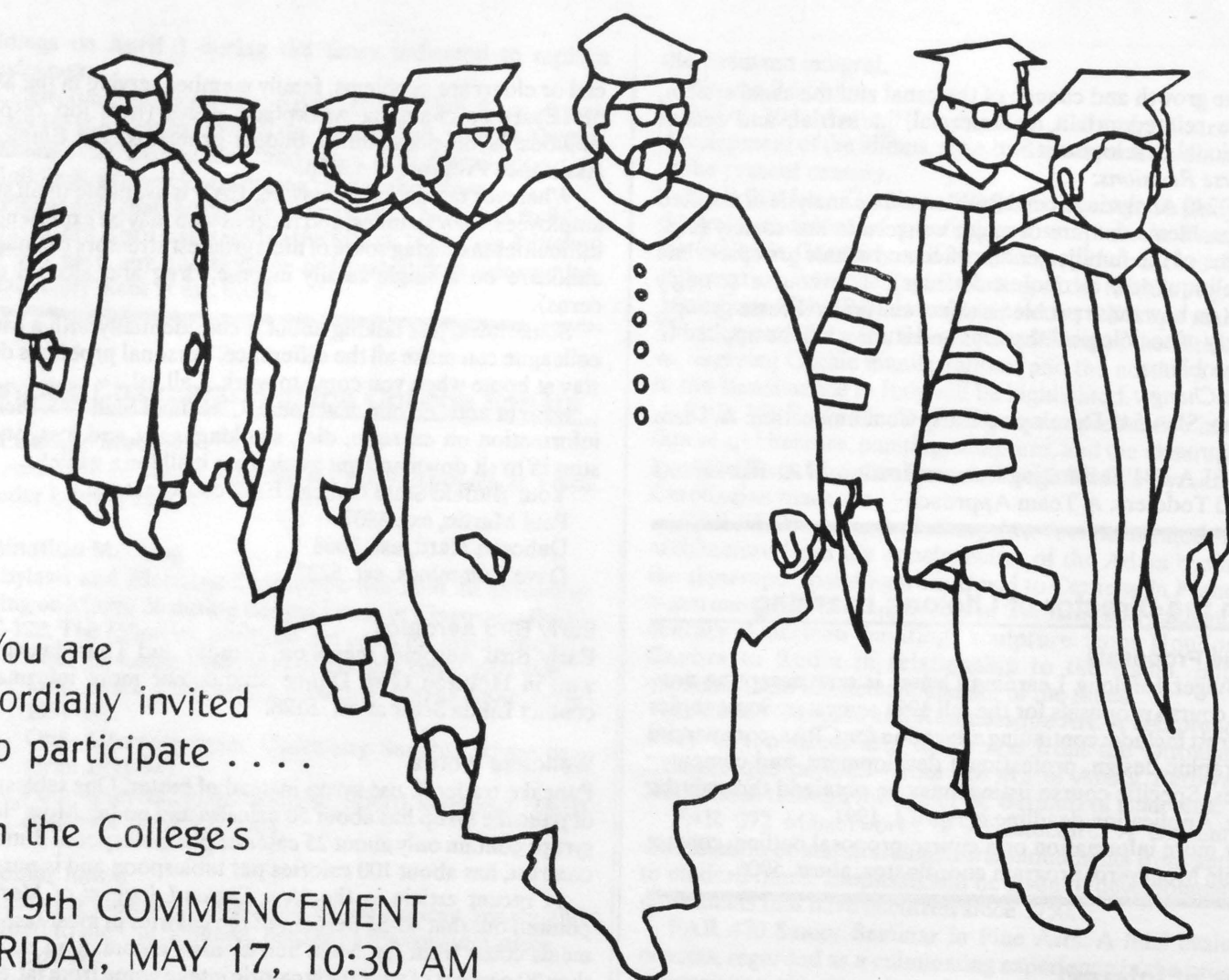
VACANCY NOTICE

March 21, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/COLLEGE at BUFFALO		
Dir. of Development	Institutional Advancement	D:*ASAP
SUNY/ALBANY		
Assoc. VP	Corporate Relations	03/29/91
SUNY/HEALTH SCIENCE CENTER at SYRACUSE		
Res. Sup. Spec.	Biochemistry & Molecular Biology	Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.



You are
• cordially invited
to participate

in the College's
119th COMMENCEMENT
FRIDAY, MAY 17, 10:30 AM
MEMORIAL AUDITORIUM

All faculty and professional staff members may elect to either march in the academic procession or serve as a faculty usher.

A faculty usher may have varied duties such as lining up faculty and candidates, distributing programs, etc. You do not need a cap and gown to usher.

PLEASE NOTE: Friday, April 19, is the deadline for ordering caps and gowns through the College Store if you intend to march. Rental cost: Master's, \$27.90; Doctor's, \$31.90, plus tax and \$1 shipping and handling.

If your answer is in the affirmative, you will receive instructions where to report, etc. about a week before Commencement.

TO: Public Affairs Office — Cleveland Hall 515

DEADLINE — APRIL 19

I will be able to participate May 17 in the Commencement Ceremonies.

I wish to (circle one) march/usher.

Signed _____

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXVI Number 25

April 4, 1991

From the President

Open House '91

Congratulations to all who contributed to the success of Open House '91. It was an excellent program. In your honor I am hosting a reception on April 17 from 4-5 p.m. in Moot Hall.

I hope that all faculty, staff, and students who participated will be able to attend. Please respond at ext. 5519.

Registration Policy

Following a report from the College Senate and upon the advice of the provost and deans, I am approving a policy on registration for students. For departments wishing to use such a statement to assist in managing enrollments in their courses, the appropriate statement for the master schedule follows:

Any student who is registered for a course must attend the first class meeting. Failure to do so may permit the instructor to open the space to another student. The non-attending student must withdraw on or before the withdrawal deadline to avoid receiving an "E" grade for the course.

1991 UUP Discretionary Awards

Although we do not know at present whether the next collective bargaining agreement between New York state and UUP will continue the Discretionary Award Program, we nonetheless want to begin the review process based upon the guidelines and funding levels contained in the current Agreement.

Given the important role of departmental committees in recommending candidates for discretionary salary increases and the multilevel appeal process in place at Buffalo State College, it is our judgment that attempting to compress this process into a timetable which would likely be dictated by offices in Albany, should the program be funded, would be frustrating, impractical, and possibly unfair to individuals.

Thus, I am asking you, the faculty, professional staff, and administration, to devote time and effort to a review process which may not result in discretionary salary increases being awarded soon. I regret that the system places us in this position. However, the alternative of possibly being faced with making discretionary awards without sufficient time for appropriate consultation is unacceptable.

College Policy on Discretionary Salary Adjustments and Procedures for Recommending Discretionary Salary Increases are contained in the *Directory of Policy Statements*. The 1991 timetable is printed below.

Timetable

Stage I

Wednesday, 4/10/91: Distribution of eligibility list and salary information

Monday, 5/06/91: Chairs/Directors establish preliminary lists

Monday, 5/13/91: Deadline for appeal at department level
Monday, 5/13/91: Final lists submitted by chairs/directors to deans, associate VPs, or VPs for student affairs, finance and management, and institutional advancement

Monday, 5/13/91 thru Monday, 5/20/91: Self-nominations at Stage I

Stage II

Monday, 5/13/91 thru Tuesday, 5/28/91: Discussion at division level

Monday, 6/17/91: Deans' recommendations due to VP for academic affairs; VPs for student affairs, finance and management, and institutional advancement recommendations due to president

Monday, 7/01/91: VP for academic affairs recommendations due to president

Stage III (Tentative*)

Friday, 9/20/91: Preliminary list of awardees notified

Thursday, 10/03/91: College-level appeals deadline

Monday, 10/07/91 thru Tuesday, 10/15/91: Appeals Board meetings

Monday, 10/21/91: Final list sent to Albany

Wednesday, 12/04/91: Discretionary awards payments

*Subject to conclusion of collective negotiations.

From the Provost and Vice President for Academic Affairs

NCATE

The NCATE site visit will take place April 14-17. Two copies of the institutional report are available on reserve in Butler Library. NCATE standards require that all programs reflect a systematic design with an explicitly stated philosophy and objectives to ensure that all professional education programs are based on essential knowledge, established and current research findings, and sound professional practice. The faculty committee which addressed this standard described the common elements in the college's education programs. Appended to this issue of the *College Bulletin* is a graphic representation of the knowledge base model for the basic (undergraduate) and advanced (graduate) programs.

As part of the preparation process, an open meeting will be held to share information with faculty, staff, and students. The meeting will take place in Butler Library on Tuesday, April 9, from 12:15-1:15 p.m.

From the Vice President for Finance and Management

Health Insurance Benefits in Retirement

Health insurance coverage is an important part of retirement. If you are thinking about retiring, you should know that many NYS retirees are eligible to continue in the health insurance program. The Human Resource Management Office will hold information sessions on health insurance benefits in retirement in Cleveland Hall 418 on the following dates:

Monday, April 15 10-11 a.m.
Tuesday, April 16 2-3 p.m.
Wednesday, April 17 11 a.m.-noon
Friday, April 19 10-11 a.m.

Information on eligibility requirements, cost, credit for unused sick leave, and coverage for survivors will be presented at these meetings.

Please call ext. 4821 to register for one of the sessions.

Fire Evacuation Drill Schedule

Fire evacuation drills will be held in various buildings throughout campus from April 22-26. Department heads and/or faculty will be responsible for complete evacuation of areas under their control. Procedures were sent to all faculty and staff on March 27 by Eugene Kaczmarek, who may be reached for questions at ext. 4012.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, April 19, at 3 p.m. in Butler Library 210.

Curricular Items

The following have been received by the College Senate and forwarded to the Curriculum Committee for consideration:

Course Revisions:

PHI 303 Women and Religion. An introduction to the global study of women and religion with special attention to their contributions to religious thought and practice. Women's spirituality and its effects in the developed and developing world will be stressed.

AED 301 Theoretical Constructs in Art Education. From the prerequisite study of the broad field of art and education, this course focuses on specific information and theories relevant to the teaching of art. Students will examine teaching models based on art education theories formulated to accommodate students' pre-professional interests and needs in the context of the observed and theoretically stimulated teaching situations.

AED 302 Function and Practices in Art Education. This course will direct students to identify art content and processes necessary in the design of instructional planning, implementation and evaluation of these art concepts. These skills will be gained and tested by practica in mini-teaching and/or participation teaching.

AED 303 Elementary Student Teaching in Art. Supervised teaching at assigned levels from kindergarten through sixth grade in various types of schools and communities; seminar discussions on professional problems of the beginning teacher.

Required of all art education majors.

AED 304 Secondary Student Teaching. Supervised student teaching at assigned levels from seventh grade through senior high school in various types of schools and communities; conferences devoted to planning and evaluating teaching experiences; seminar discussions on professional problems of the beginning teacher. Required of all art education majors.

AED 400 Student Teaching Seminar. The relationship of art education theories to teaching practices utilized in the contemporary school art program; the identification of crucial issues in art education; problems of beginning art teachers; and the value of current professional literature in the resolution of issues and problems. Required of art education majors. To be taken concurrently with student teaching.

ATS 520 Art and Therapy. An introduction to the theory and practice of art therapy. The study of the art expressions/products of children and adults in a variety of therapeutic and educational settings through the use of lectures, media presentations, demonstrations, articles, books, observations, and group and field experiences. Required for art therapy majors.

New Courses:

ECO 300 Labor Economics. This course will consider competing theories of how labor markets operate in market economies. It will address the problems in labor markets (such as unemployment and discrimination). The history of how labor markets have evolved in the U.S. and the role of government in affecting outcomes are also studied. Current issues such as the increasing international competition in both product and labor markets, the impact of technological change in altering the skill and educational requirements of the work force, and structural change in compensation and occupational distribution are analyzed.

ECO 404 Economic Development. This course analyzes the difficulties of economic development, industrialization and worldwide poverty, and considers competing theories of economic growth and structural change. It addresses problems of population, natural resources and the environment, and the growing interdependency of U.S. and LDC economies. The crucial role of women in development, as well as that of ethnic and other social and cultural relationships, will be considered. Other topics include: The LDC debt crisis and international finance; macro- and micro-economic planning models and the policy-making process; development strategies; and specific case studies of LDCs in Africa, Asia, and Latin America.

ATS 502 Art for the Exceptional Child. Special considerations in the educational and therapeutic use of art media with children who vary markedly from their peers in emotional, physical, intellectual, or other conditions; individual and/or group investigations ranging from the disabled student (PL94-142) to the gifted student; implications for the choice of materials, processes, and procedures to promote developmental and therapeutic goals and objectives; examination of the role of the art educator vis-a-vis the artist.

ATS 506 Colloquium in the Arts. Common and related concerns in the various visual and performing arts and other creative acts of personal and/or group expression; consideration of the expressive arts as therapy including visual art, music, movement/dance, and creative writing; discussions, guest presentations, and integrated arts experiences planned and explored for potential as tools for promoting therapeutic change and growth; individual or group project as practical.

Program Revisions:

Economics - B.S. 0702
Economics - B.A. 0704

Items of Interest

Public Hearing

The SUNY board of trustees will conduct a public hearing on April 25 at State University Plaza, Elisabeth Luce Moore Board Room, Albany, from 1:30 to 2:30 p.m. This facility permits barrier-free access to the physically handicapped. The purpose of the hearing is to receive testimony and statements from concerned individuals about *universitywide issues only*.

Persons wishing to present prepared testimony to the board are requested to write to Miss Martha J. Downey, secretary of the University, at the above address, such communication to be received no later than noon on April 23. In your letter please briefly identify the subject of your testimony and provide Miss Downey with a telephone number, as well as an address to which she can send confirmation that you have a reserved place on the agenda. Such testimony will be limited to five minutes and the speakers will be requested to provide six copies of their written testimony to the hearing registration officer on the day of the hearing.

Persons who wish to make brief extemporaneous comments (no more than three minutes) are requested to file their names with the hearing registration officer on the day of the hearing. Time for such comments will be set aside at the end of the hearing and such persons will be called upon in the order in which they register.

