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Buffalo State College
State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 1

August 28, 1997

From the President

To the Buffalo State College Community

Welcome back for Buffalo State College's 126th academic year. I hope that everyone has enjoyed a relaxing, but productive summer. We return to work after a year of accomplishment, and look forward to many exciting challenges.

Last year, the college moved forward in terms of reaffirming our sense of community. We worked to enhance the image and status of the institution, and began to address organizational issues. It was a year distinguished by marked accomplishments in research and teaching, and by some exciting faculty publications. A College Priorities Task Force comprised of faculty, staff, and students drew on many perspectives from across the campus to develop new strategic priorities, a new mission statement, and set of core values for the college. We submitted our five-year Middle States report, and were gratified to receive enthusiastic evaluations, praising us for the steps we have taken, and validating the direction in which we are headed.

This year we will expand our vision by embarking on a vigorous process to develop a focused strategic plan. We need to develop and implement a strategically sound enrollment management plan, and to work together to enhance the academic experience of our students through strengthening our academic programs. This semester, we are fortunate to bring a large number of new and talented faculty and staff on board. These individuals will add a great deal to our efforts in the form of new outlooks, talents, and insights. Please join me in welcoming them to Buffalo State College.

We look forward to the work ahead. BSC has always faced its future with energy and conviction. We shall rise to meet the approaching millennium in that spirit, and with continued dedication to the educational needs of our students, our community, and the state of New York. I wish you inspiration, professional fulfillment, and great happiness throughout this academic year.

College Policies on Consensual Relations and Discrimination and Harassment

Below please find the new Buffalo State College policies: 1) *Consensual Sexual and Amorous Relations*, and 2) *Against Discrimination and Harassment*, which become official with their publication here. These policies reflect the work of the Blue Ribbon Committee on Equity and Diversity. They were reviewed by the college's legal counsel and approved by the College Senate last spring. For a copy of the complete document of either policy, with preamble, implementation strategies, and grievance procedures, please contact the Equity and Campus Diversity Office in Cleveland Hall 415. Copies also are available at the Butler Library reserve desk.

(Continued)

**Buffalo State College Policy on
Consensual Sexual and Amorous Relations**

It is the policy of Buffalo State College that:

1. **Commencement, upon either person's initiative, of a sexual or amorous relationship between a Buffalo State College faculty or staff member and a student with respect to whom such faculty or staff member has current professional responsibility shall be prohibited.** Any Buffalo State College faculty or staff member who nevertheless engages in a sexual or amorous relationship shall be required to remove him or herself from any evaluation of the student and from any activity or decision which may or may appear to reward, penalize, or otherwise affect the student or student employee, and to otherwise take appropriate action to minimize any potential preferential or adverse consequences to the student, or to other members of the College community from any such sexual or amorous relationship. It also shall be the responsibility of the administrative head of the faculty or staff member's academic or administrative unit, if he or she is aware or made aware of the relationship, to assure that the foregoing steps are taken.

In addition to being required to take the foregoing steps, any faculty or staff member who engages in a sexual or amorous relationship with a student or student employee shall be subject to, but not limited to, counseling, reprimand, probation, suspension, and discharge, or other action consistent with applicable collective bargaining agreements, contracts, and procedures.

A student shall not be subject to sanction for such a relationship. A student employee may be transferred from the position to a similar position, without demotion or other adverse effect on the benefits, terms, or conditions of employment and making alternative arrangements, if feasible, to prevent interference with educational opportunities, which gives the faculty or staff member current professional responsibility for the student.

If such a relationship exists or existed before any current professional responsibility arose for the faculty or staff member in relation to the student, the faculty or staff member shall be prohibited from thereafter undertaking professional responsibility for the student with whom she/he has or has had a sexual or amorous relationship. In no case, however, shall such prohibition result in a demotion or otherwise adversely affect the benefits, terms, or conditions of employment. In the case of the student, reasonable alternative arrangements shall be made, if feasible, to prevent interference with educational opportunities.

2. **Sexual or amorous relationships between a faculty or staff member and a student to whom the faculty or staff member does not have a current professional responsibility are strongly discouraged.**
3. **Sexual or amorous relationships between a supervisor and a non-student employee to whom such supervisor has current or reasonable foreseeable professional responsibility are strongly discouraged.** Where such a relationship exists, previously existed,

or develops, it shall be the responsibility of the supervisor and their supervisor, to remove the supervisor from any evaluation of the employee, and from any activity or decision which may or may appear to reward, penalize, or otherwise affect the employee, and to otherwise take appropriate action to minimize any potential preferential or adverse consequences to the employee or to other members of the College community from any sexual or amorous relationship. An employee shall not be subject to sanction for such a relationship, but may be removed or transferred from a position (without demotion or adverse effect on the employee's benefits, terms or conditions of employment) which gives the supervisor the power to evaluate, reward, penalize, or otherwise affect the employee.

4. **If a student or employee makes a complaint of sexual harassment against a faculty or staff member or supervisor, which arises from a sexual or amorous relationship between the faculty or staff member and the student or employee, the faculty or staff member or supervisor charged with sexual harassment shall have the burden of proving by a preponderance of the evidence that the relationship was entirely consensual and uninfluenced by the faculty or staff member's or supervisor's professional relationship with the complainant.** If a sexual harassment complaint is made by a third person with respect to the sexual or amorous relationship of a faculty member or supervisor to a student or employee who is not the complainant, consent to the relationship between the faculty member or supervisor and the student or employee shall not constitute a defense to the third person's complaint, insofar as the allegations concerning the relationship between the faculty member or supervisor and student or employee support the complaint of the third person.

**Buffalo State College General Policy
Against Discrimination and Harassment**

It is the policy of Buffalo State College to provide an employment and educational environment free from invidious discrimination on the basis of race, color, national origin, gender, sexual orientation, disability, marital or veteran's status. It shall be a violation of this policy for any agent, student, or employee of Buffalo State College to discriminate on the basis of race, color, national origin, gender, sexual orientation, disability, marital or veteran status against any individual with respect to the terms of employment, education or benefits of any program or activity at Buffalo State College.

To implement this policy:

1. All college faculty, staff, and students are expected to comport themselves in a manner that does not convey to others in the college community any disrespect, intolerance, or rude behavior based on age, race, religion, color, national origin, gender, sexual orientation, disability, or marital or veterans' or socioeconomic status.
2. All members of the college community are expected to contribute to the college environment to move the college community in the direction of respect for all.

3. All persons within the college community who perceive that they have been subjected to discrimination or harassment based on age, race, religion, color, national origin, gender, disability, marital or veterans' status or sexual orientation are urged to present their concerns to the Office of Equity and Campus Diversity.
4. All faculty, staff, and students who know of a member of the community who believes that he or she has been subjected to discrimination or harassment are expected to encourage that person to go to the Office of Equity and Campus Diversity and, if need be, to offer personal assistance to that person in making the visit to the Office of Equity and Diversity.
5. All supervisory and management staff have a responsibility to educate faculty, staff and students about the value of diversity to the institution. To meet this responsibility supervisors, department heads, and management staff are expected to:
 - a. Regularly communicate with employees and students under their supervision about the college's policy against discrimination, its commitment to diversity, and the need for civility in the community.
 - b. Monitor their behavior to ensure that their behavior offers an appropriate model regarding the policy for employees and students under their supervision.
 - c. Promptly and thoroughly respond to all reports or incidents of invidious discrimination or harassment in their area of responsibility.
 - d. Identify and respect the needs of the victims of discrimination and attempt to restore collegiality and equity following reported incidents of discrimination.
 - e. Confer directly with the Office of Equity and Campus Diversity whenever reports or complaints of discrimination or harassment are brought to their attention in their area of responsibility or if they have concern about appropriate response to a concern or complaint.

Core Values, Mission Statement, and Institutional Priorities

Below please find the Core Values, Mission Statement, and Institutional Priorities developed by the campuswide College Priorities Task Force and reviewed by the College Senate last spring.

Buffalo State College Core Values

We, the Buffalo State College Community, are committed to:

1. *access to quality public higher education*
2. *the rigors, joys, and fulfillment of intellectual discovery*

3. *the opportunity for individuals to realize their potential*
4. *service to society*

Buffalo State College Mission Statement

Buffalo State College is committed to the intellectual, personal, and professional growth of its students, faculty, and staff. The goal of the college is to inspire a lifelong passion for learning, and to empower a diverse population of students to succeed as citizens of a challenging world. Toward this goal, and in order to enhance the quality of life in Buffalo and the larger community, the college is dedicated to excellence in teaching and scholarship, cultural enrichment, and service.

Buffalo State College Institutional Priorities

Buffalo State College has established the following priorities which reflect our values, and will enable the college to implement its mission statement during the next three to five years:

- *To promote success in teaching and learning both within and beyond the classroom*
- *To maintain a nurturing and intellectually vital environment*
- *To recruit and retain a diverse population of students, faculty, and staff*

Middle States Report

The college's five-year Middle States Periodic Review Report and evaluations are available in the offices of the vice presidents and deans, and also at the Butler Library reserve desk.

Administrative Liaisons to College Senate Committee

The following individuals have been appointed to serve as administrative liaisons to College Senate committees for the 1997-98 academic year:

<u>Committee</u>	<u>Liaison</u>
Academic Plan	Dennis Ponton
Academic Services	Judith Basinski
Agenda	Thomas Quatroche
Budget	Slawko Medinac
Bylaws and Elections	Wanda Davis
Curriculum	Virginia Wyly
Instruction and Research	Dennis Ponton

International Education
Professional Welfare
Public Service Activities
Standards for Students
Student Welfare

Lee Ann Grace
Susan Earshen
Gail Dinter-Gottlieb
Kathryn Moran
Phillip Santa Maria

From the Provost and Vice President for Academic Affairs

Intramural Program

Effective Sept. 1, the intramural program will be moved from the Academic Affairs Office to the Student Affairs Office and will become the responsibility of the director of intercollegiate athletics. Dr. Stephen Schwartz, who served as director of the intramural program, will resume full-time faculty duties with the Health and Wellness Department.

Academic Affairs Reorganization

Please be advised that the deadline for comments from the campus community regarding the proposed restructuring within the Provost's Office, announced in the July 24 Bulletin, has been extended to Sept. 30. Comments should be forwarded to the Academic Affairs Office, Cleveland Hall 519, by that date.

FASE Dean Search

The search for a dean of the Faculty of Applied Science and Education has been extended. Dr. Nancy Lund will continue as chair of the search committee, and members have been invited to continue serving on the committee. Dr. Elizabeth J. Cappella will continue to serve as interim dean. The search will commence as soon as possible with a permanent appointment anticipated for the spring 1998 semester.

Interim Director Great Lakes Center for Environmental Research and Education

Dean Gail Dinter-Gottlieb, Faculty of Natural and Social Sciences, will serve as interim director of GLCERE effective Sept. 1. Dr. Dinter-Gottlieb will serve as interim director until a search is completed. Dr. Dinter-Gottlieb's appointment results from the recent resignation of former director Dr. Stephen Brandt. A search committee is being formed with membership to be announced in a future issue of the Bulletin. Our appreciation is extended to Dr. Brandt for his leadership of GLCERE.

Academic Convocation

The annual Academic Convocation will take place on Thursday, Sept. 18 at 12:30 p.m. in Rockwell Hall Auditorium. Chancellor's Awards and President's Awards for Excellence will be awarded to 16 college employees. A gift of appreciation will be presented to McKinley High School horticulture students to recognize their outstanding contribution to our campus beautification program. All faculty, staff, and students are encouraged to attend. Those faculty and staff who have elected to march will receive specific information in the next few weeks. If you have any questions, please call Ms. Marsha Moses in academic affairs, ext. 5901.

Seminar on Conservation, Pollution Prevention, and Environmental Awareness for Consumers and the Hospitality Industry

The Hospitality Administration Program, in conjunction with the Erie County Department of Environment and Planning, has organized a seminar that will cover strategies for the hospitality industry and consumers to be environmentally friendly and save money. Topics that will be covered include: energy conservation, recycling and waste reduction, food waste, and water quality. The seminar will take place on Wednesday, Sept. 17 in Butler Library 210 from 9 a.m. - 1 p.m. Interested individuals who are unable to attend the full event should stop by, as there will be several presenters as well as a panel discussion from noon - 1 p.m. To register and/or receive more information, please contact Dr. Lori L. Till at ext. 6106 or ext. 5913. This is a no-fee event supported through funds provided by the BSC Faculty Student Association.

Center for the Enhancement of Learning and Teaching Upcoming Events

**Write On: A small group process for developing
high quality academic writing for publication**

Participants will meet monthly to provide written and oral feedback, contribute writing for review, and complete self-assessments.

Meeting Schedule

Wednesday, Sept. 17	8:30 - 9:45 a.m.
Wednesday, Oct. 15	8:30 - 9:45 a.m.
Wednesday, Nov. 19	8:30 - 9:45 a.m.
Wednesday, Dec. 17	8:30 - 9:45 a.m.

Faculty Peer Mentoring Program

Our mentoring program for new faculty continues this year with a focus on long-range career development. Goals of the program, which pairs new faculty with senior faculty/staff from different discipline areas, include: providing a means for fostering greater collegiality among faculty, reinforcing professional development, and improving the educational environment on campus. We need faculty and professional staff members to serve as mentors. For more information, or to volunteer to be a mentor, please contact Professor Bruce Baum, coordinator peer mentoring program, at ext. 4639 or via e-mail @BAUMRB.

Effective Test Construction

with Professor Wendy Paterson, Elementary Education and Reading Department

Tuesday, Sept. 9

12:30 - 1:30 p.m., BC 104

Participants will construct test questions and begin to design tests that accurately assess a learner's knowledge rather than his/her test-taking strategies. Tips for helping students study more effectively will be presented.

Sponsored Programs: Show Me the Money!

with Mr. Angelo Conorozzo, associate director, Center for the Development of Human Services, Ms. Linda Dubrawsky, associate director, Mr. Ted Turkle, interim director, Research Administration and Services

Tuesday, Sept. 16

11 a.m. - 1:30 p.m., BC 104

CDHS provides grants and fellowship opportunities, and supports community service. The Office of Sponsored Programs serves as a liaison between faculty and staff members seeking financial support and appropriate granting agencies. It maintains up-to-date information on possible sources of support and provides fiscal administration for awards. Let the experts "Show You the Money!"

Thea Grossman-Case Study

with Professor Nancy Lund, Speech Language Pathology Department

Thursday, Sept. 18

11 a.m. - noon, BC 104

An experienced professor tries to prod students in an advanced education course into more class participation. She creates several experiential exercises tied closely to the assigned textual material, but her students respond with little enthusiasm and understanding.

Campus English and the Non-Native Speaker

with Professor Wendy Scott, English Department

Tuesday, Sept. 30

11 a.m. - noon, BC 104

This session will provide information about ESL students and services on campus. Participants will have the opportunity to share their concerns and questions.

Small Grants to Improve Learning and Teaching

Spring, Summer, Fall 1998

These grants provide funds for first-time purchases of teaching/learning materials, such as: computer software or videotapes for instruction, first-time travel to learn new teaching strategies, or stipends/release time for conducting pedagogical research to advance the scholarship of teaching; development of cases related to teaching/learning in specific disciplines; design of methods for peer evaluation; the use of videotaping; study and implementation of alternative assessment methods; integration of new technologies into courses and the curricula, and multimedia development. Projects and activities that relate to descriptions above and support The Center for the Development of Human Services' (CDHS) interests in human service-related research, applied projects, curriculum development, and staff development opportunities for college faculty and professionals also will be considered.

The Center for the Enhancement of Learning and Teaching (CELT) awards grants up to \$1,800 from a pool of \$20,000. Applicants are encouraged to identify matching funds in their proposals. Funds for these grants have been provided by the Buffalo State College Foundation Faculty/Staff Development Endowment Fund, the Center for Development of Human Services, and Academic Affairs. Any full- or part-time faculty or professional staff member with instructional responsibilities may apply. The CELT Advisory Board selects grant recipients. Application forms will be mailed to all faculty and professional staff in September. Please call the center at ext. 6939 to request additional applications or for more information. Mail or deliver **20 copies** of your application form and proposal to the Center for the Enhancement of Learning and Teaching, Bulger Communication Center 104.

Deadlines

	To Department Chairperson and Dean for Signatures	To CELT
Spring	Oct. 27	Nov. 7
Summer	March 23	April 6
Fall	March 23	April 6

From the Vice President for Finance and Management

Appointments

I am pleased to announce the following appointments to the finance and management staff.

Mr. Louis A. Ward has been appointed director of public safety effective Aug. 20. Mr. Ward joined the Buffalo State Public Safety Department in 1979 as assistant director and was named associate director in 1989. Since December 1996, he served as the interim director of the department.

Dr. Ted P. Schmidt has been named special assistant to the vice president for strategic technology planning effective Sept. 1. During this one-year appointment, he will assist in the coordination and development of a technology plan for the college. Dr. Schmidt, an associate professor in the Economics and Finance Department, recently completed an appointment as one of the first Finance and Management Professional Development interns.

Ms. Patricia Chambers Alessandra was appointed director of college relations effective June 1. Ms. Chambers has worked at Buffalo State College since 1991, serving in a number of different capacities within the institutional advancement area. Most recently she served as interim assistant vice president following the retirement of the vice president for institutional advancement and the resignation of the director of public affairs. As director of college relations, Ms. Chambers will be responsible for marketing, publications, internal communications, and commencement.

1997-98 Professional Development Interns Named

I am pleased to announce that the Finance and Management Professional Development internships for 1997-98 have been awarded to Dr. Sharon F. Cramer, chairperson and associate professor, Exceptional Education Department, and Dr. Lynn A. Wild, director of the Center for Enhancement of Learning and Teaching. The objectives of the internships are to provide exposure to the processes of leading and managing in a college at the senior level and to gain knowledge in areas reporting to the vice president.

Computing Services Training Schedule for September 1997

The following PC classes will be held in CyberQuad 318 (Butler Library 3SW Quad).

When multiple sessions of a course are listed, be sure to sign up for only one session. Unless otherwise stated, bring a 3.5" formatted disk to class.

Introduction to Windows '95

Session 1	Sept. 4	1 - 4 p.m.
Session 2	Sept. 17	9 a.m. - noon

This hands-on session will introduce the new Windows '95 user to the ins and outs of the new operating system. The session will include how to find your files, creating folders and sub-folders, and moving files around. **This course is a prerequisite for Intermediate Windows.**

Introduction to Gold Mail using a PC

Session 1	Sept. 8	9 a.m. - noon
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This hands-on session will show you how to use Gold Mail for electronic mail on the Alpha. You will learn how to customize your Gold Mail settings, create folders, and use signature files. (You do NOT need a disk for this class.)

Introduction to MS Word

Session 1	Sept. 10	9 a.m. - noon
Session 2	Sept. 22	1 - 4 p.m.

This hands-on session will introduce the new Windows '95 user to Microsoft Word 7.0. The course will include how to create new documents and how to import other word processing documents. It will cover most of the new features in MS Word. **This class is a prerequisite for Intermediate Word.**

Introduction to MS Excel

Session 1	Sept. 11	1 - 4 p.m.
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This hands-on class will introduce the new Windows '95 user to Microsoft Excel 7.0. The class will cover the basics of spreadsheet manipulation and include how to create formulas, do basic formatting, and create graphs.

Introduction to the World Wide Web

Session 1	Sept. 12	9 a.m. - noon
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This hands-on class will introduce you to the information highway. You will get a chance to "surf the web" and understand what you're doing and why. You will learn new terminology used to explore the web and leave with a list of useful web sites to visit in the future.

Introduction to HTML coding

Session 1	Sept. 15	1 - 4 p.m.
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Want to create your own home page? What is HTML? What is a GIF? What is a JPEG? This session will teach you these and the basics of HTML coding needed to create your own home pages. You will leave the class with your home page saved on a floppy disk.

Intermediate Windows '95

Session 1	Sept. 24	1 - 4 p.m.
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Attendance at one of the Introduction to Windows classes is required.

This hands-on session will explore creating and deleting folders, moving and copying files from one device to another, the use of the Briefcase, changing settings of the desktop, and other areas as requested by students in the class.

Intermediate MS Word

Session 1	Sept. 25	9 a.m. - noon
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Attendance at the Introduction to Word is required before you take this class.

This hands-on session is for the experienced user of Microsoft Word 7.0. The course will include how to create headers and footers, tables of contents, capturing and imbedding graphics into a document, and tables.

Introduction to Access

Session 1	Sept. 29	1 - 4 p.m.
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Still using dBase IV? FoxPro 2.5 for DOS? This hands-on class will expose you to the new database ACCESS. You will learn how to create simple tables, forms, and reports. You also will learn how do to basic queries.

Call ext. 4611 for more information or to reserve a seat in one of these classes, or send e-mail to Paul Reynolds at REYNOLAP.

If you use e-mail, include the following information: name, department, username, phone number, campus location, and the name and date of the course for which you are registering. Incomplete e-mail registrations will NOT be accepted. You will be notified ONLY if there is a problem.

Procedures for Requesting a Move or Upgrade of Networked Equipment

If you are scheduling any office renovations, or otherwise planning to replace or move any equipment (MAC, PC, printer) that is currently connected to the campus network, please contact computing services at least one week in advance. We will coordinate the move or replacement of your equipment to ensure a smooth transition. Please do not move any networked equipment on your own, since successful troubleshooting of subsequent problems will depend upon the accuracy of the device/location information that computing services maintains.

When submitting a request for an upgrade or move of any networked equipment, please provide the following information to computing services:

Department:	Office:	Ext:
User Contact:	Office:	Ext:
Tech. Contact:	Office:	Ext:
(if different from user contact)		

Existing equipment make and model:

New equipment make and model:

Equipment location (building and room)

Current:

New (if move requested):

Network wall box# (ex: TR_208_01)

Current:

New (if move requested):

Printer queue name (if applicable):

Written requests should be submitted to Sheila Prigel in Twin Rise 208, or fax to ext. 4235, or e-mail to PRAGELSK. If you have any questions, please contact Sheila at ext. 4603.

Computing Services' Computer Lab Hours

The expanded hours in the North Wing and South Wing computer labs beginning Sept. 2 are as follows:

7 a.m. - 1 a.m., Monday - Thursday

7 a.m. - 9 p.m., Friday

9 a.m. - 9 p.m., Saturday - Sunday

The computer lab in Chase Hall B13 will be open 9 a.m. - 9 p.m. every day beginning Sept. 2.

The holiday hours for North Wing, South Wing, and Chase B13 are:

Columbus Day, Monday, Oct. 13, CLOSED

Veterans Day, Tuesday, Nov. 11, CLOSED

Thanksgiving Recess:

Wednesday, Nov. 26, 9 a.m. - 5 p.m.

Thursday - Friday, Nov. 27 - 28, CLOSED

Saturday - Sunday, Nov. 29 - 30, 9 a.m. - 5 p.m.

From the Vice President for Institutional Advancement and Development

Two Searches Concluded, Two Ongoing

The summer has been a busy one for the department. Two searches were successfully concluded and two outstanding candidates have been selected.

The director of external development search, chaired by Dr. Edward O. Smith Jr., resulted in the selection of Ms. Carolyn Morris. Ms. Morris comes to us from the Buffalo Philharmonic, where she held a similar position working with corporations and foundations. She will assume her new position on Sept. 8.

The director of alumni affairs search, chaired by Dr. James Gold, culminated in the selection of Ms. Kate Ward. Ms. Ward currently serves as director of student life at the college and is an active alumna. She will begin as director on Oct. 14.

Search committees for the manager of fund-raising events, chaired by Dr. Benjamin Sackmary, and the alumni affairs assistant, chaired by Ms. Otilie Woodruff, have met during the summer and are both developing the final list of candidates.

Volunteer committees have formed around three alumni events and more volunteers are needed. If you have an interest in being a part of a new or existing event, please call alumni affairs at ext. 6001.

Fall 1997 Bridge the Gap Grant Recipients

The Buffalo State College Foundation is pleased to announce the names of the fall 1997 Bridge the Gap Grant recipients.

Kerri Ciesielski
Jill Clark
Beth Critoph
Rachel Deyo
Elizabeth Eisenhauer
Joanne Evans
Charles Filipski
Paul Gilbert
Arthur Koska

Allison Lantaff
Scott McCallum
Maureen McNamara
Judith Nesbit
Angela Powell
Nancy-Jill Roberts
Joseph Sbordone
Simona Simmons
Anna Suranyi

Martha Testa
Sarah Tice
Tara Trottnow
Robert Vanderbles
Nicole Vogt
Donna Wieand
Julie Willard
Johnathan Worden

The awards, totaling \$9,750, were made possible from proceeds from the 125th Anniversary Year-Long Raffle, chaired by Karen E. Penfold, '69, and through the generous support of faculty, staff, alumni, friends, and local businesses who are dedicated to providing opportunities for our students, and who have the highest confidence in the quality of education being delivered to them by our faculty.

Congratulations to these students and to their faculty and advisers for helping them achieve their goals.

From the Vice President for Student Affairs

Contribution from TOPS Market

On behalf of President Muriel A. Moore, I am pleased to announce that TOPS Markets Inc. has contributed \$3,000 to Buffalo State College. The donation, arranged by Mr. Douglas Hartmayer, Vice President for Community Relations, was made in June to recognize the cost associated with operating the college's escort van from our campus to the TOPS supermarket on Grant Street. The donation may be used to defray the cost of this program, or for any other purpose deemed appropriate by the college, including student scholarships.

The escort van service to TOPS was initiated during the 1996-97 academic year at the urging of President Moore in response to requests from the United Students Government and the College Senate. The Student Life Committee of USG first proposed an escort van service to TOPS in the spring of 1995. The proposal was reviewed by the administration during the 1995-96 academic year and initiated by the president last spring following concern expressed in the College Senate for the safety of students walking to TOPS in inclement weather.

The escort service consists of two vans running Friday through Monday, 3 - 9 p.m. The vans stop at each residence hall and at the TOPS supermarket on Grant Street. Public Safety monitors accompany the escort vans to ensure the proper use of this service and to prevent the transport of alcoholic beverages. More than 1,441 students were served during the spring 1997 semester. The service will be expanded during the 1997-98 academic year.

From the Senior Adviser to the President for Equity and Campus Diversity

Faculty Internship

The Equity and Campus Diversity Office, in cooperation with the Academic Affairs Office, is inviting applications for a faculty intern for the spring semester 1998. The faculty intern will work with academic affairs and the Equity and Campus Diversity Office toward the goal stated in the proposed revised college mission statement. The specific goals of the internship are to improve the ability of our students to succeed in a culturally diverse world and to promote success of culturally and linguistically diverse students within and beyond the classroom.

To meet these goals, the faculty intern will use the following strategies: expand and develop course offerings that meet the college diversity requirement, develop a campuswide program that addresses issues of diversity in the curriculum, develop workshop materials to assist faculty in teaching a diverse student body, and conduct a workshop for faculty on strategies that promote success in teaching a diverse student body.

The intern will be given release time from one-half of the teaching responsibility for the spring semester to accomplish the tasks associated with the internship. All Buffalo State College faculty are encouraged to apply. Submit applications, which should include a curriculum vita and a statement of interest and intent, to Dr. Dolores E. Battle, senior adviser to the president for equity and campus diversity, GC 415, by Oct. 1. Applications will be reviewed by both academic affairs and equity and campus diversity. Selection will be made by Oct. 15 to allow sufficient time for planning for the spring semester.

Revised Procedures for the Review of Allegation of Discrimination

The Equity and Campus Diversity Office has ready for distribution the Revised Procedures for the Review of Allegations of Discrimination. The revision is based on the recommendations of the Blue Ribbon Committee for Equity and Campus Diversity and was reviewed by the Senate Ad Hoc Committee and several other constituencies during the 1996-97 academic year. Copies will be distributed to department chairs, directors, vice presidents, and deans. Faculty may request a copy from the Equity and Campus Diversity Office, ext. 6210.

From the Chairperson of the College Senate

Curricular Items

The following course proposals have been received in the College Senate Office and forwarded to the College Senate Curriculum Committee for review and approval:

Course Revisions:

CRJ 317 Constitutional Issues in Criminal Justice. This course examines the role of the courts in examining constitutional issues in criminal justice, then looks at United States Supreme Court decisions regarding law enforcement, prosecution, defense, judicial process, corrections, and

community supervision. Constitutional issues in the roles of criminal justice personnel and a variety of other legal issues in the administration of justice also receive attention.

CSP 504 Community College Administration. Purposes, functions, and characteristics of the community/two-year college: diverse student populations; historical and philosophical evolution; organization and leadership; current issues in finance, governance and management of academic and support services. Appropriate research, enrollment management, and relationship to the surrounding community are featured in this course.

CSP 616 American Higher Education. The evolution of American higher education, its history and philosophy, the contemporary curriculum and its impact upon the student, emergence of student affairs, campus constituencies, governance structures, and the creation of specialized colleges are issues examined in this course.

CSP 617 Student Development and Learning. Understanding, assessing, and meeting the needs of diverse student populations; review of life span development as well as the evolving theories of college student development and learning; college student characteristics, attributes and values; learning styles; the impact of the college experience upon the student; translating theory into practice; the role of the student-development educator as well as developer; designing educational and programming interventions to directly enhance the student learning environment.

CSP 618 Student Personnel Administration. The philosophy, organization, and management of student services; a study of the evolution of specialized student affairs programs and how student affairs affects institutional culture and campus ecology; examines "model" student affairs programs in four-year and two-year, public and private, religious and secular, large and small colleges and universities.

CSP 622 Techniques I: Counseling and Interviewing. A skill development course focusing on intentional interviewing, conflict resolution, and self assessment for the helping professions. Students will be trained in individual and group facilitation skills as well as basic counseling skills appropriate for effective listening, assertion, supervision, interviewing, and individual and group problem-solving.

CSP 623 Techniques II: Theories of Counseling for a Multicultural Society. A survey and practiced application of the major and evolving theories of counseling; training in counseling techniques as applied to a diverse student/client population, especially focusing on cultural and life choice differences; issues of gender, age, and the needs of the learning and physically challenged; a review of counseling interventions necessary to serve students/clients who are addicted or are experiencing loss, stress, indecision, alienation, intercultural conflict, or relationship abuse.

CSP 624 Internship/Practicum I. Administrative-based internship or supervised counseling practicum; seminar in contemporary issues/trends in college student personnel. A graduate assistantship in an administrative or counseling area that provides both a substantive experience and professional supervision may fulfill the administrative internship or counseling practicum requirement for CSP 624.

CSP 625 Internship/Practicum II. Administrative-based internship or supervised counseling practicum; seminar in contemporary issues/trends in higher education. This seminar serves as a "capstone" course focusing on critical issues in society and higher education today. A graduate assistantship in an administrative or counseling area, which provides both a substantive experience and professional supervision, may fulfill the administrative internship or counseling practicum requirement for CSP 625.

CSP 650 Student Assessment: Tests and Measurement. Focus will be on basic appraisal techniques, including diagnostic interviewing, observational systems, rating scales, inventories, checklists, survey instruments, interactional analysis, and educational and psychological testing; descriptive statistical principles of student evaluation; the uses of computers and tests in counseling advisement and research.

CSP 657 The Law and Higher Education. The college student and the law; academic freedom and first amendment issues; trends in contemporary litigation; risk management; legislative, regulatory, and compliance issues; affirmative action, equal education, and employment opportunity. Students will use a case study approach to analyze real and simulated administrative situations to uncover legal potentialities and implications for liability and ethical practice in serving student and institutional interests.

CSP 711 Seminar in Techniques of Counseling and Psychotherapy. An in-depth study and selective practice of established and evolving techniques and theories of counseling and psychotherapy. This course presents a continuation of counseling theories, process, and techniques based on the traditions of therapeutic psychology including schools of psychoanalytic, behaviorism, cognitive, humanistic, and transpersonal psychology along with current holistic trends in treatment methods and professional services.

New Courses:

CSP 619 Management Systems and Leadership. Management systems theory and practice in higher education and student affairs; a study of organizational functioning, adaptation, and decline; issues of personnel selection, motivation and evaluation; authority and leadership in colleges and universities. Throughout the course, students will apply course concepts to institutional situations and problems faced in the day-to-day administration of services, programs, facilities, and staff.

CSP 620 Planning and Finance in Higher Education. Fundamentals of college and university finance and economics. Students will become familiar with underlying decision support systems, including institutional research in the policy-making and planning processes of higher education; strategic budgeting, resource allocation, collective bargaining, institutional planning, assessment, and research; new trends in grant development, alternative financing, fund raising, and external relations.

CSP 630 Group Counseling. Study of group counseling theory, research, and practice; overview of group dynamics, psychological processes operating in groups, leadership styles, therapeutic interventions and techniques as applied in various staff, team, and group settings. This is an

experiential class providing for a structured group experience permitting students to develop applications of theories and methods for effective group functioning and counseling leadership.

CSP 632 Vocational Development and Career Counseling. Theories of career development and occupational decision making through the life span; exploring career patterns and school-to-work transition; administration of career information resources and specialized client services; using computers and career-related assessment instruments for career counseling in educational and community settings.