Teaching Effectiveness Newsletter

Attached to this issue of the *College Bulletin* is the first issue of *Options*, a newsletter that will be published periodically by the Teaching Effectiveness Subcommittee of the Faculty and Staff Development Advisory Committee. The newsletter is intended to bring attention to articles and issues related to teaching and learning. The first issue features a new look at the relationship between teaching and scholarship. It is by Dr. Eugene Rice of the Carnegie Foundation, who spoke on this topic at Buffalo State College last spring. If you wish to respond to this article or have other issues you want to address, send comments to the Faculty and Staff Development Office, Cleveland Hall 417.

FSA Board of Directors Meeting

The FSA Board of Directors will meet on Tuesday, April 9, at 3 p.m. in The Restaurant in Moot Hall. All members of the campus community are invited to attend.

Teleconference on the Holocaust

A SUNYSAT interactive teleconference entitled "Lessons of the Holocaust: the Phenomenon of Scapegoating" will be held Monday, April 8, from 1-2:30 p.m. in the Heritage Room in Moot Hall. The program, presented by Rockland Community College, will consist of a video/panel presentation followed by a phone-in question period. The panel will be moderated by Dr. Ann Fey, professor of English at Rockland Community College, and consist of Dr. David Beisel, professor of history at RCC; Dr. Mildred Pollner, professor of sociology at Hunter College;

and Georgine Hyde, president of the East Ramapo School Board and Holocaust survivor.

Free Budget Classes

In these days of tight budget constraints, we are all concerned about how we can make our money stretch further. The Employee Assistance Program has information on free budget classes and credit counseling. Whether you're contemplating the purchase of a new home or simply trying to make that dollar go a bit further, EAP has information on helping you budget what you have. Call Deborah Hard, ext. 3068, for details.

Employee Assistance Program

Changing world and workplace issues can put severe stress on the working man and woman. If you're dealing with troublesome situations of a personal nature (change in marital status, substance abuse concerns with yourself or your adolescent, financial or eldercare problems, family member serving in the Middle East) or changing workplace issues (new job responsibilities, layoff possibilities, budget problems) the Employee Assistance Program can help.

Whatever the problem may be, EAP is available to all state employees, their families, and retirees who may be experiencing difficulties managing some of life's greatest stressors (managing childcare on a single family income, drug and alcohol concerns).

Sometimes, just talking about it confidentially with a caring colleague can make all the difference. Personal problems don't stay at home when you come to work. Call us!

Stop in and see our new home, Cleveland Hall 415. Pick up information on exercise, diet, smoking, grief and loss, or just stop in to sit down and get away from it all for a while!

Your Buffalo State College EAP coordinators:

Paul Martin, ext. 4307
Deborah Hard, ext. 3068
Dave Cummings, ext. 5233

Early Bird Aerobics

Early Bird Aerobics meets on Tuesday and Thursday at 6:30 a.m. in Houston Gym Dance Studio. For more information contact Linda Scott at ext. 5128.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday through Thursday, 2-4 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 after noon. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words

Six ounces of orange juice—whether it's freshly squeezed, frozen, or from a carton, supplies more than the recommended daily allowance of vitamin C. The same is true of grapefruit juice.

One large baked potato (7 ounces) eaten with skin, has about 220 calories, plentiful vitamin C (nearly half of the RDA), B vitamins, iron, potassium (more than a glass of orange juice), a

small amount of protein, and a fair amount of fiber. It has only traces of fat and sodium.

It's okay to refrigerate meat or poultry in store wrapping. By not rewrapping it you may reduce health risk, since every time you handle raw meat you increase the chance of bacterial contamination. For long-term freezing, add a layer of heavy foil or freezer or plastic wrap.

VACANCY NOTICE

April 04, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/COLLEGE at BUFFALO

Asst. Prof.	Biology	D*04/26/91
Assoc. Prof./Chair	Business	04/26/91
Asst. Prof.	Criminal Justice	04/26/91
Asst. Prof. (2)	Elem. Ed. & Reading	04/26/91
Asst./Assoc. Prof.	Mathematics	04/26/91
Asst. Prof. (2)	Nutrition & Food Science	04/26/91
Asst./Assoc. Prof.	Performing Arts	04/26/91
Asst./Assoc. Prof.	History/Social Studies Ed.	04/26/91

Asst./Assoc. Prof.	Speech Lang. Pathology & Audiology	04/26/91
Chair	Speech Lang. Pathology & Audiology	04/26/91

SUNY/ALFRED

Staff Asst.	Athletics	04/09/91
Student Act. Asst.	Athletics	04/09/91

SUNY/BINGHAMTON

Counselor	EOP	04/25/91
Postdoc. Asoc.	Chemistry	04/20/91

SUNY/HEALTH SCIENCE CENTER at BROOKLYN

TH Asst. Dir.	Nursing Service/	04/09/91
Nursing	Cardio-Thoracic ICU	
TH Asst. Dir.	Nursing/Education	04/09/91
Nursing	Pediatric ICU	
TH Asst. Dir.	Nursing/Education	04/09/91
Nursing	Adult Crit. Care	
TH Asst. Dir.	Nursing/Education	04/09/91
Nursing	Neonatal ICU Instr.	

SUNY/CORTLAND

Lecturer	History	04/20/91
Lecturer	Communication	Open

SUNY/OLD WESTBURY

Staff Assoc.	Computer Services	04/11/91
Asst. V.P.	Student Affairs	04/16/91
Budget Control Off.	Budget & Finance	04/16/91

SUNY/OSWEGO

Ceramics Instr.	Art Department	04/15/91
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SUNY/PLATTSBURGH

Asst. Prof.	Environmental Science	04/19/91
Director	Cntr. for Teacher Education	04/09/91

SUNY/POTSDAM

Director	College Relations	04/09/91
Instr./Asst. Prof.	Philosophy	ASAP

SUNY/PURCHASE

Asst. Registrar	Registrar	04/09/91
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SUNY/STONY BROOK

Res. Hall Intern	Res. Programs	Open
Instr. Sup. Tech.	Physical Education	04/09/91
Instr. Sup. Asst. P/T	Educational Resources & Services	04/09/91
Med. Prac. Plan Admin.	Clinical Practice Mngmnt. Plan	04/15/91

SUNY/STONY BROOK - (continued)

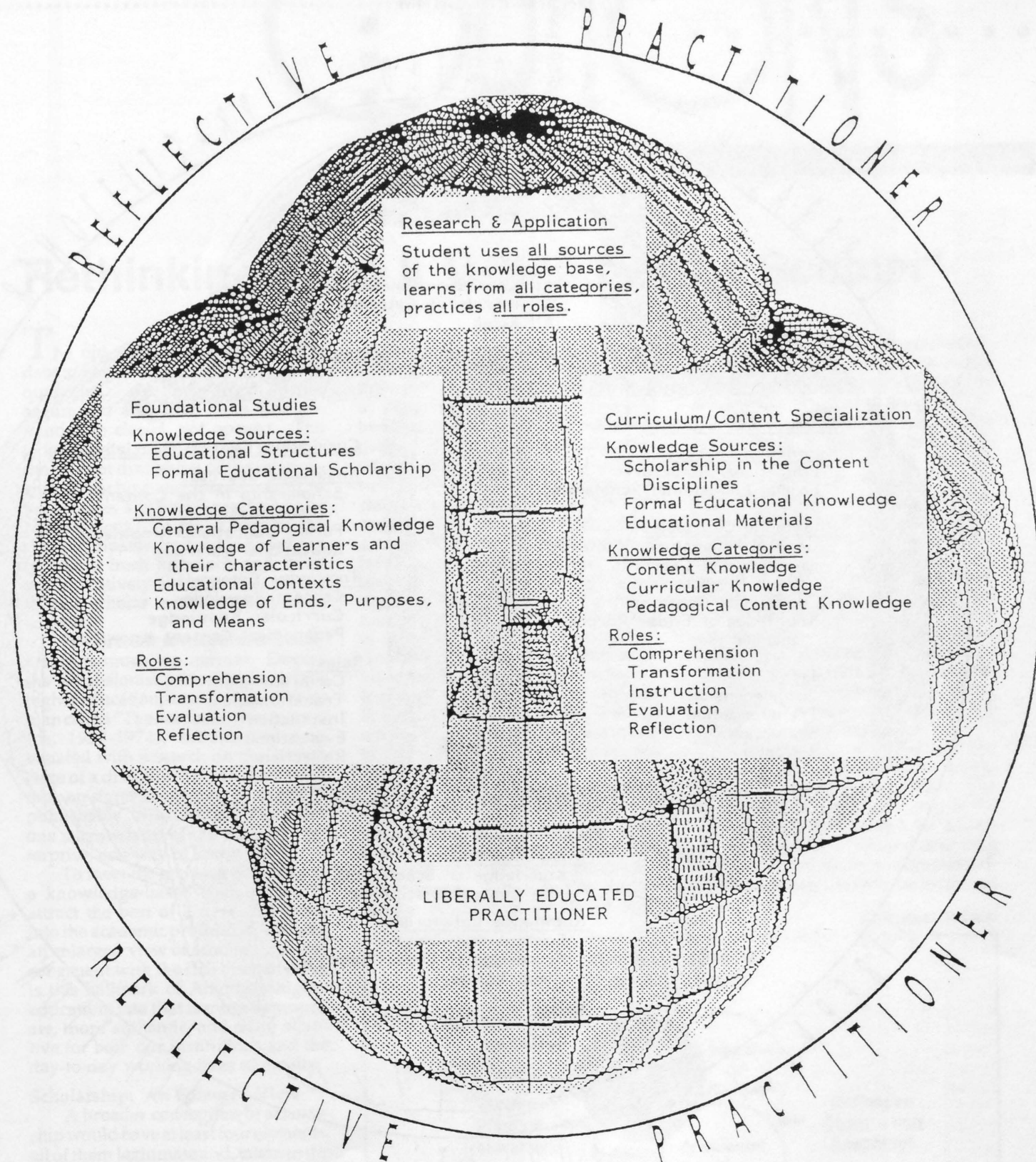
Sr. Med. Prac.	Clinical Practice	04/15/91
Plan Admin.	Mngmnt. Plan	
Res. Sup. Spec. (2)	Pharmacology	04/08/91
Res. Sup. Spec.	Psychology	04/15/91
Res. Sup. Spec.	Pathology	04/08/91
Res. Sup. Spec.	Marine Sciences	04/22/91

SUNY/HEALTH SCIENCE CENTER/SYRACUSE

Clin. Investigator	OB/Gyn.	Open
Clin. Investigator	Medicine	Open
Asst. Librarian	Medical Library	04/22/91
TH Clin Lab Tech III	Pathology	Open
Asoc. Fac. Plan.	Physical Plant	Open
Coord.		
Fac. Prog. Coord.	Hospital Prog. Dev. Off.	04/09/91
TH Nurse Admin.	Nursing	Open
TH Staff Asoc.	Nursing	Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

ADVANCED PROGRAM



Options...

Teaching Effectiveness Committee • Faculty and Staff Development Advisory Council

Rethinking What It Means to be a Scholar*

The old teaching versus research debate has drawn us into a hopeless quagmire. We have heard all the arguments and find them tiring—minds are closed, not opened. The language and polarities used to frame the present discussion of the relationship of teaching and research need to be set aside. The time is ripe for a basic reassessment. To move beyond the current impasse we need to be willing to take a fresh approach and think more creatively about what it means to be a scholar in the contemporary context.

The present conception of scholarship is much too narrow. During the expansionist period in American higher education, what Jenks and Riesman called "The academic revolution" (ca. 1957-1974), scholarship was equated with research on the cutting edge of a discipline (1968). Further, it took on significance only when it was publishable in a refereed journal—one narrow facet of the scholarly enterprise, one way of knowing.

To meet the growing demands of a knowledge-based society and to attract the best of a new generation into the academic profession, we need an enlarged view of scholarship: one congruent with the rich diversity that is this hallmark of American higher education; one that is more appropriate, more authentic, and more adaptive for both our institutions and the day-to-day working lives of faculty.

Scholarship: An Enlarged View

A broader conception of scholarship would have at least four elements, all of them legitimate and, taken in the aggregate, tending to fulfill the schol-

arly commitments of the college and university to society. According to the conventional view only one way of knowing is fully recognized and honored. Scholarship is narrowly defined as the advancement of knowledge—the discovery and creation of new knowledge in a disciplinary specialization. This is a limited view. We contend that knowledge is utilized in a variety of ways and that these other forms of scholarship—these other ways of knowing—are as legitimate, significant, and needed as the dominant mode. Our broader conception of scholarship would obviously include the advancement of knowledge but extend to also incorporate the integration of knowledge, the application of knowledge, and the kind of scholarship most directly related to teaching, the representation of knowledge.

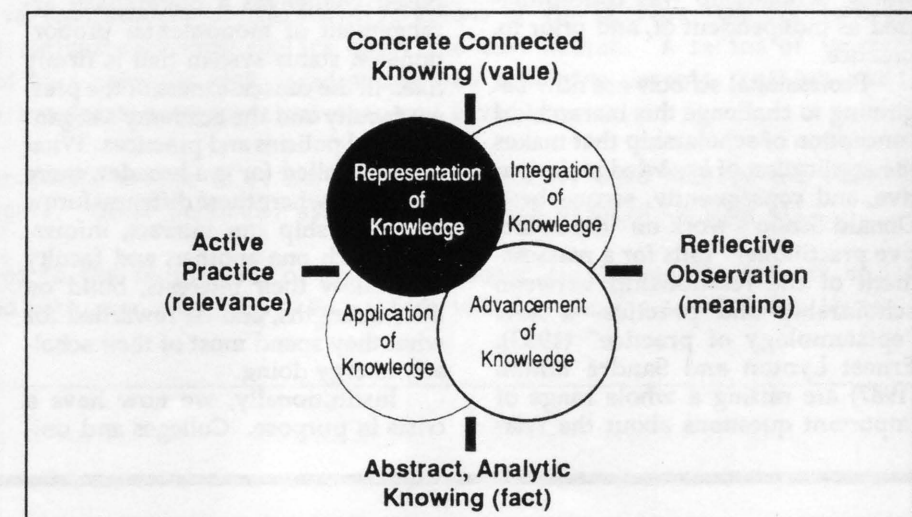
If we build on the recent inquiry into the structure of knowledge and alternative approaches to learning, a different configuration, a more constructive way of framing the discussion emerges. Borrowing on the polarities established by David Kolb

(1984) and others, the forms of scholarship we have identified can be set within a framework representing the different approaches to knowing.