The following have been approved by the Curriculum Committee and have been forwarded to the president for final review and approval:

Program Revisions:

B.S. Design - Graphic Concentration

B.F.A. Design - Graphic Concentration

B.S. Design - Concentration in ceramics, fiber, furniture, and jewelry

Minor Revision:

Interdisciplinary Minor in Medieval Studies

Course Revisions:

HIS 107 History of American Life II

HUM 327 Great Writing and Reporting of American Journalism
to be cross listed with COM 327

VACANCY NOTICE

August 28, 1997

SUNY COLLEGE/ BUFFALO

Senior Staff Assistant

SUNY/ ALBANY

Laboratory Instructor

Staff Assistant

Senior Admissions Counselor

Director of Career Services

SUNY/ BINGHAMTON

Senior Staff Assistant

SUNY/ BUFFALO

Associate Professor

Assistant to Associate Professor (2 positions)

Assistant Professor

Assistant Professor (2 positions)

SUNY/ HEALTH SCIENCE CENTER STONY BROOK

Assistant Professor (2 positions)

Assistant Professor

Lecturer

Performing Arts Center

Biological Sciences

Aquatics Director/Softball Coach

Undergraduate Admissions

Career Services Center

Foundation

Pharmacy Practice

Oral Biology

Pharmacy Practice

Marketing

Political Science

Physiology & Biophysics

Athletic Training

Review of
Applications Begins

Open

8/29/97*

9/8/97*

8/29/97*

9/15/97

9/8/97*

8/29/97

11/1/97*

Open

10/15/97*

11/1/97*

1/3/98*

9/1/97*

University Instructional Specialist

Assistant Professor

SUNY/ HEALTH SCIENCE CENTER at BROOKLYN

Instructional Support Assistant

TH Staff Assistant II

SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

TH Medical Records Assistant II

TH Clinical Lab Tech IV

TH Clinical Lab Tech III

TH Pharmacist

SUNY COLLEGE/ BROCKPORT

Programmer/Analyst

Assistant Professor

SUNY COLLEGE/ CORTLAND

Assistant/Associate Professor

Senior Staff Assistant

Assistant for Instructional Resources

Instructional Support Technician

Senior Staff Assistant

SUNY INSTITUTE OF TECHNOLOGY/ UTICA/ROME

Assistant Professor

EMPIRE STATE COLLEGE

SUNY/ COLLEGE OF TECHNOLOGY at ALFRED

Programmer/Analyst

Instructional Support Associate

Residence Hall Intern

Instructional Support Asst., half-time

Academic Advisement Assistant

SUNY/ COLLEGE OF TECHNOLOGY at FARMINGDALE

Financial Aid Assistant

Medicine/Allergy

Psychology

Library

Admitting

Clinical Data Services

Clinical Pathology (Microbiology)

Clinical Pathology (Microbiology)

Pharmacy

Administrative Computing

Archaeology

English

Lifelong Learning

Library

Learning Resources Center

Recreational Sports

Math and Science

Information Technologies

Information Technology

Residential Life

Physical & Life Sciences

Learning Assistance

Financial Aid

9/1/97*

10/31/97*

9/8/97*

9/8/97*

9/9/97*

9/9/97*

9/9/97*

9/9/97*

9/15/97

10/1/97

Open

Open

Open

Open

Open

9/15/97

9/8/97*

9/8/97*

9/8/97*

9/8/97*

9/8/97*

9/9/97*

*Deadline for receipt of applications.

For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Submit double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College
State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 2

September 4, 1997

From the Vice President for Finance and Management

TIAA-CREF Representatives on Campus

A TIAA-CREF representative will be on campus Wednesday, Sept. 24 and Thursday, Sept. 25. Individual consultation sessions will be held for employees to discuss their TIAA-CREF retirement and/or Tax Deferred Annuity accounts. To schedule a one-on-one appointment with the representative, please call the Human Resource Management Office at ext. 4821.

Computing Services Training Schedule for September 1997

The following PC classes will be held in CyberQuad 318 (Butler Library 3SW Quad).

When multiple sessions of a course are listed, be sure to sign up for only one session. Unless otherwise stated, bring a 3.5" formatted disk to class.

Introduction to Windows '95

Session 1	Sept. 4	1 - 4 p.m.
Session 2	Sept. 17	9 a.m. - noon

This hands-on session will introduce the new Windows '95 user to the ins and outs of the new operating system. The session will include how to find your files, creating folders and sub-folders, and moving files around. **This course is a prerequisite for Intermediate Windows.**

Introduction to Gold Mail using a PC

Session 1	Sept. 8	9 a.m. - noon
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This hands-on session will show you how to use Gold Mail for electronic mail on the Alpha. You will learn how to customize your Gold Mail settings, create folders, and use signature files. (You do NOT need a disk for this class.)

Introduction to MS Word

Session 1	Sept. 10	9 a.m. - noon
Session 2	Sept. 22	1 - 4 p.m.

This hands-on session will introduce the new Windows '95 user to Microsoft Word 7.0. The course will include how to create new documents and how to import other word processing documents. It will cover most of the new features in MS Word. **This class is a prerequisite for Intermediate Word.**

(Continued)

Introduction to MS Excel

Session 1 Sept. 11 1 - 4 p.m.

This hands-on class will introduce the new Windows '95 user to Microsoft Excel 7.0. The class will cover the basics of spreadsheet manipulation and include how to create formulas, do basic formatting, and create graphs.

Introduction to the World Wide Web

Session 1 Sept. 12 9 a.m. - noon

This hands-on class will introduce you to the information highway. You will get a chance to "surf the web" and understand what you're doing and why. You will learn new terminology used to explore the web and leave with a list of useful web sites to visit in the future.

Introduction to HTML coding

Session 1 Sept. 15 1 - 4 p.m.

Want to create your own home page? What is HTML? What is a GIF? What is a JPEG? This session will teach you these and the basics of HTML coding needed to create your own home pages. You will leave the class with your home page saved on a floppy disk.

Intermediate Windows '95

Session 1 Sept. 24 1 - 4 p.m.

Attendance at one of the Introduction to Windows classes is required.

This hands-on session will explore creating and deleting folders, moving and copying files from one device to another, the use of the Briefcase, changing settings of the desktop, and other areas as requested by students in the class.

Intermediate MS Word

Session 1 Sept. 25 9 a.m. - noon

Attendance at the Introduction to Word is required before you take this class.

This hands-on session is for the experienced user of Microsoft Word 7.0. The course will include how to create headers and footers, tables of contents, capturing and imbedding graphics into a document, and tables.

Introduction to Access

Session 1 Sept. 29 1 - 4 p.m.

Still using dBase IV? FoxPro 2.5 for DOS? This hands-on class will expose you to the new database ACCESS. You will learn how to create simple tables, forms, and reports. You also will learn how to do basic queries.

Call ext. 4611 for more information or to reserve a seat in one of these classes, or send e-mail to Paul Reynolds at REYNOLAP.

If you use e-mail, include the following information: name, department, username, phone number, campus location, and the name and date of the course for which you are registering. Incomplete e-mail registrations will NOT be accepted. You will be notified ONLY if there is a problem.

Procedures for Requesting a Move or Upgrade of Networked Equipment

If you are scheduling any office renovations, or otherwise planning to replace or move any equipment (MAC, PC, printer) that is currently connected to the campus network, please contact computing services at least one week in advance. We will coordinate the move or replacement of your equipment to ensure a smooth transition. Please do not move any networked equipment on your own, since successful troubleshooting of subsequent problems will depend upon the accuracy of the device/location information that computing services maintains.

When submitting a request for an upgrade or move of any networked equipment, please provide the following information to computing services:

Department:	Office:	Ext:
User Contact:	Office:	Ext:
Tech. Contact:	Office:	Ext:
(if different from user contact)		

Existing equipment make and model:

New equipment make and model:

Equipment location (building and room)

Current:

New (if move requested):

Network wall box# (ex: TR_208_01)

Current:

New (if move requested):

Printer queue name (if applicable):

Written requests should be submitted to Sheila Prigel in Twin Rise 208, or fax to ext. 4235, or e-mail to PRAGELSK. If you have any questions, please contact Sheila at ext. 4603.

Computing Services' Computer Lab Hours

The expanded hours in the North Wing and South Wing computer labs beginning Sept. 2 are as follows:

7 a.m. - 1 a.m., Monday - Thursday

7 a.m. - 9 p.m., Friday

9 a.m. - 9 p.m., Saturday - Sunday

The computer lab in Chase Hall B13 will be open 9 a.m. - 9 p.m. every day beginning Sept. 2.

The holiday hours for North Wing, South Wing, and Chase B13 are:

Columbus Day, Monday, Oct. 13, CLOSED
Veterans Day, Tuesday, Nov. 11, CLOSED

Thanksgiving Recess:

Wednesday, Nov. 26, 9 a.m. - 5 p.m.

Thursday - Friday, Nov. 27 - 28, CLOSED

Saturday - Sunday, Nov. 29 - 30, 9 a.m. - 5 p.m.

From the Vice President for Student Affairs

Hal D. Payne Appointed to the Board of Directors for the Alliance of New York State Arts Organizations

Vice President for Student Affairs Hal D. Payne has been appointed to the board of directors for the Alliance of New York State Arts Organizations. The Alliance is the service branch of community arts organizations throughout New York state. Founded in 1975, the Alliance provides direct technical assistance to 121 local arts agencies that constitute an arts service network in all of New York's 62 counties. It also serves 441 arts organizations that comprise an advocacy and public policy network. Functions served by the Alliance include the monitoring of state and national issues affecting the arts, assisting local arts agencies in building community support, and developing effective grass roots advocacy.

Last March the Alliance sponsored Arts Day, held in Albany on the same date as SUNY Day. Governor Pataki and state legislators heard testimony from national celebrities, including Lauren Bacall, Kitty Carlisle Hart, Martha Stewart, Betty Comden, Geoffrey Holder, Al Loving, and Brett Somers. Alliance members joined a similar effort, the National Arts Advocacy Day, in Washington, D.C. As a result of these and other Alliance efforts, funding for the arts in New York during 1997-98 will exceed original estimates.

Members of the college faculty and staff who have an interest in the issues and concerns addressed by the Alliance of New York State Arts Organizations should contact Vice President Payne at ext. 4704.

Anonymous HIV Testing to be Offered at Weigel Health Center

On Sept. 25, the New York State Department of Health will offer one-time anonymous HIV testing at Weigel Health Center. This testing will be open to students, staff, and faculty. No names or other identifying information will be used. Anyone interested in testing should call ext. 6715. A time slot for testing will be given. No other information will be required.

In advance of the testing, an informational session will be held on Sept. 9 at 12:15 p.m. at the Weigel Health Center. This session, open to staff, students, and faculty, will describe the oral test that will be used for HIV testing. Although the informational session is not intended as part of the program, it is an educational opportunity provided through the New York State Department of Health. Anyone interested should call ext. 6711 or 6715.

Criminal Justice Fair '97

The Career Development Center and the Criminal Justice Department are sponsoring the 8th Annual Criminal Justice Career Fair on Thursday, Oct. 9. The career fair will be held in the Student Union Social Hall from 11 a.m. - 1:30 p.m. All faculty, staff, and students are welcome to attend this event and speak with representatives from more than 25 criminal justice and social service agencies. For more information, call the Career Development Center at ext. 5811, or visit the center in Cleveland Hall 306.

United Way Day of Caring a Huge Success

On Aug. 20, more than 60 members of the Buffalo State College community, including faculty, staff, and students, participated in the 1997 Western New York United Way Day of Caring. BSC volunteers helped landscape the Buffalo Neighborhood Information Center, painted the Catholic Central School, and made and served pizza at the Blind Association of Western New York. At the Erie County Medical Center, several volunteers visited and read to patients, while others assisted with landscaping. Besides being the largest group of BSC volunteers ever to participate in the United Way Day of Caring, this contingent contributed to Buffalo's record for holding the largest Day of Caring event in the nation!

Individuals who participated in the 1997 United Way Day of Caring include:

Liza Abraham, Sarah Anderson, Dolores Battle, Lily Bink, Laurie Bloom, Don Blundell, Kelly Boos, Carol Bradley, Pam Cercone, Dan Cunningham, Sue Earshen, Cynthia Eggleston, Michele Eodice, Melissa Ertel, Cheryl Fellows, Bob Frascatore, John Frederick, Ann Galbraith, Maryruth Glogowski, Tami Goodgain, Andriene Grant, Patty Habicht, Dave Haddad, Michael Heflin, Sue Hill, Sheriffee Humphrey, Ellie Johnson, Linda Kaczmarek, Jayme Kovalick, Janice Kuhn, Kelly Lanon, Terri Locher, Cathy McCoy, Alexa McGrogan, Colleen Meeks, Barb Meyer, Judy Miller, Pat Morton, Maryann Osborne, Nancy Paschke, Steve Phelps, Kathy Pohl, Sandy Porter, Paula Reese, Marlon Roberts, Amy Rockwell, Diane Salvamoser, Antonette Sampieri, Phil Santa Maria, Sabrina Saunders, Charmagne Schaefer, Cherry Searle, Marcia Slawinowski, Wanda Slawinska, Lyn Smith, Betty Spencer, Theresa Stephan Hains, Vicki Taylor, Dave Visiko, Tunisha Walker, Kate Ward, Ottilie Woodruff and Rita Zientek.

The 1997 Buffalo State College SEFA/United Way campaign kickoff will be Sept. 16.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting is Friday, Sept. 19, at 3 p.m., in Butler Library 210.

October College Senate Meeting

Please be advised that the College Senate meeting date of Oct. 10, which was printed in the 1997-98 Academic Calendar, **has been changed.**

The College Senate meeting will be held on Friday, Oct. 17, at 3 p.m., in Butler Library 210. Please ammend your calendar.

Nomination Notice

Nominations are being accepted for one at-large senate seat. Please forward all nominations in writing by Sept. 26, 1997 to Dr. Edward O. Smith Jr., Chairperson, Bylaws and Elections Committee, College Senate Office, Cleveland Hall 417C.

Curricular Item

The following course was approved by the Senate Curriculum Committee and is being forwarded to the president for final review and approval:

PHI 326/HUM 339 Friendship

Buffalo State College State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 3

September 11, 1997

From the President

First College Council Meeting

The first College Council meeting will be held at 8:30 a.m. on Wednesday, Sept. 17, in Cleveland Hall 518.

Agenda

1. Call to Order
2. Action Items
 - Approval of Minutes: May 1, 1997
 - Approval of 1996-97 Annual Report
3. Council Chairperson's Report
4. President's Report
5. Reports by College Council Committees
 - Facilities Development
 - Governmental Relations/Advocacy
 - Student Affairs
6. Announcements
7. Adjournment

Subsequent meetings, which will be held in Cleveland Hall 518, are as follows:

Monday, Nov. 24, 1997, at 8:30 a.m.

Wednesday, March 18, 1998, at 8:30 a.m.

Tuesday, May 5, 1998, at 8:30 a.m.

From the Provost and Vice President for Academic Affairs

Faculty Intern - Academic Affairs

Academic affairs is pleased to announce the appointment of Dr. Anthony J. Nowakowski, computer information systems, as faculty intern in technology for the 1997-98 academic year. Dr.

(Continued)

Nowakowski, a member of the faculty since 1986, presently serves as coordinator of the college's interdisciplinary master's program in educational computing and is widely recognized for his many involvements with institutional technology. He will assist academic affairs with projects outlined in the July 24 Bulletin.

Academic Convocation

The annual Academic Convocation will take place on Thursday, Sept. 18 at 12:30 p.m. in Rockwell Hall Auditorium. Chancellor's Awards and President's Awards for Excellence will be awarded to 16 college employees. A gift of appreciation will be presented to McKinley High School horticulture students to recognize their outstanding contribution to our campus beautification program. All faculty, staff, and students are encouraged to attend. If you have any questions, please call Ms. Marsha Moses in academic affairs, ext. 5901.

CDHS Fall Telecast Series

The Center for Development of Human Services, along with Buffalo State College and Erie County Department of Social Services, invites BSC faculty and staff to attend its fall telecast series free of charge. A buffet lunch is provided at each event. Please call in reservations to the CDHS special events registration line at 885-2500 one week prior to the event.

Sept. 16 - Registration and Lunch - 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Building Nimble Organizations in Turbulent Times - presented by Darryl Connor
Business people at all levels face the challenge of initiating company-wide reorganization plans. This program is an indispensable guide for increasing your capacity to manage projects involving transition.

Sept. 25 - Registration and Lunch - 12:30 p.m.; Telecast 1 - 4 p.m. in the Oak Room of Moot Hall

Knowledge Management: Intellectual Capital, The New Wealth - presented by Thomas Stewart
Knowledge management pioneer Thomas Stewart will present models, structures, and effective starting points that you can use to unlock your organization's intellectual capital, a critical business asset.

Oct. 22 - Registration & Lunch - 11:00 a.m.; Telecast 11:30 a.m. - 2 p.m. in Butler Library 208

Leadership Strategies for the New Millennium - presented by J.M. Juran
Dr. Juran and an international panel of business leaders will share their first-hand experience, insight, and observations regarding future trends and the best practices that will be crucial for success.

Oct. 28 - Registration and Lunch - 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Connective Leadership: Managing Diversity - presented by Jean Lipman-Blumen

With a practical and pragmatic strategy, Dr. Lipman-Blumen shows how organizations can flourish under the demands of interorganizational relationships and the benefits of connective leadership.

Nov. 12 - Registration and Lunch - 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Executive Coaching: How to Recruit, Coach, and Retain Fast-Track Employees - presented by William Morin

In this program, managers in your organizations will learn to identify and manage emerging leaders, effectively assess employees' development needs, and select the best coaches for your employees.

Nov. 18 - Registration and Lunch - 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Getting Things Done: Leading Teams Effectively - presented by Peter Scholtes
Peter Scholtes, author of "The Team Handbook," reveals the practical truths about team leadership and how to build concise processes to mold groups into smooth-running, productive teams.

Dec. 9 - Registration and Lunch - 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Principle-Centered Leadership: The Next Phase - presented by Sean Covey
Sean Covey, of the Covey Leadership Center, shows you how to sort through that seemingly endless "to-do" list and learn the difference between what appears to be urgent and what really is.

Dec. 10 - Registration and Lunch - 12:30 p.m., Telecast 1 - 4 p.m. in the Oak Room of Moot Hall

In Search of Excellence in Project Management - presented by Harold Kerzner
In part one of this program, Dr. Kerzner will explain how companies become mature in project management and why they choose to do so. In part two, he will describe how to reach beyond maturity into excellence.

Rhythm and Blues, Hal Holbrook Come to the Performing Arts Center at Rockwell Hall

The Performing Arts Center (PAC) is co-sponsoring the Rhythm and Blues Gala featuring a concert performance and workshops throughout the day on Saturday, Sept. 13 in Rockwell Hall. Performing arts department faculty member Professor Charles Mancuso is coordinating a series of workshops, panel discussions, films, and displays, along with a concert featuring classic Rhythm and Blues giants Charles Brown and Big Jay McNeely. Also performing will be the Buffalo R&B All Stars. Ticket prices vary, ranging from \$15 to a special \$25 VIP ticket that includes admission to a pre-concert reception. The discounted faculty admission ticket price is \$13. BSC students receive a 50 percent discount; their admission is \$7.50. Tickets are available at the PAC Box Office in Rockwell Hall or by calling ext. 3005.

The Performing Arts Center is pleased to announce that Hal Holbrook will give his award-winning performance of "Mark Twain Tonight!" at Rockwell Hall on Oct. 21 at 7:30 p.m. Tickets are priced from \$20 to \$35 and are available **now** at the PAC Box Office in Rockwell Hall.

Holbrook has been playing the celebrated American author in "Mark Twain Tonight!" for 43 years. His two-hour escapade covers many subjects, although never the same way twice. Even after more than 40 years, Holbrook's Mark Twain is still an ongoing work-in-progress. He adds to his Twain material nearly every year, culling information from books, letters, and hundreds of newspaper articles over the five decades that Twain wrote; he edits and changes the material to fit the times. He has developed more than 12 hours of Twain material and says he programs his two-hour show on his feet during the performance. Alone on stage, the only props he uses are a regal-looking chair, a table cluttered with books, a speaker's lectern, and a big cigar.

After more than 1,900 performances, the list of accolades for one of the longest-running shows in theater history has grown too long to print. Typical of the reviews is one from The Washington Post that stated, "The transformation is so complete as to be almost unsettling at times. The combination of Holbrook's physical and vocal talents and the potency of Twain's words is a mesmerizing thing to behold." As one may expect, "Mark Twain Tonight!" has garnered an impressive number of awards over the years, including an Obie Award, Tony Award, and Drama Critic's Circle.

Although known world-wide for his portrayal of Mark Twain, Holbrook's career has had many other striking successes in television and film as well as stage. His role in Sandburg's "Lincoln" won him an Emmy Award in 1976. He has also won Emmy Awards for his work in "The Pueblo" and "The Senator." Holbrook's distinguished movie career includes roles in such hits as "The Firm," "Wall Street," "Star Chamber," "Creepshow," "Julia," and "All The President's Men." Currently he resides in Los Angeles. His five children include two stepchildren from his third wife, actress and singer Dixie Carter.

From the Vice President for Finance and Management

Appointment of Events Manager

I am pleased to announce the appointment of Mr. Thomas E. Coates to the position of events manager, effective Sept. 1. Mr. Coates has been serving in an interim capacity since July 1996, following retirement of the former manager. A 1986 graduate of Buffalo State College, his prior campus experience includes having worked three years as operations/technical director of the Performing Arts Center. More recently he served as vice president of an independent custodial firm. As events manager, Mr. Coates will be responsible for coordinating assignation of campus space and related services for events and functions.

Drug Free Workplace Policy

As an employee of the State University of New York College at Buffalo and in compliance with the **Federal Drug-Free Workplace 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 Buffalo State College 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:

Dave Cummings	ext. 5233
Rob Delprino	ext. 6669
Ann Ellement	ext. 6338 or 4811
Elaine Henzler	ext. 6110

Any questions regarding this policy should be referred to Emmanuel J. Hillery, employee relations manager, ext. 4822.

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-smoker's involuntary exposure to tobacco smoke, the New York State Legislature has promulgated Article 13-E, Regulation of Smoking in Certain Public Areas. This law, effective Jan. 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 took effect Jan. 5, 1990, and was revised effective Jan. 18, 1994. 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 shall be allowed ONLY in private offices and designated areas where the airflow and ventilation are independent of adjacent non-smoking areas and/or the private offices or designated areas are not bordered by a "common space." (A common space is an area that is accessible to the public or an area where office equipment is shared.)** The following buildings do not comply with these provisions of the law and are therefore designated as SMOKE-FREE BUILDINGS:

Bacon Hall	Upton Hall
Bishop Hall	Clinton Center
Butler Library	Houston Gym
Campus House	Sports Complex
Cassety Hall	Ketchum Hall
Central Receiving	Letchworth Annex
Chase Hall	Moot Hall*
Classroom Building	Rockwell Hall
Cleveland Hall	Campbell Student Union
Buckham Campus School	Theater Arts Building
Bulger Communication Center	Twin Rise (South & Center)
Science Building	Weigel Health Center

*Indicates that although this is a SMOKE-FREE BUILDING, smoking is permitted **ONLY** in a **limited number of designated areas**.

Smoking may be permitted in the following building except in designated smoke-free areas:

Caudell Hall

However, the administrative officer of any of the buildings above may make a written request to the vice president for finance and management that the building be declared **smoke free**. Unless there are compelling reasons not to do so, such requests will be honored.

The vice president for student affairs will designate smoking/non-smoking areas in the residence halls which include the buildings below:

Moore Complex	Twin Rise North
Porter Hall	Perry Hall
Neumann Hall	Scajaquada Towers

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 prevail upon the goodwill and cooperation of the college community to maintain compliance with this policy. Since the college is legally responsible for enforcing 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.

(Revised May 1997)

1997 UUP Discretionary Awards Timetable*

Stage 1

Distribution of eligibility lists and salary information Monday, Sept. 15, 1997

Chairs/Directors establish preliminary lists Monday, Oct. 20, 1997

Deadline for appeal at department level	Monday, Oct. 27, 1997
Final lists submitted by chairs to dean and by directors to vice president or provost	Monday, Oct. 27, 1997
Self-nominations at Stage 1 (Submitted directly to dean or vice president)	Monday, Oct. 27, 1997 through Monday, Nov. 3, 1997
Stage 2 Discussion at division level	Monday, Oct. 27, 1997 through Monday, Nov. 17, 1997
Vice presidents' and provost's recommendations to president	Monday, Nov. 17, 1997
President notifies discretionary awardees and submits final roster to SUNY	Monday, Dec. 1, 1997
Discretionary award payments	Wednesday, Dec. 24, 1997
Stage 3** College level appeals deadline	Monday, Dec. 15, 1997
Appeals Board meetings	Monday, Jan. 5, 1998 through Tuesday, Jan. 20, 1998
Appeal candidates notified	Monday, Jan. 26, 1998

* Timetable is subject to change if not consistent with the final schedule for the distribution of 1997 Discretionary Awards from SUNY System Administration and the Office of the State Comptroller. The Tentative UUP Agreement includes distribution of these awards in December 1997 to recognize performance for the period July 1, 1996, through June 30, 1997.

** Appeals to be funded from sources other than 1 percent discretionary salary pool.

Holiday Observance for College Employees

All eligible classified and unclassified employees may observe the following holidays in academic year 1997-98 without charge to accruals:

Columbus Day	Monday, Oct. 13, 1997
*Election Day	Tuesday, Nov. 4, 1997
Veterans Day	Tuesday, Nov. 11, 1997

Thanksgiving Day	Thursday, Nov. 27, 1997
Christmas Day	Thursday, Dec. 25, 1997
New Year's Day	Thursday, Jan. 1, 1998
Martin Luther King Jr. Day	Monday, Jan. 19, 1998
*Lincoln's Birthday	Thursday, Feb. 12, 1998
Washington's Birthday	Monday, Feb. 16, 1998
Memorial Day	Monday, May 25, 1998
Independence Day	Saturday, July 4, 1998

*Election Day (Tuesday, Nov. 4) and Lincoln's Birthday (Thursday, Feb. 12) have been designated as "floating holidays" for all employees, except those represented by Council 82. **Council 82 employees** will observe these days as fixed holidays.

UUP represented employees will observe Election Day on the day after Thanksgiving, Friday, Nov. 28, 1997.

All other employees may arrange with their supervisor to take off Election Day and Lincoln's Birthday, or if required to work (classes are in session), take another day off in the future before the holiday recurs.

Independence Day, July 4, 1998, will occur on a Saturday; eligible employees for whom Saturday is a pass day will accrue a day of holiday leave.

Professional Development Programs

Since Fall 1992, the Human Resource Management Department, in cooperation with the Lifelong Learning Center, has offered enrollment in **American Management Association** courses, free of charge, to **full-time BSC faculty and staff**. Once again, we would like to extend an invitation to enroll in these courses, which are offered through Lifelong Learning. The courses offer a practical alternative that can supplement and enhance existing job skills. The American Management Association's nationally-recognized programs offer students a means to learn about new fields through contact with working professionals in those fields. Each course is six sessions and offers 1.8 Continuing Education Units. Upon completion of six AMA courses, students earn the Certificate in Management. The following courses are available for the Fall 1997 semester:

1. **How to Interview Effectively (1902)**
Thursdays, 6 - 9 p.m., Oct. 2 - Nov. 6
2. **Going Global: Getting Started in International Trade (1903)**
Mondays, 6 - 9 p.m., Oct. 6 - Nov. 17 (no class Oct. 13)
3. **How to Build High-Performance Teams (1904)**
Wednesdays, 6 - 9 p.m., Oct. 8 - Nov. 19 (no class Nov. 5)
4. **Skills for Success: A Guide for Secretaries and Administrative Assistants (1905)**
Mondays, 6 - 9 p.m., Oct. 20 - Nov. 24

For additional details, see Page 5 of the Fall 1997 Professional and Personal Development Program catalog.

Application forms are available in the Human Resource Management Office, Cleveland Hall 403. To apply for registration on a no-fee basis as a BSC employee, return the application to Dorcas Colvin, human resource management, Cleveland Hall 403, **no later than Friday, September 19, 1997**. Registration will be granted on a first-come, first-served basis. **Do not register directly with Lifelong Learning unless you plan to pay the full fee!!**

Moore Complex Conversion

The college has secured funding for the demolition and construction phase of the Moore Complex Conversion. Gianadda Construction, which began work this summer, expects to complete the project by May 1998. The Moore Complex dormitories will be converted into two-, three-, and four-bedroom apartments. The renovated complex will provide both townhouse and flat-style apartments with full kitchen facilities, living rooms, and bathrooms.

From the Vice President for Institutional Advancement and Development

Art Deco at the Burchfield-Penney Art Center

The Burchfield-Penney Art Center is proud to present *Anthony Nellé: Art Deco Stage Designs to Anti-Nazi Posters*. The exhibition remains on view through Oct. 26.

Anthony Nellé (1894-1977) was a ballet dancer who, at the peak of his dance career, became a designer and producer of imaginative classical and modern dance productions, and Art Deco theater sets. This the first museum presentation of Nellé's stage set designs. His extraordinary stage designs of the 1920s and 1930s have been called "the epitome of Art Deco splendor. Some are surreal, some are elaborately baroque, others aggressively 'moderne.' All are rendered meticulously and are alive with brilliant color and an unerring sense of design and architectural sureness."

The exhibition features Nellé's original stage designs, dating from around 1928 until the 1950s; anti-Nazi posters Nellé created during World War II; and costumes, furniture, and other objects from Western New York collections which represent the sleek, sophisticated style known as Art Deco and provide a context for Nellé's unique work.

The center will present a number of events in conjunction with the exhibition. On Friday, Sept. 12, from 5:30 to 7 p.m., the center will host a 1930s-style cocktail party prior to the members' opening reception, which will feature martinis, men's and women's vintage apparel modeled by friends of the center, elegant hors d'oeuvres, appropriately urbane music, and a free commemorative martini glass for each celebrant. Admission is \$20. An elegant members' opening reception will follow from 7 to 8:30 p.m. On Saturday, Oct. 4, the center will present two deluxe motor

coach tours of Buffalo's most magnificent Art Deco buildings, departing at 9 a.m. and 1 p.m. Mark Goldman, noted local historian, author, and owner of the Calumet Arts Cafe, will provide commentary. The tours include examples of the city's Art Deco architecture, including stops for inside visits at selected sites, and lunch at the Calumet. The tour and lunch are \$35 for members and \$45 for non-members. Havana Fumatore and Martini Bar will host an evening of fine cigars, martinis, and hors d'oeuvres on Tuesday, Oct. 14. Tickets are \$65 for members and \$70 for non-members. *Jack Yellen and the World of Tin Pan Alley* will be presented by Ian Whitcomb on Saturday, Oct. 25, at 9 p.m. Tickets are \$10 for the general public and \$5 for center members, students, and senior citizens. This event has been coordinated by Charles Mancuso, performing arts department associate professor. Call ext. 4077 for information or tickets for these events.

The exhibition and events have been sponsored by Partners' Press/Abgott Printing Inc., Braun Cadillac-Buick Inc., Havana Fumatore and Martini Bar, Benjamins Art Gallery, Cindy Abbott and Francis Letro, Abigail K. Hoffman, Monte K. and Cheryl Gobetti Hoffman, Kelly Schultz Antiques, Maxius Cigar, Cole's Restaurant, the County of Erie, and the City of Buffalo. Special thanks to Donna McCarthy, chairperson of the performing arts department.

Also on view at the Burchfield-Penney Art Center is the Crayola Dream-Makers 1997-98 exhibition *Tales to Tell*. The center and art education department were chosen as this year's northeast regional hosts for the Crayola/Binney and Smith exhibition, which showcases artwork by children in kindergarten through sixth grade, from eleven states and six Canadian provinces. The exhibition will remain on view through Oct. 26.

People and Patterns: An Installation by Jennifer Fuentes, on view through Feb. 1, is the center's eighth annual site-specific installation by a BSC student. Fuentes is working toward a bachelor of science degree in art education. The installation consists of her recent series of large, bold, figurative paintings that depict familiar experiences from everyday life. She has transformed the gallery space, through the use of bold wall colors and the addition of domestic furniture and carpets, into a unique home-like environment in which to display these works.

The center is open Tuesday through Saturday, 10 a.m. to 5 p.m., with late hours Wednesday until 7:30 p.m., and Sunday, 1 to 5 p.m.

From the Vice President for Student Affairs

Hal D. Payne Serves on Advisory Group to the U.S. Department of Education

At the invitation of the United States Department of Education Division of Student Services, Vice President for Student Affairs Hal D. Payne joined a group of 20 education leaders from across the United States for a meeting in Annapolis, Md. over a two-day period in July 1996. The most pressing issues of concern facing educational opportunity in the United States were addressed, and Vice President Payne chaired the meeting. In November of that year, the group re-convened on the campus of Ohio Dominican College in Columbus, Ohio, to continue discussions in the context of the reauthorization of the federal Higher Education Act in 1998. The group was joined

in that discussion by a number of presidents from private and public colleges, primarily from the midwest, and representatives of key education advocacy groups at the state and federal levels. Selected representatives of the group reconvened in Washington, D.C., in August 1997, under the auspices of the Department of Education. They discussed, together with representatives of the federally funded Eisenhower Leadership Program, ways in which the reauthorization of higher education programs might lead to the further institutionalization of educational opportunity efforts on our nation's college campuses.

Vice President Payne reports that the Department of Education plans to continue this discussion at meetings around the country during the 1997-98 academic year as the Congress begins to consider the reauthorization of the Higher Education Act in 1998. Members of the college community wishing to contribute to these discussions should contact Vice President Payne at ext. 4704.

Mini-Grant Aids Workshops

The Career Development Center (CDC) 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, an updated resume will be the outcome of the resume/vita writing workshop. The resume can 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, Oct. 2	12:15 p.m.
Resume/Vita Writing	Thursday, Oct. 9	12:15 p.m.
Cover Letter Writing	Thursday, Oct. 16	12:15 p.m.
Interviewing Techniques	Thursday, Oct. 23	12:15 p.m.

If you are interested in attending one or more of these workshops, please call the CDC at ext. 5811.

The series will be presented again in the spring.

Eighth Annual Graduate School Fair

The Career Development Center is proud to sponsor Buffalo State College's eighth annual Graduate School Fair on Thursday, Sept. 25, from 11 a.m. to 2 p.m. in the Campbell Student Union Social Hall.

Graduate school is fast becoming a more attractive option for our students, and this fair gives students interested in furthering their education an opportunity to learn about graduate and professional programs. Representatives from more than 60 colleges and universities throughout the United States will be available to speak with students about the advanced degree programs available on their campuses.