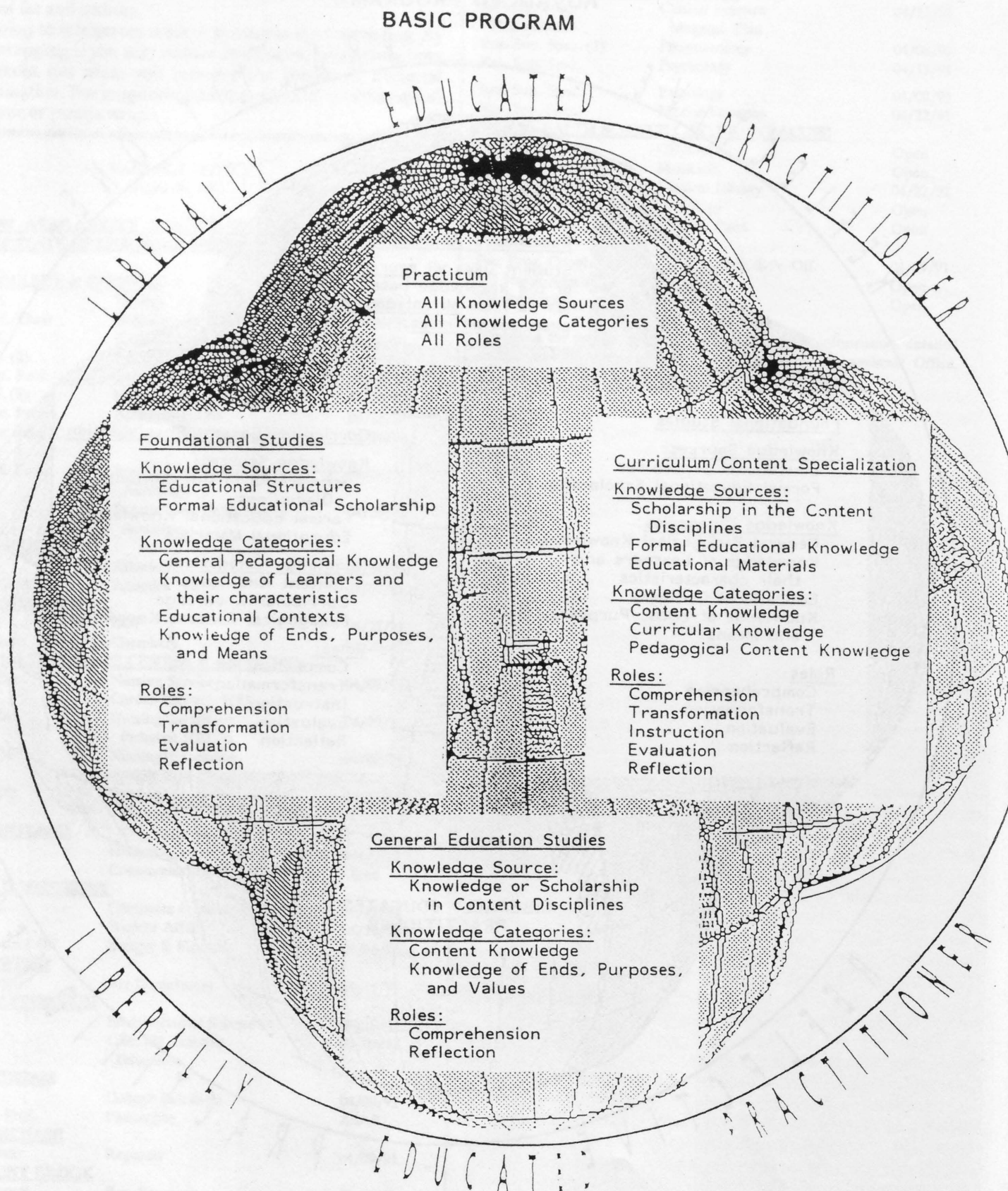
The advancement of knowledge. The first element in this broader conception of scholarship—still a key element—is the advancement of knowledge. On this we all agree. In 1919, Max Weber, in his famous address on "Science as a Vocation," spoke eloquently about the role of specialization in the modern world, and talked of the sense of ecstasy that could come only to one on the cutting edge of a specialization. The awareness of an enduring achievement is, in his words, "a really definitive and good accomplishment." Scholarship must have, as one anchor point, the discovery of knowledge—original research.

The integration of knowledge. The extension of the frontiers of knowledge is, however, not enough. The second element in scholarship is the integration of knowledge, an undertaking as critical to the understanding of our world as the discovery of knowledge that is new. In fact, the extension

(Continued on back)



*Note: This article was adapted by R. Eugene Rice from work on the Carnegie Foundation's special report, *The New American Scholar*, by Ernest Boyer and R. Eugene Rice. The Report is available through the Carnegie Foundation, 5 Ivy Lane, Princeton, N.J. 08540.



of specialization itself requires new forms of integration. Without the continual effort at reintegration, we have fragmentation.

The integration of knowledge requires a divergent approach to knowing—a different kind of scholarship—one that reaches across disciplinary boundaries and pulls disparate views and information together in creative ways. Scholars are needed with a capacity to synthesize, to look for new relationships between the parts and the whole, to relate the past and future to the present, and to fetter out patterns of meaning that cannot be seen through traditional disciplinary lenses.

The application of knowledge. The third form of scholarship is the most distinctively American. The great land-grant institutions were established during the nineteenth century precisely for the purpose of applying knowledge to the enormous agricultural and technical problems confronting society. In the academic profession today, however, there is a disturbing gap between what is valued as scholarship and the pragmatic needs of the larger world.

This ironic development in American higher education has multiple roots, but one important strand can be traced back to the emergence of professional education and, specifically, to the impact of the Flexner report on medical education. The major effect of the Flexner report was to move medical education into the research university and greatly increase its scientific component. The other professions followed medicine's lead. Practical competence became professional when grounded in systematic, preferably scientific knowledge. The application of knowledge took on value—rigor and prestige—when derived from original research. In the most pragmatic society in the world, Scholarship was conceptualized as independent of, and prior to, practice.

Professional schools are now beginning to challenge this hierarchical conception of scholarship that makes the application of knowledge derivative, and consequently, second best. Donald Schön's work on "the reflective practitioner" calls for a reassessment of the relationship between scholarship and practice—a new "epistemology of practice" (1983). Ernest Lynton and Sandra Elman (1987) are raising a whole range of important questions about the rela-

tionship between scholarship and professional service. Should not the application of knowledge to the problems of society be acknowledged as a scholarly endeavor of the first order?

Scholarship and teaching. This brings us to the fourth dimension: scholarship for teaching. This is the most difficult form of scholarship to discuss because we do not have the appropriate language. In the working lives of individual faculty, scholarship and teaching are often seen as antithetical—competing for one's time and attention. This is a reflection of the way in which we conceptualize both tasks. We want to challenge this understanding and argue that quality teaching requires substantive scholarship that builds on, but is distinct from original research, and that this scholarly effort needs to be honored and rewarded.

This fourth dimension of scholarship has an integrity of its own, but is deeply embedded in the other three forms—the advancement, integration, and application of knowledge. In addition, the scholarship for teaching has three distinct elements: first, the *synoptic capacity*, the ability to draw the strands of a field together in a way that provides both coherence and meaning, to place what is known in context and open the way for connection to be made between the knower and the known; second, what Lee Shulman (1987) calls "*pedagogical content knowledge*," the capacity to represent a subject in ways that transcend the split between intellectual substance and teaching process, usually having to do with the metaphors, analogies, and experiments used; and third, *what we know about learning*, scholarly inquiry into how students "make meaning"—to use William Perry's phrase—out of what the teacher says and does.

We know that what is being proposed challenges a hierarchical arrangement of monumental proportions—a status system that is firmly fixed in the consciousness of the present faculty and the academy's organizational policies and practices. What is being called for is a broader, more open field where these different forms of scholarship can interact, inform, and enrich one another, and faculty can follow their interests, build on their strengths, and be rewarded for what they spend most of their scholarly energy doing.

Institutionally, we now have a crisis in purpose. Colleges and uni-

versities are trying to be what they are not, and they are falling short of what they could be. An enlarged conception of scholarship would bring greater congruence between institutional mission and faculty work.

R. EUGENE RICE
CARNEGIE FOUNDATION FOR THE
ADVANCEMENT OF TEACHING

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- Schön, D., 1983. *The Reflective Practitioner*. New York: Basic Books.
- Shulman, L., 1987. "Knowledge and Teaching: Foundation of the New Reform." *Harvard Educational Review*, 57(1).

Teaching Effectiveness Committee

John Beaver, Elementary
Education and Reading

Marvin LaHood, English

Francis Lestingi, Earth Science
& Science Education

Kathryn Moran, Assistant Dean
Undergraduate Studies

Karen O'Quin, Psychology

Frank Pascarella, Health,
Physical Education & Recreation

Wendel Wickland, Coordinator
Faculty Staff Development

Nan Lund, Chair
Academic Affairs

Technical Assistance and
Graphic Design provided by:

Center for Development of
Human Services
Buffalo State College
Letchworth Annex

College Bulletin

APRIL 10, 1991

SPECIAL ISSUE

From the President

College Learning Laboratory

I am deeply saddened to have to report that SUNY Central Administration has informed the college that, as a result of the deteriorating state budget situation, funding support for the College Learning Laboratory will be eliminated. Therefore, Buffalo State College cannot continue its joint sponsorship of the CLL with the City of Buffalo. This does not mean, however, that the CLL will be closed, but rather that the Buffalo Public Schools will have to assume responsibility for the facility's entire operation.

It does, though, signal the end of nearly 120 years of BSC administration of the CLL, which previously was referred to as the Campus School and the School of Practice.

The CLL's current operating budget is in excess of \$4 million, of which the college contributes approximately \$1.5 million. Of the 100-plus staff positions, 32 are funded by SUNY.

To facilitate a smooth transition of responsibility, I have directed a small task force to begin immediate discussions with Superintendent Albert Thompson and his staff. I have asked all parties to keep in mind the clear focus of the educational relationship between the college and the CLL. As you know, in addition to its role as a magnet school with an enrollment of 816 pre-K through eighth-grade students, the CLL provides participation and observation opportunities for significant numbers of BSC students in teacher-education programs.

Over the years, hundreds of thousands of students have graduated from the CLL, and I'm sure an equal number of the college's education majors either taught there or observed some of the finest teachers there.

Since 8 a.m. Tuesday, April 9, various members of the administrations of the college, the CLL, and the Buffalo Schools have been informing various concerned publics about the SUNY action. A series of impromptu meetings were called and letters and news releases were faxed and mailed informing parents that two additional meetings will be held to respond to any unanswered questions they may have.

The college's Human Resource Management Office is at the disposal of the affected faculty and staff so that they fully understand their rights. Other personnel assistance has been assured to them all.

There can be little doubt left as to the seriousness of the state budget crisis and its effects on SUNY and many constituents we have worked with over the years. We will do whatever we can to minimize those effects.

College Bulletin

Volume XXXVI Number 26

April 11, 1991

From the President

College Update

For those of you who were unable to attend the college update presentation, "Progress Toward Community," on March 28, a copy of the remarks delivered by Vice President Caputi, acting Vice President Payne, Provost Wiesen, and me is attached to this issue of the *College Bulletin*.

119th Commencement

I am very pleased to announce that columnist and author Carl T. Rowan will receive an honorary doctor of letters degree at this spring's 119th commencement. One of America's preeminent journalists and a champion of racial justice, Rowan will receive SUNY's highest honor in recognition of a lifetime of service to humanity as a reporter, author, diplomat, radio and television commentator, and syndicated columnist. He will deliver a brief response following conferral of the honorary degree.

As a reminder, commencement will take place Friday, May 17, at 10:30 a.m. in Memorial Auditorium. There are approximately 2,500 degree candidates this year. I encourage faculty and professional staff who have not already done so to contact the Public Affairs Office (Cleveland Hall 515, ext. 4201) by the April 19 deadline if you are able to march or act as a faculty usher. Your participation in this memorable occasion is greatly appreciated by our graduates and their families.

From the Provost and Vice President for Academic Affairs

Honors Convocation

The 1991 Honors Convocation will be held in Rockwell Hall auditorium Thursday, April 25, at 12:15 p.m. The keynote address, "Who's To Blame?" which concerns personal achievement and the tendency to place "blame" for successes and failures on others, will be delivered by Dr. Robert J. Davitt, professor of earth sciences and science education. Faculty invited as guests of the honors students are encouraged to wear academic attire and sit with their students.

Department representatives who will participate in the procession wearing academic dress should report at noon to the dressing rooms, 117E and 117F, in Rockwell Hall (downstairs) and then reassemble in the Burchfield Art Center lobby (3rd floor) by 12:15 p.m. to line up.

All members of the college community are invited to attend this ceremony to honor our outstanding students.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting is Friday, April 19, at 3 p.m. in Butler Library 210.

Curricular Items

The following have been received by the College Senate and forwarded to the Curriculum Committee for consideration.

Course Revisions:

MUS 317 Music for Children. Music experiences and activities for the elementary grades.

MUS 318 Sight Singing and Ear Training. Training in the development of aural imagery and the ability to sing at sight unfamiliar melodies.

COM 201 Broadcast Copywriting. Discussions and laboratory practice in organizing and writing various news and feature stories for the different media. *Required for all broadcast majors.

COM 205 Experiences in Speech. Examines the field of speech communication, its principles and its contexts, including the introduction and overview of the communication process, public speaking, small-group discussion, and criticism of various messages. A performance oriented course, it emphasizes practical applied skills in a variety of communication situations. (Not to be taken after advanced speech courses.)

COM 206 Broadcast Announcing. Principles of broadcast performance including rudiments of voice and diction and proper interpretation of broadcast copy. Recommended for students interested in a TV or radio talent career.

COM 222 Principles of Broadcasting. An examination of current philosophies and developments in radio and TV broadcasting plus the legal and procedural knowledge necessary for the successful completion of studio production.

Items of Interest

Wellness Fair

The College Counseling Center will host the Fourth Annual Buffalo State College Wellness Fair on April 17 from 10 a.m.-3 p.m. in the Student Union lobby. The Wellness Fair is open to the entire campus community and features representatives from area health associations, a variety of health screenings and tests, and free samples of health products. For more information, contact Myra Gordon at ext. 4436.

Fax Demonstration

A demonstration of the Sharp plain-paper fax machine, under the state contract, will be given April 24 at 2 p.m. in the

Purchasing Office. If you wish to attend the demonstration, call ext. 4113 by April 23.

Employee Assistance Program

Although the war is over, the monumental task of reconstruction is under way and some of our own are still in the Persian Gulf.

Our own reconstruction in New York state continues amid budget battles and the realities of job loss, new job responsibilities, and the reorganization some of us are already experiencing or may experience in the near future. Add to that troublesome situations of a personal nature (change in marital status, substance abuse as a coping mechanism for yourself or a family member, financial or eldercare problems) and you have major stressors that could be life-threatening impacting on the employee at home and on the job.

The Employee Assistance Program is here to help.

Whatever the problem may be, EAP is available to all state employees, their families, and retirees who may be experiencing difficulties managing some of these stressors (managing childcare on a single family income, chemical dependency concerns).

Sometimes, just talking about it confidentially with a caring colleague can make all the difference. Personal problems don't stay at home when you come to work. Call us!

Stop in and see our new office in Cleveland Hall 415. Browse through our information on exercise, stress management, diet, smoking, mental health concerns, supervisory help in managing a troubled employee, as well as information on teens and drugs, AIDS, and a host of other material.

Your Buffalo State College EAP coordinators:

Paul Martin, ext. 4307

Deborah Hard, ext. 3068 (24-hour assistance)

Dave Cummings, ext. 5233

Budget Counseling

Call Deborah Hard, EAP, ext. 3068 to obtain information on continuing budget assistance for yourself and your family. One scheduled class remains in May, so call for details.

VACANCY NOTICE

April 11, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/ALBANY

Visiting Asst. Prof.	Reading	04/30/91
Asst./Assoc. Prof.	Sociology	04/18/91
Asst. Director	University Advancement	04/30/91
Postdoct. Research Assoc.	Cntr. Molecular Genetics	04/22/91
Assoc. V.P.	University Advancement	04/22/91
Res. Hall Dir.	Residential Life/Housing	04/22/91

SUNY/ALFRED

Instructor	Nursing	04/26/91
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SUNY/BINGHAMTON

Res. Hall Intern (2)	Residential Life	ASAP
Lead Programmer/Analyst	Computing Services	04/22/91

Editorial Assoc.	Computing Services	04/22/91
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SUNY/HEALTH SCIENCE CENTER/BROOKLYN

TH Asst. Director	Nursing Services/Staffing Coord.	04/22/91
TH Asst. Director	Nursing Services/Ambulatory Surgery	04/30/91
Instr. Sup. Tech.	Neurosurgery	04/30/91

SUNY/EMPIRE STATE COLLEGE

Dean	Learning Center	ASAP
Res. Hall Intern (2)	Residence Life	Open
SUNY/FARMINGDALE		
Admis. Advisor (2)	Admissions	06/01/91
SUNY/COLLEGE OF AG. & TECH. AT MORRISVILLE		
Asst. Prof.	Food Service Admin.	08/20/91
Instr. Sup. Asst.	School of Agriculture & Natural Resources	04/25/91

SUNY/OSWEGO

Asst. Prof.	Psychology	Open
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SUNY/POTSDAM

Visiting Asst. (2) Prof.	Studio Voice	Open
Asst. Prof.	Biology	Open
Visiting Asst. Prof.	Music	Open

SUNY/PURCHASE

Director	Admissions	Open
Staff Assoc.	Public Safety	Open
Staff Assoc.	Perf. Arts Center	04/30/91
Sr. Staff Assoc.	Business Affairs	04/22/91

SUNY/INSTITUTE OF TECHNOLOGY AT UTICA/ROME

Director	Residence Life	05/01/91
Res. Hall Director	Student Affairs	05/01/91

SUNY/STONY BROOK

Proj. Stf. Asst. PT	School of Nursing/Gerontology	04/29/91
Proj. Stf. Asst. PT	Physiology & Biophysics	04/29/91
Sr. Medical Res. Sup. Spec.	Radiation Oncology	04/29/91
Admissions Asst.	Admissions	04/30/91
Asst./Assoc. Prof.	Chemistry	Open
Personnel Director	Human Resources	Open
Medical Radiographer	Radiology	Open
TH Sr. Financial Coordinator	Drg. Financial Coord.	04/22/91

Director	Physical Plant	04/22/91
Asst./Assoc. Prof.	Medicine	ASAP
TH Clin Lab Tech.	Labs/Histology	04/22/91
TH Clin Lab Tech III	Labs/Microbiology	04/22/91
Univ. Instr. Spec.	Lab. Animal Res.	04/22/91
TH Pat. Acct. Spec.	Business Office	04/22/91
Sr. Staff. Asst.	Environ. Health/Safety	04/22/91

SUNY/HEALTH SCIENCE CENTER/SYRACUSE

TH Resp. Thrpstr III	Respiratory Therapy	Open
TH Clin. Nurse Spec.	Nursing (Ed & Staff Dev.)	Open
Dean	Clinical Campus	Open
Assoc. Prof.	Psychiatry	Open
Assoc. Prof.	Neurology	Open
Asst./Assoc Prof.	Medicine	Open
Environ. Health Off.	Environmental Health & Safety	04/30/91
TH Clin. Lab Tech I	Clinical Pathology	Open
TH Nurse Admin.	Nursing (Ambulatory)	Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

BUFFALO STATE COLLEGE

Middle States Message

How can the college accommodate the demographic changes that will occur in students, staff, and faculty over the next decade?

How do we position ourselves for continued success in the 21st century?

These questions are being posed as part of our Middle States self-study in preparation for our reaccreditation application. All indications are that the demographics will change. We will see increases in non-traditional students, part-time students, ethnic minorities, students with physical and learning limitations, students underprepared for college, and those who are the first in their families to attend college. These changes reflect both changing demographics of the pool of students seeking admission and the unique mission of SUCB to provide access for these populations. Access is only the first step, however. We know that the groups we will be attracting in larger numbers are those that are most at risk educationally and we must make sure that we are prepared to structure the learning-teaching environment to allow them to maximize their potential.

The profile of faculty and staff will also be changing. National trends predict that by 2000 the number of faculty age 65 and over with tenure will be substantially greater than those 35 and under and untenured, which may indicate less flexibility in adjusting to new groups of students. Turnover may slow down in the absence of mandatory retirement. We will have a great deal of competition from other institutions for the diminishing number of new faculty coming into the market. It becomes clear that we must be creative and proactive both in recruitment of new faculty and staff and development of continuing faculty and staff if we are

to be prepared for our diverse student populations. Many programs are already in place to help both students and faculty, and we have made excellent progress in some areas. A summary of existing efforts is being written and will be presented in another message. The focus of this presentation is on goals for the future. On March 19, an open forum was held to exchange ideas among faculty, staff, and administrators in preparation for increased diversity. What follows is a list of ideas proposed; it does not reflect consensus and should not be viewed as a draft of recommendations. It is a beginning point for further discussion which will continue on **Friday, April 12, from 3:00 to 4:30 in Butler Library 210.** At that time, we hope to discuss specific ideas for faculty and staff development and student services. This forum is open to the college community and broad representation is desired. If you have ideas to share but are unable to be at this meeting, please get a brief written statement to Shirley Lord (HC 117) or Nan Lund (GC 519).

Suggestions Affecting Students

- Student services
 1. Improve advisement
 2. Block scheduling to ensure new students get appropriate courses
 3. Hold sections or seats for Freshman orientation
 4. Make services available in the evening
- Course format and scheduling
 1. Change from large lecture format to discussion; promote critical thinking
 2. Rethink how we offer courses (three times/week, semesters)

- C. Curriculum content
 1. Restructure the curriculum to more closely reflect our student body
 2. Provide course work in teacher education programs on learning styles
 3. Incorporate information on women and minorities in courses
- D. Faculty contact
 1. Increase opportunities for students to work more closely with faculty which may help faculty deal more effectively with diverse students
- E. Leadership development
 1. Offer more leadership development opportunities for students
- F. Campus environment
 1. Make institution more welcoming to all students
 2. Create a classroom environment conducive to students' speaking and exploring
 3. Create comfortable living environments
- G. Policies
 1. Review policies on how we evaluate prior credit
 2. Recognize "stopping out" as distinct from attrition and facilitate readmission
- F. Financial
 1. Explore cooperative education so students do not have to leave school to earn money
- G. Recruitment
 1. Increase recruitment efforts for academically talented minority students

Suggestions Affecting Faculty and Staff

- A. Clarification of faculty /staff responsibilities
 1. Articulate better what Buffalo State is about and what faculty and staff are expected to do. This may be a list of responsibilities that would include mentoring, out-of-class activities, stimulating student

- leadership, providing opportunities for active learning, advisement, tutorials, etc.
- 2. Heighten the faculty's and staff's perception of their responsibility for improving the learning environment
- 3. Clarify messages on priorities regarding research and teaching
- B. Faculty/staff development
 1. Assist faculty in relating to diverse student population
 2. Increase participation in faculty/staff development activities
 3. Expand mentoring for faculty and institute for staff
 4. Expand the module on our student population in New Faculty orientation
 5. Provide staff orientation
 6. Provide help in integrating material on women and minorities into courses
 7. Make what goes on at BSC relevant to what is going on in the urban neighborhoods
- C. Incentives for change
 1. Provide incentives for change
 2. Get faculty and staff invested in change
 3. Promote peer pressure for and acknowledgement of excellence in the classroom
 4. Indicate benefits to faculty and staff of providing good services to students
- D. Collegiality
 1. Foster collegiality between faculty and staff
 2. Emphasize mutual goals of faculty and staff
- E. Hiring
 1. Expect sensitivity to diverse student populations in new hires
 2. Consider college goals when hiring, and look for matches with the institution.

"PROGRESS TOWARD COMMUNITY" College Update March 28, 1991

President F. C. Richardson
Vice President James Caputi
Acting Vice President Hal Payne
Provost and Vice President Richard Wiesen

An academic institution is a peculiar social organization with unique culture. But it goes through all the phases of development of life forms: growth, development, maturation, and constant change throughout its lifetime.

At 120 years of age, Buffalo State is mature in many ways, but it is still under tremendous pressures to change. How will it respond to those pressures to change and how will change manifest itself in organizational values, structures, and behavior?

Many of the answers to such questions will depend upon whether the college views pressures and demands for change as being positive or negative; whether it sees crises as opportunities or obstacles; and whether it views mutations and evolution as good or bad. In other words, if change is viewed as desirable then the college will use crises and external demands as opportunities to evolve toward better meeting the needs and demands of students, the state, and the nation rather than fighting to maintain the status quo.

In the fall of 1989 I shared with the campus community six items that I hoped might eventually develop into goals for the campus through a shared vision of what we might become. Very briefly they were my hopes to:

1. Improve the learning environment;
2. Develop consensus about characteristics that constitute quality learning;
3. Develop a greater sense of community;
4. Improve support for faculty scholarship and development;
5. Improve current partnerships and develop new ones;
6. Respond better to a diverse student population.

In the fall of 1990 I shared with the campus community my assessment that the college was making some progress toward improving the learning environment. Today the vice presidents and I will share information and assessments of activities that we believe represent progress toward goals that I mentioned in September 1989.

I have been very concerned about those activities and attitudes that seem to tear at the community fabric or deter efforts to develop a greater sense of community between the various segments of the campus.

In 1986 Derek Bok, president of Harvard, said in *CHANGE Magazine* that every college should study the learning process and assess the effects on its programs. That year he asked Professor Richard Light to convene a group of faculty to do just that at Harvard. It became known as the "Harvard Assessment Seminar" and met once a month for a year. Before the year was out more than 100 people at Harvard had become part of the seminar. It resulted not only in faculty conversation and inquiry into student learning, but it was also a community-building activity. It brought people together around an issue that was important to the mission of the institution and gave them a chance to assess institutional effectiveness and suggest ways and means for improvements or enhancements in that important area. We need community-building activities here at Buffalo State College.

Before I arrived at Buffalo State two such activities were already under way: an outcomes assessment project and a freshman year experience project. Both were under the able direction of Neil Rudin of Academic Affairs. Dick Wiesen will say something about the assessment project in his comments.

With respect to the freshman year experience, much work had been accomplished on this initiative. The College Senate chairperson and I agreed last fall that this is such a critical area for student learning and student life that the Senate would appoint a blue ribbon committee to examine and recommend ways of improving every aspect of student life and student learning outside the classroom. The committee began its work early this semester and will probably continue its activities well into next academic year. When the committee holds hearings I urge faculty, staff, and students to share with it ideas and suggestions for improving the freshman year experience for our incoming students. The committee is co-chaired by Professor E. O. Smith and Acting Vice President Hal Payne.

Last fall I asked Dorcas Colvin, associate vice president for human resource management, to chair a Task Force on Internal Communication. Since my arrival I have been concerned about the effectiveness of our internal communication systems and whether all segments of the campus get all the information they need to make decisions and effectively and efficiently carry out their responsibilities. I am also concerned that we cannot build a strong community without effective internal communication systems. That task force has been holding hearings and consulting broadly across the campus to get input about assessment of current systems and to receive ideas and suggestions about ways to improve those systems. I hope everyone will take the time to share ideas and concerns and suggestions with the committee.

Earlier this month the administration held a workshop for the College Council on "Indicators of Quality in Higher Education." Presentations were made to Council members about the aims of education, the role of the mission statement, the

role of accrediting bodies in setting standards and criteria used to assess quality of activities and academic programs, and the role of student life in institutional quality.

Earlier this month I also announced the appointment of a College Planning Group. It is my hope that this group will pull together the results of activities, ideas, suggestions, and recommendations coming out of all segments of the campus, as well as feedback from selected external constituents, into a set of goals that the college can prioritize and pursue over the next five to nine years. This group is chaired by Provost Wiesen and has representatives from the College Senate and student government, along with all the other vice presidents and one dean. I will be responsible for developing structures for getting input from the College Council and community constituents to the process. The results should be a campus plan for the next several years that will guide decision-making in all areas.

I believe all of the above activities can help us progress toward several of the goals I outlined in 1989, but especially toward a better community: a more unified community; a more focused community; a more productive community.