For more information or a list of participating schools, please contact the Career Development Center at ext. 5811.

Buffalo State vs. St. John Fisher Football Game

The Sept. 13 football game at Coyer Field between Buffalo State and St. John Fisher will be telecast live on the Empire Sports Network as part of the ECAC-TV Game of the Week package. The game also will be re-broadcast on tape during the week ahead at a date and time to be announced. Buffalo State College President Dr. Muriel A. Moore will take part in a live interview at halftime.

This will be the first football game played on Coyer Field since Nov. 18, 1995, when inclement weather necessitated re-sodding the playing surface. The game also will be the first played since the Coyer Field bleachers were refurbished. Please join us in cheering our Bengals football team on to victory!

Sound of Music to Fill Buckham Campus School Auditorium

The Child Care Center at Buffalo State College is proud to present "An Evening of Music with Elisabeth Von Trapp." The concert will be held on Saturday, Sept. 27 in the auditorium of Buckham Campus School at 7:30 p.m.

Elisabeth Von Trapp is the granddaughter of Baroness Maria Von Trapp, whose story is portrayed in "The Sound of Music." The only member of the Von Trapp family who continues the tradition of singing and performing publicly, Ms. Von Trapp has performed in concert across the United States as well as in Canada, Austria, Israel, and Russia. She frequently performs at the Trapp Family Lodge in Stowe, Vt., and at small clubs, musical theaters, folk festivals, and small concert venues.

All tickets are \$10 and are available through the Rockwell Hall Box Office at ext. 3005. Concert proceeds will benefit the BSC Child Care Center.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting is Friday, Sept. 19, at 3 p.m., in Butler Library 210.

Open Forums

Faculty have received (in their mailboxes) copies of the Draft Report on General Education sent by the University Faculty Senate. Buffalo State College has **not** been called upon to vote on, or endorse in any formal way, this draft; faculty are being asked for their reactions, suggestions, and feedback.

University Faculty Senators Mary Davis and John DeNisco and the College Senate are sponsoring two open forums. They will be held Thursday, Sept. 25 during Bengal Pause (12:15 - 1:30 p.m.), in Bulger Communication Center North and Friday, Sept. 26, at 3 p.m. in Butler Library 210 to discuss the Draft Report.

Please consider the Draft Report carefully and share your concerns and comments. You also can voice your opinions to your BSC College Senators (the College Senate will be discussing the Draft Report at the Sept. 19 meeting), or to Susan Mondschein Leist, chairperson of the Senate Curriculum Committee.

Written comments are particularly welcome; they must be received by Sept. 30 in the College Senate Office, Cleveland Hall 417C, or via e-mail to Mary Davis (davisma), John DeNisco (deniscjl), or Susan Mondschein Leist (mondscsr).

Nomination Notice

Nominations are being accepted for one at-large senate seat. Please forward all nominations in writing by Sept. 26, 1997 to Dr. Edward O. Smith Jr., Chairperson, Bylaws and Elections Committee, College Senate Office, Cleveland Hall 417C.

VACANCY NOTICE
September 11, 1997

		Review of Applications Begins
SUNY COLLEGE/ BUFFALO		
Staff Assistant	Equity & Diversity	10/1/97*
SUNY SYSTEM ADMINISTRATION/ ALBANY		
Hardware Support Technician	CAS Computing Services	9/19/97*
SUNY/ BUFFALO		
Assistant Professor	Finance & Managerial Economics	1/31/98*
Senior Staff Assistant	Undergraduate Education	9/15/97*
Student Activities Assistant Director	Student Affairs	9/15/97*
Lead Programmer Analyst	Technology Services	9/15/97*
Associate for Institutional Research	Institutional Analysis	9/17/97*
Sr. Programmer Analyst	Office of VP for Student Affairs	9/15/97*
Asst., Assoc., or Full Professor (2 positions)	Management Science and Systems	9/15/97
SUNY/ HEALTH SCIENCE CENTER STONY BROOK		
Lead Programmer/ Analyst	Inst. For Theoretical Physics	9/15/97*
Asst., Assoc., or Full Professor	OB/GYN & Reproductive Medicine	9/15/97*
Staff Associate	Office of VP for Student Affairs	9/15/97*
Staff Assistant	Intensive English Center	9/15/97*
Assistant Professor	Psychology	12/1/97*
SUNY/ HEALTH SCIENCE CENTER at BROOKLYN		
Assistant to Vice President	Dean's Office/ Academic Admin.	9/15/97*
TH Radiation Therapist I	Radiation Oncology	9/15/97*
TH Senior Staff Assistant	Radiology	9/15/97*
Assistant or Associate Professor	College of Nursing	9/17/97*

Programmer Analyst	Information Services	9/14/97*
Senior Staff Associate	Student Affairs/ Finan. Aid Office	9/13/97*
SUNY/ HEALTH SCIENCE CENTER at SYRACUSE		
TH Staff Assistant I	Radiology	9/23/97*
TH Staff Assistant I	Family Medicine	9/23/97*
Director of Administrative Services	Marketing & Business Development	9/23/97*
TH Medical Radiographer II (2 positions)	Radiology	9/23/97*
TH Staff Associate	IM&T-UMPS Systems	9/16/97*
TH CTS EEG Associate	Clinical Neurophysiology (EMG)	9/23/97*
SUNY COLLEGE/ GENESEO		
Assistant Director of College Housing	Residence Life	Open
Senior Programmer Analyst	Computing & Info. Technology	9/15/97*
SUNY COLLEGE/ OSWEGO		
Technical Specialist	Music	9/19/97
Assistant Professor	Physics	11/10/97
Part-time position	Health, Physical Ed. & Athletics	Open
SUNY COLLEGE/ PLATTSBURGH		
Administrative Officer for Diversity Initiatives	Business Affairs	Open
Director of Affirmative Action	Business Affairs	Open
SUNY COLLEGE/ POTSDAM		
Campus Life Assistant	Campus Life	Open
SUNY COLLEGE/ PURCHASE		
Staff Assistant, half-time	Natural Sciences	Open
EMPIRE STATE COLLEGE		
Faculty, half-time	Central NY Center, Syracuse	9/15/97*
Mentor, half-time in Human Development	Long Island Center, Hauppauge	9/15/97*
Mentor, temporary half-time	Long Island Center, Old Westbury	9/15/97*
SUNY/ COLLEGE OF TECHNOLOGY at ALFRED		
Staff Assistant	Institutional Advancement	Open
Instructional Support Assistant	Library	9/15/97*
Instructional Support Assistant	Building Trades	9/15/97*
SUNY/ COLLEGE OF TECHNOLOGY at FARMINGDALE		
Controllor	Student Accounts	9/15/97*
Senior Staff Assistant	Administration & Finance	9/15/97*
SUNY/ COLLEGE OF TECHNOLOGY at MORRISVILLE		
Staff Assistant	Athletics	9/25/97*
SUNY/ OPTOMETRY COLLEGE / NEW YORK		
Staff Assistant	Student Affairs	9/15/97*

*Deadline for receipt of applications.

For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Submit double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 4

September 18, 1997

From the Provost and Vice President for Academic Affairs

OWL Group Meeting

The OWL Group (Older Wiser Learners) will hold its first meeting of the fall 1997 semester on Wednesday, Sept. 24, at noon in Butler Library 314. Mary K. Delmont, librarian-college archivist, will present "CYBERQUAD: New Informational Technology in the Library."

This event is sponsored by CSEA Local 640. Please contact Carolyn Rose at ext. 4812 for additional information.

Bible Discussion Group

A Bible discussion group for faculty, staff, and students meets weekly on Thursdays at 12:15 p.m. in Twin Rise 202. Everyone is welcome; bring your lunch and a Bible. Call Wendel Wickland at ext. 4328, or e-mail WICKLAWB if you have questions.

From the Provost and Vice President for Academic Affairs and the Vice President for Finance and Management

Technology Plan Oversight Committee

The provost and vice president for academic affairs and the vice president for finance and management announce the formation of the Technology Plan Oversight Committee. In support of the strategic mission of the college, the committee will provide an immediate advisory function in matters of technology. Reporting to the vice presidents, the committee will coordinate a campuswide effort to develop short-term (one to three years) and long-term (three to five years) technology plans. These plans will enhance our mission to provide excellence in teaching and scholarship, cultural enrichment and service, and help better prepare Buffalo State College students as we approach and enter the new millennium.

The committee will have well-defined deadlines and is expected to draw upon internal and external expertise to accomplish its objectives. Committee members include:

Co-Chairs: Dennis Ponton, Associate Vice President, Academic Affairs
Ted Schmidt, Special Assistant to the Vice President for Finance and Management
and Associate Professor, Economics and Finance

(Continued)

Members:

Judith Basinski, Director, Computing Services
 Bonita Durand, Executive Assistant to the President
 Randolph Gadikian, E. H. Butler Library, Senate Representative
 Donald Jacobs, Director, Center for Applied Research in Interactive Technology
 Anthony Nowakowski, Associate Professor, Computer Information Systems and Faculty Intern for Academic Affairs
 Christel Peacock, Student Representative
 Raymond Waxmonsky, Professor and Chairperson, Geography and Planning
 Lynn Wild, Director, Center for Enhancement of Learning and Teaching and Professional Development Intern for Finance and Management

From the Vice President for Finance and Management

University at Buffalo Review of Computing Services

During the Spring 1997 semester, members of Computing and Information Technology at the University at Buffalo performed a one-day peer review of BSC's Computing Services. Their report, with assessment and recommendations, is now available at the reserve desk in Butler Library. Comments on the report can be sent to Ted Schmidt, co-chair, Technology Plan Oversight Committee, Cleveland Hall 505, or e-mail to SCHMIDTP.

Political Activities Involving State Employees

Federal Election Law and New York State Civil Service Law regarding political activities provides:

- No employee is to conduct political activities on paid state time.
- A state employee may participate in an election as a candidate and, if elected, serve in the office, provided such service will not interfere with state duties or create a conflict of interest.
- A state employee may engage in political activities in support of, or in opposition to, a candidate for elected office or a political issue, provided such activities do not interfere with state duties and provided the employee does not associate political activities with his or her official position or state affiliation.
- State equipment, vehicles, and office space are to be used only for official state business.
- State employees may not use their official position to procure either campaign contributions or volunteer assistance.
- No appointments, promotions, demotions, or salary increases are to be made on the basis of political affiliation.

The above provisions also pertain to individuals employed by the state whose salary is financed in whole or part by any federal loan or grant.

Questions on the above may be referred to Michael Daley at ext. 4822.

From the Vice President for Student Affairs

Appointments

Timothy Ecklund began service as our new director of residence life Sept. 4, joining us from the University at Buffalo, where he served as associate director for residential life. Mr. Ecklund received his bachelor's degree from the State University College at Geneseo and his master's degree from Buffalo State College. Mr. Ecklund brings a wealth of experience in managing campus residence programs, as well as leadership experience as president of the SUNY Housing Administrators organization. Our thanks to Kris Kaufman for his assistance as interim director of residence life, and to Ronald George and Curtis Brickhouse for the extra support they provided during this period of transition.

Dr. Modupe Akin-Deko began service on Aug. 21 as our new senior counselor in the Counseling Center. Dr. Akin-Deko earned her doctorate at the University of Ibadan in Nigeria and her master's degree at Eastern Michigan University. She most recently served as a counselor and therapist in the home-based crisis intervention program at Buffalo General Hospital.

Nanette Payne, former ice rink manager at Buffalo State, has been appointed assistant director of facilities, following a year of service in that position on an interim basis.

A number of individuals have been appointed on a temporary basis to support the athletic program while searches are conducted for permanent appointments in the year ahead. Mary DelSignore will continue as interim ice rink manager, and Christopher Rollman will serve as interim sports information director. Paul Dotterweich will assume the responsibilities of the swimming and diving coach from Keith Bullion. Mr. Bullion resigned in June to accept a similar position at Grove City College, his alma mater. Earl Hilton will coordinate intramural activities and assist with the marketing and promotion of the BSC athletic program.

Celebration of the Twentieth Anniversary of the Fulbright Association at Buffalo State College

For the first time, Buffalo State College will host the Western New York chapter of the Fulbright Association. Dr. Jean F. Gounard, director of international student affairs, has been elected president of the WNY Fulbright Chapter. Professor Keith M. Henderson, Political Science Department, is vice president for Erie County. Several events are planned for the coming year.

To mark the twentieth anniversary of the Fulbright Association, the Western New York Chapter of the association is pleased to invite the college community to attend an event that will take place at Buffalo State College in Moot Hall on Saturday, Oct. 18. Check-in will begin at 9:30 a.m., and the program will conclude around noon.

President Muriel A. Moore will give the welcoming remarks followed by Canadian Consul General Mark Romoff. Congressmen Paxon, Quinn, LaFalce and Houghton have been invited to participate, and the keynote speakers are Dr. Victor Konrad, executive director of the Canada-United States Fulbright Program, and Dr. Claude E. Welch, distinguished service professor at the University at Buffalo.

For more information, please contact Dr. Gounard at ext. 5331.

From the Senior Adviser to the President for Equity and Campus Diversity

Faculty Internship

The Equity and Campus Diversity Office, in cooperation with the Academic Affairs Office, is inviting applications for a faculty intern for the spring semester 1998. The faculty intern will work with academic affairs and the Equity and Campus Diversity Office toward the goal stated in the proposed revised college mission statement. The specific goals of the internship are to improve the ability of our students to succeed in a culturally diverse world and to promote success of culturally and linguistically diverse students within and beyond the classroom.

To meet these goals, the faculty intern will use the following strategies: expand and develop course offerings that meet the college diversity requirement, develop a campuswide program that addresses issues of diversity in the curriculum, develop workshop materials to assist faculty in teaching a diverse student body, and conduct a workshop for faculty on strategies that promote success in teaching a diverse student body.

The intern will be given release time from one-half of the teaching responsibility for the spring semester to accomplish the tasks associated with the internship. All Buffalo State College faculty are encouraged to apply. Submit applications, which should include a curriculum vita and a statement of interest and intent, to Dr. Dolores E. Battle, senior adviser to the president for equity and campus diversity, Cleveland Hall 415, by Oct. 1. Applications will be reviewed by both academic affairs and equity and campus diversity. Selection will be made by Oct. 15 to allow sufficient time for planning for the spring semester.

Revised Procedures for the Review of Allegations of Discrimination

The Equity and Campus Diversity Office has ready for distribution the Revised Procedures for the Review of Allegations of Discrimination. The revision is based on the recommendations of the Blue Ribbon Committee for Equity and Campus Diversity and was reviewed by the Senate Ad Hoc Committee and several other constituencies during the 1996-97 academic year. Copies will be distributed to department chairs, directors, vice presidents, and deans. Faculty may request a copy from the Equity and Campus Diversity Office, ext. 6210.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting is Friday, Sept. 19, at 3 p.m., in Butler Library 210. The agenda follows:

1. Call to order
2. Adoption of the agenda
3. Approval of minutes (May 9, 1997 meeting)
4. Remarks of the president
5. Remarks of the chairperson
6. Standing committees:
 - Curriculum Committee
 - Instruction and Research
 - Standards for Students
 - Professional Welfare
 - Bylaws and Elections: Vote on International Education Chairperson
 - Budget and Staff Allocation
 - Student Welfare
 - Academic Plan
 - Academic Services
 - Public Service Activities
7. Old business
8. New business: discussion - draft of General Education Report
9. Constituent questions
10. Adjournment

From the Bulletin Editor

Bulletin items appear only under the headings of President, Provost and Vice President for Academic Affairs, Vice President for Finance and Management, Vice President for Institutional Advancement, Vice President for Student Affairs, Senior Adviser to the President for Equity and Campus Diversity, and Chairperson of the College Senate.

All items intended for publication must be approved by one of these areas. Please consider copy deadline when submitting items for approval in your area. Bulletin copy deadline is 4:30 p.m. Monday of publication week. Items that do not meet deadline will be published the following week.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Submit double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College
State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 5

September 25, 1997

From the President

Academic Convocation Opening Remarks

The start of a new academic year is filled with anticipation and exciting possibilities. Last year I stood before you on this occasion as the new, and not yet inaugurated president of Buffalo State College. At that time, I looked forward to learning more about this institution. One year later I can tell you that the more I learn about Buffalo State College, the more I look forward to the years ahead, working, learning, and growing in this dedicated academic community.

Long ago Virgil wrote, "Those who think they can, can." Today, as we celebrate the ceremonial beginning of our academic year, I know that we remain committed to our mission, and that we are ready to engage our students in the discourse and activities that will ensure a successful academic year.

We have a remarkably fine faculty and staff at Buffalo State College. Last year we enjoyed an excellent year in terms of teaching, research, publication, grant-writing, and service to the college and to the community. More and more, we prove how good we really are!

This academic year will culminate with commencement on May 16. That day will mark the greatest accomplishment of our year, as we send forth another excellent group of graduates. And there will be other great accomplishments along the way. My hope for this year is that we will continue our process of building, and of helping our students develop their full intellectual capacity. I see us enhancing our efforts in teaching and research, and increasing our success in grant writing. I see us maintaining and expanding our emphasis on community. I see us finding new ways to reward the efforts of our faculty and staff, recognizing the time and dedication they devote to students.

At our commencement ceremonies last May, we enjoyed the privilege of honoring two of our own graduates with honorary doctorates: Tom Fontana, the writer and television producer, and Robert Pokelwaldt, the CEO of York International, a Fortune 500 company. Each spoke of the ways in which Buffalo State College had nurtured them and contributed to their success. We share in their accomplishments, and we seek to maintain and strengthen an environment in which our students, faculty, and staff can continue to experience that kind of personal growth and success.

As President of Spellman College Johnetta B. Cole said, "The role of the genuine scholar is not only to understand the world, but to change it." Indeed, we do seek to change the world through our work, and in a very direct way: by transforming the lives of our students.

(Continued)

We begin this process by developing ourselves and realizing our own potential. "Never doubt," wrote anthropologist Margaret Mead, "that a small group of thoughtful, committed people can change the world; indeed it is the only thing that ever has."

This year will also be dedicated to more strategic planning and growth to keep us on the path of fulfilling our goals. In the process, we can anticipate a spirit of debate and mental challenge. That is the very basis of the academy. We must be mindful, however, as we engage in self-criticism, to keep ourselves on the path of learning, and away from the path of self-denigration. The various individuals, departments, and constituencies of this campus are like the wheels of a machine, even when we are turning in opposite directions; we need each other. We help ourselves by giving consideration even to those whose individual goals are different from our own, because I believe our higher goals are the same.

To the world outside the academy, a mark against one of us is a mark against all of us. And a success for one of us brings praise and pride to all.

Our new mission statement proclaims our commitment to provide access to quality public higher education; to introduce our students to the rigors, joys, and fulfillment of intellectual discovery; and to provide the opportunity for individuals to realize their potential. Never doubt that our community, through its scholarship, its dedication, and through its very sense of community, can achieve this mission and improve our world.

I am looking forward to working with each of you, and I hope that this year will be exciting, that it will be fulfilling, that it will be fun, that it will be challenging, and that it will mark another brilliant moment in the history of Buffalo State College. Thank you.

From the Provost and Vice President for Academic Affairs

Faculty and Staff Honors

The President's and Academic Affairs Offices extend congratulations to the following award recipients recently honored at the Sept. 18 Academic Convocation:

President's Award for Excellence in Service to the College

Joseph W. Ball, Assistant to the Director of Campus Services
John D. Lysek, Maintenance Supervisor, Campus Services
Angeline M. Price, Assistant Medical Director, Weigel Health Center
Gail V. Wells, Coordinator of Minority Student Services

President's Award for Excellence in Academic Advisement

Lily M. Bink, Assistant Director, Educational Opportunity Program
Barbara Ann Sherman, Assistant Professor, Computer Information Systems Department

President's Award for Excellence in Research, Scholarship, and Creativity

Kimberley N. Irvine, Associate Professor, Geography and Planning Department
Charles Mancuso, Associate Professor, Performing Arts Department
P. Rudolph Mattai, Professor, Educational Foundations Department

Chancellor's Award for Excellence in Librarianship

Levirn Hill, Librarian

Chancellor's Award for Excellence in Professional Service

Scot R. Eckert, Assistant Facilities Program Coordinator, Campus Services

Chancellor's Award for Excellence in Teaching

Virginia E. Grabiner, Associate Professor, Sociology Department
James O. Grunebaum, Professor, Philosophy and Religious Studies Department
Andrea Guiati, Associate Professor, Foreign Language Department

Distinguished Service Professor

F. Christopher Tahk, Professor and Director, Art Conservation Department

Distinguished Teaching Professor

George T. Hole, Professor and Chairperson, Philosophy and Religious Studies

Center for the Enhancement of Learning and Teaching - Upcoming Events

Introduction to Developmental Advisement

with Sandra Weatherbee, New Student Programs and Academic Advisement

Thursday, Oct. 2, 11 a.m. - noon, BC 104

Academic advisement is a developmental process which assists students in the clarification of their life and career goals, and in the development of educational plans for the attainment of these goals. This workshop reviews developmental vs. prescriptive advising, ideas on the whole student, student development theory and concepts, and the roles of the advisor and advisee.

Academic Advisement and the Degree Audit System

with Patricia Morton, Audit System Consultant

Tuesday, Oct. 7, noon - 1:30 p.m., BL 318

Participants will learn how to use the computerized audit system for academic advisement in this hands-on workshop.

Meeting the Challenges of a Diverse Student Body

with Dr. Dolores Battle, Equity and Campus Diversity Office

Thursday, Oct. 9, 11 a.m. - noon, BC 104

This interactive program will focus on the cultural conflicts that are possible in a diverse campus community. Videotaped vignettes will present students from different cultures in various campus situations. Discussion following each vignette will allow faculty to explore their feelings and the feelings of the students in each situation.

Evaluating Teaching Performance (videoconference)

featuring Thomas Angelo, Associate Professor of Educational and Psychological Studies, University of Miami; and Peter Seldin, Distinguished Professor of Management, Pace University

Tuesday, Oct. 14, 1 - 3 p.m., BC 104

This videoconference will explore what we know about student ratings, peer review, self-assessment, teaching portfolios, mid-course feedback, and the relationship between faculty evaluation and student learning. A tape of this session will be available on loan from CELT for new faculty unable to attend during this time slot.

Edwina Armstrong-Case Study

with Professor Nancy Lund, Speech Language Pathology Department

Thursday, Oct. 16, 12:30 - 1:30 p.m., BC 104

An assistant professor of psychology is impressed with the potential of the RW (remedial writing) grade as a means to encourage students to improve their writing. She gives the grade to several students in her psychology of adjustment course. An African-American student, whose graduation is threatened by the RW grade, challenges Edwina's judgment of her work. She reports Edwina to her chairperson, pointing out that she gave RW grades only to minority students.

Diversity and Curricular Development

with Professor Emile Netzhammer and Professor Kerran Sanger, Communication Department

Thursday, Oct. 30, 11 a.m. - noon, BC 104

Effective strategies for integrating diversity issues into the curriculum, exercises that sensitize students to issues of diversity, and techniques for encouraging all students to participate in discussions about race, gender, and sexual orientation will be shared at this session.

Oscar-Winning Teacher (videoconference)

featuring Tony Grasha, Social Psychologist and Professor of Psychology, University of Cincinnati

Friday, Oct. 31, 1 - 3 p.m., BC 104

This interactive videoconference will show participants how to employ the concepts of active learning to assess their teaching styles and develop options for improving the teaching-learning process. A tape of this session will be available on loan from CELT for new faculty unable to attend during this time slot.

State-Mandated Class

"The Identification and Reporting of Child Abuse and Maltreatment," a state-mandated two-hour class, is being offered at Buffalo State College by the Center for Development of Human Services for educators, health care professionals, and school administrators. For pre-registration, applicable fee, additional information, and a schedule of future offerings, please call Barry White or Bonnie Burg at 876-7600.

Training Date

Thursday, Oct. 16

Location

Ketchum Hall 113
7 - 9:30 p.m.

Registration Deadline

Oct. 6

Saturday, Nov. 15

Ketchum Hall 113
10 a.m. - 12:30 p.m.

Oct. 31

Saturday, Dec. 6

Ketchum Hall 113
10 a.m. - 12:30 p.m.

Nov. 21

Thursday, Dec. 18

(location pending)
7 - 9:30 p.m.

Dec. 8

Bible Discussion Group

A Bible discussion group for faculty, staff, and students meets weekly on Thursdays at 12:15 p.m. in Twin Rise 202. Everyone is welcome; bring your lunch and a Bible. Call Wendel Wickland at ext. 4328, or e-mail WICKLAWB if you have questions.

From the Vice President for Finance and Management

Tuition Assistance Deadline

Completed applications for tuition and fee assistance (SUNY Form B-140W) for the fall 1997 semester are due in the Human Resource Management Office, Cleveland Hall 410, by 5 p.m. Tuesday, Sept. 30.

In addition to the SUNY tuition assistance program, UUP-represented employees also may apply for a 100 percent tuition waiver for one course, taken on a space-available basis, at SUNY colleges and universities. The registration procedures and deadlines for this program are established by each SUNY school. Employees should contact the Registrar's Office at the SUNY institution of choice to secure this information.

VACANCY NOTICE

September 25, 1997

SUNY COLLEGE / BUFFALO

Assistant Professor

Biology

Open

SUNY / ALBANY

Manager of Grounds Operations

Physical Plant

Open

SUNY / BINGHAMTON

Academic Advisor

EOP

10/13/97*

SUNY / BUFFALO

Assistant Professor (2 positions)

Geology

12/20/97*

Assistant Professor

History

11/17/97*

Assistant or Associate Professor

Philosophy

11/7/97*

Professor

Medicine

10/3/97*

Lead Programmer Analyst

SVP University Services

Open

Sr. Career Planning & Development Associate

Career Planning & Placement

10/13/97*

Career Planning & Development Associate

Career Planning & Placement

10/13/97*

Senior Programmer Analyst	Computing & Info. Technology	10/1/97*
<u>SUNY / HEALTH SCIENCE CENTER STONY BROOK</u>		
Assistant Professor (2 or more positions)	Electrical Engineering	Open
Instructional Support Associate	Library	10/13/97*
Staff Assistant	Provost's Office	10/13/97*
Instructional Support Assistant, part-time	School of Nursing	10/13/97*
College Registrar	Registrar	10/13/97*
Assistant Director for Investigations & Administration	Public Safety	10/13/97*
Staff Associate (2 positions)	OVP/HSC	10/13/97*
Instructional Support Associate	School of Nursing	10/13/97*
Senior Staff Assistant	Facilities Engineering	10/13/97*
Director of Public Safety	Public Safety	10/13/97*
Staff Associate	Accounting	10/13/97*
Senior Programmer Analyst	Library Director's Office	10/13/97*
Professor	Chemistry	11/15/97
EOP Assistant Director/Counselor	EOP/AIM	10/13/97*
Academic Advisor (2 positions)	EOP/AIM	10/13/97*
Instructional Support Associate	Library, Circulation Services	10/13/97*
Instructional Support Assistant	School of Health Tech & Mgmt.	10/13/97*
Instructional Support Assistant	Media Services	10/13/97*
<u>SUNY / HEALTH SCIENCE CENTER at BROOKLYN</u>		
Research Assistant Professor, part-time	Microbiology & Immunology	10/2/97*
Clinical Assistant Professor	Internal Medicine	9/26/97*
Clinical Assistant, part-time	Internal Medicine	9/26/97*
Instructional Support Assistant	Library	10/13/97*
Senior Programmer Analyst	Information Services	10/13/97*
<u>SUNY / HEALTH SCIENCE CENTER at SYRACUSE</u>		
TH Instructional Support Specialist	IM&T Oper. & Networking Svces.	9/30/97*
TH Clinical Lab Tech 4	Clinical Pathology	10/7/97*
TH Clinical Lab Tech 3	Clinical Pathology (Microbiology)	9/30/97*
TH CTS Cardiology Assistant (2 positions)	Nursing	9/30/97*
Admissions Advisor	Student Affairs (Admissions)	10/14/97*
TH Senior Staff Assistant	Perinatal Center	10/14/97*
TH Assistant Director of Nursing	Nursing Administration	9/30/97*
TH Respiratory Therapist 3	Respiratory Care Services	9/30/97*
TH Senior Staff Assistant	Physical Plant	9/30/97*
<u>SUNY COLLEGE / CORTLAND</u>		
Career Planning & Development Associate	Student Development	Open
Assistant or Senior Assistant Librarian	Library	Open
<u>SUNY COLLEGE / GENESEO</u>		
Instructor/Assistant Professor (2 positions)	Geography	10/30/97*
Assistant Professor	Physics & Astronomy	1/1/98*
Instructional Support Specialist	Physics & Astronomy	12/1/97*
<u>SUNY COLLEGE / OLD WESTBURY</u>		
Financial Aid Advisor	Financial Aid	10/13/97*
<u>SUNY COLLEGE / NEW PALTZ</u>		
Lecturer, Marketing/Business Policy	Business Administration	Open
Assistant Professor of Accounting	Business Administration	Open
Assistant or Associate Professor	Communication Disorders	Open

<u>SUNY INSTITUTE OF TECHNOLOGY / UTICA/ROME</u>		
Associate Counselor	Student Affairs/Counseling Center	10/23/97
<u>EMPIRE STATE COLLEGE</u>		
Mentor (Business or technology), part-time	Saratoga Spr. Ctr. Distance Learn.	10/1/97*
Mentor (management), part-time	Saratoga Springs	10/1/97*
Assistant to the VP for Academic Affairs	Coordinating Ctr., Saratoga Springs	10/6/97
<u>SUNY / COLLEGE OF TECHNOLOGY at ALFRED</u>		
Instructional Support Associate	Information Technology	10/13/97*
Band Director, part-time	Student Development/Activities	10/13/97*
Instructional Support Assistant, part-time	Automotive Parts	10/13/97*
<u>SUNY / COLLEGE OF TECHNOLOGY at COBLESKILL</u>		
Instructional Support Assistant	Natural Sciences	10/13/97*
<u>SUNY / COLLEGE OF TECHNOLOGY at FARMINGDALE</u>		
Assistant/Associate Professor, Chair	Horticulture	10/13/97*
Instructor/Assistant/Associate Professor	Advertising Art & Design	10/13/97*

*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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Buffalo State College
State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 6

October 2, 1997

From the Provost and Vice President for Academic Affairs

BSC on the Web

The collective efforts of many faculty, staff, and students have greatly expanded the Buffalo State College presence on the World Wide Web. Almost all of our undergraduate academic offerings are described in department or program home pages. In addition, some service and support units at the college have a presence with many remaining programs, both graduate and other, in preparation. Members of the campus community are encouraged to view these pages.

Proposal for Department Name Change

A proposal to change the name of the Earth Sciences and Science Education Department to Earth and Environmental Sciences and Science Education has been submitted to the Academic Affairs Office with the recommendation from the department and endorsement of the dean of natural and social sciences. I invite comments from the campus community regarding this proposed name change. Please forward your comments to the Academic Affairs Office, Cleveland Hall 519, by Nov. 3.

BSC Campus Day

Plans are underway to host a "BSC Campus Day" Nov. 15. This special event will replace the conventional fall Open House program.

The new format will emphasize the high quality of our faculty and the importance of our academic programs in the college selection process for prospective students and their families.

More details will be provided in subsequent Bulletin announcements.

Alive & Well Open House

Faculty and staff are invited to attend a fall Open House hosted by the Alive & Well program. The event is Friday, Oct. 10 in the Houston Gymnasium from 11 a.m. to 2 p.m. Here is your opportunity to see our beautiful facilities, learn just what your worksite health promotion program can do for you, have a free blood pressure check with a complete HRS 3000 computer analysis, and have your cholesterol checked. The cholesterol screening is free for members of Health Care Plan/Choice Care; bring your ID card. Others pay \$5. Refreshments will be served. Please R.S.V.P. by Oct. 3 at ext. 5109.

(Continued)

Making Strides Against Breast Cancer

This important American Cancer Society event will be held Sunday, Oct. 12 at 9 a.m. at the Marine Midland Arena. Walkers, volunteers, and sponsors are needed for the 5-mile walk along the Buffalo waterfront. We hope to have a large number of Buffalo State College faculty, staff, and students represented. (Wear your BSC logo, too.) Won't you join in the fight to eliminate breast cancer? Call ext. 5109 for more information or sponsor forms.

Alive & Well Ski Club

Join with fellow staff members and enjoy our wonderful Western New York winter with a fun, exciting, outdoor family activity. Deadline is Friday, Oct. 17. Call ext. 5109 today for applications and information.

Flu Shots

Mark your calendars and take advantage of this convenient opportunity to get your flu shot. Health Care Plan/Choice Care will be on campus to administer flu shots the following days:

Friday, Oct. 24, 11 a.m. - 2 p.m. in the Houston Gymnasium foyer
Wednesday, Oct. 29, 3:30 - 5:30 p.m. in the Campbell Student Union

The vaccinations are free for HCP/CC subscribers; bring your ID card. Others pay \$5.

State-Mandated Class

"Identifying and Reporting Child Abuse/Maltreatment," a state-mandated two-hour class, is being offered by the Center for Development of Human Services for educators, health care professionals, and school administrators Thursday, Oct. 16, from 7 to 9:30 p.m. in Ketchum Hall 113. For pre-registration, applicable fee, additional information, and a schedule of future offerings, please call 876-7600.

OWL Group Meeting

The OWL Group (Older Wiser Learners) will hold its next meeting Wednesday, Oct. 8, at noon in Cleveland Hall 418. Lt. Roger Wisniewski, public safety officer, will give a presentation on the role of campus security at Buffalo State College.

This event is sponsored by CSEA Local 640. Please contact Carolyn Rose at ext. 4812 for additional information.

Bible Discussion Group

A Bible discussion group for faculty, staff, and students meets weekly on Thursdays at 12:15 p.m. in Twin Rise 202. Everyone is welcome; bring your lunch and a Bible. Call Wendel Wickland at ext. 4328, or e-mail WICKLAWB if you have questions.

From the Vice President for Finance and Management**Winter Shutdown**

Buffalo State College will shut down campus operations from the close of business on Tuesday, Dec. 23, 1997, through close of business Friday Jan. 2, 1998. In the spirit of the season, the college hopes most employees will take this opportunity to spend these days with family and friends.

The college administration wishes to thank all campus employees, as well as others who may be inconvenienced by the shutdown, for their cooperation with this program.

What will happen?

During the shutdown period, Dec. 24 through Jan. 2, the majority of campus buildings will be closed. In an effort to provide a safe environment, **outside access door locks will be changed.** Thus, faculty and staff who have keys to campus buildings will not be able to use their keys to gain access to buildings that are closed during the shutdown. Emergency access to closed buildings is possible by contacting public safety. However, access will be granted only with proper identification. All door locks will be changed back after the shutdown so that employees will not need new keys.

Temperatures will be reduced to 55 degrees in all closed buildings, and electricity will be turned off where feasible. The temperature may be reduced in buildings designated as alternate work sites, but they will be adequately heated. It is recommended that employees who plan to work dress comfortably and wear a sweater.

Employees and students are asked to prepare for the shutdown by securing their offices and residence hall rooms; taking home plants, aquariums, and other temperature-sensitive items; and making certain that equipment and appliances such as refrigerators are cleaned out and unplugged. You should also plan ahead by making certain that you take home all books, research material, etc., which you might need during the shutdown period. Fax machines should be turned off or disconnected so that messages do not accumulate. Personal computers and printers should also be turned off. In addition, please notify campus services (Gary Kent, ext. 6653) of experiments in progress that may not be disturbed or moved during the shutdown.

Snow removal will be limited to providing access for emergency vehicles and access to the few open buildings. Parking lots will generally not be plowed, and staff who opt to work are asked to park on Rockwell Road or in Lot S-1 (Science/Upton) only.

Facilities

The following facilities will be open Dec. 24 through Jan. 2 inclusive with limited access during the shutdown period. All other campus buildings will be closed.

•**Rockwell Hall** will be open to honor contractual commitments and to protect art exhibits.

•**Butler Library** will be open to serve as an alternate work site but will not be open to the public.

•**Science Building** will be open to maintain the animal facilities, honor scheduled planetarium shows, and serve as an alternate work site.

- **Cleveland Hall** (selected offices only) will be open to serve as an alternate work site.
- **Houston Gym** will be open for intercollegiate athletic team practices only. The Sports Arena will be closed. The Ice Rink will be open for scheduled events.
- **Twin Rise (Center)** will be open to serve as an alternate work site.
- **Twin Rise North (North Wing)** will be open as necessary to accommodate resident international students and residence life staff on a space-available basis.

Services

- **Computing Services (including the NW Lab)** will be available to serve as an alternate work site for the period Dec. 26 to Dec. 31.

• **Payroll** will be closed, except on Wednesday, Dec. 24 from 9 a.m. to 2 p.m. to distribute and mail faculty and staff paychecks and receive time sheets. If you do not have direct deposit and wish to have your paycheck mailed on Dec. 24, you must provide the Payroll Office with a self-addressed envelope by 3 p.m. Dec. 19. All work study and student assistant paychecks scheduled to be distributed on Dec. 31 will be mailed to students. Work study and student assistant time sheets should be in the Payroll Office no later than 2 p.m., Dec. 24. Supervisors must notify students that they will not be able to pick up paychecks during the shutdown.

• **Faculty-Student Association and ARAMARK Dining Services** will be closed. No food service will be available on campus during the shutdown period.

• **Child Care Center** will be closed during the shutdown period.

• **Mail Room and Central Receiving.** Vendors will be notified that central receiving will be closed and no deliveries will be accepted. Mail will be received and sorted in the mail room, but no on-campus deliveries will be made. Mail may be picked up only by prior arrangement with the mail room.

• **Public safety** will remain open and on duty during the shutdown period.

Registrar

The deadline for submitting the registrar's copy of grade rosters to the Registrar's Office (as listed in the 1997-98 Academic Calendar) is 4 p.m. on Monday, Dec. 22.

Employee Options and Alternate Work Sites

Participation in the shutdown is voluntary, and employees who wish to work will be accommodated. Classified employees who request an alternate work site must contact their supervisors to develop a work assignment. Supervisors should assign work that is consistent with employees' job classifications. All campus service employees should report to Maintenance Service Center (MSC) for assignments on scheduled work dates. Campus service employees who wish to take time off during the holiday break must submit a vacation request to their immediate supervisor. Professional employees should review work plans with the appropriate line officer in advance of the shutdown.

For safety and security reasons, employees who work during the shutdown will be asked to sign in and out with the public safety aide at the entrance to each open building. In order to ensure that only authorized people are provided access to campus buildings, you may be asked to show a college ID card. Employees who do not have a current validated ID card should contact public safety.

Those employees not working during the shutdown must charge appropriate leave accruals or request leave without pay. Approved compensatory time may also be used to cover absences during this period.

If you have additional questions related to any of the above, please contact Human Resource Management at ext. 4822.

From the Vice President for Student Affairs

Residence Life Announces Short-Term Housing Availability

The Residence Life Office is pleased to announce the availability of short-term guest housing within Porter Hall. A private, carpeted apartment with private bathroom facilities is available to all faculty, staff, and guests of the college. Located on the main floor of Porter Hall, the apartment includes all linens and cable television. Residential rooms are located on the second through ninth floors. The nightly rental charge is \$25. Reservations may be made by calling Kathleen Jones in the Residence Life Office at ext. 6807.

Moore Complex Renovation Progressing

The Residence Life Office is pleased to announce there has been much progress with the readaptive use of Moore Complex. Prior to the end of the spring 1997 semester, demolition and asbestos removal work began and is nearing completion as September closes. Giannada Construction (general contractor) has been on site since late July and has begun the reconstruction of Moore Complex. A total of 64 apartments is being built, with a combination of one-, two-, and three-bedroom flats, and 12 townhouse configurations as well. Phase 1 of the construction will be completed by early January. These areas will be available for viewing and may be ready for occupancy by the spring 1998 semester. All construction is scheduled to be completed in May 1998 with total occupancy beginning in the fall 1998 semester. For more information please contact Kris Kaufman, Residence Life Office, ext. 6807.

SEFA/United Way Update

A silent auction will be held on campus in October as part of Buffalo State College's efforts to raise funds for this year's SEFA/United Way campaign.

Joseph Piccillo (art education), Lin Xia Jiang (fine arts), and Carol Beckley (performing arts) have generously donated pieces of their artwork to the United Way campaign. In addition, Paul Beaudet (geography) has donated two pieces from his collection by artists Frank Eckmair and

Bruce Benson. The artwork will be available for viewing in the lobby of Butler Library Oct. 1 - 17.

Individuals interested in participating in the auction should fill out a Silent Auction Bid Form, which will be available next to the display case in the library. Forms should be returned to Catherine McCoy, South Wing 610, by Thursday, Oct. 17. Please contact Ms. McCoy at ext. 4426 if you have any questions.

Professional Enhancement Series Part 2

Due to the overwhelming popularity of the Career Development Center's Professional Enhancement Series, CDC is now offering the Professional Enhancement Series Part 2! This series is designed to enhance career growth among Buffalo State College faculty and staff, and is made possible by a mini-grant obtained from the Center for Development of Human Services.

Career-oriented workshops have been targeted specifically to meet your needs. For example, a basic job-searching skills workshop will be offered, as will an internet job-searching workshop in which we will visit the most popular job and career websites.

The schedule for the workshop series follows.

Job Searching in a Tough Economy

Oct. 30 12:15 - 1:30 p.m.

Internet Job Searching

Nov. 6 12:15 - 1:30 p.m.

What Employers are Saying in a Changing Economy

Nov. 13 12:15 - 1:30 p.m.

Listening Skills

Nov. 20 12:15 - 1:30 p.m.

Please call CDC at ext. 5811 for registration information. The series will be presented again in the spring.

FSA Program Fund

Funds are available for faculty, staff, and student programming. The deadline for applications is Oct. 15 at 5 p.m. Contact Gary Vickers at ext. 5211 for further information.

FSA Officers Elected

The FSA board of directors elected Michael Paluch, president; Tunisha Walker, vice president; and Dennis Ponton, treasurer at the Sept. 18 meeting.

Free Tickets to the Homecoming Football Game

The Vice President for Student Affairs Office and Intercollegiate Athletics would like to invite all Buffalo State College faculty and staff to attend the Buffalo State vs. Brockport State Homecoming football game on Saturday, Oct. 4 at 1 p.m. Admittance to the game is free to BSC faculty, staff, and students; please present your BSC identification at the gate. Additional tickets are only \$3 at the gate.

It's the "Reel" Thing - Homecoming 1997

Homecoming events are free and open to all Buffalo State College students, faculty, staff, alumni, and their families. Remaining activities include:

Friday, Oct. 3

3 - 10 p.m. **Buffalo "State Fair,"** Campbell Student Union Quad
Meet us at the fair for rides, games, and refreshments.

6:30 - 11 p.m. **13th Athletic Hall of Fame Banquet,** Holiday Inn, Niagara Falls Boulevard
Former Bengal athletes will be honored for their accomplishments, both on and off the playing field. Tickets are \$25 per person. Reservations required; call ext. 6001 or 1-800-672-BSCA.

8 p.m. **"Grease" Bonfire Pep Rally,** Campbell Student Union Quad
Revive that old college spirit at this Homecoming tradition. The theme is the movie "Grease," so feel free to dress accordingly.

9 p.m. **'80s Gathering,** Cole's Restaurant and Bar, Elmwood Avenue
Don't miss this chance to gather with friends at an old college hangout. Friends will meet inside Cole's at 9 p.m.

Saturday, Oct. 4

10 a.m. **Parade line up,** Rockwell Road

11 a.m. **Parade** begins, Rockwell Road

noon - 5 p.m. **Homecoming "Cast Party,"** green and white tent near Coyer Field
You are invited to the tailgate party under the tent. Refreshments will be available.

1 p.m. **Buffalo State Bengals vs. Brockport Eagles,** Coyer Field
Free for faculty, staff, and students with BSC ID; others pay \$3

7 - 11 p.m. **'80s Reunion,** the former "Pub," Campbell Student Union
Calling all graduates from 1980-1989! Relive some of the best times of your life with the people who made them happen. Beer and wine will be on tap.

and pizza and wings will be served. The \$6 admission fee covers food; beverages are on a cash basis. Reservations required; call ext. 6001 or 1-800-672-BSCA.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, Oct. 17, at 3 p.m. in Butler Library 210.

Standing Committee Items

The following College Senate Standing Committee membership lists were approved at the Sept. 19 College Senate meeting:

Public Service Activities Committee: Richard Bihr, Chairperson; Bruce Bryski; Frederick Floss; Charles Mancuso; Frank Pascarella; Nanette Payne; James Shea; Paul Thoms.

Curriculum Committee: Susan Mondschein Leist, Chairperson; Robert Delprino; John DeNisco; Cynthia Eggleston; Marianne Ferguson; Kelly Gaddis; Curtis Haynes; Scott Johnson; Charles Mancuso; Stephen Phelps; Barbara Sherman; Carole Woodlock; M. Virginia Wyly, Administrative Liaison; Mary Delmont, Library Representative.

Professional Welfare: James Haynes, Chairperson; Simeon Chilungu; David Landrey; Shirley Lord; Terence McDonald; Patricia Morton; Kevin Mulcahy; Maria Pacheco; Neil Rudin; Stephen Schwartz; James Shea; Sandra Weatherbee; Susan Earshen, Administrative Liaison; Hilary Sternberg, Library Representative.

Academic Plan: John Morganti, Chairperson; Thomas Coates; Marian Deutschman; Curtis Haynes; Frederick Howe; David Hunter; Ellen Kennedy; David Landrey; M. Steven Pendleton; Pamela Schuetze-Pizarro; William Schultz; Jill Singer; Idajean Windell; Dennis Ponton, Administrative Liaison; Carol Richards, Library Representative.

Budget and Staff Allocations: Frederick Floss, Chairperson; Dewayne Beery; Roslyn Berkovitz; Paul Bink; Theodore Byrley; Scott Johnson; Donald Kutschall; Joseph Moran; Kevin Mulcahy; Ronald Rabin; Neil Rudin; Slawko Medinac, Administrative Liaison; Mary Delmont, Library Representative.

Instruction and Research: Kenneth Mernitz, Chairperson; Sarah Anderson; Carl Backman; John Beaver; Hunter Carrick; Mary Fiore; Mary Ann Meyer; Joseph Nardiello; Ronald Rabin; Tejaswini Rao; Charles Reasons; Gary Welborn; Dennis Ponton, Administrative Liaison.

Academic Services: Paul Bink, Chairperson; David Cummings; Robert Frascatore; Lin Xia Jiang; Karen Johnson; William Mitchell; Myron Nadel; Lawrence Scott; Paul Thoms; Judith Basinski, Administrative Liaison; Albert Riess, Library Representative; Russell Wheeler, Student Representative.

Standards for Students: Rosemary Murray, Chairperson; Donald Bird; Bruce Bryski; John DeNisco; Marian Deutschman; John Grant; Frederick Howe; Kathleen Mallea; William Mitchell; Anthony Nowakowski; Deborah Renzi; Cherry Searle; Robert Wood; Kathryn Moran, Administrative Liaison; Maryruth Glogowski, Library Representative; Aaron Coleman, Student Representative.

Addendum to lists, where necessary, will be announced after the Oct. 17 senate meeting.

The College Senate meeting minutes are available through e-mail. Requests can be made to James Grunebaum at GRUNEBJO.

Elections

Andrea Guiati has been elected as Chairperson of International Education Committee.

Curricular Item

The following course has been received in the senate office and forwarded to the College Senate Curriculum Committee for review and approval:

Revision:

VTE 413 Student Teaching in Vocational Technical Education. Supervised student teaching in Vocational Technical classes in selected vocational schools, in various types of schools and communities. Three hundred hours of practice teaching in "off site" campus program required. Seminar discussions will consist of professional problems of the beginning teacher. Students should be prepared to accept an assignment at any school designated by the student teacher coordinator. Student teaching assignments will be located throughout Western New York.

VACANCY NOTICE
October 2, 1997

SUNY SYSTEM ADMINISTRATION/ALBANY

Assistant Vice Chancellor Resource Planning

SUNY/ ALBANY

Assistant Professor Social Work
Assoc. for University Planning Physical Plant
Counselor Counseling Center

SUNY COLLEGE/ CORTLAND

Assistant Professor History Department

SUNY/ BUFFALO

Instructional Support Associate Computing & Info Technology
Assistant Professor Psychology
Asst., Assoc. or Full Professor Psychology
Assistant Professor Geography
Assistant Professor Geography
Associate or Full Professor Geography
Assistant Professor Political Science

Review of
Applications Begins

Open

Open

10/21/97*

10/31/97*

Open

10/17/97*

10/15/97*

10/15/97*

11/1/97*

11/1/97*

11/1/97*

10/17/97*

(Continued)

Full or Associate Professor	Political Science	10/17/97*
Assistant Professor	Political Science	10/17/97*
Assistant Professor	Social Sciences	12/5/97*
SUNY/ HEALTH SCIENCE CENTER STONY BROOK		
Program Director	Cytotechnology	10/19/97*
Programmer Analyst	School of Nursing	10/17/97*
Assistant/Associate Professor	Urology	10/13/97*
Assistant Professor	Radiology	10/13/97*
SUNY COLLEGE/POTSDAM		
Assistant Professor	Special Education	9/30/97*

*Deadline for receipt of applications.

For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Submit double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 7

October 9, 1997

From the Provost and Vice President for Academic Affairs

Reminder from CELT

The deadlines for submission of a proposal for the Center for the Enhancement of Learning and Teaching small grants program for spring 1998 are as follows:

To Department Chairperson
and Dean for Signatures: Oct. 27

To CELT: Nov. 7

Please mail or deliver 20 copies of your application form and proposal to the Center for the Enhancement of Learning and Teaching, Bulger Communication Center 104.

Seminar on Conservation, Pollution Prevention, and Environmental Awareness for Consumers and the Hospitality Industry

The Hospitality Administration Program, in conjunction with the Erie County Department of Environment and Planning, has organized a seminar that will cover strategies for the hospitality industry and consumers to be environmentally friendly and save money. Topics that will be covered include: energy conservation, recycling and waste reduction, food waste, and water quality. The seminar will take place on Wednesday, Nov. 5 in Butler Library 210 from 9 - 11:30 a.m. Interested individuals who are unable to attend the full event should stop by, as there will be several presenters throughout the event. Please contact Dr. Lori L. Till at ext. 6106 or ext. 5913 to register. This is a no-fee event supported through funds provided by the BSC Faculty Student Association.

From the Vice President for Finance and Management

Computing Services Training Schedule for October 1997

The following PC classes will be held in CyberQuad 318 (Butler Library 3SW Quad). When multiple sessions of a course are listed, be sure to sign up for only one session. Unless otherwise stated, bring a 3.5" formatted disk to class.

Introduction to Windows '95

Session 1	Oct. 14	1 - 4 p.m.
Session 2	Oct. 20	1 - 4 p.m.

(Continued)

This hands-on session will introduce the new Windows '95 user to the ins and outs of the new operating system. The session will include how to find your files, create folders and sub-folders, and move files around. **This course is a prerequisite for Intermediate Windows.**

Introduction to MS Word

Session 1 Oct. 15 1 - 4 p.m.

This hands-on session will introduce the new Windows '95 user to Microsoft Word 7.0. The course will include how to create new documents and import other word processing documents. It will cover most of the new features in MS Word. **This class is a prerequisite for Intermediate Word.**

Introduction to MS Excel

Session 1 Oct. 16 1 - 4 p.m.

This hands-on class will introduce the new Windows '95 user to Microsoft Excel 7.0. The class will cover the basics of spreadsheet manipulation and include how to create formulas, do basic formatting, and create graphs.

Introduction to Access

Session 1 Oct. 21 1 - 4 p.m.
Session 2 Oct. 30 9 a.m. - noon

Still using dBase IV? FoxPro 2.5 for DOS? This hands-on class will expose you to the new database ACCESS. You will learn how to create simple tables, forms, and reports. You will also learn how to do basic queries.

Intermediate MS Word

Session 1 Oct. 22 9 a.m. - noon

Attendance at the Introduction to Word class is required before you take this class.

This hands-on session is for the experienced user of Microsoft Word 7.0. The course will include how to create headers, footers, tables, and tables of contents. Capturing and imbedding graphics into a document also will be covered.

Introduction to PowerPoint

Session 1 Oct. 23 1 - 4 p.m.

Need an effective way to present topics to your class or co-workers? Then this session of PowerPoint is what you need. You will learn the basics of PowerPoint: how to create a basic presentation, how to create handouts with notes, and other features.

Intermediate Windows '95

Session 1 Oct. 29 1 - 4 p.m.

Attendance at one of the Introduction to Windows classes is required.

This hands-on session will explore creating and deleting folders, moving and copying files from one device to another, the use of the Briefcase, changing settings of the desktop, and other areas requested by students in the class.

Call ext. 4611 for more information or to reserve a seat in one of these classes, or send e-mail to Paul Reynolds at REYNOLAP.

If you use e-mail, include the following information: name, department, username, phone number, campus location, and the name and date of the course for which you are registering. Incomplete e-mail registrations will NOT be accepted. You will be notified ONLY if there is a problem.

From the Vice President for Student Affairs

SEFA/United Way Campaign

The SEFA/United Way campaign will hold a silent auction of artwork donated by members of the faculty later this month. Joseph Piccillo (art education), Lin Xia Jiang (fine arts), and Carol Beckley (performing arts) have generously donated pieces of their artwork to the United Way campaign. In addition, Paul Beaudet (geography and planning) has donated two pieces from his collection by artists Frank Eckmair and Bruce Benson. The artwork will be available for viewing in the lobby of Butler Library Oct. 1 - 17.

Individuals interested in participating in the auction should fill out a Silent Auction Bid Form available next to the display case in the library. Forms should be returned to Catherine McCoy, South Wing 610, by Thursday, Oct. 17. Please contact Ms. McCoy at ext. 4426 if you have any questions.

The 1997 SEFA/United Way campaign at Buffalo State College got off to a rousing start on Wednesday, Sept. 24, with the opening of the "Careholders' Stock Exchange" in the Campbell Student Union Social Hall. Campaign Coordinator Kate Ward and her assistants transformed the assembly hall into a simulated stock exchange to focus on the fact that, while so many Americans have seen their financial assets rise these past few years, there are still many among us who have been less fortunate. Vice President for Student Affairs and 1997 Campaign Chairperson Hal D. Payne opened the "Careholders' Exchange" by ringing the bell and announcing our theme for this year's campaign: "Lives Change When a Community Cares: Buffalo State Cares."

Cheryl Burns, graduation coordinator, graduate studies, delivered a stirring account of her personal experience with a United Way agency - the BSC Child Care Center. Ms. Burns commended the center staff for the quality care they provide her two grandchildren. She concluded, "Thank you Dan, Mary, Lenni, Debbie, Georgia, Laurie, and all of the staff and students at the Buffalo State College Child Care Center for all of the amazing, wonderful love and rewarding educational experiences you give to my very precious little ones each day."

Our goal for this year's campaign is \$110,000. We are asking all campaign solicitors to contact Kathryn Ward at ext. 4631, or e-mail at WARDKA, by Friday, Oct. 10 to report on their progress. This information will help guide our efforts during the final weeks of the campaign.

Oct. 10 is also the deadline to submit "Leaders in Giving" pledges to Phillip Santa Maria, dean of students and coordinator of the Leaders in Giving program. Individual or joint contributions of \$1,000 or more qualify as leadership gifts. The generous support of last year's Leaders in Giving was gratefully acknowledged at the kickoff event on Sept. 24. We ask you to consider joining this prestigious group during our 1997 campaign.

Homecoming Weekend

Thank you to the students, staff, and faculty who made Homecoming 1997 the "Reel" Thing; it was a smashing success. Particular thanks go to Kathryn Ward, director of student life and grand marshal of the Homecoming parade; the Homecoming committee; and coordinators Amy Lyn Williams and Michael Gambino. Thanks to United Students Government officers Sheriffee Humphrey, Tunisha Walker, and Marlon Roberts. Thanks to Alfonso Scandrett and the athletics staff, Jennifer Witsil from alumni affairs, and to Provost Thomas Quatroche and Deans Steven Kaplan, Gail Dinter-Gottlieb, and Virginia Wyly for joining us in the Homecoming parade. Thank you to West-Herr Ford for lending us two convertibles. Finally, thanks to Coach Jerry Boyes and the BSC Bengals for a great football victory.

Homecoming weekend was a busy one for the Intercollegiate Athletics Department as all seven fall sports teams were in action. The Bengals football team posted a dramatic 13-10 victory in overtime before a crowd of 1,604 spectators at Coyer Field. Buffalo State's women's soccer team hosted New Paltz on Friday, and SUNY Athletic Conference-leading Oneonta on Saturday on the North Field. Both games ended in defeat for the Lady Bengals by scores of 3-1 and 5-0 respectively. The women's tennis team achieved its first victory of the season on Friday, defeating Wells College by 9-0. The Lady Bengals were less successful on Saturday, falling to Cortland 8-1. The men's and women's cross country teams competed in the Geneseo Invitational, with the women placing third in the 13-team field and the men placing eighth out of 14 teams. The women's volleyball team took part in the St. John Fisher Invitational on Saturday. The squad split four matches, defeating Nazareth and Cazenovia, but dropping two matches to Fredonia.

BSC Alcohol and Other Drug Abuse Prevention Programs

Recent events have raised concerns regarding the abuse of alcohol and other drugs on college campuses. At Buffalo State College, these issues are addressed by the Alcohol, Drug and Other Substance Abuse Prevention Steering Committee. This committee serves as an advisory body to the college's Alcohol, Drug and Violence Prevention Program grant provided by the Fund for Improvement of Post-Secondary Education (FIPSE), and oversees the drug education and drug-testing activities of the college. Membership through May 1998 includes the following individuals: Phillip Santa Maria, associate vice president for student affairs and dean of students, chairperson; Alice Sullivan, director, Sexuality Center, Weigel Health Center; Kathleen O'Brien, lecturer, nutrition, hospitality and fashion; Scott Johnson, assistant professor, criminal justice; Theresa Stephan Hains, director, Weigel Health Center; Thomas Weinberg, professor, sociology; Terence

McDonald, associate professor, Performing Arts Department; Samuel Lunetta, public safety officer; Kris Kaufman, associate director of residence life; and David Visiko, student representative. A representative from the Athletics Department also will be assigned.

Ongoing alcohol and drug abuse prevention programs are sponsored in several areas on campus. These include the Weigel Health Center, Residence Life, Counseling Center, Public Safety Department, and Dean of Students Office. The College will participate in National Alcohol Awareness Week Oct. 19 - 26. A number of activities will take place at locations across the campus. A schedule of events for Alcohol Awareness Week will be disseminated.

Report of the SUNY Chancellor's University-Wide Task Force on Campus Safety

In the fall of 1995, encouraged by the Student Assembly leadership and in response to several campus incidents, a Chancellor's University-Wide Task Force on Campus Safety was appointed. The charge of the task force was to review the existing SUNY initiatives and examine their effectiveness, recommend promising models, and if appropriate, revise or develop policy.

The Chancellor's University-Wide Task Force on Campus Safety has presented an extensive analysis of safety concerns with appropriate recommendations for change. A copy of the task force report is being placed on reserve in Butler Library. Additional copies are being provided to the deans. The following campus committees are asked to review this report to assess our current practices regarding campus safety: the President's Council on Equity and Diversity, the College Judicial Board, and the Campus Safety Forum.

From the Senior Adviser to the President for Equity and Campus Diversity

Hispanic Heritage Month

Governor Pataki made the following proclamation concerning Hispanic Heritage Month.

"The Empire State is proud to recognize and commemorate the fastest-growing ethnic population in the nation. Hispanic-Americans have become an integral part of the melting pot that is New York. Hispanic-American culture, art, music, and dance are leaving an indelible mark on our thriving cultural landscape.

"Since 1968, the United States has been celebrating Hispanic Heritage Month. This year marks the 29th anniversary of a celebration that has highlighted Hispanic-American contributions, accomplishments, and ethnic pride. During Hispanic Heritage Month, we acknowledge and pay tribute to Hispanic-Americans who have made significant contributions to the economic, social, and cultural development of our great state and nation.

"Celebrating Educational Excellence - Celebrando Excelencia en Educación" is the theme which has been chosen to honorably observe and pay tribute to the importance of education. It will look

to honor those individuals who have made significant contributions in educating and strengthening the Hispanic community. It will also honor children and young adults who are already achieving academic excellence, and who will certainly be tomorrow's Hispanic leaders and role models.

"New York is proud to be home to the country's thriving Hispanic communities, and we join in the celebration of Hispanic education excellence.

"Now therefore, I, George E. Pataki, governor of the state of New York, do hereby proclaim Sept. 15 - Oct. 15, 1997 as Hispanic Heritage Month."

In recognition of Hispanic Heritage Month, the Equity and Campus Diversity Office is hosting a luncheon for Hispanic faculty and staff, Hispanic/Latino student leaders, and Hispanic persons in the community who have made positive contributions to education and the Hispanic community.

The Equity and Campus Diversity and Academic Affairs Offices urge all faculty to infuse the contributions made to their discipline by Hispanic/Latino researchers and scientists, artists and performers, and educators in their courses and programs during Hispanic Heritage Month.

Yom Kippur Holy Day

Yom Kippur, the Jewish Day of Atonement, is the most solemn day in the Jewish year. It is devoted to prayer and fasting as Jews seek forgiveness from both God and man. The holiday begins at sunset on Thursday, Oct. 9 and continues through Saturday, Oct. 11.

Faculty are reminded that, according to college policy, the administration of evaluative examinations during Yom Kippur will not be permitted. In addition, any student in a SUNY institution who, because of religious beliefs, is unable to attend classes on a particular day(s), shall, because of such absence, be excused from any examination, or any study or work requirements. For the full text of the policy on student attendance during religious holidays, see page 49 of the 1997-99 Buffalo State College Undergraduate Catalog.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, Oct. 17, at 3 p.m. in Butler Library 210.

The agenda is as follows:

1. Call to Order
2. Adoption of the Agenda
3. Approval of the Minutes
4. Remarks of the President
5. Remarks of the Chair
6. Standing Committee Reports
Curriculum Committee

International Education

Public Services

Standards for Students

Student Welfare

Other: Master Plan Committee

7. Old Business

8. New Business

College Senate/Administration: Question and Answer Session, Enrollment Management

9. Constituent Questions

10. Adjournment

Actions of the Senate

At the March 7 meeting, the College Senate approved a recommendation from its Instruction and Research Committee that the *Statement on Applied Research: a Framework for Discussion*, Office of Academic Affairs report be accepted as a Buffalo State College policy statement. The senate approved the recommendation with implementation of clerical revisions and a friendly amendment regarding language.

The senate also approved a recommendation that each faculty put together a handbook to accompany the statement, and a recommendation that the senate review the applied research policy in five years.

Revisions of the language of the statement were completed this summer. The senate now asks President Moore to approve its recommendations and implement this Statement on Applied Research as policy this semester.

Minutes

The College Senate meeting minutes are available by e-mail. Requests can be made to James Grunebaum at GRUNEBJO.

Curricular Items

The following courses/programs have been approved by the College Senate Curriculum Committee and have been forwarded to the president for final review and approval.

New Courses:

CIS 400 Visual Basic Programming for the Windows Environment

CIS 425 Object Oriented Development

CIS 606 Internet for Educators

Course Revisions:

CIS 500 Microcomputer Systems

CIS 602 Visual Basic Programming for Educators

Program Revision:
Computer Information Systems

VACANCY NOTICE
October 9, 1997

BUFFALO STATE COLLEGE / BUFFALO
Senior Staff Assistant

Institutional Advancement

Review of
Applications Begins

11/14/97*

*Deadline for receipt of applications.

For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Submit double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

LIVES
CHANGE
WHEN A
COMMUNITY
CARES.



UNITED WAYS OF WESTERN NEW YORK

Buffalo State College
State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 8

October 16, 1997

From the President

In Memorium

All of us at Buffalo State College received the news of Albert N. Abgott's death with great sadness. A graduate of the Class of 1947 with a degree in industrial arts, Al was among our most distinguished alumni and dearest friends. He went on to become an outstanding community leader and a great entrepreneur. He was unflagging in his support of Buffalo State College, for which we will forever be grateful. We all took pride in his accomplishments, and we all join his family in mourning his loss.

The Abgott family will hold a memorial service in his honor at Rockwell Hall, this Saturday, Oct. 18 at 4 p.m. The ceremony is open to the community and will provide an occasion for us to offer our condolences to the family.

Response to the Recommendation Approved by the College Senate on the Statement on Applied Research

At the March 7 College Senate meeting, the Instruction and Research Committee of the senate presented a "Statement on Applied Research: A Framework for Discussion, Office of Academic Affairs." At that time, the senate approved that document with clerical changes and friendly amendments. A second part, recommending that each faculty put together a handbook to go along with that recommendation, was also approved. In addition, the senate approved the recommendation to review the policy in five years.

I have received the revised document, "Statement in Applied Research: A Framework for Discussion, Office of Academic Affairs," and wish to thank the Instruction and Research Committee of the College Senate for their thorough and deliberative process. All recommendations as set forth at the March 7 College Senate meeting are approved. I have asked the provost to work with the deans to begin implementation of these recommendations during this semester.

Curricular Approvals

I have approved the following new courses, course revisions, and program revisions that have been recommended by the appropriate dean, the College Senate, and the provost and vice president for academic affairs.

New Courses:

ANT 367 Culture and Ecology

BIO 101 Human Biology

BIO 309 Laboratory in Human Anatomy and Physiology

(Continued)

BIO 488 Biology Internship
 BIO 601 Foundations of Cell and Molecular Biology
 BIO 602 Foundations of Environmental Physiology
 BIO 603 Foundations of Ecology and Evolution
 CRJ 425 Race and the Administration of Justice
 CRJ 430 Gender and the Administration of Justice
 ENG 311 Teaching Language
 FTT 107 Survey of the Fashion and Textile Industry
 FTT 150 Introduction to Fashion Merchandising
 FTT 250 Fashion Buying and Merchandising Principles
 FTT 304 Print Rendering for Industry
 FTT 310 Fundamentals of Apparel Production
 FTT 330 Clothing for the Disabled
 FTT 348 History of Costume
 FTT 350 Fashion Merchandising Applications
 FTT 358 Apparel/Textile Forecasting and Promotion
 FTT 410 Advanced Apparel Production
 FTT 413 CAD: Weave for Industry
 FTT 452 Fashion Show Production
 GEG 488 Internship
 GES 303 Mineralogy and Petrology
 GES 350 Environmental Geochemistry
 GES 445 Weather Forecasting
 GES 460 Applied Environmental Methods
 HIS/SSE 488 Internship
 HUM 321 Rhetorical Criticism (cross listed with COM 321)

Course Revisions:

BIO 100 Principles of Biology
 BIO 308 Lectures in Human Anatomy and Physiology
 CIS 101 Computer Fundamentals
 DES 240 Design in Fibers-Weaving
 DES 307 Color Theory
 FTT 108 Fashion Fundamentals
 FTT 109 Design Room Techniques
 FTT 206 Introduction to Textiles
 FTT 303/THA 303 Fashion Illustration
 FTT 310 Fundamentals of Apparel Production
 FTT 325 Drafting and Grading Techniques in Apparel Design
 FTT 326 Apparel Design I: Flat Pattern
 FTT 327 Apparel Design II: Computerized Pattern Making
 FTT 328 Apparel Design III: Draping
 FTT 336 Textile Evaluation
 FTT 347 Clothing in Relation to Human Behavior
 FTT 411 CAM: Apparel Manufacturing
 FTT 412 CAD: Apparel and Textile Design for Industry

FTT 449 History of Textiles
 FTT 450 Issues in Apparel and Textile Industry
 FTT 451 Senior Project
 FTT 488 Internship/Field Experience
 GES 300 Sedimentology
 GES 301 Stratigraphy
 HIS 106 History of American Life I
 HIS 107 History of American Life II
 HUM 327 Great Writing and Reporting of American Journalism (crosslisted with COM 327)

Program Revisions:

B.S. Business and Marketing Education (0406)
 B.S. Criminal Justice (0771)
 B.S. Design: Furniture Design (0175)
 B.S. Design: New Concentration in CAD Textile Design for Industry (0175)
 B.S. Design: Concentration in Ceramics, Fiber, Furniture, and Jewelry (0175)
 B.S. Design: Graphic Concentration (0175)
 B.F.A. Design: Graphic Concentration (0180)
 B.S. Earth Sciences (0737)
 B.S. English (7-12) Secondary Education (0610)
 B.S. Fashion and Textile Technology (0401)
 B.S. Hospitality Administration (0437)

From the Provost and Vice President for Academic Affairs

Dean of Applied Science and Education Search Committee

The following committee has been established to screen and recommend candidates for the position of dean of the Faculty of Applied Science and Education: Nancy J. Lund, chairperson; Deborah Rindfuss Ellis; Monroe Fordham; Timothy L. Gallineau; James R. Gillham; Linda K. Gleckel; Steven H. Kaplan, administrative liaison; Peter W. Loehr; Ronnie E. Mahler; Sara Moorman, graduate student representative; Mary C. Murdock; Anthony J. Nowakowski; Suk Y. Oh; Michael E. Parks; Benjamin D. Sackmary; and an undergraduate student representative to be announced.