We face some difficult challenges in the immediate future. State budget problems are severe and we must respond to them. We are taking short-term measures to minimize adverse effects on programs and on people to the extent possible. But these measures cannot be long-term strategies. The provost has shared with the campus a draft document that represents the beginning of developing some long-term strategies in Academic Affairs. We will need to do that in all vice presidential areas. It will be my responsibility to ensure both proportionality and the maintenance of high quality in our programs and activities. It will also be my responsibility to determine whether we need to merely adjust some areas or restructure them so we get maximum benefit from all our resources. We cannot afford to maintain structures or approaches that are inefficient and outmoded.

In addition to all the committees, groups, and task forces that have already been formed, I believe it is still important for me to have an opportunity to hear directly from faculty and staff and students about their satisfaction with our efforts, their concerns about things that don't work, and their suggestions for how we might become a better college. This year I held four open forums and the attendance wasn't what I hoped, except for the last one on March 26th.

Beginning next fall I will hold a monthly open forum similar to a news conference with discussion and opportunity for questions. Each forum will be about an hour in length.

Two years ago this month the SUNY Board of Trustees said to me during my interview with them, as the Chancellor and College Council had said to me the week before during my interviews with them:

- Buffalo State College needs strong leadership.
- We expect to see positive change.
- We expect to see the college achieve more of its tremendous potential.
- We expect that you will rise to these challenges.

It was clear to me that the College Council, the Chancellor, and the Trustees had high expectations of me. I thought those expectations were appropriate. I have every intention of living up to them. I have continually received their support and encouragement in what I have suggested as directions.

But I need the encouragement and support of more than the Council, the Chancellor, and the Trustees. I need the support of the entire college community. I realize that that support will come only if what we pursue is a shared vision of what we ought to be.

Bernice and I have made lots of wonderful new friends since we arrived in Buffalo. Mr. and Mrs. Peter Tower are only two of many. Mrs. Tower offered to send me inspirational quotes she came across in her reading. One she sent me last week says, "Encouragement is better than criticism because people rise to other people's expectations. Criticism implies that you expect failure."

Rev. Dr. Benjamin Mays, president of Morehouse College for 25 years in the 40s, 50s, and 60s says, "Low aim, not failure, is sin." We will not aim too low. I will do everything I can to live up to your expectations if they are high enough and idealistic.

REMARKS BY VICE PRESIDENT CAPUTI

I would like to remark for just a few minutes today on how what is essentially a business organization can contribute toward the improvement of the learning environment.

The first way is simply by going out and doing our jobs to the best of our abilities and to the extent of the resources available to us. We don't have time today to talk about everything we do. It would also be rather boring and I probably would leave out some very wonderful accomplishments and end up hurting some feelings.

I would, however, like to concentrate on two things we do that contribute to the environment.

Number one, we manage, truly manage, the budget to wring every last dollar out of it. In years gone by this meant preparation of a budget request and subsequent monitoring of the expenditures against the approved appropriation. With flexibility, however, has come the responsibility to both generate and manage revenues. This is the new concept of self-sufficiency. For example, the residence hall budget of \$4 million is predicated upon our ability to raise that amount of money. Our payroll, utilities, and other expenses must be carefully planned and monitored to assure that we stay within the budget. There is no bail-out mechanism, no going over, no excuses. As this self-sufficiency concept is extended to other areas such as parking, health services, perhaps summer session, it will become more and more important that we manage our resources well. The more expert we are in this, the better off the campus will be.

An example of how this management can improve the learning environment, in this case maintain the environment in the face of declining budgets, was our ability to absorb a \$600,000 cash reduction this year with what I think was a minimal impact upon departmental budgets. And in the midst of this reduction, thanks to our strong enrollments, and thanks to you for serving that enrollment, we received a tuition revenue sharing of \$285,000 which is now in process of being spent.

A second way in which doing our jobs contributes to the improvement of the learning environment is through the development and maintenance of facilities. Naturally we have ongoing maintenance, driven by the work order system, and preventive maintenance, each of which is limited by a shortage of people and dollars. But I don't want to talk about that right now; I do want to mention two main development programs.

The first is the capital program which encompasses major projects such as the new Twin Rise Computer Center, Rockwell Hall renovation, construction of the new Sports Arena, rehabilitation of the Old Gym for use as a teaching theater and broadcast studios, and, soon to come, renovation of the Student Union. Down the road we see major projects, not in any particular order, for Upton Hall, the Science Building, Ketchum Hall, and Bacon Hall.

Keep in mind that these projects are almost totally funded through the sale of bonds and are not tied to our campus operating budget. Also, the projects are not necessarily approved on the basis of campus priorities. So, when you see the Upton Quadrangle beautified about two years before we replace the underground steamlines, please don't think we planned it that way. We have to take what we can get.

In spite of a few glitches like this, I believe we have substantially improved the working environment

over the past few years through this capital program.

The second development program is our college renovation effort which, obviously, is a part of our operating budget. The primary component of this effort is the Classroom Improvement Project which is now in its third year. I think we have made significant improvements to teaching facilities under this program, including major work right here in these lecture halls, and also in the Classroom Building, Upton Hall, and various other buildings throughout the campus. We have about \$70,000 left for this year and I am hopeful that we can address a few more of the critical situations so that we can remove some of the emotion from this very successful program. I believe we can achieve this over the next year or two and position ourselves to progress this program in an ordered, considered way.

So much for talking about our jobs. I think we in the business operation have to look beyond this to how we can help others do their jobs. In reality, we exist as a service to the main enterprise. What we do must facilitate the essential work--or mission--of the college.

One way we can do this is by helping people overcome the obstacles of bureaucracy. By virtue of our status as a public college, we have ever so many agencies and offices of government interested in regulating, somehow, what it is we do. For example, there is the Division of Budget, Office of Management and Productivity, Department of Civil Service, State Comptroller, State Attorney General, the Office of General Services, and many others. The number of laws, rules, regulations, executive orders, judicial decisions, etc. is enormous. Add to that the SUNY regulations and the college's own set of policies and procedures, and you have a nightmare. Small wonder many people get discouraged and abandon what could be worthwhile productive efforts.

We need to do something more about this problem. We obviously have to abide by the body of rules. We cannot afford to have exceptions approved at every level of our organization because there would be a lack of consistency of application and it would probably result in absolute chaos. But we can make exceptions to some rules. We also need a channel through which people can easily proceed.

I believe my office can be a good conduit for this sort of thing. I would like to suggest to you that before you give up a project through frustration you contact my office to see if we can help. This can be me, Gary Phillips, or Stan Medinac. Naturally, I would expect that you would proceed through the usually departmental channels first, otherwise the workload would be back-breaking.

But, if you do get stymied, please use my office. If I can help you get something done, then I know I am doing my job.

Finally, just a few brief words on communication which is so important to community. I already have interaction with many of you on committees, in the College Senate, in labor/management meetings, and many other forums. I believe that a mutual respect develops from working together honestly on institutional issues, and I would like to take advantage of that respect and expand upon it. Many of you, particularly those I have worked with, will call me directly if they perceive a problem. Many more of you won't call me. Recently I was called about two rumors that were making the rounds; one had us closing down for two weeks over spring break, the other had us closing around the Independence Day holiday. No truth to either rumor and I said so. I don't know how many people my answer reached, but it had to reach some. President Richardson will be talking more about this issue of internal communication and how we get messages out to the campus community. My only point here is that if you can reach me directly for a necessary piece of information that might contribute to staff morale, please do it. For my part, I will make more of a conscious effort to be out on the campus and in your buildings to encourage these exchanges. That is my message for today, and I thank you very much.

REMARKS BY ACTING VICE PRESIDENT PAYNE

By articulating his six goals, President Richardson has provided us a clear challenge for serving our changing student population. What the president has done in shaping his hopes and dreams is to give us direction--to give us focus.

Our challenge in Student Affairs is to find ways to assist the institution in responding to the changing expectations and needs of our students, consistent with the shared vision articulated earlier by President Richardson. It was with these needs in mind that the Office of Student Affairs began in the late spring of last year a process aimed at developing its mission and goals.

As an outgrowth of that process, this year we have worked to improve the learning environment by providing appropriate living/learning environments for students, environments in which they can interact with other students, and faculty, to get to know each other and to learn from each other. Consistent with that goal, we have implemented:

- The Faculty-Student Connections program which assigns volunteer faculty to a residence hall. The faculty member works with the students and staff in the residence halls on programs of mutual interest.

- The Residence Life Office established an Academic Assistance Center which works in cooperation with Academic Advisement to help students with academic problems.
- Developed residence halls behavioral management (judicial) program to provide not only a judicial process for violations of policy, but also to allow for individual and group conflict mediation.
- Developed a wellness program model in residence life to give students an opportunity to develop all facets of their lives.

A second goal which we share with President Richardson has been to contribute to the development of a greater sense of community among our students.

- Campus and community pride in achievements of student athletes.
- Development in residence life of "community connections."
- Dean Santa Maria coordinates the "Welcome Line"--45 faculty and staff volunteered to assist in this freshman assistance program.
- Publications: State Dates (activities for students); Student Handbook; Leadership Clearinghouse newsletter; Residence Life "Community Connections" newsletter.
- Housing for downtown.
- WNY Consortium on Inner-City Initiatives (King Urban Life Community Center).

Respond Better to a Diverse Student Population

- We established a Student Affairs focus group to provide programs and services to meet the special needs of our increasingly diverse student population, and to help all students learn to live with each other in our pluralistic society.
- Hired Native American Coordinator Gloria Gordon to recruit, support, and retain Native-American students.

Our mission in Student Affairs is primarily to serve students. During the past year we have sought to work as a partner with students, faculty, staff and with the urban community to provide learning experiences which foster the growth and development of students as individuals and as responsible citizens in a pluralistic society.

This year I have been proud of the work we have done with faculty, particularly with the Creative Studies Program in the development of the Leadership Clearinghouse Program. We have also worked with Academic Affairs to share our notions about leadership with faculty and staff through the Winterim workshop: Focus on Students.

Stephanie Zuckerman in Student Affairs worked with Nan Lund in Academic Affairs to co-sponsor a teleconference on the "Rise in Campus Racism."

By working cooperatively with the faculty, we are striving to bring students, faculty, and staff together on this campus as a functional family:

- a family in which problems are acknowledged;
- feelings are freely expressed;
- each member is valued equally for his/her strengths/weaknesses;
- members can be different and still get their needs met;
- rules are clear and fairly enforced;
- and all members feel they are valued, accepted and cared about.

REMARKS BY PROVOST WIESEN

I want to return to the first two of the six points the president made earlier.

1. Improve the learning environment; and
2. Develop consensus about the characteristics that constitute quality learning.

I will report briefly on three efforts of this community which I believe move us steadily and purposefully toward the achievement of these two goals.

The three important college-wide efforts involving faculty, professional staff from all areas of the college, and students are the:

1. NCATE accreditation self-study for all teacher education programs.
2. Middle States self-study for our institutional accreditation.
3. Assessment of student outcomes project.

Let me return to each of these, focusing on broad college participation while we look at each in terms of the goals set by the president.

Next month, actually April 14-17, this college hosts a team from the National Council for Accreditation of Teacher Education. The six-person team from across the nation has read a detailed self-study prepared by the faculty and staff of the college, focusing on 18 standards in four major categories: knowledge bases for professional education, relationship to the world of practice, students, and faculty governance resources. I must compliment those people, led by Barbara Sirvis, Ann Egan and Dick Lee. These three individuals, with some 75 others, form the core committees in this two-year effort.

Let me put NCATE accreditation into perspective. This college has a proud heritage in teacher education. We do less of it now than we have in the past, if one considers its proportion

to the total of the college's programs. Nevertheless, in absolute numbers of students it may be as large or larger than 30 years ago. We are also, ladies and gentlemen, the only college or university center within the 64 campuses of the State University of New York that has its program accredited by NCATE. We stand meeting the challenge!!

The Middle States Association of Schools and Colleges is our regional accreditation association. This is the big one! Middle States accreditation comes every decade, and for us that will be next spring, 1992.

We are already at work. In fact, Dennis Ponton and Jack Morganti, the co-chairs of the Self-Study Steering Committee, began work in 1990, forming committees and enlisting the help of faculty, staff, and students.

The college has designed, as it did in 1980-82, a self-study of three major questions. The title is, **BUFFALO STATE: A PUBLIC, URBAN COLLEGE IN THE 21st CENTURY.** We received word this week of Middle States' approval of our current self-study plan.

There is the traditional introductory overview section of the self-study which puts all of this in context. This will be followed by the second section, exploring how the college can best accommodate and build on the demographic changes which are likely to occur in students, faculty, and staff in the next decade.

Another major section of the self-study will consider the impact of continuing technological change, regulations, and policies on our teaching learning, and physical environment. Here we seek to explore ways to anticipate, plan, and manage these changes. One of the members of the committee addressing this topic commented early on: "Do you realize that when the last Middle States team was here we had no personal computers on campus?" We have changed a great deal in the last ten years.

The final question addresses the impact of Buffalo State College education on certain student values and attitudes. This is a huge effort; it is in full swing now and involves nearly 50 faculty, staff, and students.

The third set of initiatives is that of our assessment of student outcomes project. Following a mandate from Provost Joseph Burke of SUNY, and in cooperation with the College Senate, we wrote a five-year plan for developing assessment procedures for measuring student learning and student development outcomes. The plan was endorsed by the Senate last year, and we have begun studying carefully the effects of what we do at this college on students' learning and development. The major goal of this project is the improvement of the undergraduate learning experience of our students.

There are four major themes in the study coordinated by a 20-member all-college committee appointed jointly by the Senate and the president and co-chaired by Teri Platek and Joyce Swartney. Neil Rudin, in Academic Affairs, is working with the committee. There are four subcommittees: general education, majors, basic skills, and student social and personal growth.

- Under general education, the five existing discipline oversight committees will formulate statements of the purpose of the requirements in each area and identify specific goals. A subcommittee of the all-college committee is coordinating these efforts and suggesting overarching goals for general education.
- Under basic skills, composition and computational skills are being studied by the two existing college basic skills oversight committees. We expect a clearer definition of goals and a review of the methods for assessing competencies in basic skills.
- Six departments--two from each faculty--following the lead of the three groups who were part of the first FIPSE grant, are looking at competencies, skills, and goals for their majors.
- Finally, a subcommittee on assessment of student social and personal growth has been established to review and compare available standardized instruments for assessing student development. This group is coordinating its efforts with the Middle States self-study.

All in all, the assessment project involves more than 50 people, not including departmental groups.

In all of these efforts there are some very important underlying principles.

- We seek to improve our understanding of the student's learning experience and, in the process, clarify goals and enhance student and program performance.
- To the fullest extent possible, we have sought to integrate and incorporate existing efforts and organizational structures to meet the challenge. Many people (over 150) and multiple organizations above the department level are involved.
- Finally, I must say we are doing this for us--for Buffalo State College--and for our students, because we believe in ourselves, and we want the best for our students. We must keep the goal set by the president in focus! We will move slowly; we will move carefully, but steadily toward that goal--I promise you that!

College Bulletin

Volume XXXVI Number 27

April 18, 1991

From the President

College Learning Lab Transition

Several meetings regarding next year's sponsorship of the College Learning Laboratory have been held and additional meetings are being planned.

Members of the CLL facilities transition team representing the college are Provost Richard Wiesen, Vice President James Caputi, and Dean Barbara Sirvis.

In addition, I have named Associate Vice President Neil Rudin to head a team of key college personnel to assist the 32 CLL employees who are being displaced. This group, which has already met twice, is giving priority attention to identifying possible campus vacancies, establishing linkages with other Western New York schools, assisting in the development of placement credentials, and providing resume editing and photocopying services. Other concerns in the human resources area are under discussion by the team.

Members of the team are Emmanuel Hillery, employee relations specialist; Deborah Hard, head of the Employee Assistance Program; Edward Hattauer, director of counseling; Stephanie Zuckerman-Aviles, director of career development; and Joyce Fink, director of public affairs.

From the Provost and Vice President for Academic Affairs

Honors Convocation

The 1991 Honors Convocation will be held in Rockwell Hall auditorium Thursday, April 25, at 12:15 p.m. The keynote address, "Who's To Blame?" which concerns personal achievement and the tendency to place "blame" for successes and failures on others, will be delivered by Dr. Robert J. Davitt, professor of earth sciences and science education. Faculty invited as guests of the honors students are encouraged to wear academic attire and sit with their students.

Department representatives who will participate in the procession wearing academic dress should report at noon to the dressing rooms, 117E and 117F, in Rockwell Hall (downstairs) and then reassemble in the Burchfield Art Center lobby (3rd floor) by 12:15 p.m. to line up.

All members of the college community are invited to attend this ceremony to honor our outstanding students.

From the Chairperson of the College Senate

Senate Meetings

The College Senate will meet tomorrow (April 19) at 3 p.m. in Butler Library 210. Next month's Senate meeting will be May 3 at 3 p.m. in Butler Library 210.

Curricular Items

The following have been received by the College Senate and forwarded to the Curriculum Committee for consideration:

Course Revisions

COM 203 Writing for Publication. Discussion and extensive laboratory practice in advanced newswriting techniques, to include working under extreme deadline pressure.

COM 302 Interviewing. The theory, forms, and techniques of interviewing for the mass media with practical experience in the classroom, the studio, and on the street. Offered in print and broadcast sections.

COM 305 News Reporting. Principles and practices of the news-gathering and writing process. Emphasis on news recognition, reporting, and preparation. News beats, news sources, research, accuracy, comprehensiveness, and investigation through work with the Bengal News Service.

From the Chairperson of the VPSC Screening Committee

Vice President for Student Affairs

We are accepting applications and nominations for the position of vice president for student affairs. The vice president reports to the president and is responsible for the college's student services/student development area. This includes administering, coordinating, and developing programs and activities that serve student life, residence life, intercollegiate athletics, minority services and programs, counseling, international student affairs, commuter services, health services, career development, and related matters. It is the responsibility of the vice president to maintain a qualified staff and to supervise them in their roles and in making effective decisions about policies, procedures, personnel, budgets, facilities, and equipment. The vice president also serves as a member of the President's Council, the administrative policy-making group for the campus.

Qualifications: Candidates should have demonstrated leadership ability and administrative experience in higher education (preferably in an urban setting), and an understanding of the vital areas of student affairs. Candidates should possess strong interpersonal, administrative, communicative, and community-relations skills. Experience working with in-

dividuals from diverse backgrounds is desirable. An earned doctorate is preferred.

Letters of application or nomination should include a resume and a list of five references. Please send all materials to Dr. William Licata, Chairperson, Vice President for Student Affairs Screening Committee, c/o President's Office, Cleveland Hall 517. These materials should be received by the closing date of April 29, 1991.

Items of Interest

Teaching Effectiveness Panel Discussion

"Writing To Learn" will be discussed as the goal of student writing by a panel of Buffalo State College faculty. Ellie Johnson from Mathematics, Susan Mondschein from English, and John Montague from Design will present some of the recent research that ties writing to learning and share their own experiences with assigning and evaluating student writing. The discussion will be held on Tuesday, April 30, 12:15-1:30 in Bacon Hall 116 and is open to everyone interested in learning and teaching.

Buffalo Bus Tour

Student Affairs, the Social Work Department, and the Women's Studies Interdisciplinary Unit, with funding from FSA, are co-sponsoring a Buffalo Bus Tour. The campus community is invited to learn about the wonderful diversity of Buffalo's neighborhoods on Friday, April 26, from 9 a.m. to noon on a bus tour that will take participants from the East Side to the West Side and all around the town. Visit Buffalo's Fruit Belt and Hamlin Park neighborhoods on the East Side, the lower West Side, the Buffalo waterfront, Lackawanna, and suburban Williamsville.

A guide will describe each neighborhood, pointing out its history, demographics, and special characteristics. By the end of this three-hour excursion, participants will have gained a clearer, more realistic picture of our multicultural, colorful, and historic Buffalo community. Learn yourself and encourage your students to appreciate the special cultural diversity that makes Buffalo unique. You'll have a great time in the process.

Tickets are on sale at the Information Desk in the Student Union for \$2 per person, which includes a snack. Buses will leave from the College Learning Lab parking lot (Rockwell Road side).

Senior-Faculty/Staff Get-Together

The Senior Class Committee, Alumni Association, Career Development Center, and Student Life are sponsoring a Senior-Faculty/Staff Get-Together in the Moot Hall Parlour tomorrow (April 19) from 3-8 p.m. Seniors may invite their favorite faculty/staff members, but all faculty and professional staff are cordially invited to attend. There will be a jazz combo and DJ and a cash bar (alternative beverages available). Call the Alumni Office, ext. 6001, for more information.

Fax Demonstration

A demonstration of the Sharp plain-paper fax machine, under the state contract, will be given April 24 at 2 p.m. in the Purchasing Office. If you wish to attend the demonstration, call ext. 4113 by April 23.

Employee Assistance Program

Although the war is over, the monumental task of reconstruction is under way and some of our own are still in the Persian Gulf.

Our own reconstruction in New York state continues amid budget battles and the realities of job loss, new job responsibilities, and the reorganization some of us are already experiencing or may experience in the near future. Add to that troublesome situations of a personal nature (change in marital status, substance abuse as a coping mechanism for yourself or a family member, financial or eldercare problems) and you have major stressors that could be life-threatening impacting on the employee at home and on the job.

The Employee Assistance Program is here to help.

Whatever the problem may be, EAP is available to all state employees, their families, and retirees who may be experiencing difficulties managing some of these stressors (managing childcare on a single family income, chemical dependency concerns).

Sometimes, just talking about it confidentially with a caring colleague can make all the difference. Personal problems don't stay at home when you come to work. Call us!

Stop in and see our new office in Cleveland Hall 415. Browse through our information on exercise, stress management, diet, smoking, mental health concerns, supervisory help in managing a troubled employee, as well as information on teens and drugs, AIDS, and a host of other material.

Your Buffalo State College EAP coordinators:

Paul Martin, ext. 4307

Deborah Hard, ext. 3068 (24-hour assistance)

Dave Cummings, ext. 5233

Budget Counseling

Call Deborah Hard, EAP, ext. 3068 to obtain information on continuing budget assistance for yourself and your family. One scheduled class remains in May, so call for details.

Early Bird Aerobics

Early Bird Aerobics meets on Tuesday and Thursday at 6:30 a.m. in Houston Gym Dance Studio. For more information contact Linda Scott at ext. 5128.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday through Thursday, 2-4 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 after noon. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words

Is 2 percent milk really low in fat? No. It's an example of inadequate labeling. It doesn't mean, as many people think, that only 2 percent of the calories come from fat. The carton you buy is about 10 percent mild solids and the rest water. Subtract the water and what's left is 20 percent fat by weight. An eight-ounce glass of 2 percent has about 130 calories and five grams of fat.

About 45 percent of the calories are derived from fat, or about 35 percent of the the total.

If you're trying to cut down on fat, eat more vegetables daily. As you may suspect, you should stick with broiled, boiled, steamed, baked, and raw vegetables as your daily fare. More than meats, vegetables tend to absorb the fats they are fried in (sauteed, fried, deep fried).

About two-thirds of all American adults drink alcoholic beverages, but 10 percent of the drinkers (about 6.5 percent of the adult population) account for at least half the total consumption.

"Wellness Words" is a series of helpful tips on wellness for faculty and staff sponsored by the Health, Physical Education, and Recreation Department and the Employee Assistance Program Committee. If you would like to contribute to the series, send typed articles of 200 words or less to the HPER Department. The editorial board is made up of Catherine Ansuini (HPER), Donald Barr (HPER), and Deborah Hard (EAP Committee).

Aid for Iraqi Refugees

Donations of clothing, blankets, and money to aid the Iraqi refugees are being accepted in the Political Science Department office, Classroom Building 218B. Contributions will be forwarded to the American Friends Service Committee. Checks should be made payable to the American Friends Service Committee. For further information, contact Abdul Raoof, ext. 6116/3035.

VACANCY NOTICE

April 18, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/ALBANY

Asst. Registrar	Registrar	D:*05/07/91
Asst. Prof.	Africana Studies	04/29/91
Asst. Prof.	Cntr. for Language Learning & Research	04/29/91

SUNY/BROCKPORT

Lecturer	Urban Education	05/01/91
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SUNY/HEALTH SCIENCE CENTER/BROOKLYN

Instr. Sup. Tech.	Anatomy/Cell Biology	05/07/91
Instr. Sup. Assoc.	Anatomy/Cell Biology	05/07/91
Instr. Sup. Tech.	Obstetrics/Gynecology	05/07/91
TH Asst. Dir.	Medical Records	05/07/91
TH Med. Radio. (2)	Radiology	05/07/91
TH Midwife I (PT)	Obstetrics/Gynecology	05/07/91

SUNY/CANTON

Instr./Asst. Prof.	Social Sciences	05/06/91
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SUNY/GENESEO

Instr./Asst. Prof.	Special Education	05/15/91
Vis. Asst. Prof.	Music	05/15/91

SUNY/NEW PALTZ

Instr./Asst. Prof.	Art Department	Open
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SUNY/OSWEGO

Asst. Prof.	Elem & Sec. Education	06/15/91
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SUNY/POTSDAM

Counselor	Student Health	ASAP
Supervisor	Student Health	ASAP
Physician Asst.	Student Health	ASAP

SUNY/STONY BROOK

TH Clin Lab Tech.	Labs/Microbiology	05/07/91
TH Nurse Pract.	Pediatrics	05/07/91
TH Med. Radio. III	Radiology	Open
Instr./Asst. Prof.	Infectious Diseases	ASAP
Faculty	Social Welfare	ASAP
TH Assoc. Dir.	LI State Veterans Home	05/07/91
Instr. Sup. Tech.	Medicine	05/07/91

SUNY/HEALTH SCIENCE CENTER/SYRACUSE

TH Med. Radio. I	Radiology	Open
TH Clin. Lab. Tech.	Clinical Pathology	Open
TH Staff Asst. I	Patient Escort	Open
TH Resp. Therp. II	Respiratory Therapy	Open
Env. Health Off.	Environmental Health & Safety	05/07/91
TH Med. Records	Clinical Data Services	Open
Asst. Dir.	Residence Hall - Housing	Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

**FACULTY AND STAFF DEVELOPMENT ADVISORY COUNCIL
Computer Software User Survey - Second Edition**

The purpose of this survey is to collect data which will be used to develop a **Directory of Campus Software Users**, version 2. The directory, which will be maintained on the Vax mainframe computer, will list faculty and staff that are willing to help with computer software packages and the level of assistance that they feel they can provide.

We hope to be able to help you identify people who are in offices near to you who can provide quick assistance for you programming needs. While Computing Services is always ready to assist, it would be helpful to have sources near you that could provide immediate "hands-on" guidance.

Results will be compiled by the Computer Instruction Subcommittee of the Faculty/Staff Development Advisory Council. The directory will display everyone who is willing to help, the level of assistance they are willing to provide (Introductory or Advanced), a list of campus supported software products and details of support services and other training. The instructions for access to this information will be published and sent to all offices.

Completed surveys are to be returned by **May 15** to :
Paul Reynolds or Mary Ann Meyer, Chair
Computer Instruction Subcommittee
TR 208
Buffalo State College
878-4611

Tell Us Who You Are:

Name _____

Department _____ Telephone _____

Campus Address _____

Are you willing to share your VAX usercode for a directory of faculty/staff codes which would be available to all individuals on the list? ☐ yes ☐ no

If you entered "yes", please share your user code here: _____

THANK YOU FOR YOUR HELP

COMPUTER SOFTWARE USER SURVEY

Please include software packages, Computer Assisted Instruction, languages, public domain programs, operating systems, statistical routines or any software that you wrote and are willing to help others with.

Most SUCB site licensed software already appears on the form. Please add assistance level if appropriate.

I = Introductory

A = Advanced

Software Name & Version	Assistance Level (I or A)	Software Name & Version	Assistance Level (I or A)
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IBM/Zenith/Compatibles

WordPerfect 5.1		Handshake	
Pc-Link 5.3			
Kermit 3.01			

MacIntosh (or Apple)

WordPerfect 2.0			
Pc-Link 2.3			

Vax

EDT (Editor)			
WordPerfect 5.0			

Other computers/software/equipment

Comments: _____

College Bulletin

Volume XXXVI Number 28

April 25, 1991

From the Vice President for Finance and Management

Fifth Quarter Funding

Budget funds have been received to extend the current 1990-91 fiscal year to June 30. The current fiscal year will cover a 15-month period from April 1, 1990, to June 30, 1991. This implements a conversion of the SUNY fiscal year from the April-March basis to a July-June basis.