Center for Health and Social Research Established

Dr. Gail Dinter-Gottlieb, dean of the Faculty of Natural and Social Sciences, is pleased to announce the opening of the Center for Health and Social Research at Buffalo State College. This new academic center, designed to utilize multidisciplinary approaches to study health and social problems, opened Sept. 1.

The center is directed by Dr. William Wieczorek, a noted principal investigator, formerly with the Research Institute on Addictions. Over the past ten years, Dr. Wieczorek has developed a well-established, NIH-funded research program on alcohol and drug related health and social problems that he will continue as part of the center.

The center will generate a number of substantive contributions to the academic mission of Buffalo State College. First, the center will place the college at the leading edge of research on substance abuse, an area highly applicable to society's most important health, social, and policy problems. Second, the center will foster opportunities for faculty from a variety of disciplines to actively participate in health and social research. This will facilitate a greater recognition of the multidisciplinary nature of health and social problems, and will influence both the teaching and research perspectives of participating faculty. Third, the center will attract grant and contract resources. By nurturing ideas and providing leadership in the area of grantsmanship, center staff will facilitate the development of additional research programs based on external long-term funding. Fourth, the center will actively participate in the education of graduate students in the multidisciplinary master's degree program, and externally funded research projects will provide many opportunities for professional-level training of students.

Clearly, this center offers multiple opportunities to enrich the overall mission and academic environment of the Faculty of Natural and Social Sciences and Buffalo State College.

Center for the Enhancement of Learning and Teaching - Upcoming Events

Conference on Instructional Technologies

Presentations are sought for the *Conference on Instructional Technologies: Building a SUNY Learning Community (CIT 98)* sponsored by SUNY Faculty Access to Computing Technology (FACT) and hosted by SUNY College at Cortland May 26 - 29, 1998. Faculty and professional staff involved in instruction or instructional support from all SUNY campuses are invited to submit abstracts and to receive FACT scholarships to attend. This year's conference examines how SUNY might assess, adapt, and transform itself to continue meeting its mission of preparing students to be successful in the information age. To receive a print or electronic version of the announcement, please call the center at ext. 6939, e-mail @barkerlj, or visit the conference web page at <http://www.cortland.edu/cit98/>.

Creating a Teaching "Profession": What Does It Mean to Value Teaching?

A special presentation by Professor Maryellen Weimer, Pennsylvania State University, sponsored by the Niagara Frontier Faculty Development Network (NFFDN), Saturday, Nov. 8, from 10 a.m. - 1 p.m. in Butler Library 210.

Being committed to instructional excellence means valuing teaching. Often this means reward and recognition at the institutional level, but how do individuals value teaching? In this interactive session, Professor Maryellen Weimer, an internationally recognized authority in college teaching, will help us gain new insight about what we do, while exploring four ways to better value teaching. New faculty and staff, as well as experienced instructors, should benefit from this informative and reflective exchange. The fee for the session is \$10, and includes coffee, lunch, and program materials. Registration forms are available by calling the center at ext. 6939 or via

e-mail @barkerlj. CELT will sponsor a limited number of faculty and staff to attend this workshop on a first-come, first-served basis. The registration deadline is Oct. 27.

Putting Your Course Online: A How-To for Faculty

Co-sponsored with the Instructional Resources Center, presented live via satellite by the PBS Adult Learning Satellite Service, Nov. 13, 3 - 4 p.m. in Bulger Communication Center 104. Are you considering putting your course online? You don't have to re-invent the wheel. Find out how four others have already done it by participating in this live satellite event. Designed to fit the busy schedules of faculty, this program will give you the useful, nuts-and-bolts information you need in one rich hour. To register call the center at ext. 6939 or e-mail @barkerlj.

Small Grants to Improve Learning and Teaching

These grants help fund projects designed to increase teaching effectiveness and student learning. Priority is given to new projects, with high potential for continued support from a department or college office in the form of adopting the procedure or product that is developed through the grant.

The deadline for CELT grants for spring 1998 is Nov. 7. For more information or to request an application please call the center at ext. 6939 or e-mail @wildla.

Creative Studies 125th Graduate

The Center for Studies in Creativity acknowledges and offers congratulations to two of our most recent graduates. Robert Hookey and Charles Braun became the 124th and 125th graduates respectively of the master's program in creative studies this past summer, a truly perfect celebration of Buffalo State College's 125th Anniversary.

Mr. Hookey's master's project titled, "Person and Creativity: A Conference Internship on Disseminating Information," focused on using video to document the proceedings of the 1997 conference *Understanding and Nurturing Creativity in People*. Mr. Braun's project, "Rogers, Weber and Merton: Theoretical Links to the KAI Subscale and Adaption-Innovative Theory," examined the foundations on which a popular creativity style-indicator, the Kirton Adaption-Innovation Inventory (KAI), was developed. Congratulations again to Mr. Hookey and Mr. Braun.

The center acknowledges the efforts of Marie Mance, lecturer at the center, who recently returned from giving a presentation titled, "Introducing Creativity," at the *Third International Creativity Conference in Africa* held in Bloemfontein, South Africa. Marie reported that, while in Africa, she met a number of international students who expressed interest in pursuing graduate work here at the Center for Studies in Creativity.

Congratulations to Marie for her fine presentation on creativity and for representing the center in such a positive manner.

OWL Group Meeting

The OWL Group (Older Wiser Learners) will hold its next meeting Thursday, Oct. 23, at noon in Cleveland Hall 418.

Dr. Francis Kowsky, professor of art history will give a presentation on the Buffalo Park System. This event is sponsored by CSEA Local 640. Please contact Carolyn Rose at ext. 4812 for additional information.

Bible Discussion Group

A Bible discussion group for faculty, staff, and students meets weekly on Thursdays at 12:15 p.m. in Twin Rise 202. Everyone is welcome; bring your lunch and a Bible. Call Wendel Wickland at ext. 4328 or e-mail WICKLAWB if you have questions.

From the Vice President for Finance and Management**Computing Services Training Schedule for October 1997**

The following PC classes will be held in CyberQuad 318 (Butler Library 3SW Quad). **When multiple sessions of a course are listed, be sure to sign up for only one session. Unless otherwise stated, bring a 3.5" formatted disk to class.**

Introduction to Windows '95

Session 2 Oct. 20 1 - 4 p.m.

This hands-on session will introduce the new Windows '95 user to the ins and outs of the new operating system. The session will include how to find your files, create folders and sub-folders, and move files around. **This course is a prerequisite for Intermediate Windows.**

Introduction to Access

Session 1 Oct. 21 1 - 4 p.m.
Session 2 Oct. 30 9 a.m. - noon

Still using dBase IV? FoxPro 2.5 for DOS? This hands-on class will expose you to the new database ACCESS. You will learn how to create simple tables, forms, and reports. You will also learn how to do basic queries.

Intermediate MS Word

Session 1 Oct. 22 9 a.m. - noon

Attendance at the Introduction to Word class is required before you take this class.

This hands-on session is for the experienced user of Microsoft Word 7.0. The course will include how to create headers, footers, tables, and tables of contents. Capturing and imbedding graphics into a document also will be covered.

Introduction to PowerPoint

Session 1 Oct. 23 1 - 4 p.m.

Need an effective way to present topics to your class or co-workers? Then this session of PowerPoint is what you need. You will learn the basics of PowerPoint: how to create a basic presentation, how to create handouts with notes, and other features.

Intermediate Windows '95

Session 1 Oct. 29 1 - 4 p.m.

Attendance at one of the Introduction to Windows classes is required.

This hands-on session will explore creating and deleting folders, moving and copying files from one device to another, the use of the Briefcase, changing settings of the desktop, and other areas requested by students in the class.

Call ext. 4611 for more information or to reserve a seat in one of these classes, or send e-mail to Paul Reynolds at REYNOLAP.

If you use e-mail, include the following information: name, department, username, phone number, campus location, and the name and date of the course for which you are registering. Incomplete e-mail registrations will NOT be accepted. You will be notified ONLY if there is a problem.

From the Vice President for Student Affairs**SEFA/United Way Campaign**

The 1997 SEFA/United Way campaign continues to move forward. We, as a campus, have made a difference in our community in the past. Buffalo and Erie County are blessed with a rich tradition of having caring individuals who make this community a better place. You live, work, volunteer and have family in this community; you are part of its foundation. Perhaps a family member or friend has benefitted from the tremendous opportunities that exist here. Perhaps you have witnessed the smile on a child's face or the determination of an elderly person living independently. These people may also have benefitted from opportunities that exist for them because of the support of caring individuals.

The "Leaders in Giving" program reflects the generosity and active interest of individuals in our community who share a concern for its well being. Thanks to those who are already members of the Leaders in Giving program. To those who are not, I ask you to consider a gift or pledge at the leadership level. You and your spouse/partner can qualify for the program when your combined gift equals or exceeds \$1,000. Both of you will be recognized as Leaders in Giving. Questions pertaining to the program or requests for a pledge card may be made to Paul Beaudet, Susan Earshen, or Phillip Santa Maria.

Individuals interested in participating in the SEFA/United Way silent auction of artwork donated by members of the faculty should fill out a Silent Auction Bid Form available next to the display case in the library. Forms should be returned to Catherine McCoy, South Wing 610, by Friday,

Oct. 17. Please contact Ms. McCoy at ext. 4426 if you have any questions.

The SEFA/United Way raffle was held on Friday, Oct. 10. Winner of the reserved parking space was Margaret Schrembs, secretary 1 in the Vice President for Finance and Management Office; Joyce Wakefield, secretary 2 in the Vice President for Student Affairs Office, won \$100 worth of on-campus dining service; and Patricia Habicht, graduate assistant in the Student Life Office, won a \$100 gift certificate to the College Store.

I trust that everyone will return his/her pledge card to department representatives and be as generous as possible. The official end of the 1997 Buffalo and Erie County United Way Campaign is Thursday, Oct. 30. The BSC campaign officially ends on Friday, Oct. 17. We ask that solicitors submit their department pledge slips by 4:30 p.m. on that date to Kathryn Ward, campaign coordinator, Campbell Student Union 400, or Hal D. Payne, vice president for student affairs, Cleveland Hall 513. The BSC campaign will continue to accept donations through Tuesday, Oct. 28. I thank all for their personal commitment in building an effective system of health and human service vital to the strengthening of our community.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, Oct. 17, at 3 p.m. in Butler Library 210.

Curricular Items

The following course has been received in the College Senate Office and forwarded to the Curriculum Committee for approval:

Course Revision:

CIS 111 Introduction to Compiler Language. Description of computer; concepts of languages and programming. Compiler language programming including a study of basic properties of computer languages such as branching, looping, table handling, subprograms and their application to the solution of a variety of problems. Enhancement of programming skills through actual use of the computer. Cannot be taken by CIS majors.

Academic Affairs Proposed Reorganization

The College Senate Academic Plan Committee invites reactions and suggestions from the entire BSC community to the **proposed** reorganization of the Provost and Vice President for Academic Affairs Office. While the provost's office has been operating under this new organization since late summer, the College Senate and the Academic Plan Committee have been assured that this organization will not be made permanent until it has been reviewed by the college community, and that reactions, suggestions, questions, and concerns offered to the College Senate will be carefully considered in the development of the final organization of the provost's office.

Provost Quatroche reports that the occasion of major recent changes in administrative personnel in academic affairs and the shift of enrollment management functions to academic affairs led to an internal review of this office that resulted in the current interim organization. Provost Quatroche strongly believes that the proposed organization will more effectively serve the college's academic programs by making lines of functional responsibility more clear, and better coordinate the many functions of academic affairs.

The Academic Plan Committee seeks input and reactions to the interim organization of the provost's office as it was presented in the July 24 College Bulletin that is duplicated below. All reactions are welcome, but the committee is especially interested in such questions as:

1. Are the lines of responsibility for particular academic affairs functions clear?
2. Does the enrollment management function appear to receive appropriate emphasis and coordination?
3. What, if any, are the implications of designating a dean of graduate studies and research as opposed to placing those functions and others under an associate vice president position?
4. Are particular functions/offices appropriately grouped under this reorganization?

Please forward written reactions to: Academic Plan Committee, c/o College Senate Office, Cleveland Hall 417A by Oct. 31. Those wishing to respond by e-mail may do so to John Morganti, chairperson of the Academic Plan Committee at MORGANJB.

Additionally, the committee will hold open hearings on the proposed reorganization of the provost's office from 12:15 - 1:30 p.m. on Thursday, Oct. 23, in Bulger Communication Center West and from 2 - 4 p.m. on Wednesday, Oct. 29, in Butler Library 210.

Academic Affairs Reorganization (reprinted from July 24)

In order to serve the college's academic programs more effectively, the provost's office will be restructured during the upcoming academic year. The proposed reorganization will provide clarity of management support in the areas of: curriculum and instruction; student support services; enrollment management; academic program renewal; development and assessment; research, budget and planning; academic computing/technology; and long distance/lifelong learning.

As part of this plan, Dr. Dennis Ponton will assume the position of executive vice provost for budget and planning. Dr. Ponton has served as associate vice president in academic affairs since 1993. He will now expand his area of responsibility to provide leadership in academic technologies/computing initiatives, and to coordinate state-purpose, summer session, and Research Foundation budgets in support of academic programs.

Dr. Virginia Wyly, who currently serves as the interim associate vice president for academic affairs and dean of graduate studies and research, will assume the position of interim vice provost for instruction and curriculum. Dr. Wyly will be responsible for the enrollment management function assigned to academic affairs in January of 1997. She will also oversee the EOP, Butler

Library, CELT, and undergraduate program review and assessment.

Dr. Wanda Davis, assistant professor in educational foundations, who teaches in the master's program in student personnel administration, will assume the position of interim assistant vice provost for academic support services. Dr. Davis completed her degree in higher education administration at Pennsylvania State University. She is an experienced administrator and teacher, having served in administrative positions at Pennsylvania State University and as an associate dean at St. Lawrence University. Dr. Davis' responsibilities will include coordinating the functions of Special Programs, International Education, the Pre-Collegiate Programs, Student Support Services (Title IV Grant), and Academic Support Services for students.

Ms. Kathryn Moran, who has served in the provost's office as interim dean of undergraduate studies and previously as assistant dean of undergraduate studies, will assume the position of assistant to the vice provost for academic support services. She will be responsible for the coordination of Academic Skills, Academic Standards, New Student Programs, and Academic Advisement.

Dr. Thomas G. Kinsey, professor of earth sciences and science education, will assume the position of interim dean of graduate studies and research. Dr. Kinsey has held a number of administrative positions at the college, including special assistant to the vice president for academic affairs. He is currently the director of the regional math/science Upward Bound Program. His comprehensive background and grant expertise will enhance faculty opportunities with the research foundation. The title of associate vice president for academic affairs, which previously accompanied this function, will be eliminated.

Dr. Donald Jacobs, who is currently the director of the Center for Applied Research in Interactive Technologies, will assume the position of director of access learning. He will report to the interim dean of graduate studies and research. Lifelong Learning and the college efforts in long distance learning (Project Connect) will be merged under the director of access learning, providing a combined effort in delivery of services to adult students and long distance learners.

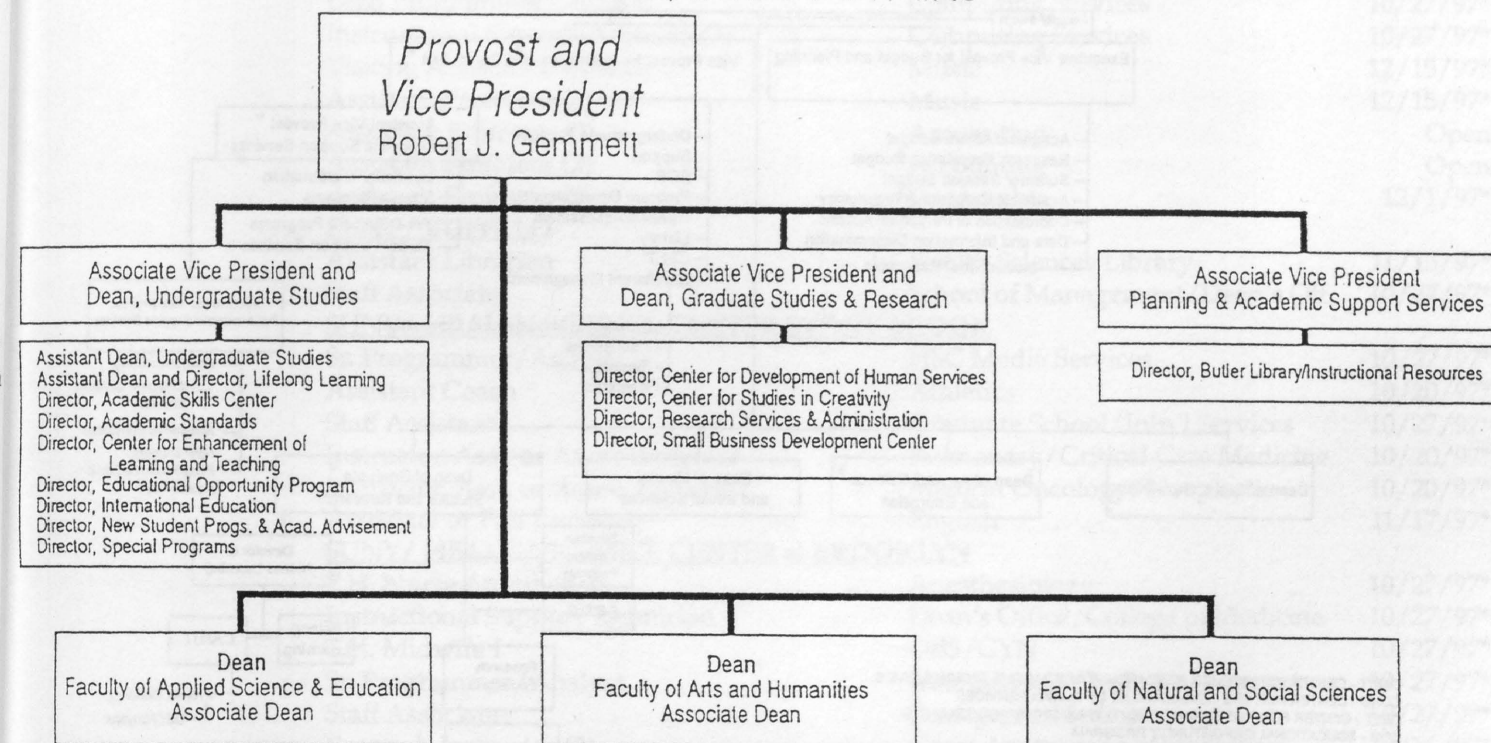
The organizational chart, as presented, describes the realignment of academic affairs functions reporting to each vice provost position and to the dean of graduate studies and research. Please note:

- Through reassignment of the responsibilities of present academic staff, one position, which was eliminated during the 1995-96 academic year, will be restored to the Provost's Office in support of academic programs.
- The dean for enrollment management position, formerly assigned to Student Affairs, has been eliminated.
- The following position titles: associate vice president for academic affairs, dean of undergraduate studies, and assistant dean of undergraduate studies will no longer be used.
- The academic deans will have increased responsibility for the delivery of undergraduate programs.

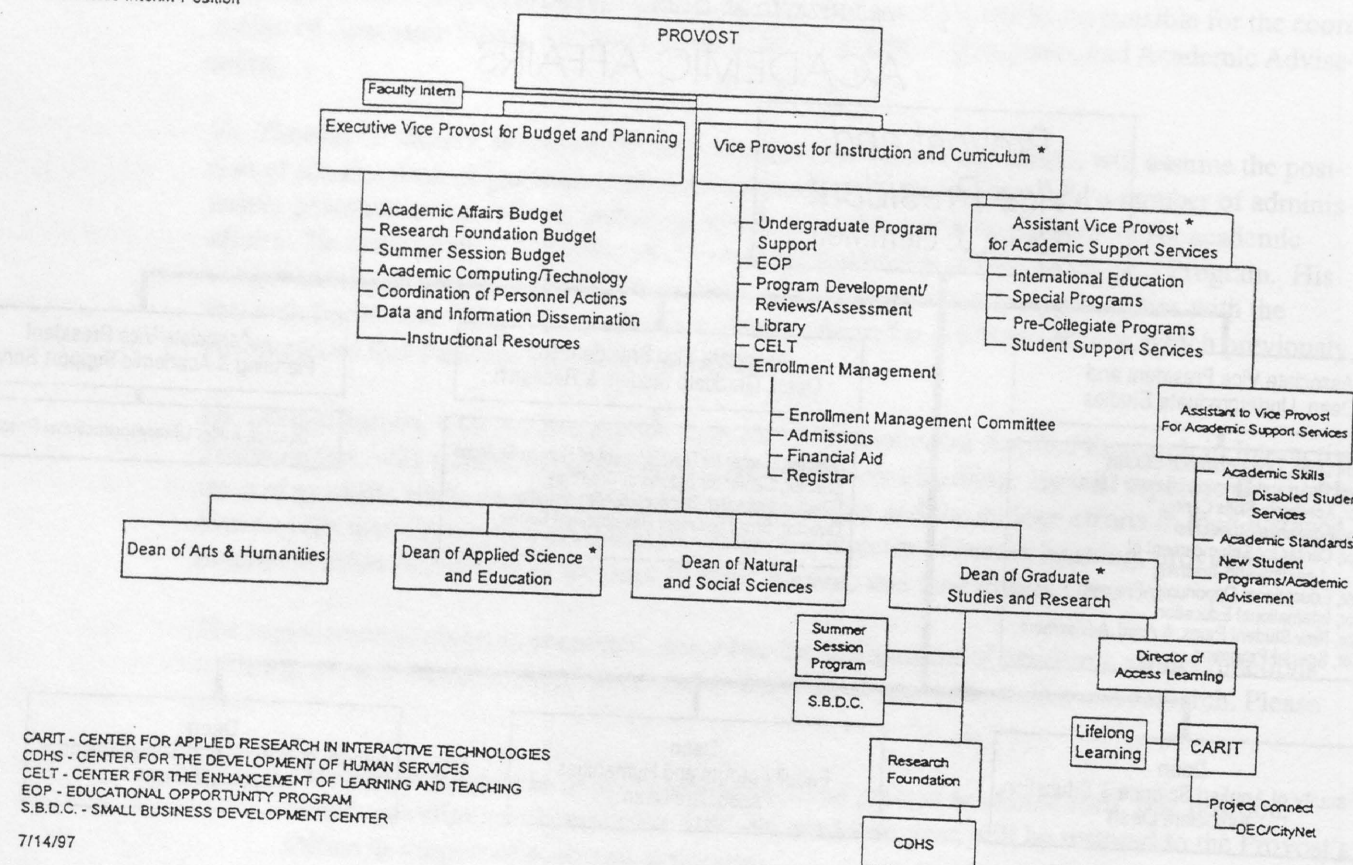
- The search for a dean of graduate studies and research will begin in mid-August, with an appointment date targeted for spring 1998.

ORGANIZATIONAL CHART - 1994-1995

ACADEMIC AFFAIRS



* Denotes Interim Position



VACANCY NOTICE
 October 16, 1997

Review of
 Applications Begins

BUFFALO STATE COLLEGE / BUFFALO

Assistant Professor Communication 11/30/97*

SUNY SYSTEM ADMINISTRATION / ALBANY

Senior Staff Assistant (2) SUNY/OCLC Network Open

SUNY / ALBANY

Associate for University Planning Physical Plant 10/21/97*

Admissions Advisor Admissions 11/12/97*

Senior Staff Assistant Physical Plant 11/15/97*

Senior Research Associate Technology 11/15/97*

Admissions Advisor Admissions 11/12/97*

Senior Programmer/Analyst CAS Computing 10/31/97*

Counselor University Counseling Center 10/31/97*

SUNY / BINGHAMTON

Staff Associate School of Education/Human Dev. Open

Lead Programmer/Analyst Computing Services 10/27/97*

Instructional Support Associate(3) Computing Services 10/27/97*

Visiting Assistant Professor Music 12/15/97*

Assistant Professor (3) Music 12/15/97*

Associate Professor (2) Accounting Open

Assistant Professor (2) Accounting Open

Assistant Professor (2) Geography 12/1/97*

SUNY / BUFFALO

Assistant Librarian Health Sciences Library 11/13/97*

Staff Associate School of Management/Dean's Off. 10/27/97*

SUNY / HEALTH SCIENCE CENTER STONY BROOK

Sr. Programmer/Analyst HSC Media Services 10/27/97*

Assistant Coach Athletics 10/20/97*

Staff Assistant Graduate School/Intn'l Services 10/27/97*

Instructor, Asst. or Assoc Professor Pulmonary/Critical Care Medicine 10/20/97*

Instructor, Asst. or Assoc. Professor Medical Oncology/Neoplastic 10/20/97*

Associate or Full Professor English 11/17/97*

SUNY / HEALTH SCIENCE CENTER at BROOKLYN

T.H. Nurse Anesthetist Anesthesiology 10/27/97*

Instructional Support Technician Dean's Office/College of Medicine 10/27/97*

T.H. Midwife I OBS/GYN 10/27/97*

Sr. Programmer/Analyst Info. Services/Technical Support 10/27/97*

Staff Associate Emergency Medicine 10/27/97*

Research Instructor (2) Gross Anatomy/Anthropology 10/16/97*

Assistant Professor Medicine 10/11/97*

SUNY / HEALTH SCIENCE CENTER at SYRACUSE

T.H. Clinical Lab Tech 3 Clinical Pathology 10/21/97*

T.H. Radiation Therapist 1 Radiation Oncology 10/28/97*

T.H. Nurse Practitioner Family Medicine 10/28/97*

T.H. Staff Assistant II Ambulatory Services 10/28/97*

T. H. Staff Associate Medicine 10/28/97*

T.H. Senior Staff Assistant Healthcare Teleservices 10/28/97*

Senior Programmer/Analyst Adm. Information Services 10/28/97*

SUNY COLLEGE/ BROCKPORT

Associate Professor/Chair	Criminal Justice	1/15/98
Assistant Professor – French	Foreign Languages	11/3/97
Assistant Professor	Educational Administration	11/1/97

SUNY COLLEGE/ GENESEO

Instructor/Assistant Professor	History	12/12/97
Instructor/Assistant Professor	Foreign Languages	12/1/97
Instructor/Assistant Professor	Political Science	1/23/98
Lead Programmer Analyst	Computing & Info. Technology	10/27/97

SUNY COLLEGE/ OLD WESTBURY

Staff Assistant	Student Affairs	10/31/97
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SUNY COLLEGE/ NEW PALTZ

Instructor/Visiting Asst. Professor	English	Open
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SUNY COLLEGE/ OSWEGO

Personnel Associate	Human Resources	11/3/97
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SUNY COLLEGE/ PLATTSBURGH

Visiting Assistant/Associate Professor	Speech-Language Pathology	Open
Prospect Research Assistant	College Relations	Open
Assistant Professor	Nursing	Open

SUNY INSTITUTE OF TECHNOLOGY/ UTICA/ROME

Instructional Support Assistant	Information Services	11/7/97
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EMPIRE STATE COLLEGE

Faculty/Mentor, 1/4 time	Science, Math, & Technology	10/20/97
Faculty/Mentor, 1/4 time	Business, Management, & Economics	10/20/97
Faculty/Mentor	Community & Human Services	10/20/97

SUNY/ COLLEGE OF TECHNOLOGY at ALFRED

Instructional Support Associate	Agriculture & Horticulture	10/27/97
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SUNY/ COLLEGE OF TECHNOLOGY at CANTON

Assistant Professor/Director	Occupational Therapy	Open
Media Specialist/Assistant Director	Student Life	10/27/97

SUNY/ COLLEGE OF TECHNOLOGY at MORRISVILLE

Instructor/Assistant Professor	Business Administration	10/29/97
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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.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Submit double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College
State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 9

October 23, 1997

From the President

SUNY Provost on Campus

SUNY Provost, Peter Salins, visited Buffalo State College on Friday, Oct. 17, meeting with a variety of groups on campus. Although time constraints precluded any in-depth discussion, topics that were broached included:

- status of SUNY budget and budget process
- support for academic and administrative technology
- enhancing communication with colleges and universities
- involving faculty in academic planning
- developing a SUNY library data base system
- enhancing opportunities for faculty development, i.e., keeping abreast of disciplines, creating new disciplines, and engaging in multidisciplinary activities
- cooperative initiatives and regionalization across SUNY campuses
- need for more faculty-to-student contact
- need for more faculty-to-faculty interaction
- faculty morale
- the public view of SUNY and the importance of public higher education
- quality of academic physical plants after years of deferred maintenance
- SUNY purchasing power vs. campus-by-campus purchasing
- strengthening the capacity of the Research Foundation to support faculty research
- performance indicators looking at variables in graduation rates based on population
- status of SUNY needs

From the Vice President for Finance and Management

UUP Salary Increases

The administration has been informed by State University of New York (SUNY) System Administration that a resolution providing for certain salary payments to United University Professions (UUP) -represented employees will be presented to the SUNY Board of Trustees for action at its Oct. 28 meeting. If the board approves this resolution, the following payments will be processed for UUP employees:

A. Lump Sum Payment Date Nov. 26, 1997

1. Full-time employees will receive a one-time payment of \$1,250. The Office of the State Comptroller will automatically process these payments for current employees who were on the payroll on Oct. 1, 1996.

(Continued)

A. Lump Sum Payment Date Nov. 26, 1997

1. Full-time employees will receive a one-time payment of \$1,250. The Office of the State Comptroller will automatically process these payments for current employees who were on the payroll on Oct. 1, 1996.

2. Part-time professional employees will be paid in accordance with a schedule, based on actual salary, that was agreed upon by UUP and the state.

up to \$8,499	\$250
\$8,500 - \$12,749	\$500
\$12,750 - \$16,999	\$1,000
\$17,000 +	\$1,250

3. Part-time academic employees will be paid in accordance with a schedule agreed upon by UUP and the state. This payment will be split into two payments: fall 1997 and spring 1998. The following schedule details the amounts agreed upon for fall 1997.

1 course	\$125
2 courses	\$250
3 courses	\$500
more than 3 courses	\$625

B. Flat Amount Per-Person Increase to Base Salary (1 percent discretionary pool for 1996) Payment Date Nov. 26, 1997

1. Full-time employees will receive \$496 retroactive to July 1, 1996, or date of hire, if later, for employees with a calendar-year or college-year obligation; Sept. 1, 1996, or date of hire, if later, for employees with an academic-year obligation.

2. Part-time employees with a **term** appointment will receive \$248; the exact rules for distribution are still being discussed with UUP.

Reminder to Employees

If you are considering taking advantage of the 1997 Retirement Incentive, the deadline for notifying Human Resource Management is **4 p.m. Nov. 26**, and your effective date of retirement must be no later than Dec. 19, 1997. For planning purposes, we would appreciate receiving as much notice as possible, particularly in the case of teaching faculty who have students enrolled in classes for spring 1998. Please contact Susan Earshen or Eileen Marino, Human Resource Management, ext. 4821, for further information about the incentive.

5-SUNY Campus Trademark Licensing Consortium Promotion

The 5-SUNY Campus Trademark Licensing Consortium will be promoting Buffalo State and the other four SUNY campuses of Western New York through the sale of trademark licensed merchandise at a kiosk in the Boulevard Mall from Thursday, Oct. 23 through Sunday, Oct. 26. The cooperation and assistance of the Buffalo State College Bookstore were critical in helping to make this first-time venture possible.

Computing Services Training Schedule for November 1997

The following PC classes will be held in CyberQuad 318 (Butler Library 3SW Quad). **When multiple sessions of a course are listed, be sure to sign up for only one session. Unless otherwise stated, bring a 3.5" formatted disk to class.**

Introduction to Windows '95

Session 1	Wednesday, Nov. 5	1 - 4 p.m.
Session 2	Tuesday, Nov. 18	9 a.m. - noon

This hands-on session will introduce the new Windows '95 user to the ins and outs of the new operating system. The session will include how to find your files, create folders and sub-folders, and move files around. **This course is a prerequisite for Intermediate Windows.**

Introduction to MS Word

Session 1	Friday, Nov. 7	9 a.m. - noon
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This hands-on session will introduce the new Windows '95 user to Microsoft Word 7.0. The course will include how to create new documents and import other word processing documents. It will cover most of the new features in MS Word. **This class is a prerequisite for Intermediate Word.**

Introduction to Access

Session 1	Wednesday, Nov. 12	1 - 4 p.m.
Session 2	Tuesday, Nov. 18	1 - 4 p.m.

Still using dBase IV? FoxPro 2.5 for DOS? This hands-on class will expose you to the new database ACCESS. You will learn how to create simple tables, forms, and reports. You will also learn how to do basic queries.

Introduction to MS Excel

Session 1	Thursday, Nov. 13	1 - 4 p.m.
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This hands-on class will introduce the new Windows '95 user to Microsoft Excel 7.0. The class will cover the basics of spreadsheet manipulation and include how to create formulas, do basic formatting, and create graphs.

Building Web Pages with Netscape

Session 1	Monday, Nov. 17	1 - 4 p.m.
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This hands-on class will introduce you to the basic code necessary to build a web page. You will learn HTML coding to build a beginning page; subsequent pages will be built using the web page editor that is part of Netscape Gold.

Intermediate MS Word

Session 1	Thursday, Nov. 20	1 - 4 p.m.
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Attendance at the Introduction to Word is required before you take this class.

This hands-on session is for the experienced user of Microsoft Word 7.0. The course will include creating headers, footers, and tables of contents; creating and manipulating tables; capturing and imbedding graphics into a document.

Scanning Demos

Session 1 Friday, Nov. 21 11 a.m. - 2:30 p.m.

This is not really a one-session class. In order to accommodate the most people, there will be four half-hour demos running throughout the day. Each session will start on the hour: 11 a.m.; noon; 1 and 2 p.m. You will learn how to scan an image and save it to a floppy disk. You will be introduced to the concept of scanning images vs. text. You will learn how to use photoshop to modify your images once you have scanned them. If time permits, you can scan your own images and save them to a floppy disk. **The demos will be held in the faculty/staff workroom in CyberQuad 310. The workroom will comfortably hold 5 - 6 people. When you call to reserve a seat, be sure to specify the time you expect to attend.**

Surf the Web

Session 1 Monday, Nov. 17 9 a.m. - noon

Come find out what the Web is all about. Learn how to search to find the right kinds of information and get a list of the more useful sights to visit.

Introduction to PowerPoint

Session 1 Tuesday, Nov. 25 1 - 4 p.m.

Need an effective way to present topics to your class or co-workers? Then this session of PowerPoint is what you need. You will learn the basics of PowerPoint: how to create a basic presentation, how to create handouts with notes, and other features of PowerPoint.

Call ext. 4611 for more information or to reserve a seat in one of these classes, or send e-mail to Paul Reynolds at REYNOLAP.

If you use e-mail, include the following information: name, department, username, phone number, campus location, and the name and date of the course for which you are registering. Incomplete e-mail registrations will NOT be accepted. You will be notified ONLY if there is a problem.

From the Vice President for Institutional Advancement and Development

Scholarship Program

A new scholarship program has been established with The Buffalo State College Foundation called "The Mildred K. Vogelsang Scholarship." It is the result of a \$100,000 bequest from the estate of Mildred Campbell.

There will be two scholarships awarded annually to incoming freshmen. The freshmen would be chosen from underrepresented minority group members majoring in biology, physics, chemistry, earth science, or science education. Basis for awards will be: high school average, SAT score, and recommendation from a high school science teacher. Annually, two new awards of \$1,000 will be made. These awards are automatically renewable for up to four years, provided that recipients continue in a science major, complete 24 credits per year, maintain a 3.0 GPA both in their major and overall, and remain in good standing with the college.

For further information, please contact Dean Gail Dinter-Gottlieb under whose auspices the awards will be made.

Buffalo State College Hosts Constitutional Convention Forum

On Thursday, Oct. 30, Buffalo State College will host an educational forum on the proposed New York State Constitutional Convention being put to the voters on Election Day, Nov. 4. The forum, organized by the Assembly Republican Constitutional Convention Study Group, will be held from 10 - 11:30 a.m. in the Performing Arts Center, and is free and open to the public. Staff, faculty, and students are encouraged to attend this important event.

The study group will hear remarks from community leaders and activists both for and against a convention, including: Robert Schulz, president of the All County Taxpayers Association; Dr. Peter Galie, Canisius College professor of political science; Dr. Andrew Rudnick, president of the Greater Buffalo Partnership; Lenore Banks, first vice president of the League of Women Voters of New York State; and Florence Tripi, first regional vice president, CSEA.

If the Constitutional Convention is passed:

- Delegates will be elected in November 1998 and convene in April 1999;
- State government reform initiatives will be debated, including provisions for initiative and referendum, term limits, budget reform, and non-partisan legislative districts;
- Any changes the convention delegation recommends would be placed before the voters for approval in November 1999.

The Assembly Republican Constitutional Convention Study Group includes: Assemblyman Richard Anderson, 142nd assembly district; Assemblywoman Patricia McGee, 149th assembly district; Assemblyman Robert Oaks, 128th assembly district; Assemblyman David Seaman, 139th assembly district; and Assemblywoman Sandra Lee Wirth, 148th assembly district.

From the Vice President for Student Affairs

SEFA/United Way Campaign Update

Thanks to the generosity of the college community, the Buffalo State College Careholders' Index is on the rise. The index can be seen on the front of the Campbell Student Union. With 40 percent of our offices reporting, the total stands at approximately \$47,000.

The official end of the 1997 campaign was Friday, Oct. 17. However, donations will continue to be accepted through Tuesday, Oct. 28. A phonathon will be held Monday, Oct. 27 and Tuesday, Oct. 28 to recruit last-minute pledges.

Congratulations to our first Careholder's Certificate prize drawing winners. Kenneth Senker of New Student Programs and Lois Hellriegel of Lifelong Learning each won two tickets to the Hal Holbrook performance at the Performing Arts Center. Additional drawings will begin Oct. 24, so turn in your pledge cards as soon as possible. All contributors are automatically entered in a prize drawing. Those people earning "dividends" (Careholder's Certificates) may enter six more drawings at the Campbell Student Union Ticket/Travel Office or the Vice President for Student Affairs Office, Cleveland Hall 513.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting is scheduled for Friday, Nov. 14, at 3 p.m. in Butler Library 210.

Curricular Items

The following courses have been approved by the College Senate Curriculum Committee and have been forwarded to the president for final review and approval:

New Courses:

PSC 375W Race, Sex, and Politics of Myth and Story

PSC 460 Public Policy and HIV-AIDS

Course Revision:

PSC 350 Introduction to Legal Thought

Program Revision:

Political Science (BA) 0722

Bylaws and Elections Committee

The following are results from recent elections for senate seats:
Faculty of Arts and Humanities, Ronald Smith (replaces Stephen Saracino)
Faculty of Natural and Social Sciences, Cherry Searle (replaces H.G. Parsa)
At large, Kelly Gaddis (replaces Linda Chalker-Scott)

Standing Committees

The following committee membership was approved:
International Education: Andrea Guiati, chairperson; Joaquin Carbonara; Frederick Floss; Carolyn

Fusco; Jean Gounard; Lee Ann Grace, administrative liaison; Lin Xia Jiang; Douglas Koritz; Kenneth Mernitz; Mary Nix; H.G. Parsa; Ivan Rodriguez, student; Lynne Scalia; Lucy Schwartz; Wanda Slawinska; John Song; Thomas Vitello, student; Gail Wells; Carole Woodlock.

The following members were added to committees:

Curriculum Committee: Stephen Phelps; Marshall Ryman, student; Amy Williams, student.

Professional Welfare: Linda Gleckel; William Gritsavage, student.

Public Service Activities: Theresa Walsh, student; Jennifer Lurie, student.

Standards for Students: Monroe Fordham.

The following chair was elected to the Student Welfare Committee:

Celeste Smith, student.

VACANCY NOTICE

October 23, 1997

Review of
Applications Begins

<u>SUNY COLLEGE/ BUFFALO</u>		
Staff Assistant (2)	College Relations	11/14/97*
<u>SUNY/ ALBANY</u>		
Senior Programmer-Analyst	CAS Computing	11/04/97*
Senior Research Associate	Technology	11/15/97*
Staff Assistant	School of Business	11/14/97*
Assistant Professor	Anthropology	1/20/98*
Senior Staff Assistant	Physical Plant	11/15/97*
Professor/ Associate Professor	Geography & Planning	11/15/97*
<u>SUNY/ BINGHAMTON</u>		
Lead Programmer/Analyst	Computing Services	11/14/97*
<u>SUNY/ BUFFALO</u>		
Assistant Professor	History	1/16/98*
Assistant Professor	Communicative Disorders & Sciences	Open
Programmer Analyst	University Facilities	11/03/97*
<u>SUNY/ HEALTH SCIENCE CENTER STONY BROOK</u>		
Instructor, Asst./ Assoc. or Professor	Applied Math & Statistics	1/15/98*
Assistant Director	Residential Programs	11/03/97*
College Physician	Student Health Service	10/27/97*
Facilities Manager	Student Union & Activities	11/03/97*
Staff Assistant	Graduate School/Int'l Services	11/03/97*
Instructor, Asst./ Assoc. or Professor	OB/GYN	10/27/97*
Assistant/ Associate Professor	Neurobiology & Behavior	12/10/97*
Assistant Professor	Pediatrics/Pulmonary	11/03/97*
Lead Programmer Analyst	Computer Science	11/03/97*
<u>SUNY/ HEALTH SCIENCE CENTER at SYRACUSE</u>		
T.H. Staff Assistant II	Family Medicine	11/04/97*
T.H. Instructional Support Specialist	Info. Management & Technology	11/04/97*
Senior Assistant to Vice President	Hospital Administration	Open
T.H. Senior Staff Assistant	Hospital Administration	11/04/97*
<u>SUNY COLLEGE/ BROCKPORT</u>		
Assistant Professor	English	12/01/97*
Assistant Professor	Criminal Justice	1/15/98*

Assistant Professor <u>SUNY COLLEGE/ CORTLAND</u>	Theater	2/01/98*
Assistant Professor (2)	Physical Education	Open
Assistant/Associate Professor(2)	Education	10/24/97*
Lecturer/Coach (2)	Physical Education	Open
Assistant/Associate Professor(6)	Education	10/24/97*
Instructor or Assistant Professor	Health	10/97*
Instructional Support Associate	Outdoor Education Center	Open
<u>SUNY COLLEGE/ FREDONIA</u>		
Staff Associate	Maintenance & Operations	10/10/97*
<u>SUNY COLLEGE/ PURCHASE</u>		
Instructional Support Assistant	Natural Science	Open
<u>EMPIRE STATE COLLEGE</u>		
Coordinator	Instructional Design & Curriculum Dev.	10/31/97*
Coordinator	Academic & Student Services	10/31/97*
Faculty	Health Sciences, Hudson Valley	11/15/97*
<u>SUNY/ COLLEGE OF TECHNOLOGY at CANTON</u>		
Personnel Associate	Personnel/Payroll	10/31/97*
<u>SUNY/ COLLEGE OF TECHNOLOGY at FARMINGDALE</u>		
Associate for Technical Services	Information Services	11/03/97*
Instructional Support Specialist	Criminal Justice	11/03/97*
Assistant Professor	Psychology	1/31/98*
<u>SUNY/ COLLEGE OF TECHNOLOGY at MORRISVILLE</u>		
Community Relations Assistant	College Relations	11/06/97*
<u>SUNY/ OPTOMETRY COLLEGE / NEW YORK</u>		
Medical Records Assistant 2	Records	11/04/97*
Senior Staff Assistant	Primary Care	11/04/97*

*Deadline for receipt of applications.

For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Submit double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 10

October 30, 1997

From the President

SEFA/United Way Update

The 1997 Buffalo State College SEFA/United Way campaign will soon come to a close, but there is still enough time for members of the Buffalo State College family to participate. This college has a distinguished history of service. I think of giving to SEFA/United Way as another way to offer service to our community, and as Marian Wright Edelman reminds us, "Service is the rent we pay for living on earth." In that spirit, this year I substantially increased my own contribution to SEFA/United Way.

As a member of this community, and as a member of the United Way board of directors, I urge you to join me, and so many of your colleagues, by becoming a care holder in the 1997 Buffalo State College SEFA/United Way campaign. Please contact your departmental solicitor or Kate Ward, director of alumni affairs at ext. 4631.

From the Provost and Vice President
for Academic Affairs

Dean of the Faculty of Applied Science and Education Search Reopened

Buffalo State College, the largest of the 13 SUNY university colleges, is a comprehensive institution offering arts and sciences and professional programs at the bachelor's and master's levels. Buffalo is 20 minutes from Niagara Falls and within driving distance of major U.S. and Canadian cities such as Toronto, New York, Cleveland, Boston, and Washington. Contrary to common impressions, the weather is moderate, with the summer season rated as one of the best in the country. Population is about 450,000 in a metropolitan area of 1.5 million. Elementary and secondary schools are excellent. The cost of living in Buffalo is quite moderate.

After having successfully addressed a number of internal issues the past two years, BSC has a strong, stable, and seasoned central administration. The college is on a 115-acre campus in a stately, historic neighborhood. Enrollment is 10,809, with 1,742 in the graduate division and about 1,500 residing on campus. Faculty number approximately 415 full-time and 230 part-time. Sixty-five undergraduate majors and 49 minors are offered. Funding for sponsored research is the fourth highest of SUNY's 64 campuses.

The Faculty of Applied Science and Education (FASE) is one of three academic faculties. One hundred forty-three full-time faculty members offer 24 undergraduate and 20 graduate degree programs. The college has enrolled 3,131 undergraduate majors and 1,051 graduate majors in

(Continued)

FASE programs, which represent approximately 38.7 percent of the students on campus. FASE departments include: business; computer information systems; criminal justice; educational foundations; elementary education and reading; exceptional education; nutrition, hospitality and fashion; social work; speech language pathology; technology; and the center for studies in creativity. The dean reports to the provost.

Given the diversity of the faculty, it is understood that candidates will not have experience in many of the disciplinary areas. The successful candidate will have an appreciation of this diversity, and a vision for the future development and enhancement of these programs.

Required qualifications for the position include: an earned doctorate, preferably in an area of education; successful experience in academic administration; teaching, scholarship, and service qualifications for full professorship in a discipline within the faculty; demonstrated commitment to supporting excellence in teaching, scholarship, and service; excellent oral and written communication skills; effective interpersonal skills. The characteristics and experiences desired follow. Recognizing that no candidate is likely to be equally strong in all areas, a successful candidate will be selected who is judged to best meet the needs of Buffalo State College at this point in its history.

Preferred qualifications:

- ability to participate effectively in institutional fund raising.
- evidence of success with a diverse faculty and student body.
- evidence of leadership in curriculum and program development.
- evidence of leadership in faculty and staff development.
- willingness to participate in the internal community life and activities of the institution.
- personal and professional involvement in the surrounding community.
- ability to work collegially with faculty and administrators.
- organizational effectiveness.
- record of collaborative problem solving and decision making.
- interest in marketing and strategic planning.
- an understanding of issues confronting public higher education.

Position is available immediately, with appointment preferred as soon as possible and no later than July 1, 1998. Compensation is competitive and commensurate with qualifications and experience, with excellent fringe benefits.

To apply, please send a resume and at least four references' names, addresses, and telephone numbers to:

Chairperson, Dean's Search Committee
Academic Affairs Office
Buffalo State College
1300 Elmwood Ave.
Cleveland Hall 519
Buffalo, N.Y. 14222-1095

Review of candidate materials will begin immediately and will continue until an employment decision has been reached. **References will not be contacted until the candidate is notified.**

Further information about Buffalo State College can be found on the BSC website: <http://www.buffalostate.edu>.

AA/EOE: Women and minorities are encouraged to apply.

Open House - BSC Campus Day Update

Schedule of Events

9:30 a.m.	Check-in begins in Bulger Communication Center Guests join BSC hosts for refreshments.
10 - 10:15 a.m.	Welcome Preview of the day's activities
10:15 a.m. - 12:15 p.m.	Guests meet BSC faculty; observe demonstrations, displays, exhibits that represent the diverse, stimulating, and challenging learning opportunities we offer; tour the campus.
12:15 - 1 p.m.	Guests visit our academic and student support services fair in the Campbell Student Union.
1 p.m.	Prospective students and their families are invited to the BSC vs. Ithaca College football game at Coyer Field.

Invitations have already been mailed, and publicity featuring the event will begin shortly!

Art Conservation Open House

The Art Conservation Department's faculty and students cordially invite the college community to the department's annual Open House to take place from 1 - 4 p.m. on Friday, Nov. 7. Held in the department's facility on the second floor of Rockwell Hall's north wing, the event provides an opportunity to observe the materials, techniques, and equipment used to examine, restore, and preserve works of art and other artifacts of our own and other cultures. Objects in various stages of conservation treatment will be on display. Faculty and students will explain and demonstrate various aspects of conservation principles and practices and will be happy to answer questions about the department's graduate program and the work of a conservator.

Center for the Enhancement of Learning and Teaching (CELT)

Upcoming Events

Ethical Issues in Advising on Nov. 4 has been canceled.

Creating a Teaching "Profession": What Does It Mean to Value Teaching?

A special presentation by Professor Maryellen Weimer, Pennsylvania State University, sponsored

by the Niagara Frontier Faculty Development Network (NFFDN), Saturday, Nov. 8, from 10 a.m. - 1 p.m. in Butler Library 210.

Being committed to instructional excellence means valuing teaching. Often this means reward and recognition at the institutional level, but how do individuals value teaching? In this interactive session, Professor Maryellen Weimer, an internationally recognized authority in college teaching, will help us gain new insight about what we do, while exploring four ways to better value teaching. New faculty and staff, as well as experienced instructors, should benefit from this informative and reflective exchange. The fee for the session is \$10 and includes coffee, lunch, and program materials. Registration forms are available by calling the center at ext. 6939 or via e-mail at barkerlj. The center will sponsor a limited number of faculty and staff to attend this workshop on a first-come, first-served basis.

Phil Aikman - Case Study

With Professor Nancy Lund, speech language pathology
Thursday, Nov. 13, from 12:30 - 1:30 p.m. in Bulger Communication Center 104.

An experienced and popular science teacher who uses humor to engage his students encounters a young, female student in a general education physics class who finds his humor offensive. Phil feels her objections have become a distraction to the class and silences her with an unfortunate put-down. The student reports his behavior to the dean.

Putting your Course Online (videoconference)

Thursday, Nov. 13, from 3 - 4 p.m. in Bulger Communication Center 104.

This how-to videoconference is for anyone who is considering putting a course online, has already begun teaching online, or is interested in the concept of online teaching. You will learn what support mechanisms must be in place in order to offer an online course, how much time it takes to create and manage an online course, and what challenges arise when creating and administering an online course. There will be a half-hour discussion after the telecast to answer questions.

Evaluating Teaching Performance (videoconference)

Featuring Thomas Angelo, associate professor of educational and psychological studies, University of Miami; and Peter Seldin, distinguished professor of management, Pace University.
Friday, Nov. 14, 1 - 3 p.m. in Bulger Communication Center 104.

This videoconference will explore what we know about student ratings, peer review, self-assessment, teaching portfolios, mid-course feedback, and the relationship between faculty evaluation and student learning. *A tape of this session will be available on loan from CELT for new faculty unable to attend during this time slot.*

To register for any of the above events, please call ext. 6939 or e-mail barkerlj.

Seminar on Conservation, Pollution Prevention, and Environmental Awareness for Consumers and the Hospitality Industry

The Hospitality Administration Program, in conjunction with the Erie County Department of Environment and Planning, has organized a seminar that will cover strategies for the hospitality industry and consumers to be environmentally friendly and save money. Topics that will be covered include: energy conservation, recycling and waste reduction, food waste, and water quality. The seminar will take place on Wednesday, Nov. 5 in Butler Library 210 from 9 - 11:30 a.m. Interested individuals who are unable to attend the full event should stop by, as there will be several presenters throughout the event. Please contact Dr. Lori L. Till at ext. 6106 or ext. 5913 to register. This is a no-fee event supported through funds provided by the BSC Faculty Student Association.

OWL Group Meeting

The OWL Group (Older Wiser Learners) will hold its next meeting Wednesday, Nov. 5, at noon in Cleveland Hall 418.

Lauren Johnson, Ed.M., of the Career Development Center will give a presentation titled "Workforce Overview for the '90s."

This event is sponsored by CSEA Local 640. Please contact Carolyn Rose at ext. 4812 for additional information.

From the Vice President for Finance and Management

Public Safety Department Vacancy Announcement

The position of assistant director is vacant in the Public Safety Department. An internal search is being considered as a promotional advancement for those who have labored for many years in the Public Safety Department. This is interpreted as progressive advancement for those who have come through the ranks of officer, advancing to positions of supervision or investigation. The position requires knowledge of police work and practices in a college community setting.

Required qualifications:

Bachelor's degree in criminal justice or other relevant field of study, and a minimum of three years supervisory experience in a law-enforcement organization; knowledge and experience in the philosophy of community policing and its application to a college community. Significant management or supervisory experience may be substituted for degree requirements.

Preferred qualifications:

Master's degree in criminal justice or other relevant field of study, and a minimum of two years supervisory experience in a law-enforcement organization; knowledge and experience in the philosophy of community policing and its application to a college community. Significant management or supervisory experience may be substituted for degree requirements.

Duties and responsibilities:

- maintain proper liaison with campus constituencies and local law enforcement agencies.
- work closely with student affairs personnel and with student associations regarding student rights and responsibilities.
- oversee daily administration of public safety operations.
- responsible for development of the proper attitude on the part of personnel under his or her direction to perform effectively.
- represent the Public Safety Department at meetings with various other departments on campus regarding administrative operations.
- responsible for the maintenance of high morale and an effective, well-disciplined professional organization.
- responsible for developing and maintaining proper college support through cooperative efforts of public safety personnel, students, administration, and faculty.
- maintain continuous liaison with all facets of the campus community.

Job description: (presented in the form of goals and objectives and assessment criteria)

Goals and objectives

1. Continuity in the administration of the Public Safety Department.
2. Department administration.
3. Improved morale of personnel.
4. Leadership.
5. Maintenance of uniforms, vehicles, and equipment.
6. Institution and maintenance of regular facilities inspections.
7. Coordination of special events.
8. Continuous updating of existing programs, regulations, policies, and procedures.
9. Supervision of keyboard specialists 1 and 2.
10. Mini-Briefs.
11. Labor/Management.
12. Monitoring of disciplinary matters.
13. Maintenance of liaison and communication with various departments on campus.
14. Maintenance of liaison and communication with outside law enforcement agencies.
15. Development of interaction with student, faculty, and staff organizations.
16. Discussion and resolution of problems on a regular basis.
17. Lieutenant's Staff Meetings.
18. Other.

Assessment criteria

1. Assume all responsibilities and duties of the director in his absence.
2. Responsible for all administrative functions of the Public Safety Department. This includes, but is not limited to, vehicles, equipment, alarms, telecommunications, special events, training, facilities, and Manual of Rules.
3. Work to improve morale by improving work environment, with the specific purpose of reducing the need to file grievances.
4. The assistant director shall be familiar with department rules and regulations, Manual of Procedures, and the Code of Ethics and must set an example for all personnel by adhering to same.
5. Supervise ordering, maintenance, and repair of all uniforms, vehicles, and equipment.

6. Supervise inspection of all facilities and insure maintenance and cleanliness of same.
7. Coordinate all special events on campus in conjunction with the public safety aides and traffic office coordinators. Insure smooth communication and timely follow-through on all requests for security coverage and special events assignments.
8. Review and update all existing policies on an on-going basis, including Manual of Rules. Insure that policies are workable.
9. Complete evaluations in a timely manner. Supervise and maintain all pertinent records such as attendance, leave requests, etc., according to department policy.
10. Submit monthly updates on his or her area to secretary as requested in a timely manner.
11. Attend labor/management meetings and work to resolve problems.
12. Insure that discipline is instituted fairly. Where discipline is deemed necessary, consult with the director and Human Resource Management Office to institute in a timely manner.
13. Meet, interact, and cooperate with on-campus departments in all aspects of public safety.
14. Meet, interact, and cooperate with outside agencies in all aspects of law enforcement.
15. Attend organization's meetings and submit brief written report to the director following meetings.
16. Attend scheduled staff meetings with the director of public safety. Inform director whenever a problem occurs.
17. Attend all regularly scheduled Lieutenant's staff meetings.
18. Perform any other duties within the area of public safety as required by the director.

Submit resumes by Nov. 7 to:

Dr. Jean Gounard
chairperson, search committee for the assistant director of public safety
c/o Public Safety Department
Chase Hall 145

Technology Plan Oversight Committee Update

In its effort to formulate a long-term strategic technology planning document, the Technology Planning Oversight Committee will run focus group interviews from Nov. 10 - 21. The committee has identified 17 campus-wide "user-groups," ranging from management to students. For those user groups with large populations, such as faculty and students, random samples will be selected. Interviewees will be notified by personal letter about specific time and dates of interviews. For anyone who was not selected but would like to be heard, there will be several "open" interview sessions scheduled. The dates and times of the open sessions will be announced in a future edition of the Bulletin.

In response to the University at Buffalo's peer review of Computing Services, the committee expects to complete a draft of a short-term "Action Plan" by Dec 1. We would like to thank those members of the campus community for their thoughtful comments and suggestions regarding the UB report.

A Reminder to Everyone on Campus

If you open a window, please remember to close it. Open windows are the direct cause of freezing

and rupturing pipes. The resulting water damage can be extensive and expensive. Again, **please** close all windows before you leave for the night, and especially before you leave for the weekend.

Computing Services Training Schedule for November 1997

The following PC classes will be held in CyberQuad 318 (Butler Library 3SW Quad). **When multiple sessions of a course are listed, be sure to sign up for only one session. Unless otherwise stated, bring a 3.5" formatted disk to class.**

Introduction to Windows '95

Session 1	Wednesday, Nov. 5	1 - 4 p.m.
Session 2	Tuesday, Nov. 18	9 a.m. - noon

This hands-on session will introduce the new Windows '95 user to the ins and outs of the new operating system. The session will include how to find your files, create folders and sub-folders, and move files around. **This course is a prerequisite for Intermediate Windows.**

Introduction to MS Word

Session 1	Friday, Nov. 7	9 a.m. - noon
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This hands-on session will introduce the new Windows '95 user to Microsoft Word 7.0. The course will include how to create new documents and import other word processing documents. It will cover most of the new features in MS Word. **This class is a prerequisite for Intermediate Word.**

Introduction to Access

Session 1	Wednesday, Nov. 12	1 - 4 p.m.
Session 2	Tuesday, Nov. 18	1 - 4 p.m.

Still using dBase IV? FoxPro 2.5 for DOS? This hands-on class will expose you to the new database ACCESS. You will learn how to create simple tables, forms, and reports. You will also learn how to do basic queries.

Introduction to MS Excel

Session 1	Thursday, Nov. 13	1 - 4 p.m.
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This hands-on class will introduce the new Windows '95 user to Microsoft Excel 7.0. The class will cover the basics of spreadsheet manipulation and include how to create formulas, do basic formatting, and create graphs.

Building Web Pages with Netscape

Session 1	Monday, Nov. 17	1 - 4 p.m.
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This hands-on class will introduce you to the basic code necessary to build a web page. You will learn HTML coding to build a beginning page; subsequent pages will be built using the web page

editor that is part of Netscape Gold.

Intermediate MS Word

Session 1	Thursday, Nov. 20	1 - 4 p.m.
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Attendance at the Introduction to Word is required before you take this class.

This hands-on session is for the experienced user of Microsoft Word 7.0. The course will include creating headers, footers, and tables of contents; creating and manipulating tables; capturing and imbedding graphics into a document.

Scanning Demos

Session 1	Friday, Nov. 21	11 a.m. - 2:30 p.m.
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This is not really a one-session class. In order to accommodate the most people, there will be four half-hour demos running throughout the day. Each session will start on the hour: 11 a.m.; noon; 1 and 2 p.m. You will learn how to scan an image and save it to a floppy disk. You will be introduced to the concept of scanning images vs. text. You will learn how to use photoshop to modify your images once you have scanned them. If time permits, you can scan your own images and save them to a floppy disk. **The demos will be held in the faculty/staff workroom in CyberQuad 310. The workroom will comfortably hold 5 - 6 people. When you call to reserve a seat, be sure to specify the time you expect to attend.**

Surf the Web

Session 1	Monday, Nov. 17	9 a.m. - noon
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Come find out what the Web is all about. Learn how to search to find the right kinds of information and get a list of the more useful sights to visit.

Introduction to PowerPoint

Session 1	Tuesday, Nov. 25	1 - 4 p.m.
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Need an effective way to present topics to your class or co-workers? Then this session of PowerPoint is what you need. You will learn the basics of PowerPoint: how to create a basic presentation, how to create handouts with notes, and other features of PowerPoint.

Call ext. 4611 for more information or to reserve a seat in one of these classes, or send e-mail to Paul Reynolds at REYNOLAP.

If you use e-mail, include the following information: name, department, username, phone number, campus location, and the name and date of the course for which you are registering. Incomplete e-mail registrations will NOT be accepted. You will be notified ONLY if there is a problem.

From the Vice President for Student Affairs

Kids Voting New York

This election day, 26 Western New York school districts will be participating in the Kids Voting New York program. Buffalo State College has been actively involved in the establishment and support of this exciting program. Through this program, students in elementary schools throughout Western New York have been learning of the right to vote and the responsibility of being informed citizens.

On Nov. 4, these civic minded "kids" and their parents will be going to neighborhood polling sites to cast "ballots" in the "Kids Voting" election. We need your help! Volunteer election monitors are needed in the morning, 6 - 9 a.m.; in the afternoon, 2 - 6 p.m.; and in the evening, 6 to 9 p.m.

Volunteers are especially needed in the Sweet Home school district. If you can volunteer within the Sweet Home district, please call Cheryl Karjna, Sweet Home Schools, at 689-5227. Volunteers interested in working in other school districts should call Kids Voting New York at 849-4051.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, Nov. 14 at 3 p.m. in Butler Library 210.

Curricular Items

The following programs and courses have been received in the College Senate Office and forwarded to the Curriculum Committee for review and approval:

New Minors:

Athletic Coaching

Hospitality Administration

Concentrations:

Restaurant and Institutional Management

Hotel and Tourism Management

New Course:

CIS 600 Multimedia for Educators. This course will introduce educators to instructional uses of multimedia. The hardware and software necessary for multimedia productions will be discussed, and multimedia components will be integrated into classroom instruction by the use of presentation software. Prerequisite: CIS 500 or equivalent.

The following program proposal has been approved by the College Senate Curriculum Committee and is being forwarded to the President for final review and approval:

Revision:
Criminal Justice (1771)

VACANCY NOTICE
October 30, 1997

		Review of Applications Begins
<u>SUNY/ ALBANY</u>		
Staff Assistant	School of Business	11/14/97*
<u>SUNY/ BUFFALO</u>		
Staff Associate	Center for Industrial Effectiveness	11/05/97*
Director	Laboratory Animal Facilities	Open
<u>SUNY/ HEALTH SCIENCE CENTER STONY BROOK</u>		
Dir. of Writing Prgm.	College of Arts & Sciences	11/17/97*
Lead Programmer Analyst (2)	Preventive Medicine	11/10/97*
Senior Programmer Analyst	Preventive Medicine	11/10/97*
<u>EMPIRE STATE COLLEGE</u>		
Assistant Professor	Fredonia, NY	11/05/97*
<u>SUNY COLLEGE/ FREDONIA</u>		
Vice President	Academic Affairs	10/20/97*
<u>SUNY COLLEGE/ GENESEO</u>		
Assistant Professor	School of Business	12/01/97*
Assistant Professor	Computer Science	01/22/98*
<u>SUNY COLLEGE/ PLATTSBURGH</u>		
Foods Lab Asst., Pt.-time	School of Business & Economics	Open
<u>SUNY/ HEALTH SCIENCE CENTER at BROOKLYN</u>		
Clin. Prof./Dir. of Clin. Labs	University Hospital	11/01/97*
Supervising Prog. Analyst	Information Services	11/10/97*
Assistant Director	Public Safety	11/10/97*
T.H. Supervising Fin. Analyst	Hospital Business Office	11/10/97*
Senior Staff Associate	Academic Affairs	11/10/97*
<u>SUNY/ HEALTH SCIENCE CENTER at SYRACUSE</u>		
T.H. Nurse Practitioner	Employee/Student Health	11/11/97*
<u>SUNY/ COLLEGE OF TECHNOLOGY at ALFRED</u>		
Assistant Professor	Civil Engineering Technology	11/08/97*
<u>SUNY/ COLLEGE OF TECHNOLOGY at FARMINGDALE</u>		
Assoc. for Tech. Services	Information Services	11/14/97*

*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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Buffalo State College
State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 11

November 6, 1997

From the President

President Moore's Welcome to the University Faculty Senate

Good morning and welcome to Buffalo State College. We are pleased to host this august group and hope you enjoy a pleasant and productive stay here in Buffalo. In welcoming you to our campus, I would like to give you a sense of Buffalo State College and how we fit into the SUNY family.

Of the 13 SUNY four-year liberal arts colleges, Buffalo State College is the only one in an urban area, the only one in the same city as a SUNY University Center, and with nearly 11,000 students, we are the largest of all SUNY four-year colleges. We have offered instruction since 1871, when we began as the Buffalo Normal School, and have been on this campus since 1931. We consider ourselves "Buffalo's college" in a very literal sense, because we supply this region's professional work force: most of its teachers, most of its elected state legislators, an abundance of its print and broadcast journalists. Buffalo's business and human service organizations are populated with BSC graduates.

Seventy percent of our graduates stay to live and work in Western New York, and with 35,000 alumni of record in the region, there are enough Buffalo State College alumni here for one to be living on every single street of the six counties of Western New York. As the college looks toward its future, we will increasingly look to our alumni for their loyalty and their support.