Purchasing Deadline

Requisitions for supplies, materials, services, and equipment from fiscal year 1990-91 funds must be received in the Purchasing Office by Friday, May 31, 1991, to accommodate purchase order preparation before the end of the fiscal year.

Fiscal Year Charges

As we convert to the new fiscal year basis of July 1, 1991, to June 30, 1992, department account managers should be aware of the following:

- Personal service and temporary service payroll costs for work performed up to June 14, 1991, will be charged to the current fiscal year. Work performed after June 14 will be charged to the new fiscal year budget. The final two weeks in June are charged to the new fiscal year due to the state lag-payroll system.
- Student assistant payroll costs will be charged to the current fiscal year for timesheet dates up to June 22 provided that the timesheets are submitted on a timely basis. Work performed after June 22 and any timesheets submitted late will be charged to the new fiscal year.
- Purchase order requisitions against current fiscal year funds must be received in Purchasing by May 31 to allow adequate time for purchase order preparation, vendor deliveries, etc.
- Other charges for items such as travel, freight, repairs, monthly service charges, overtime meals, and any other items not placed on a purchase order will be charged to current fiscal year funds provided the date of occurrence is June 30 or earlier. If the date of occurrence is July 1 or later, the charge must be against new fiscal year budgets.
- State budget funding legally expires or "lapses" within 90 days of the end of the fiscal year. We expect the last payment processing date to be scheduled during the first week or two of September. By that time, all purchases and other commitments made against fiscal 1990-91 funds must be completed—deliveries made, invoices received, and voucher payments processed to vendors.

TIAA-CREF Information Sessions

A representative of TIAA-CREF will be on campus April 29 and 30.

A general information session on TIAA-CREF retirement benefits, tax-deferred annuities, and new CREF cashability will be held on Monday, April 29, from noon-1:30 p.m. in Communication Center North.

For employees eligible for the proposed TIAA-CREF Retirement Incentive (age 55 and over with 10 or more years of SUNY service), two special information meetings will be held: Monday, April 29, from 2-3 p.m. in Communication Center East, and Tuesday, April 30, from 12:15-1:30 p.m. in Communication Center South.

For further information, please call Susan Earshen, Human Resource Management, ext. 4821.

Summer Computer Workshops

There will be workshops this summer to teach the use of computers to aid in the instruction, research, and office-automation use of Vax mainframe and microcomputers. Faculty and staff may reserve a seat by calling ext. 4611. The workshop schedule is attached to this issue of the *College Bulletin*.

From the Chairperson of the College Senate

Next Senate Meeting

The next College Senate meeting will be May 3 at 3 p.m. in Butler Library 210.

Curricular Items

The following have been approved by the Curriculum Committee and forwarded to the president for recommendation:

Course Revisions

MUS 304 Music History, 20th Century

CNS 602/602L Techniques of Examination and

Documentation I

FAR 470 Senior Seminar in Fine Arts

SPA 405 Old Spanish. The development of Spanish from the Middle Ages to the 15th century, including study of the earliest documents in Spanish. Lectures, readings, and student reports.

New Courses

SSE 524 Secondary Social Studies Instruction

CNS 602/602L Techniques of Examination and

Documentation II

The following has been received by the College Senate and forwarded to the Curriculum Committee for consideration:

Course Revision

COM 301 Public Relations/Advertising. Writing techniques for publicity and advertising. Practice in purposive communication.

tion including news releases, pamphlets, publicity campaigns, advertising copy and layout, type selection, media selection.

From the Director of Public Affairs

Commencement Marchers

Faculty and staff who have volunteered to march at commencement May 17 are:

C. Adair, S. Ahliah, S. Anderson, C. Ansuini, C. Aquino, C. Backman, V. Balowitz, D. Battle, D. Beery, M. Benz, R. Berkovitz, J. Brueckman, B. Bryski, R. Butz, L. Chalker-Scott, F. Chapman, J. Conley, M. Davis, R. Davitt, M. Deutschman, P. DeWald, E. DeWind, J. Fekete, M. Ferguson, R. Firestien, J. Frederick, M. Glogowski, J. Gounard, L. A. Grace, J. Grunebaum, D. Hayes, E. Hoch, P. Homer, R. Horvat, E. Howell, M. Johnson, S. Keller-Mathers, E. Kennedy, D. Kohl, B. Krist, R. LaCroix, D. Lampe, R. Lee, C. Lefcourt, M. Littman, D. Logan, S. Lord, N. Lund, R. Mattai, T. McCray, E. McKee, S. Mondschein, J. Morganti, T. Morrissey, L. Moton, M. Murdock, E. Netzhammer, T. Platek, G. Puccio, E. Randall, M. Reddout, H. Reid, D. Renzi, N. Rudin, B. Sampsell, L. Scalia, E. Schulman, S. Singh, E. O. Smith, M. Stevens, J. Wallace, J. Wells, R. Whitaker, G. Wooten, D. Youn.

The college has received word of the death of **Dr. Wallace T. Williams**, former professor and chairperson of the Nutrition and Food Science Department, on April 18 in Akron, Ohio. At the time of his death he was dean of the College of Fine and Applied Arts at the University of Akron. Dr. Williams was a member of the Buffalo State College faculty from 1969 to 1977. He received his bachelor's degree from Southern University, his master's from North Dakota State University, and his doctorate from the University of Maine. Our condolences go to his daughter Nicole. Contributions to a scholarship fund in his name can be made to the Department of Development, University of Akron, Akron, Ohio 44325-2603.

Items of Interest

FSA Board of Directors Meeting

The FSA Board of Directors will meet on Tuesday, April 30, at 3 p.m. in Moore Dining Hall. All members of the campus community are invited to attend.

Employee Assistance Program

Although the war is over, the monumental task of reconstruction is under way and some of our own are still in the Persian Gulf.

Our own reconstruction in New York state continues amid budget battles and the realities of job loss, new job responsibilities, and the reorganization some of us are already experiencing or may experience in the near future. Add to that troublesome situations of a personal nature (change in marital status, substance abuse as a coping mechanism for yourself or a family member, financial or eldercare problems) and you have major stressors that could be life-threatening impacting on the

employee at home and on the job.

The Employee Assistance Program is here to help.

Whatever the problem may be, EAP is available to all state employees, their families, and retirees who may be experiencing difficulties managing some of these stressors (managing childcare on a single family income, chemical dependency concerns).

Sometimes, just talking about it confidentially with a caring colleague can make all the difference. Personal problems don't stay at home when you come to work. Call us!

Stop in and see our new office in Cleveland Hall 415. Browse through our information on exercise, stress management, diet, smoking, mental health concerns, supervisory help in managing a troubled employee, as well as information on teens and drugs, AIDS, and a host of other material.

Your Buffalo State College EAP coordinators:

Paul Martin, ext. 4307

Deborah Hard, ext. 3068 (24-hour assistance)

Dave Cummings, ext. 5233

Wellness Words

Fitness and Weight Control: If your first goal is to lose weight, exercise more often and longer, but at low to moderate intensity. Training less than three times per week usually does not improve fitness levels.

Guidelines for Aerobic Training: 1) Train three to five days a week; 2) Work out at 60-80 percent of maximum heart rate; 3) Exercise aerobically for 20 to 30 continuous minutes; 4) The activity can be anything that uses large muscle groups and involves much of the body such as: walking, hiking, running, cycling, cross-country skiing, dancing, rope skipping, rowing, stair climbing, swimming, skating, and the like.

Make exercise a habit! **Attitude:** Have strong fitness and health motives. Enjoy physical activity. Schedule regular workouts into your lifestyle. **Desire:** Spend a reasonable effort exercising. Enjoy your workouts! **Persistence:** Avoid missing workouts. Feel guilty if you let your training slide, but feel comfortable taking rest days when necessary. Feel good after a workout.

Aid for Iraqi Refugees

Donations of clothing, blankets, and money to aid the Iraqi refugees are being accepted in the Political Science Department office, Classroom Building 218B. Contributions will be forwarded to the American Friends Service Committee. Checks should be made payable to the American Friends Service Committee. For further information, contact Abdul Raouf, ext. 6116/3035.

VACANCY NOTICE

April 25, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/STONY BROOK

Research Sup Spec. Medicine/Allergy D:05/13/91

SUNY/HEALTH SCIENCE CENTER/SYRACUSE

Clin. Investigator Anesthesiology 05/17/91

Res. Sup. Spec. Pathology Open

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

SUMMER COMPUTER WORKSHOPS

VAX (and networks)

Attendance at Introduction to Vax/VMS (or equivalent knowledge) is a prerequisite for the following workshops.

Workshop 1: May 22 Chase B-5
9:30 - 11:30 pm Barb Metivier

INTRODUCTION TO VAX/VMS and Editing: This session will introduce the use of the Vax system and will be taught on the new Digital VT320 terminals. Material to include logging on, some basic file handling commands, as well as a brief introduction to EVE (TPU system editor) and the HELP facility. Information will be given on Vax software, documentation and self-paced instruction that is available.

Workshop 2: May 22 Chase B-5
1:30 - 3:30 pm Betty Page

INTRODUCTION TO VAXNOTES FOR COMPUTER CONFERENCING: This course introduces the use of VAXnotes, Digital's computer-mediated conferencing system. VAXnotes allows many people to communicate in the system at their convenience, to choose topics of interest and provides a permanent record of a discussion (conference). A conference could be set up by a professor and moderated for class participation. On the Buffalo State computer, VAXnotes is set up to store information from LISTSERVs and Bulletin Boards of interest. This information can be perused at any time. This course will cover etiquette and samples and provide documentation for instructor's use.

Workshop 3: May 23, 24 Chase B-5
9:30 - 11:30 pm Betty Page

WORDPERFECT 5.0 ON THE VAX: This session will introduce using WordPerfect 5.0 on the Vax from a Digital VT220 terminal. This wordprocessor is nearly identical to the micro version but stores files and backups on the mainframes diskpacks and can print to Vax system printers, such as the Digital laser in the Twin Rise Faculty Workroom.

Workshop 4: May 29 Ketchum Hall 302
9:30 - 11:30 pm Paul Reynolds

INTRODUCTION TO VAX/VMS and Editing: This session will introduce the use of the Vax system and will be taught on the new Digital VT320 terminals. Material to include logging on, some basic file handling commands, as well as a brief introduction to EDT (system editor) and the HELP facility. Information will be given on Vax software, documentation and self-paced instruction that is available.

Workshop 5: May 30 Ketchum Hall 302
 9:30 - 11:30 am Marie Arora
 INTRODUCTION TO ELECTRONIC MAIL (local and networked): Electronic mail permits you to use the computer to send messages across the campus, SUNY, the country and the world. Introduced is the use of electronic mail on the Vax and the use of BITNET, the world-wide college network.

Workshop 6: May 30 Ketchum Hall 302
 1:30 - 3:30 pm Paul Reynolds
 INTERMEDIATE VAX/VMS: System overview, logical names, advanced EDIT editing, utilities such as SORT, command procedures and advanced DCL commands will be covered.

Workshop 7: May 31 Chase B-3
 9:30 - 11:30 Marie Arora
 INFORMATION, SOFTWARE AND RESOURCES ON THE NETWORK: This workshop will point out sources of information on the Bitnet and Internet from servers, list/interest groups, software sources. Workshop assumes working knowledge of Vax and Vax mail.

MacIntosh

Workshop 8: May 20 Upton 215
 9:30-11:30 am Badria Qadir
 INTRODUCTION TO MACINTOSH: An overview of the mouse driven, pull-down operation of the Apple MacIntosh microcomputer, utilities and operating system.

Workshop 9: May 20,21 Upton 215
 1:30 - 3:30 pm Badria Qadir

Workshop 10: May 28,29 Upton 215
 9:30 - 11:30 Mary Ann Meyer

WORD PROCESSING: WORD PERFECT ON MACINTOSH: This workshop introduces the novice to the power and flexibility of version 2 of Word Perfect (a SUCB site-licensed product). It includes a variety of fonts and page layouts. Attendance at Intro to MacIntosh or equivalent knowledge is a prerequisite for this workshop. Bring a blank, 3.5" low density disk.

Workshop 11: May 21 Upton 215
 9:30 - 11:30 am Badria Qadir
 INTRODUCTION TO MACINTOSH: An overview of the mouse driven, pull-down operation of the Apple MacIntosh microcomputer, utilities and operating system.

Workshop 12: May 28 Twin Rise 112
 1:30 - 3:30pm Badria Qadir
 DIFFERENCES IN WORD PERFECT 2.0: This seminar will discuss the changes from WordPerfect 1.05 to 2.0. Learning aids and tips will be discussed.

Workshop 13: May 29 Upton 215
 1:30 - 3:30pm Badria Qadir
 ADVANCED WORDPERFECT 2.0: This picks up where "Introduction to Wordperfect" left off. Advanced topics such as mail-merge, creating footnotes, page numbers, text columns, outlining and paragraph numbering, and table of contents, lists, and indexes will be covered. Problems and questions that you have with everyday use will also be covered. Bring a blank, 3.5" disk, as well as any questions or concerns. Must have taken Introduction to Wordperfect for the Mac and be experienced with it.

Workshop 14: June 18,19 Upton 215
 9:30 - 11:30am Badria Qadir
 INTRODUCTION TO AUTHORIZING WITH HYPERCARD (CAI): Authoring which is the creation of your own CAI, will be explored via Hypercard. Prior use of hypercard and advancement past the browsing level is necessary, as well as attendance at Introduction to the MacIntosh are prerequisites for this workshop.

Workshop 15: June 20 Twin Rise 112
 9:30 - 11:30am Badria Qadir
 SCANNING TEXT: This workshop/demo will teach you the fundamentals of scanning text into the Macintosh computer using a package called Omni page. Text scanning is very useful for putting pre-computer documents into computer form, and for computerizing short articles. Prerequisites: Introduction to Macintosh, (Word perfect also helpful). Bring your own 3.5" disk (formatted for the Mac or blank), and 1 page to scan.