We are proud to have one of the largest foundation endowments of any SUNY college. Last year our external funding in the form of grants totaled more than \$17 million, and accounted for nearly half of **all** external research foundation funding to SUNY's four-year colleges —by far more than any other SUNY four-year college.

We have a strong liberal arts tradition, and pride ourselves in combining classroom instruction with field placement. Because we have pursued this philosophy so consistently and for so long, we can proudly say that within a year of their graduation, nearly 90 percent of our graduates report that they are employed, and approximately 70 percent are working at jobs specifically related to their fields of study.

As proud as we are of our local contributions, however, we cast a wider net.

We are home to the first art education program at any state college in the United States, which, since 1947, has been the largest undergraduate art education program in the nation.

Our art conservation program is the second oldest of only four such programs at the graduate level in the nation, and recently completed the final matching gift to complete a prestigious Mellon Grant, bringing a total of \$800,000 to the college. Nearly **all** of the program's graduates

(Continued)

are employed as art conservators in the United States and abroad.

Our Great Lakes Center for Environmental Research and Education is unique in the nation, as the only facility to operate an on-shore experimental laboratory and to offer a graduate program option in Great Lakes environmental studies. We appreciate the participation of the University at Buffalo as a partner in this venture.

Our Communication Department, which has doubled in size over the past five years to almost 500 majors, counts among its current projects, the development of a Native American Communication Institute with Cornell University to train Native American communicators in journalism, desktop publishing, and use of broadcasting technology. Our communication graduates are employed at every major print and broadcasting outlet in our region and in every type of front line, and or behind-the-scene position.

The Burchfield-Penney Art Center, here at Buffalo State College, is home to the world's largest collection of works by painter Charles Burchfield. A major part of the collection is currently on exhibit at the Smithsonian Institution in Washington, D.C., and will continue on tour through 1999. Tomorrow evening you will dine in the gallery.

We are the only NCATE-accredited school in SUNY, and have the largest elementary education program in the state of New York. This year, through linkages with our Faculty of Natural and Social Sciences, we have received great recognition, as well as funding from the Association of American Colleges and Universities for a pioneering program, requiring all elementary education majors to be proficient in AIDS education.

We share our campus with a public elementary school, named the Buckham School, after the college's first chief administrator. The Buckham School has nearly 1,000 students in pre-K through the 8th grade, including 15 special education classes.

Our exceptional education program is among the most prestigious in the nation and has begun to receive international recognition.

Our distance learning program is among the most advanced in the state. Our newest grant initiative joins our current network, which connects BSC to about 60 schools throughout our region, south to the Pennsylvania border, and east to Syracuse. In cooperation with the city of Buffalo and several other agencies, the New York State Department of Advanced Telecommunications will now provide \$1.5 million to build a state-of-the-art video network called Buffalo CityNet.

Through the efforts of a multi-disciplinary research group, RESURGE, the college just received a half-million-dollar, three-year community partnership grant from the United States Department of Housing and Urban Development for the establishment of a community outreach center, further strengthening the ties between our immediate neighborhood and the college. We were one of 25 institutions in the nation to receive the grant, and one of two institutions in New York state to focus on economic development of the city.

Another Buffalo State College program, Project Flight, addresses the issue of family literacy in our community, and was invited to present at the third United Nations World Conference on women in Beijing, China.

This year, the college secured a nearly quarter-million-dollar grant from the Statler Foundation. I consider this to be a major breakthrough for our hospitality administration program.

We have felt very gratified by our progress in the areas of equity and diversity. Last year alone, of 35 new faculty hires, 19 were women, and seven were ethnic and racial minorities. Twenty-seven percent of the new faculty and professional staff hires during 1997 were ethnic/racial minorities. Twenty-five percent of our student body is comprised of minority students; over 55 percent are women. Indeed, 72 percent of our graduate students are women. In addition, we have nearly 200 international students from 45 different countries.

I have been the president at Buffalo State College since April of 1996, and my experience here has been an exceptionally rewarding one. We have a distinguished faculty, and our faculty, staff, and students are committed to one thing: Buffalo State College. Our sense of common purpose has enabled us to make enormous strides in a short time. What we do best here is to transform the lives of individuals, through education, who are then able to go on to successful and productive careers.

With all of its past problems and successes, the college has been able to maintain its important academic traditions, ceremonies, and programs. It is on this foundation that, last year, we were able to renew our mission, establish core values, and set priorities for the future. We are now working on establishing strategic directions that will enable us to overcome issues related to enrollment and student retention, and the intellectual development of our students.

Since we are such a vital part of the fabric of the city and this region, we are working to make strides in examining and redefining our academic programs and support structures, but equally important, we are a part of SUNY and are looking forward to working with our sister institutions to strengthen SUNY. We all need to pay close attention to what is happening at the central level, because as a state system, we are competing at the national level. As a system, we can do that very well; as separate discrete institutions, we will not adequately serve our state's public higher education needs.

The work of the university faculty senate is vitally important, especially during times of change. If SUNY is able to excel and enter the next millennium as an institution of excellence, it will be the result of the work of faculty, because you are SUNY.

I wish you a successful and fruitful meeting. I hope you will keep in mind, during your discussions and deliberations, that the State University of New York is a system of excellence, dedicated to high quality public higher education, and although, in the past decade, there have certainly been many changes and there are likely to be more to come, keep in mind that the one thing that has remained stable and has been a pillar in the foundation of the system is the quality, commitment, and dedication of the SUNY faculty. That is the rock on which SUNY is founded, on which it has maintained its longevity, and on which it will build its future. Thank you, and welcome to our campus.

Curricular Approvals

I have approved the following new courses, course revisions, program revisions, and minor program revision that have been recommended by the appropriate dean, the College Senate, and the provost and vice president for academic affairs.

New Courses:

CIS 400 Visual Basic Programming for the Windows Environment

CIS 425 Object-Oriented Development

CIS 606 Internet for Educators

PHI/HUM 339 Friendship

PSC 375 Race, Sex, and Politics of Myth and Story

PSC 460 Public Policy and HIV-AIDS

Course Revisions:

CIS 500 Microcomputer Systems

CIS 602 Visual Basic Programming for Educators

PSC 350 Introduction to Legal Thought

Program Revisions:

B.S. Computer Information Systems (0825)

B.A. Political Science (0722)

Minor Program Revision

Medieval Studies (1640)

From the Provost and Vice President for Academic Affairs

1997-98 President's Awards for Excellence

It is a pleasure to invite nominations for the 1997-98 President's Awards for Excellence in Teaching, Excellence in Librarianship, Excellence in Service to the College, Excellence in Academic Advisement, and Excellence in Research, Scholarship, and Creativity. Committees will be established to receive nominations for these various awards.

Those interested in nominating someone for the President's Awards for Excellence are referred to the Directory of Policy Statements (DOPS), VI:15, available in departmental offices or the Butler Library reserve room. DOPS contains a complete set of policies and procedures that govern the criteria and requirements for these awards. Information and guidelines may also be obtained from each of the dean's areas or the Academic Affairs Office, Cleveland Hall 519. Please note that the President's Award for Excellence in Service to the College is open to all full-time college employees.

Nominations for the President's Awards for Excellence must be received in the Academic Affairs Office by **Wednesday, March 4, 1998**. Announcement of the recipients of the awards will be made in May 1998.

1997-98 Chancellor's Awards

It is a pleasure to invite nominations for the 1997-98 Chancellor's Awards for Excellence in Teaching, Librarianship, and Professional Service, as well as Distinguished Service and Distinguished Teaching Professorships. Committees will be established to solicit and review nominations for these awards. We have not received the guidelines for the 1997-98 Chancellor's Awards for Excellence. For those wishing to make nominations and to begin preparing dossiers, a copy of last year's guidelines are available in the Academic Affairs Office, Cleveland Hall 519. The new guidelines can be mailed to individuals making nominations when they are received.

Enrollment Management Update

During the 1997-98 academic year, Buffalo State College will work to strengthen enrollment management. Since 1990, BSC, like many other colleges and universities, has had declining student enrollments. The shrinking enrollment directly impacts our budget and available resources. In fact, the effects of this enrollment decline are likely to be felt by departments, programs, faculty, staff, and students. To reverse this trend, the Buffalo State College campus community must pool its efforts to improve recruitment and retention.

Buffalo State College needs your help. You can help by:

- being an ambassador for the college;
- becoming involved in recruiting new students;
- giving us your ideas about recruiting and retaining students;
- working with your academic department or program to identify and implement effective recruitment strategies;
- identifying and implementing effective retention strategies;
- providing your expertise in marketing, data analysis, improving the campus climate, and retention.

A campus-wide commitment to enrollment management is consistent with current models of enrollment management. Enrollment management has been defined as "an organizational concept and a systematic set of activities designed to enable educational institutions to exert more influence over their student enrollments. Organized by strategic planning and supported by institutional research, enrollment management activities concern student college choice, transition to college, student attrition and retention, and student outcomes." (Hossler, Bean and Associates, 1990, p. 5)

As BSC moves forward on enrollment management initiatives, academic affairs will provide periodic updates on what is happening in enrollment management. Through this process, it is hoped we will improve campus-wide communication and participation in enrollment management. We are interested in your help and comments. Please call Virginia Wyly at ext. 5902.

Enrollment Management Structure

Enrollment management is being directed by Provost Thomas Quatroche. Dr. Virginia Wyly is coordinating campus-wide enrollment management activities.

An enrollment management group, consisting of the president, vice presidents, senior adviser to the president for equity and campus diversity, and the deans, meets weekly to review college enrollment management activities. An enrollment management advisory group made of membership from each faculty will serve as a "think tank" on issues concerned with retention and recruitment of BSC students.

A retention group has been formed under the direction of Dr. Wanda Davis, assistant vice provost for academic support services. This group, consisting of academic deans, vice president for student affairs, and senior adviser to the president for equity and campus diversity has been meeting on retention directions. The retention group has formed action teams with faculty, student, and staff membership.

Recruitment

Spring and fall 1998 recruitment is underway. Admissions staff are visiting community colleges and high schools in western New York, central New York, and the downstate area. Out-of-area receptions are planned for Long Island, New Jersey, Rochester, and Syracuse.

The fall open house titled, "BSC Campus Day," is planned for Saturday, Nov. 15. Academic departments and programs will be highlighted. The academic deans are providing the program structure supported by admissions.

Many recruitment initiatives are in progress. Our campus web site is being enhanced. A CD-ROM showing Buffalo State College is being prepared for spring 1998 recruitment. Faculty recruiters will be identified in the next month. They will visit high school classrooms and co-host recruitment receptions with admissions staff.

Retention

The retention group is reviewing retention data. Action plans on campus climate, monitoring student progress, and advisement are being developed in collaboration with faculty, students, and staff. These will be shared with the campus community.

Drs. Davis and Wyly are reviewing the academic emphases of the academic student support services, as well as ways the services can better serve faculty and students.

Marketing

A comprehensive marketing plan is being developed by college relations. Professors Rand Schuster and Ron Smith are developing marketing materials on the college image. Meanwhile, marketing of the BSC Campus Day is underway with the production of posters, radio ads, and mailers.

Summer Session 1998

Due to a number of changes in summer session, the time frame for master schedule preparation has been adjusted from that published in the administrative calendar. The new calendar follows:

Tuesday, Oct. 28	Schedule preparation materials sent to departments/deans
Monday, Nov. 10 - Friday, Nov. 21	Department input "window"
Monday, Nov. 10 - Wednesday, Dec. 3	Deans input "window"
Monday, Dec. 15	Master schedule proof copy sent to departments
Thursday, Dec. 18	Proof changes due in deans' offices
Tuesday, Dec. 23	Proof changes due Registrar's Office

Student Personnel Administration Conference

The Buffalo State College student personnel administration program (SPA) proudly announces its first alumni professional development conference titled, "From Here to There, Theory to Practice," to be held Nov. 7 - 9 at Buffalo State College.

The conference will feature professional development workshops, an alumni reception, a dinner reception at the Erie County Historical Society, and a closing alumni brunch.

Faculty and administrative staff are asked to encourage college seniors with an interest in the SPA program to attend the conference on Nov. 8. The SPA alumni and professional development conference is sponsored by the Provost's Office, FASE, GASPA, EDF, SPA, and CSPA, with input and support from other BSC departments.

Anyone interested in attending the conference can register by contacting Chris Dulski at ext. 4625, Gail Daniels at 833-7563, or Timothy Gallineau at ext. 4083.

Graduate Assistantship**Educational Foundations Department****Student Personnel Administration/Adult Education**

The Educational Foundations Department at Buffalo State College is seeking a graduate assistant for the 1997-98 academic year.

Appointment includes stipend of \$5,000 and tuition waiver for academic year ending May 16, 1998.

Responsibilities: Graduate student will assist the coordinators of the student personnel administration program and adult education program, as well as the coordinator of internships. Assistant will provide general support to the coordinators of these programs including: conduct library research, design surveys, compile and enter data, keep records, assist in student orientation and advisement, provide internship information to graduate students, communicate with internship supervisors, assist in enrollment management activities, assist in grant writing, and be assigned other projects in student personnel administration and adult education.

Qualifications: Full-time Buffalo State College graduate student. Excellent oral and written communication skills required. Knowledge and experience in the college and adult education setting required. Must be able to work independently. Proficiency in statistics and research design preferred. Experience with computer data entry, computer software, and knowledge of the Internet preferred. Experience in grant writing and grant support activities is preferred. Desktop publishing experience would be helpful.

Review and screening of applications will take place as they arrive and continue until position is filled. Position is available immediately.

Interested persons should submit a cover letter, resume, and names and telephone numbers of three work-related references to:

Dr. Timothy Gallineau
Associate Professor of Educational Foundations and Coordinator of Internships
Educational Foundations Department
Bacon Hall 310
Buffalo State College
1300 Elmwood Ave.
Buffalo, NY 14222-1095

Our Market Harvest Festival Membership Drive Success

The Resurgent City Research Group conveys to the Buffalo State College community its gratitude expressed by local community members in our turnout for the Our Market Harvest Festival and Membership Drive. The festival was a huge success in terms of community relations, increase in memberships, and increase in funds. The Our Market board of directors sends its sincere appreciation and thanks, and invites the college to continue its relationship with the proposed Our Market Cooperative Community Supermarket. The outpouring of supportive activities exhibited by a large number of Buffalo State College students, faculty, staff, alumni, retirees, and their families left no doubt in the minds of all involved that the long-standing tradition of college and community collaborations is alive and well at Buffalo State College.

One of the most exciting aspects of festival participation was that BSC students showed, by example, that service learning and community service can go hand in hand. On campus, a significant number of student organizations dedicated meeting time to the discussion of their own roles in community collaborations in the areas of economic development. The meetings generated an extensive volunteer list. The result was that more than 30 students working with the Resurgent

City Research Group, and with the support of scores of others, participated in outreach, vending, demonstration, and fund raising. Students from Canisius College and the University at Buffalo, following BSC's lead, also made important contributions to the Our Market project.

The community, through the leadership of the Our Market board of directors, showed BSC student ambassadors the hospitality that the city of Buffalo is capable of. Homemade breakfast during Saturday morning outreach meetings was only one of the many conduits of college and community relations and also inter-generational relations between youth and elders. All participants delighted in sharing stories of the past, present, and future.

The Cooperative Community Development Forums, a key component of the festival, was an educational bonanza, with approximately 150 students interacting with faculty facilitators and the invited representatives of the Our Market board of directors. In an amazing display of educational excitement, students in crowded classrooms engaged in lively discussions on issues of politics, culture, environment, gender, race, and their relationship to community economic development and the proposed Our Market supermarket.

The Town Meeting, the Rally and Speak Out, along with the various other cultural and fund-raising events, were all video taped. This and other documentation gathered during the event is an important component of RESURGE's applied and participatory research program in cooperative economics.

A special thanks goes out to the BSC camera crew who recorded the community building events and to the faculty and staff who participated in the fund raising. From all of us who worked diligently in organizing this event, thank you. Buffalo State College has shown that the words "our market is more than a market" and "build a market, build a community" are more than just slogans.

For more information about Our Market and other RESURGE collaborations and projects call the Resurge Center for Cooperative Community Development at ext. 6907.

Bible Discussion Group

A Bible discussion group for faculty, staff, and students meets weekly on Thursdays at 12:15 p.m. in Twin Rise 202. Everyone is welcome; bring your lunch and a Bible. Call Wendel Wickland at ext. 4328 or e-mail WICKLAWB if you have questions.

From the Vice President for Finance and Management

BSC Advertises in New Airport

With the opening of the new Buffalo Niagara International Airport this week came the unveiling of a new BSC marketing tactic. Successful alumni are featured in two prominently placed backlit advertisements, one in each terminal toward the center concourse, across from USAir gates. The advertisements, each three-feet high by five-feet long, are a target-marketing strategy reaching

parents of potential students, potential graduate students, adult learners, and elected officials through a consistent, year-long format. The Buffalo International Airport documented a 1996 traffic flow of 7.9 million people.

One ad features James Brandys, B.A. 1971 and M.A. 1973, first vice president of Merrill Lynch. The other ad features the WIVB Channel 4 news-anchor team of Lisa Flynn and Mylous Hairston, both 1986 graduates of the college's broadcasting program. The ads will be changed several times during the year to feature other alumni, and the message will be consistent: *70,000 Alumni in Western New York and Around the World.*

BSC Advertising for Open House '97

The Admissions Office is sponsoring Open House '97 for prospective students and their families on Saturday, Nov. 15 beginning at 9:30 a.m. This important recruitment activity will be supported by an advertising plan that targets college-bound high school students and transfer students. The comprehensive plan includes radio, print, bus shelters, production of a direct mail response invitation distributed by admissions, and posters distributed by admissions. Open House is also featured on BSC's web-site.

The radio flight runs Wednesday, Nov. 5 through Friday, Nov. 14 and includes the following FM stations: RockNet, WBLK, WEDG, WKSE, WLCE. Print advertising runs the week of Nov. 10 and includes The Buffalo News, West Side Times, Buffalo Rocket, the Challenger, ArtVoice, and community college newspapers.

Radio stations often provide added value bonus packages when airtime is purchased. As added value, WBLK on-air personalities, who are BSC alumni, will be at the event to talk with prospective students about their experiences in the communication program and their exciting careers in broadcasting. WLCE will add BSC's Open House information to its web-site, which receives 40,000 hits a day, for the duration of the radio flight. These and the other stations will include promotional mentions and news and weather sponsorship mentions.

College Logo

The BSC logo that has been in use for the past few years is the current college logo. While assessment of the logo is underway, the campus community is asked to continue using the BSC logo. Guidelines for use in publications and other communications materials are printed on camera-ready logo sheets. The logo sheets are available in the College Relations Office, Cleveland Hall 515, ext. 4201.

From the Vice President for Student Affairs

Who's Who Among Students in American Universities and Colleges

Who's Who Among Students in American Universities and Colleges has a 64-year-old tradition of furthering the aims of higher education by recognizing and rewarding academic excellence on a

national level. Once again this year, Buffalo State will be among the more than 1,900 institutions participating in the program. As a lifetime benefit, students selected for inclusion in Who's Who are entitled to use a free reference/placement service when seeking post-graduate employment or fellowships.

The local selection committee, composed of faculty, staff, and students needs your help in encouraging students to apply for this honor. Juniors, seniors, and graduate students matriculated in a curriculum are eligible. Undergraduate students must have a minimum cumulative grade point average of 3.0. The minimum average for graduate students is 3.5. The selection committee will evaluate candidates based on their scholastic achievements, participation and leadership in extracurricular activities, and service to the college and community.

Students may self-nominate for this honor or be nominated by a faculty or staff member. To nominate an outstanding student, please call the Student Life Office at ext. 4631. A letter acknowledging the nominator and an application form will be sent to the student. Our goal this year is to receive at least one nominee from each department.

Applications are available at the Campbell Student Union Information Center and the Student Life Office, Campbell Student Union 400.

The deadline for applications to be submitted to the Student Life Office is Nov. 25.

From the Senior Adviser to the President for Equity and Campus Diversity

Campus Diversity Initiative Conference

The Equity and Campus Diversity and Academic Affairs offices invite all faculty and staff to a brown bag luncheon for a report on the Campus Diversity Initiative Conference, Educating One-Third of a Nation: Diversity, Opportunity and American Achievement, sponsored by the American Council of Education, the American Association of Colleges and Universities, and the Ford Foundation Campus Diversity Initiative. Susan Mondschein Leist, assistant professor of english and chairperson of the Senate Curriculum Committee, and Cynthia Eggleston, interim director of the educational opportunity program will discuss global and diversity issues in the curriculum, retention, and student support issues. A summary of recent research indicating that "diversity works" for all students in an educated society will be presented. The session will be held from 12:15-1:30 p.m., Nov. 13 in the Bulger Communication Center West

Faculty Intern

Scott Johnson, assistant professor in criminal justice, will serve as faculty intern in a joint initiative between the Equity and Campus Diversity and Academic Affairs offices. During the spring semester, Dr. Johnson will provide assistance to the campus in reviewing global and diversity issues in the curriculum.

Videotapes Available for Loan to Faculty and Staff

The following recently-acquired videotapes are available for loan to faculty and staff for use in classes and student organizations:

Black is ... Black Ain't

This ground-breaking documentary crafted by the late Marlon Riggs, identifies and confronts those forces that have attempted to consolidate, reduce, and contain the lives and experiences of African-Americans. Segments address black history, black music, sexism, patriarchy, homophobia, family, community, and language issues. Facilitator's guide, 86 minutes.

Blacks and Jews

Presents the relationship between African-Americans and Jews in contemporary American society. Focus on recent events, including the anti-semitic events in Crown Heights, N.Y., and the Million Man March. 85 minutes.

Blue-Eyed

Presents the exercise developed by Jane Eliot to give white third-grade students understanding of racism and discrimination by seeing how it feels to be something other than white. Facilitator's guide, 86 minutes.

Frosh: Student Identity on a Changing Campus

Two award-winning filmmakers spent a year with a diverse group of freshmen in a co-ed multicultural residence hall. The video looks at the students as they face problems such as drugs, dating, grade anxiety, and work overload while dealing with multiculturalism, hate speech, and ethnic and gender diversity issues. Part I: Freshman (Dis)Orientation, 62 minutes; Part II: Making a Home, 36 minutes.

Seniors

A follow-up report on the students who were featured in "Frosh" as they progressed through their college experience. 60 minutes.

Read My Lips

A diversity training resource with wide application in social studies, psychology, conflict resolution, foreign language, and drama. The video presents three employees talking in an office. The viewer overhears what the speaker and listeners are thinking during the conversation. Through the use of comedy, the video allows the exploration of stereotype about race, background, gender, education, and perception. Facilitator manual, six minutes.

A World of Diversity

A two-video series that introduces an understanding of culture and cultural filters. The first video examines three episodes on a college campus that highlight how differences in cultural filters help contribute to intercultural conflict in everyday college life situations. The second video introduces five diversity skills that are useful in negotiating intercultural communication. It revisits the scenarios from the first video and shows how the diversity training skills could reduce cultural conflict depicted in the first video. The second video also presents, "the roommate from hell" and intercultural conflict in the residence hall. 27 minutes, each video.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, Nov. 14, at 3 p.m. in Butler Library 210.

Curricular Item

The following course proposal has been approved by the College Senate Curriculum Committee and is being forwarded to the president for final review and approval:

Course Revision::

CRJ 317 Constitutional Issues in Criminal Justice

VACANCY NOTICE

November 6, 1997

SUNY COLLEGE/ BUFFALO

Lead Programmer/Analyst

Lead Programmer/Analyst

SUNY/ ALBANY

Staff Assistant

Staff Assistant

Staff Associate

Assistant Director College Housing

Assistant/Sr. Assistant Librarian

SUNY/ BINGHAMTON

Senior Staff Assistant

Asst. Facilities/Program Coordinator

Professor/Chair

Assistant Professor

Assistant Professor

Staff Associate

Editorial Associate

SUNY/ BUFFALO

Counselor

Professor and Dean

Assistant Professor

Assistant Professor

Clin. Instructor/Asst./Assoc.Prof,HS

Assistant, Associate, or Full Professor

Assistant Professor (2)

Assistant Professor (2)

Associate Professor

Research Professor

Senior Staff Assistant

Info. Tech. Exchg. Ctr.

Computing Services

Cntr. for Exc./Teach & Learn

Community&Public Service Program

Off. of Alumni Affairs

Residence Life and Housing

University Libraries

Computing Center

Physical Facilities

Electrical Engineering

Geological Sciences/Environ.Studies

Statistics/Probability

External Affairs

Publications Office

Educational Opp. Ctr.

Office of the Dean

Pediatrics

Family Medicine

Dermatology

Psychology

Economics

School of Social Work

School of Social Work

School of Social Work

School of Law

Review of
Applications Begins

12/08/97*

12/10/97*

11/21/97*

11/28/97*

11/21/97*

11/21/97*

12/20/97*

11/29/97*

12/03/97*

Open

1/01/98*

1/12/98

11/28/97*

11/30/97*

11/21/97*

1/05/98

12/31/98*

12/01/97*

Open

11/17/97*

11/17/97*

Open

Open

Open

11/21/97*

Associate for Institutional Res. (2)	Institutional Analysis	11/21/97*
Staff Associate	Vice Pres-PublicService/Urban Affairs	11/21/97*
Academic Advisor	Athlete Academic Services	11/21/97*
<u>SUNY/ HEALTH SCIENCE CENTER STONY BROOK</u>		
Senior Assistant	President	11/21/97*
Assistant Professor	Physics/Astronomy	Open
Instructor/Assistant Professor	Cardiology/Medicine	11/17/97*
Assistant/Associate Professor	Surgery/SICU/Trauma Surgery	11/17/97*
Instructor/Asst. or Assoc. Professor	Pulmonary/Critical Care Medicine	11/17/97*
<u>SUNY COLLEGE/ BROCKPORT</u>		
Adjunct Faculty	Computer Science	Open
Assistant or Associate Professor	Computer Science	1/07/98*
Assistant Professor	Education & Human Development	12/01/97*
Instructional Support Assistant	Biological Sciences	Open
<u>SUNY COLLEGE/ GENESEO</u>		
Lead Programmer Analyst (2)	Computing & Info. Technology	11/21/97*
Assistant Professor	Biology	11/21/97*
<u>SUNY COLLEGE/ OSWEGO</u>		
Assistant Professor	Economics	11/30/97*
<u>SUNY COLLEGE/ PLATTSBURGH</u>		
Assistant/Associate Professor	Speech-Language Pathology	Open
<u>SUNY COLLEGE/ POTSDAM</u>		
Director of Continuing Education	Continuing Education	12/01/97*
Director of Multicultural Affairs	Multicultural Affairs	12/01/97*
Special Asst. for Aff. Action	President	12/01/97*
Assistant Professor	Mass Communications	12/01/97*
Assistant Professor (2)	Mathematics	1/21/98*
Assistant Professor	Anthropology	12/12/97*
Assistant Professor	Vertebrate Biology	12/12/97*
Assistant Professor	Ecol. & Field Biology	12/12/97*
Instructor/Assistant Professor	Employment Relations	12/15/97*
Assistant Professor	Sociology	Open
Composer (2)	Music	12/31/97*
Music Theorist (2)	Music	12/31/97*
General Music Educator	Music	12/31/97*
Saxophone Artist/Teacher	Music	12/31/97*
Horn Artist/Teacher	Music	12/31/97*
<u>SUNY/ HEALTH SCIENCE CENTER at BROOKLYN</u>		
TH Clin. Lab Tech. IV	Ophthalmology	11/25/97*
TH Social Worker I	Social Work	11/25/97*
Assistant Professor	Medicine	11/25/97*
Lead Programmer Analyst	Information Services	11/25/97*
TH Asst. Director Radiation Therapy	Radiation Oncology	11/25/97*
TH Physician's Asst. I, Part-time	Medicine/ Asthma Center	11/25/97*
TH Nurse Practitioner, Part-time	Medicine/ Asthma Center	11/25/97*
TH P.A. Asst. I, Part time	Medicine/Renal	11/25/97*
TH Staff Assistant II	Family Health Service	11/25/97*
TH Staff Assistant II, Part time	Admitting	11/25/97*
<u>SUNY/ HEALTH SCIENCE CENTER at SYRACUSE</u>		
Instructor/Assistant Professor, 12 mo.	Medical Radiography	Open

TH CTS Senior EEG Specialist	Clinical Neurophysiology	11/25/97*
TH Senior Staff Assistant	Healthcare Teleservices	11/25/97*
TH CTS EEG Associate	Clinical Neurophysiology	11/25/97*
TH Physical Therapist II	PM & R - Physical Therapy	11/25/97*
TH Staff Associate (2)	Material Management	11/25/97*
TH Clinical Lab Technician IV	Clinical Pathology	11/18/97*
Senior Staff Assistant	College of Nursing	11/18/97*
<u>SUNY/ COLLEGE OF TECHNOLOGY at FARMINGDALE</u>		
Assistant Professor	History, Economics, & Politics	12/30/97*
Instructional Support Technician	Criminal Justice	11/21/97*

*Deadline for receipt of applications.

For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Submit double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 12

November 13, 1997

From the Provost and Vice President for Academic Affairs

Executive Chef Demonstrations on Campus

The Hospitality Administration Program in the Nutrition, Hospitality and Fashion Department announces demonstrations by contemporary working chefs. Executive chefs from prominent hotels, clubs, and retail settings have been invited to display their culinary talents and share their knowledge of culinary arts and careers in the industry. This semester's trends in world cuisine will be highlighted by chefs who will offer perspectives on ethnic fusion dishes and bicultural mingling of national cuisines. A variety of foods will be prepared using various techniques. The schedule of demonstrations follows:

- | | |
|---------|---|
| Nov. 17 | Don Schmitter, executive sous chef, Buffalo Hilton. Demonstrations at 9 and 11 a.m. in Caudell Hall 118. Reservation required: contact Kathleen O'Brien at ext. 3017. |
| Nov. 18 | Paul Jenkins, executive chef, Buffalo Club. Demonstration at 11 a.m. in the Campbell Student Union plaza. |
| Nov. 19 | Mark Mestriner, C.C.C., culinary instructor, NCCC, and owner, Pastry Table. Demonstrations at 11 a.m. and noon in the Campbell Student Union lobby. |

This activity is funded, in part, by a grant from the Faculty-Student Association (FSA).

From the Vice President for Finance and Management

Technology Plan Oversight Committee Open Sessions

The Technology Plan Oversight Committee will be conducting focus group interviews on Tuesday, Nov. 18 and Wednesday, Nov. 19. For many of the larger groups (students, faculty, and staff), participants were randomly selected. Participants should have been notified via mail no later than Friday, Nov. 14. In addition, there are two open sessions scheduled for 12:30 p.m. on Tuesday and 4:45 p.m. on Wednesday. If you would like to participate, but were not selected, please call Ted Schmidt at ext. 6651 to reserve a seat in one of these sessions.

(Continued)

From the Vice President for Student Affairs

Interim Director of Student Life

Donald Blundell, assistant director of the student union, has been named interim director of student life, effective Nov. 1, to fill the vacancy created by the appointment of Kate Ward as director of alumni affairs at Buffalo State College. Mr. Blundell earned his master's degree in student personnel administration at Buffalo State College in 1975, after which he began his long career of service to the college, including positions as veterans counselor, assistant director of student activities, and associate director of student facilities. Mr. Blundell has served as assistant director of the student union since August 1984. In his role as interim director, Mr. Blundell will be responsible for oversight of student activities, minority student services, the leadership education, service learning, commuter services office, and student union operations. Mr. Blundell will also serve as liaison to the United Students Government (USG). Responsibility for the college judicial system and Greek affairs has been assigned to Phillip Santa Maria, associate vice president and dean of students, during this interim period. A national search for a permanent replacement for the position of director of student life will begin in late November, with the expectation of appointment by July 1, 1998.

Halloween Bash

United Students Government, Residence Life, and Aramark joined together and presented the first Halloween Bash at Moot Hall on Friday, Oct. 31 from 6:30 p.m. - midnight. This festive event brought commuter and resident students, faculty, staff, and children from the community. More than 500 people attended the event. Some of the notable festivities were a "roast leg" of beef, dry ice, scary movies, apple bobbing, cider, donuts, deejay, dance, and many outstanding costumes. A variety of prizes was distributed, including a prize for best costume.

Sale of Alcoholic Beverages in Undergrounds Café

In order to comply with the liability insurance requirements of both Aramark Corporation and the Faculty Student Association, the sale of alcoholic beverages in Undergrounds Café will be conducted by FSA employees only. After a review of the operational needs by the board of directors of FSA, the service hours for alcoholic beverages have been changed to 4 - 8 p.m. on Thursday and 4 - 10 p.m. on Friday. Please contact Gary Vickers at ext. 5211 for further information.

From the Senior Adviser to the President for Equity and Campus Diversity

Complimentary Tickets

The college has obtained complimentary tickets to "An Evening with Marian Wright Edelman" on Thursday, Nov. 20 in the Mainstage Theatre at the University at Buffalo's Center for the Arts. Individuals interested in hearing the noted civil rights activist and founder of the Children's Defense Fund can obtain tickets at the Buffalo State College Student Union Ticket Office.

Marian Wright Edelman, who is a graduate of Spellman College and Yale Law School, began her career in the mid-60s as the first black woman admitted to the Mississippi Bar. She directed the NAACP Legal Defense and Educational Fund office in Jackson, Miss., and, in 1968, moved to Washington, D.C., where she worked as counsel for the Poor People's March, begun by Dr. Martin Luther King Jr. The recipient of numerous honorary degrees and awards, Ms. Edelman is the author of many books, including "The Measure of Our Success: A Letter to My Children and Yours," and has been an advocate for disadvantaged children throughout her professional life.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, Nov. 14, at 3 p.m. in Butler Library 210.