IBM Compatibles (Zenith)

Attendance at an MS-DOS workshop (or equivalent knowledge) is a prerequisite for all other workshops.

Workshop 16: May 22 Chase B-3
 9:30 - 11:30 am Paul Bardak
 Workshop 17: May 28,29 Chase B-3
 1:30 - 3:30 pm Marie Arora

INTRODUCTION TO MS-DOS FOR HARD DISK USERS: An introduction for users who are new to IBM-compatible microcomputers. This workshop will instruct on the basic operation and commands of Zenith Operating System, and on the BACKUP and RESTORE commands for protection of hard disk files.

Workshop 18: May 22,23,24 Chase B-3
 1:30 - 3:30 pm Paul Bardak
 Workshop 19: June 4,5,6 Chase B-3
 9:30 - 11:30 am Paul Reynolds

WORD PROCESSING: WORD PERFECT 5.1 ON IBM COMPATIBLES: This workshop introduces the novice to the power and flexibility of version 5.1

of Word Perfect (a SUCB site-licensed product). It includes a variety of fonts and page layouts that can be used for desktop publishing applications.

Workshop 20: May 23,24 Chase B-3
9:30 - 11:30 pm Paul Bardak

ADVANCED WORD PERFECT: This workshop will teach generating personalized correspondence by merging a Word Perfect document with information in a Dbase database (any size) mailing list. The use of paper-feeders, envelopes, fonts and label creation will be covered. Intro to Word Perfect or equivalent knowledge is a prerequisite.

Workshop 21: May 30 Chase B-3
1:30 - 3:30 pm Marie Arora

PROTECTING HARD DISK FILES WITH FASTBACK PLUS: Learn to use the options of Fastback Plus software in order to back-up files from one's hard drive. Files which have been backed-up can then be restored in case of a hard drive failure or accidental erasure of files. Speed (10 megabytes in 4 minutes) and flexibility to backup specified subdirectories are some of the features.

ULTRIX (UNIX)

The following courses are being offered at Buffalo State through the SUNY Training Center. To register for these UNIX courses, please send a small writeup to Mary Ann Meyer, TR 208, (or E-mail MEYERMA) describing how this information will be used (Supercomputing, teaching an ISM course, etc.):

Workshop 22: May 20-21 Twin Rise North terminals
GETTING STARTED WITH ULTRIX (UNIX): This course teaches the working environment of an ULTRIX system. Each student will be able to use ULTRIX C and Korn shell commands to maintain collections of files, use editing facilities, communicate with other users, and tailor the interactive environment and submit print jobs.

Workshop 23: May 22-24 Twin Rise North terminals
ADVANCED ULTRIX (SHELL PROGRAMMING): This course teaches the syntax and techniques used in designing and working executable shell scripts. The Bourne Shell, C Shell, and Korn Shell will be introduced. Topics include symbols, control structures, calling other scripts, error handling.

B U F F A L O S T A T E C O L L E G E

College Bulletin

Volume XXXVI Number 29

May 2, 1991

Editor's Note: Next week's College Bulletin (May 9) will be the final issue for this semester. Copy deadline is Tuesday, May 7, at noon.

From the President

Commencement Awards

I am very pleased to announce that the recipient of this year's President's Medal will be Susan M. Weaver, a summa cum laude graduate in exceptional education.

I am also happy to announce that the Alumni Association has chosen two outstanding graduates as recipients of the Distinguished Alumnus Award. They are prominent businesswoman Nancy Walter Volkert, Class of '57, and Alden F. Schutte, Class of '63, president and CEO of Schutte & Co. Marketing Communications.

The awards will be presented during our May 17 commencement program.

From the Chairperson of the College Senate

Clarification

Lately, certain verbal and written statements have either explicitly or implicitly misrepresented the position/actions of the College Senate. Clarification is necessary.

1. As I indicated in my memo of 2/27/91 to President Richardson "The Chair of Budget and Staff Allocations Committee and the College Senate have said nothing that would change the long-standing consultation process that has existed since the early years of the Senate at Buffalo State. The Senate always has been a consultative body regarding budget reductions along with other consultative roles it has played. BSAC, a standing committee, has not usually participated in identifying areas of the college to receive personnel reductions that would cast them in the position of designating who would be retrenched. Obviously, as I have already made clear, BSAC and the Budget Strategies Group as well as other appropriate bodies are prepared to consult in establishing budget priorities."

2. Based on past practice, the College Senate (as the governance body on campus) rejects Provost Wiesen's position that actions concerning the College Learning Lab are beyond the scope of consultative policies and procedures as set forth by the College Senate. Actions concerning this program have always fallen within the scope of Senate consultation and appropriately so.

3. The substance of the April 15, 1991, meeting cited in the *College Bulletin* (4/22/91) between the president, Vice President Caputi, and Senate leaders was to discuss procedures that might be used for consultation in the future. No actual consultation, including access to the letter from Albany regarding the CLL, took place at that meeting.

Next Senate Meeting

The next College Senate meeting will be May 3 at 3 p.m. in Butler Library 210.

Curricular Items

The following have been received in the Senate and forwarded to the Curriculum Committee:

Course Revisions

MAT 121 Mathematics for Elementary School Teachers I. Problem solving, elementary set theory, the whole numbers, the integers, the rational numbers, introductory probability, beginning geometry, number theory, using computers.

MAT 122 Mathematics for Elementary School Teachers II. The real number system, logic, relations, and functions, probability and statistics, geometry, LOGO.

MAT 418 Introduction to Real Analysis II. A continuation of MAT 417; partial differentiation, multiple integrals, measurable sets, measurable functions, Lebesgue integration, the Stieltjes integral.

New Courses

SSE 524 Secondary Social Studies Instruction
CNS 602/602L Techniques of Examination and Documentation II

From the Director of Public Affairs

Deadlines for Happenings!

Campus events items for the September/October issue of *Happenings!* are due no later than Monday, June 10, in the Public Affairs Office, Cleveland Hall 515.

Items from members of the Faculty of Arts and Humanities are due in Lee Ann Grace's office (Rockwell Hall 222) no later than Thursday, June 6. Items for *Happenings!* include on-campus events open to the general public such as concerts, plays, films, dance performances, exhibitions, general-interest lectures, and so forth. Please include titles of events, dates, times, locations, ticket prices, and a contact person and telephone number. Questions should be addressed to Jim Koelmel, ext. 4201.

Items of Interest

Employee Assistance Program

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Our own reconstruction in New York state continues amid budget battles and the realities of job loss, new job responsibilities, and the reorganization some of us are already experiencing or may experience in the near future. Add to that troublesome situations of a personal nature (change in marital status, substance abuse as a coping mechanism for yourself or a family member, financial or eldercare problems) and you have major stressors that could be life-threatening impacting on the employee at home and on the job.

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Your Buffalo State College EAP coordinators:

Paul Martin, ext. 4307

Deborah Hard, ext. 3068 (24-hour assistance)

Dave Cummings, ext. 5233

Early Bird Aerobics

Early Bird Aerobics meets on Tuesday and Thursday at 6:30 a.m. in Houston Gym Dance Studio. For more information contact Linda Scott at ext. 5128.

Faculty Recreation Hours

Pool

Monday/Wednesday/Friday, noon-2 p.m.

Racquetball Courts

Monday through Thursday, 2-4 p.m.

Friday, 10 a.m.-noon

Reservations for court time may be made by calling ext. 6500 after noon. Friday courts are on a first-come, first-served basis. As in the past, faculty may also use the facilities during regular student hours. For information on these hours, call ext. 6721, 24 hours a day.

Wellness Words

During the 1980s the total U.S. population gained more than a year in life expectancy. A boy born in 1989 could expect to live, on average, 71.8 years; a girl, 78.6 years. This gender gap has narrowed slightly in recent years.

Some safety experts worry that drivers of cars equipped with air bags will be less likely to wear their seat belts, but surveys by the Insurance Institute for Highway Safety show that drivers with air bags continue to use their seat belts about as often as those without air bags.

Children whose mothers smoke at least half a pack of cigarettes a day are twice as likely to have asthma as the children of non-smoking mothers.

More than 105,000 Americans died from injuries or diseases linked to alcoholic beverages in 1987 (the latest year for which figures are available). That works out to nearly 300 alcohol-related deaths a day.

VACANCY NOTICE

May 2, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/COLLEGE at BUFFALO

Asst. Prof. Art Education D: *06/06/91

SUNY/ALBANY

Asst. Prof. Political Science 05/06/91

SUNY CENTRAL ADMINISTRATION/ALBANY

Staff Asst. (2) Library Services 05/14/91

SUNY/COLLEGE at BROCKPORT

Instr. GED Program 05/13/91

SUNY/HEALTH SCIENCE CENTER at BROOKLYN

TH Phys. Asst. I Pediatrics 05/14/91

SUNY/COLLEGE at GENESSEO

Asst. Librarian College Libraries 06/15/91

SUNY/EMPIRE STATE COLLEGE/NEW YORK CITY

Assoc. Dean. The Harry Van Arsdale, Jr. 05/14/91

School of Labor Studies

SUNY/POTSDAM

Asst. Prof. Chemistry ASAP

SUNY/PURCHASE

Sr. Asst. Librarian Library Open

SUNY/STONY BROOK

Educator (P/T) Earth & Space Sciences 05/06/91

Water Dissemination

Program

Instr. Sup. Spec. Marine Sciences/ 05/31/91

Research Center

Instr. Sup. Spec. Physics 05/14/91

Instr./Asst. Prof./ Emergency Medicine ASAP

Assoc. Prof.

Staff Asst. Development Open

TH Pharm. Asst. Pharmacy 05/14/91

TH Open Heart Operating Room 05/14/91

Perfusionist

SUNY/HEALTH SCIENCE CENTER at SYRACUSE

Clinical Invest. OB/GYN 05/29/91

Proj. St. Asst. Medical Library 05/13/91

TH Util. Review/ Quality/Utilization Open

QA Sr. Coord.

Management

*Deadline for receipt of applications. For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

BUFFALO STATE COLLEGE

College Bulletin

Volume XXXVI Number 30

May 9, 1991

From the President

Student Affairs Vice President Appointed

Upon the recommendation of the screening committee, I am very pleased to announce the appointment of Hal D. Payne to the position of vice president for student affairs effective immediately. As you know, Vice President Payne was assigned the duties of acting vice president for student affairs last June after joining the administrative staff as assistant vice president in January 1990.

From the Provost and Vice President for Academic Affairs

Technology Department Reorganization

Pursuant to policies of the college (Guidelines and Procedures for Planning Internal Administrative and Academic Reorganization of the College, DOPS III:08:00), this announcement serves as notice of receipt of a request from the Technology Department to be reorganized into two departments: Engineering Technology Department and Industrial Technology Department. A motion containing details of the reorganization was passed by a vote (18-1-1) of the department on April 30, 1991, and received in my office on May 1, 1991.

Copies of the proposal are available through the College Senate and Academic Affairs offices.

The transmittal memorandum from the department chairperson contains the statement: "Since time is of the essence in completing the many logistical activities necessary to fully refine and implement the structure for the beginning of the 1991-92 school year, the department requests timely approval."

From the Vice President for Finance and Management

Health Insurance Coverage for Dependent Students

Children over age 19 who graduate, leave school, or marry, lose their eligibility for coverage in the NYS Employee Health Insurance Program. Under federal law (COBRA), these dependents may be provided an opportunity to continue group health benefits by paying the full cost of coverage.

If your child is losing eligibility for coverage, please notify Human Resource Management (ext. 6639, Cleveland Hall 403) so that your health insurance records can be updated and to obtain further information on continuation of coverage for your dependents.

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Items of Interest

Carl Rowan Book Signing

SUNY honorary degree recipient Carl T. Rowan will be signing copies of his recent best-selling memoir "Breaking Barriers" following commencement on Friday, May 17, from 3-4 p.m. at the Village Green Bookstore, 765 Elmwood Ave.

Parenting Skills Series

Believe it or not, summer is just a little more than a month away! Join us for a series of discussions designed to help parents survive the challenge of living with an adolescent, especially during the summer months.

"Summer Survival Skills for Parents" will be presented in a three-part series on Wednesdays, May 22, 29 and June 5 from 3:30-5 p.m. in Student Union 419. You must be registered for each session. Call Deborah Hard at ext. 3068 for further information.

Summer College Store Hours

Regular summer hours: Monday-Friday, 8 a.m.-4 p.m.

Exceptions:

Wednesday, May 22-Friday, May 24, *Closed* for inventory

Monday, May 27, *Closed* for holiday

Tuesday, May 28, 8 a.m.-7 p.m.

Wednesday, May 29, 8 a.m.-7 p.m.

Thursday, May 30, 8 a.m.-7 p.m.

Monday, June 24, 8 a.m.-6 p.m.

Tuesday, June 25, 8 a.m.-6 p.m.

Thursday, July 4, *Closed* for holiday

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Wellness Words

Last year Philip Morris sold 138 billion Marlboro cigarettes in the U.S. and more than 180 billion abroad, making the brand the world's best seller. That's equal to about 60 cigarettes for every man, woman, and child on earth.

High blood pressure, smoking, and elevated cholesterol increase the risk of heart attack more in middle-aged women than in men. While the average 55-year-old woman who has none of these risk factors is slightly less likely to have a heart attack than a man of that description, her risk rises disproportionately as each risk factor is added.

As a general rule, fish caught recreationally in rivers, lakes, and coastal areas are more likely to contain pollutants than those caught by commercial fishermen, who tend to fish farther offshore, away from sources of industrial pollution.

About 42 percent (more than 10,000) of the runners who finished the 1989 New York Marathon were over the age of 40. Of these, 56 runners were over 70. The oldest finisher of the 26-mile race — in 6 hours and 43 minutes — was 91 years old.

VACANCY NOTICE

May 9, 1991

POSITION AVAILABILITY SUBJECT TO FUNDING DUE TO PRESENT STATE OF NEW YORK FISCAL CONSTRAINTS

SUNY/BINGHAMTON

Clin. Nurse Spec.	School of Nursing	D:*05/20/91
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Res. Sup. Spec.	School of Nursing	05/28/91
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SUNY/HEALTH SCIENCE CENTER at SYRACUSE

Clinical Invest.	Emergency Medicine	Open
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Proj. Admin. Off.	Health Science	Open
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Cntr. Found.

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