The agenda is as follows:

1. Call to Order
2. Adoption of the Agenda
3. Approval of the Minutes: Oct. 17, 1997
4. Remarks of the President
5. Remarks of the Chairperson
6. Standing Committee Reports:
 - Academic Plan: Proposed Reorganization of Provost's Office
 - Standards For Students: Revision of Academic Misconduct Policy
 - Budget and Staff Allocations
 - Curriculum Committee
 - Student Welfare
 - International Education
7. Old Business
8. New Business:
 - Resolution from University Faculty Senators re: appointment of System Administration Senior Staff (see Faculty Senate Bulletin No. 2)

Curricular Items

The following course proposal has been approved by the College Senate Curriculum Committee and is being forwarded to the president for final review and approval:

Course Revision:

SOC 312 Women in Society (title and number change)

The following courses and programs have been received in the College Senate Office and forwarded to the Curriculum Committee for review and approval:

New Program Minor:
Meteorology Minor

Diversity:

HIS 363/SST 363 American Identity in Transition (cross listing). This course is designed to introduce students to the diverse, pluralistic makeup of American society. Students will explore the roots of pluralism and what it means for the daily experience of living in America. Themes of diversity will be explored through history and through literature. The course will focus on the activities of four major groups in their struggle for liberation: African-Americans, Latinos, Native Americans, and women. The course will encourage students to view America through a multicultural lens.

Global Issues:

NFS 100 Multicultural Food Experience. A cultural overview of the foods and food habits of selected groups. Common foods, meal patterns, special-occasion foods, and the role of food in society will be described and observed, as well as the impact the groups have had on American lifestyle.

From the Burchfield-Penney Art Center

Exhibition and Events

The Burchfield-Penney Art Center and M&T Bank are proud to announce an off-site exhibition which will celebrate the 10-year anniversary of an innovative program for acquiring and presenting contemporary regional art. Highlights from the M&T Bank Collection at the Burchfield-Penney Art Center at Buffalo State College will be exhibited in the first floor lobby and atrium of M&T Center at Fountain Plaza in Buffalo. The exhibition will open with a reception at M&T Center on Tuesday, Nov. 18 from 6 to 8 p.m. Members of the Buffalo State College community are invited to attend. Please respond to ext. 6012.

The primary goal of this collaboration has been to promote the arts downtown, uniting the resources of the museum for Western New York arts and one of Buffalo's major financial centers. The public display of work by artists from this region in a thriving, attractive business center promotes the area's cultural wealth in an entertaining and educational way. The space will function as a temporary satellite gallery for the center's home site in Rockwell Hall.

The partnership in collection development was inaugurated 10 years ago with an initial gift of \$5,000 from M&T Bank. The center's staff and art committee worked with bank officials to select art for the collection, which is now made up of 78 works by 49 artists. Both institutions benefit from exhibitions of the new selections, first at the center and then in public space at M&T Bank. From 1987 through 1996 this collaborative project was spearheaded by M&T Bank's

retired Executive Vice President Harry R. Stainrook and Marketing Assistant Mary Ahrens from the Trust and Investment Services Department and, from the center, Director of the Curatorial Department and Charles Cary Rumsey Curator Nancy Weekly and former Director Anthony Bannon.

With this innovative program, the center has been able to acquire work by many contemporary artists who had not been represented in the collection. In 1991, using funds accumulated for two years, the partners selected minority artists with African-American, Asian-American, Latino, and Native American heritages to provide more equitable representation in the collection. In 1993, works reflected artists' interpretation of Buffalo's industrial heritage. The collection includes mixed media works, painting, photography, drawing, printmaking, and sculpture.

The center is also pleased to announce the opening of the Roycroft Collection Study Storage Gallery. This study/storage exhibition of late 19th and early 20th century furniture, domestic objects, and publications created by Roycroft artisans will open in a new gallery space on the third floor of Rockwell Hall. Selections from the Charles Rand Penney Collection of Roycroft Art and objects donated by other patrons will now be available for study by arts and crafts enthusiasts. The opening of the new gallery has been timed to coincide with the official inauguration of the Elmwood Museum District on Sunday, Nov. 16.

The Burchfield-Penney Art Center, the Buffalo and Erie County Historical Society, and the Albright-Knox Art Gallery are delighted to announce the official opening of the Elmwood Museum District on Nov. 16. Events for children and families will take place at all three sites from noon until 5 p.m. Each site will have fun activities, including a special Elmwood Museum District treasure hunt, prizes for participants, and raffles for Wegmans gift baskets. Visitors to the center will enjoy punch and cookies in addition to workshops involving printmaking, watercolor painting with music, and artwork from the center's collection. Visitors will also want to spend time viewing the current North Gallery exhibition, *James K.Y. Kuo: A Retrospective*, on view through Jan. 25. This retrospective exhibition by Chinese-American artist James K.Y. Kuo (1920-1995) investigates the influence of nature and philosophy on his work. Elmwood Museum District events at all three sites are free and open to the public. Members of the Buffalo State College community are welcome and encouraged to attend. Wegmans is the generous sponsor of the Elmwood Museum District.

VACANCY NOTICE November 13, 1997

SUNY SYSTEM ADMINISTRATION/ ALBANY

Lead Programmer Analyst	Office of Admin. Services	12/01/97*
SUNY/ ALBANY		
Staff Assistant	University Advancement	12/05/97*
SUNY/ BINGHAMTON		
Instructional Support Associate	Watson School	11/28/97*
Assistant Professor	Sys.Science & Industrial Eng.	2/14/98*
Assistant Professor	Biological Sciences	12/15/97*

Review of
Applications Begins

SUNY/ BUFFALO

Assistant Professor	Mathematics	11/24/97*
Programmer Analyst	Node Technology Services	11/26/97*
Senior Assistant to the President	Office of the President	11/25/97*

SUNY/ HEALTH SCIENCE CENTER STONY BROOK

College Physician, P/T	Student Health Svc.	11/24/97*
Instructional Support Associate	Dept. of Lab Animal Research	11/28/97*
Assistant Professor (2)	Theatre Arts	11/24/97*
Assistant/Associate Prof./Professor	Computer Science	Open

SUNY COLLEGE/ BROCKPORT

Senior Staff Assistant	Educational Opp. Center	11/18/97*
Instructor	Construction Arts/Building Trades	11/19/97*

EMPIRE STATE COLLEGE

Mentor	Genesee Valley Center, Corning Unit	11/30/97*
Unit Coord./Mentor	Genesee Valley Center, Batavia Unit	11/30/97*
Mentor/Science, Math, & Tech.	Genesee Valley Center, Rochest.	11/30/97*

SUNY COLLEGE/ FREDONIA

Assistant Professor	World History/Global Studies	12/15/97*
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SUNY COLLEGE/ GENESEO

Assistant Professor	School of Education/Social Studies	2/01/98*
Assistant Professor	School of Education/Elem. Education	12/15/97*

SUNY COLLEGE/ OLD WESTBURY

Instructional Support Assistant	The Counseling Center	12/05/97*
Assistant Professor	Sociology/Criminology	1/31/98*
Instructional Support Associate	Computing Services	12/03/97*

SUNY COLLEGE/ NEW PALTZ

Financial Aid Advisor	Financial Aid	Open
Senior Staff Assistant	College Art Gallery	Open

SUNY COLLEGE/ OSWEGO

Assistant Professor	Chemistry	12/8/97*
Residence Hall Director	Residence Life & Housing	12/5/97*
Dean	College of Arts & Sciences	1/05/98*
Assistant Professor	Anthropology	12/08/97*

SUNY COLLEGE/ POTSDAM

Faculty	Read.-Literacy-Lang. Arts	12/31/97*
Assistant Professor	Health	12/31/97*

SUNY COLLEGE/ PURCHASE

Staff Assistant	Academic Affairs	Open
Staff Assistant	Conservatory of Music	Open

SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

T.H. Respiratory Therapist II	Respiratory Care Services	11/25/97*
Senior Staff Assistant	Physical Plant	12/02/97*
T.H. Nurse Practitioner or		
T.H. Instr. Support Specialist	Medicine	12/02/97*
T.H. Staff Assistant II	Clinical Practice Analysis & Support	12/02/97*

SUNY/ COLLEGE OF TECHNOLOGY at ALFRED

Instructor/Asst./Assoc. Professor	Computer Science/Com. Info. Systems	12/01/97*
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SUNY/ COLLEGE OF TECHNOLOGY at MORRISVILLE

Admissions Assistant/Advisor (3)	Admissions	12/03/97*
Instructor/Assistant Professor	Nutritional Dietetics	11/26/97*
Technology Instructor/Asst. Professor	Agricultural & Diesel Engineering	11/26/97*

*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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Buffalo State College

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November 20, 1997

From the Provost and Vice President for Academic Affairs

Critique and Evaluation Period

Critique and Evaluation Period (CEP) for fall 1997 will take place Monday, Dec. 15; Tuesday, Dec. 16; Wednesday, Dec. 17; and Thursday, Dec. 18. A study day will be held on Friday, Dec. 12.

The purpose of CEP is to provide a single class meeting during which faculty and students will have an extended period of uninterrupted time to conduct appropriate end-of-course activities. CEP is designed for classes that meet more than once a week during the semester. Classes (evening or day) meeting only once a week have sufficient time for final evaluation; therefore, they will follow their regular schedule, with exams to be scheduled during CEP.

The following regulations govern CEP:

- A. A study day will occur the weekday immediately prior to the start of CEP. Evening classes meeting only once a week will not have a study day.
- B. All instructors are expected to meet their classes at the scheduled time during CEP and to choose an appropriate activity which reflects the academic goals of the course and the intent of CEP; for example, an exam, a review, critique of papers, course summation, individual presentations or demonstrations, etc.
- C. Instructors will not schedule a final exam prior to CEP. Instructors may not change the date and time of their final class period during CEP. In case of emergencies, confer with the appropriate dean and notify the vice president for academic affairs.
- D. CEPs will be scheduled for one-hour-and-fifty-minute periods. Instructors are not to increase or decrease the scheduled CEP time.
- E. In case of emergencies that would close the school, CEPs scheduled for the time of the closing will be rescheduled as appropriate.
- F. Faculty members must post office hours during which they will be available to meet with students during CEP week.

(Continued)

Midyear Orientation Programs

Upon consultation with the campuswide Orientation Advisory Committee, the New Student Programs & Academic Advisement Office is pleased to announce the following dates for the 1998 Midyear Orientation Programs:

Freshmen - Jan. 20, 21, and 22

Transfers - Jan. 21 (basic skills testing Jan. 20, if required)

Family - Jan. 21

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 invite faculty to participate in academic advisement for uncommitted students during the orientation program. Trained faculty volunteers will assist our undecided freshmen in intelligently selecting their academic courses and 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 volunteering in uncommitted academic advisement should contact the New Student Programs & Academic Advisement Office at ext. 5336 or 5223.

State-Mandated Class

"Identifying and Reporting Child Abuse/Maltreatment," a state-mandated two-hour class, is being offered by the Center for Development of Human Services for educators, health care professionals, and school administrators Saturday, Dec. 6, from 10 a.m. to 12:30 p.m. in Ketchum Hall 113. For pre-registration, applicable fee, additional information, and a schedule of future offerings, please call 876-7600.

OWL Group Meeting

The OWL Group (Older Wiser Learners) will hold its next meeting Tuesday, Nov. 25, at noon in Cleveland Hall 418.

Roswell Park of Lifelong Learning will give a presentation titled "Alternative Ways of Earning College Credit." All CSEA members are invited.

This event is sponsored by CSEA Local 640. Please contact Carolyn Rose at ext. 4812 for additional information.

From the Vice President for Finance and Management**Due Date Changed for Spring 1998 Pre-Registration Bills**

The due date for spring 1998 pre-registration bills has been changed from Dec. 8, 1997 to Jan. 5, 1998 to enable eligible Buffalo State students to take advantage of the federal income tax credits available under the recently-enacted HOPE Scholarship legislation. Student bills will be mailed on Dec. 1 and will indicate the new due date. Information regarding the HOPE Scholarship tax credit also will be enclosed with the billing notice. It is important for students and their families to know that, to claim this tax credit, payment for the spring 1998 semester must be both dated and received by the college during 1998. This information regarding the new due date for spring 1998 semester bills for students who pre-registered during November 1997 supersedes information contained on Page 11 of the Undergraduate Class Schedule and on Page 10 of the Graduate Class Schedule. If you have any questions, please call Gary Phillips, comptroller and associate vice president for finance and management, at ext. 4312.

Health Insurance Option Transfer Period

Employees who are enrolled in the New York State Health Insurance Program may select a different health plan by completing the change forms in the Human Resource Management Office. You may choose from the Empire Plan or one of the three health maintenance organizations: Community Blue, Health Care Plan/Choice Care, or Independent Health. If you are enrolled in the Health Care Plan, this is also the only time each year for either you or your dependents to decide how you receive care: either from a Health Care Plan medical center or from the Choice Care Physician Network. A form also is required to make this change.

The New York State Division of Employee Benefits will mail information about the 1998 health plan rates and deadline dates for changing plans directly to enrolled employees at their home addresses.

"Choices," a comparison booklet of the insurance plans, and forms to change plans can be obtained from the Human Resource Management Office, Cleveland Hall 410, ext. 4821.

Pre-Tax Contribution Program Status

The Pre-Tax Contribution Program (PTCP) allows you to have your health insurance premiums deducted from your pay before taxes are taken out. This will lower your taxable income and give you more spendable income.

Most employees who carry health insurance are already enrolled in the Pre-Tax Contribution Program. To determine if you are enrolled, check your paystub for your health insurance code. An "N" means your deductions are taken *pre-tax*. A "T" means your deductions are taken *after tax*.

If you wish to change your Pre-Tax Contribution Program enrollment, you must complete a form in the Human Resource Management Office by Nov. 30.

Changes Permitted for Pre-Tax Enrollees

Under the Internal Revenue Service rules, if you participate in the Pre-Tax Contribution Program and want to **voluntarily cancel your coverage or change to individual coverage without a qualifying event**; for example, divorce, change in spouse's employment, dependent child reaches maximum age or is no longer a full-time student, please contact human resource management. Forms must be completed before Dec. 19; the effective date of the change will be Dec. 25, 1997.

Domestic Partner Federal Qualification Change

Enrollees with domestic partner coverage must review their domestic partner's tax status as a dependent. Enrollees who wish to change the federally-qualified status of their domestic partner for the 1998 tax year must submit an affidavit prior to Dec. 1 to make this change. Forms are available in human resource management, Cleveland Hall 410.

Please Close Windows

This is a reminder to everyone on campus: If you open a window, please remember to close it. Open windows are the direct cause of freezing and rupturing pipes. The resulting water damage can be extensive and expensive. Again, **please** close all windows before you leave for the night and especially before you leave for the weekend.

Computing Services Training Schedule for December 1997

Unless otherwise noted, all classes will be held in CyberQuad 318. You are expected to bring a 3.5" disk formatted for the PC. Call ext. 4611 to register for any of these classes or send e-mail to REYNOLAP. If you use e-mail, you **must** include your full name, e-mail username, title, department, and telephone number. I will reply to your e-mail only if there is a problem with your request.

Introduction to Windows '95

Monday, Dec. 1 1 - 4 p.m.

New systems are being delivered to offices and labs on campus. The new computers are running Windows '95. If you get a new computer or are upgrading to Windows '95, you will want to take this class to learn how to navigate in the new operating system.

Introduction to Word

Tuesday, Dec. 2 1 - 4 p.m.

Microsoft Word is replacing WordPerfect on the campus; you will need to convert to the new word processor. Come to this class and learn how to convert your old WP files to Word. Learn the new key strokes that will make creating documents easier and less frustrating.

Introduction to Excel

Wednesday, Dec. 3 1 - 4 p.m.

Excel is the spreadsheet application that comes with Microsoft Office '95 or '97. Excel will replace Lotus and other spreadsheet applications as computers are upgraded on the campus. Come learn how to generate gradebooks and payroll reports using Excel.

Introduction to Access

Thursday, Dec. 4 1 - 4 p.m.

Access is the relational database that comes with Microsoft Office '95 or '97. It will eventually replace dBase III, II+, IV, and most versions of FoxPro. Attend this class to learn how simple it is to convert from one database to the new Access.

Gold Mail (PC and MAC)

Tuesday, Dec. 9 9 a.m. - noon

This class will explain what e-mail is, how it works, and how to customize it for your uses. Macintosh users can attend this class too; the keystrokes are the same on both platforms. Learn how to communicate with your colleagues using e-mail.

Introduction to Word

Wednesday, Dec. 10 9 a.m. - noon

This is another session of Word for those of you who could not make the first one. Of course, you are always welcome to take any session as many times as you would like.

Creating Web Pages (HTML)

Thursday, Dec. 11 9 a.m. - noon

Come learn the basics of HTML and create your first web page in about 35 minutes. This class also will teach you how to use the web page editor that is built into Netscape Gold 3.0.

Intermediate Word

Monday, Dec. 15 9 a.m. - noon

This Word class is for the more experienced user of Word. You will learn how to create tables of contents, headers and footers, and how to define and use columns. Also included will be a brief discussion of inserting graphics, creating tables, and the basics of mail merges.

Introduction to Windows '95

Tuesday, Dec. 16 9 a.m. - noon

This is another session of Windows for those of you who could not make the previous class. As usual, you can attend this class again if you want to.

Introduction to Access

Wednesday, Dec. 17 1 - 4 p.m.

Another session of Access for those of you too busy to make the first one. It's very hectic at this time of year. Perhaps you can attend this class.

Intermediate Windows '95

Thursday, Dec. 18 1 - 4 p.m.

This class is for the more experienced user of Windows. You will learn how to adjust your desktop, including applications in the Start Up and Start menus. You will also learn what the Briefcase is and how to use it.

From the Vice President for Institutional Advancement and Development

Tom Fontana on Campus

Emmy award-winning alumnus Tom Fontana will return to the BSC campus on Sunday, Dec. 7 at 2 p.m. to present his film "The Fourth Wise Man." The event, sponsored by the Buffalo State College Alumni Association, will be held in the Performing Arts Center at Rockwell Hall. A panel discussion will follow the film.

A unique spirit of giving reverse raffle also will be held where the winners select charities to receive prizes in their names.

A reception featuring traditional Kwanzaa, Hanukkah, and Christmas desserts ends the program. Tickets are available at the Rockwell Hall Box Office: \$15 general admission; \$10 for faculty, staff, and alumni; \$6 per person for groups of 10 or more if purchased by Dec. 1; free for BSC students with ID through the United Students Government voucher program if picked up any day before the day of show.

Entertainment Books for Sale

Entertainment Books for 1998 are available in the Alumni Affairs Office, Cleveland Hall 214, for \$28. Proceeds benefit the Alumni Association.

From the Vice President for Student Affairs

1997 SEFA/United Way Campaign Final Results

The 1997 SEFA/United Way campaign at Buffalo State College ended in great success, achieving a record \$116,000 in donations. This amount exceeds our campaign target of \$110,000 and is well above last year's total of \$105,000. Of particular note in this campaign has been the increase in Leaders in Giving — those persons making individual or joint contributions totaling \$1,000 or more. We had 25 Leaders in Giving in this year's campaign, as compared with 12 last year. We extend our thanks to the BSC Leaders in Giving for their generous contributions and to all those whose donations, both large and small, made this campaign a huge success. For their tireless efforts on behalf of the SEFA/United Way Campaign, we also thank Kate Ward, 1997 campaign coordinator; Phillip Santa Maria, coordinator of Leaders in Giving; and Alice Sullivan, who served as the BSC loaned associate to the United Way during this year's campaign.

The success of this campaign was made possible through the support of departmental solicitors and members of the college's union leadership, who deserve the thanks of our entire community. Thanks, too, to the members of the 1997 SEFA/United Way campaign committee: Dennis Ponton, associate vice president for academic affairs for planning and resources; Wanda Davis, interim assistant vice provost for academic support services; Susan Earshen, director for human resource development; Doris Trudeau, staff assistant, Institutional Advancement; Paul Beaudet, interim associate dean, natural and social sciences; Dennis McCarthy, associate dean, arts and humanities; Rita Zientek, senior staff assistant, teacher certification; Janet Ramsey, professor and coordi-

nator for Humanities Program; John Dering, executive director, ARAMARK Dining Services; Eileen Abbato, human resources manager, Faculty-Student Association; James Conway, public safety officer; Catherine McCoy, keyboard specialist 1, Educational Opportunity Program; Sheriffee Humphrey, president, United Students Government; Gail Wells, coordinator of Minority Student Services; Ann Dennis, manager, Central Operations, Computing Services; Patricia Habicht, graduate assistant, Student Life; Suzette Hayes, development officer, Leadership Giving, United Way of Buffalo and Erie County.

SEFA/United Way prize drawing winners are as follows: Joan Slater, Residence Life, Entertainment Book, compliments of the Alumni Association; Joanne Pease, Special Programs, Sabres tickets; M. Virginia Wyly, interim vice provost for instruction and curriculum and Catherine Ansuini, associate professor, health and wellness, Tops gift certificates; Betty Spencer, senior programmer analyst, Royal Pheasant gift certificate; Deborah Rindfuss Ellis, assistant professor, technology, Bengal basket; Judith Miller, associate registrar, Studio Arena tickets; and Richard Stempniak, lecturer, technology, Rascals gift certificate.

Men's Football to Host ECAC Northwest Championship Game

The Buffalo State Bengals football team will host Plymouth State (N.H.) Saturday, Nov. 22, in the 1997 ECAC Northwest Championship. The game will take place at Coyer Field on the Buffalo State campus at noon. Tickets are priced at \$5 for general admission and \$3 for Buffalo State students. Students will be admitted free if USG will cover the cost of student tickets. Buffalo State last participated in the ECAC playoffs in 1991, when it defeated Worcester Polytechnic Institute, 23-17, to capture the ECAC Northeast Championship. This will be the seventh consecutive year in which the Bengals will compete in post-season play. They were selected to the NCAA playoffs in each of the last five seasons. The game will be the first-ever meeting between Buffalo State and Plymouth State.

A fourth-quarter touchdown lifted the Bengals to a 13-10 victory over Ithaca College at last Saturday's football game. Chris Henry tossed a 37-yard touchdown pass to Mike Zappia with six minutes and 12 seconds left in the game to give Buffalo State a 13-10 victory over Ithaca in the regular season finale. Despite this victory, the NCAA Selection Committee denied Buffalo State a seat in the NCAA Division finals. The NCAA determined, based on all criteria and available information, that the Coast Guard Academy held a very slight advantage over Buffalo State. Therefore, Coast Guard was awarded the final playoff position in the NCAA East Region.

Men's and Women's Basketball Tournaments

Buffalo State College will host the 16th annual Cole's Classic Men's Basketball tournament on Friday, Nov. 21 and Saturday, Nov. 22. In Friday's opening game, Greensboro College (N.C.) will face Daemen College at 6 p.m. in the Sports Arena. At 8 p.m. Friday, the Buffalo State College men's basketball team will face off against Point Park (Penn.). Saturday's games will begin at 2 p.m. in the Sports Arena with the consolation game. The Cole's Classic championship game will begin at 4 p.m.

The Betty Abgott Invitational Women's Basketball tournament will be held on Saturday, Nov. 22 and Sunday, Nov. 23, also in the Sports Arena. Saturday's opening game starts at 6:30 p.m., with Nebraska Wesleyan vs. Wisconsin-Stout. Buffalo State College Lady Bengals take on Medaille College Saturday at 8:30 p.m. Sunday's games will begin at noon in the Sports Arena, starting with the consolation game. The Betty Abgott championship game will begin at 2 p.m. Tickets for both the Cole's Classic and the Betty Abgott tournaments are \$3 for the general public and free for BSC students.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, Dec. 12, at 3 p.m. in Butler Library 210.

Curricular Items

The following course proposals have been received by the College Senate Office and are being forwarded to the Curriculum Committee for review and approval:

Inclusion in Core:

NFS 110 Introduction to Hospitality and Tourism. This course is designed to provide an overview of the hospitality and tourism industry, which is comprised of hotels, resorts, tourism and travel, convention management, casinos and gaming, commercial and noncommercial food service, and culinary arts. Students will learn about the emerging trends in the industry and available career opportunities.

FTT 150 Introduction to Fashion Merchandising. A basic course providing an overview of fashion merchandising. It covers topics such as market structure, operational patterns, and occupational roles. The content of this course is designed to impart knowledge to all consumers of apparel about the intriguing processes involved in apparel merchandising. This course ensures appropriate introduction of the discipline to prospective students.

FTT 107 Survey of the Fashion Textile Industry. Course gives an overview of the textile and apparel industry. Basic information related to the apparel and textile products will be discussed from concept to finished product. Quality and construction techniques will be discussed and examples will be produced. Related terminology and career opportunities will be presented on an introductory level.

Delete:

NFS 101 (Introductory Food) and FST 108 (Fashion Fundamentals) from the General Education CORE.

Number and Prefix Change:

From FST 340 (Introduction to Fashion Merchandising) to FTT 150.

New Course:

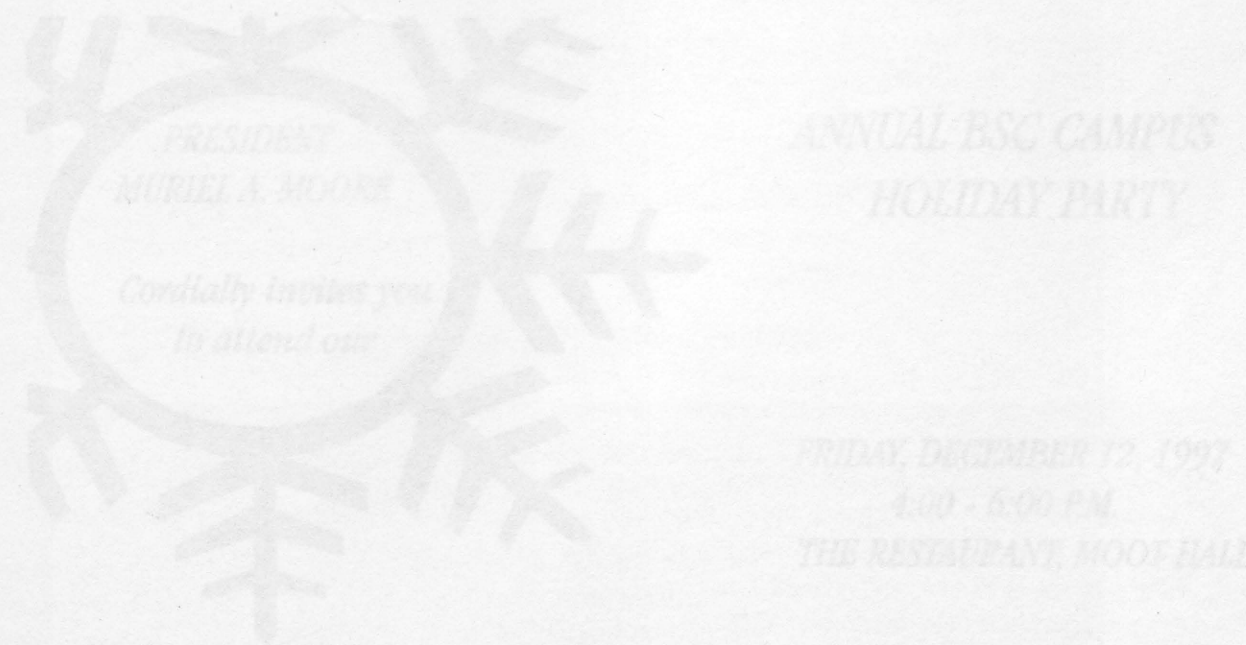
SOC 353 Environment and Society. Empirically and theoretically analyzes the crisis of the environment at the global, national, and local levels. Specific topics include the "toxics crisis," Central America, work, environmental racism, and others. But rather than focus on specific physical aspects of the environment, the course is designed to interpret societal structures and processes that lead to ecological crises and responses to them.

Standing Committees

The following membership list was approved at the Nov. 14 College Senate meeting:

Student Welfare Committee: Celeste Smith, Chairperson; Aaron Coleman; Timothy Ecklund; William Gritsavage; Sheriffee Humphrey; Marvin LaHood; Phillip Santa Maria; Dennis Pfaffenbach; Darren Pogue; Marlon Roberts; Alice Sullivan; Tunisha Walker; Mary Beth White.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Submit double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.



Buffalo State College
State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 14

December 4, 1997

From the President

Adult Education Degree Program Approved

Buffalo State College has received approval from the State Education Department to offer a master of science degree program in adult education. The program was created to attract graduate students and adult educators who are interested in the development and education of adults in job upgrading, career changes, and entry into vocational-technical areas.

The program will be administered through the Educational Foundations Department, the Faculty of Applied Science and Education, and the Graduate Studies Office.

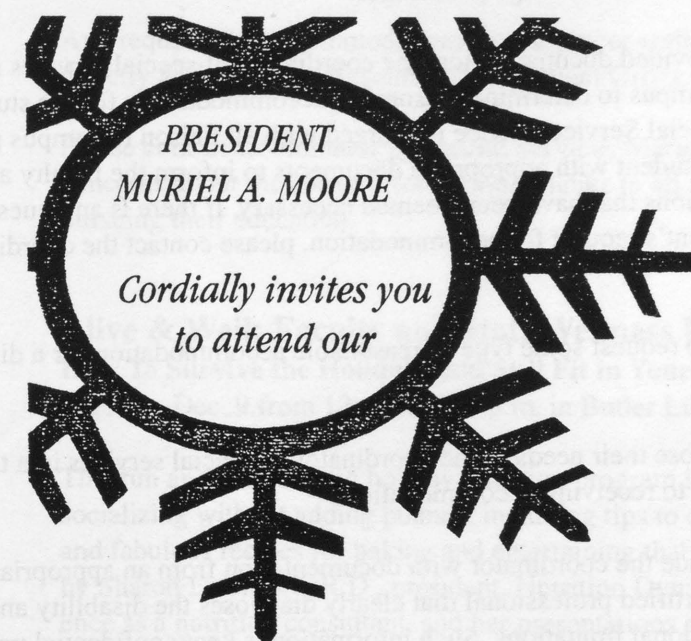
Curricular Approvals

I have approved the following course revisions, which have been recommended by the appropriate dean, the College Senate, and the provost and vice president for academic affairs.

Course Revisions:

CRJ 317 Constitutional Issues in Criminal Justice

SOC 312 Women in Society



ANNUAL BSC CAMPUS HOLIDAY PARTY

FRIDAY, DECEMBER 12, 1997

4:00 - 6:00 P.M.

THE RESTAURANT, MOOT HALL

Please respond by December 10th 878-4101

From the Provost and Vice President for Academic Affairs

Students with Disabilities

The procedures for identifying students with disabilities, arranging for accommodation, and maintaining contact with instructors have been in place for the last seven years. These procedures are governed by the mandates of the federal law, The Rehabilitation Act of 1973, including Section 504, and the Americans with Disabilities Act of 1990. By federal law, a person with a disability is any person who has a physical or mental impairment, has a record of such impairment, or is regarded as having such an impairment which substantially limits one or more major life activities. It is Buffalo State College's policy that no (otherwise) qualified student with a disability, who, with or without reasonable accommodations, can meet the essential functions of his or her academic program, be excluded from participating in any college program or activity, be denied the benefits of any college program or activity, or otherwise be subjected to discrimination with regard to any college program or activity, including credit or non-credit programs, or activities sponsored by the college.

Every otherwise qualified student with a disability has the responsibility to meet the college's qualifications and essential technical, academic, and institutional standards, including the student code of conduct.

Accommodations may be considered inappropriate or unreasonable only if they a) pose a direct threat to the health and safety of others; b) constitute a substantial change or alteration to an essential element of a course or program; c) fundamentally alter the nature of the service provided; and/or d) pose undue financial hardship or administrative burden on the college.

To reiterate the Buffalo State College procedures:

- 1) Based on provided documentation, the coordinator of special services is the designated person on campus to determine reasonable accommodations for the student with disabilities. The Special Services Office is charged with all liaison to campus personnel and will provide the student with appropriate documents to inform the faculty and staff of the accommodations that have been deemed necessary. If there is any question or concern about a student's request for accommodation, please contact the coordinator of special services.
- 2) Students who request some type of reasonable accommodation for a disability are required to:
 - a) disclose their needs to the coordinator of special services in a timely manner and prior to receiving accommodation;
 - b) provide the coordinator with documentation from an appropriately licensed and/or certified professional that clearly diagnoses the disability and the individual's functional limitations. Such information is kept confidential unless specifically directed by the student;

- c) request the approved accommodations from the appropriate faculty or staff consistent with the timelines issued by the Special Services Office.
- 3) Faculty and staff have the responsibility to:
 - a) Assure the confidentiality of information regarding students with disabilities is maintained;
 - b) Discuss with the coordinator of special services any concerns related to accommodations; and
 - c) Provide appropriate accommodations as identified by the coordinator of special services.
- 4) Grievance Procedure

Should a student disagree with a recommended accommodation, that student should request a review by the Committee on Special Services by contacting the assistant to the vice provost for academic support services, ext. 6659. In these matters every effort will be made to resolve the issue informally with the parties involved, provided that the necessary documentation is in place.
- 5) Discrimination Complaints

Alleged discrimination based on a disability is to be reported to the Equity and Campus Diversity Office.

Any requests for accommodations for faculty or staff with disabilities should be forwarded directly to the Human Resource Management Office as per standing procedure.

Please contact Coordinator of Special Services Marianne Savino at ext. 4500 if you have any concerns about the above information. Thanks to all who have continued to assist our students in pursuing their education.

Alive & Well: Faculty and Staff Wellness Program

How To Survive the Holidays and Still Fit in Your Pants!

Tuesday, Dec. 9 from 12:15 to 1:15 p.m. in Butler Library 210.

This fun and entertaining holiday nutrition program is designed to give participants strategies for socializing without adding pounds, including tips to curb your appetite and the urge to overeat, and fabulous recipes for baking and entertaining that will perk up your holiday table. Presented by Sharon Lawrence, R.D., president, Nutrition Dynamics. Sharon has over 15 years of experience as a nutrition consultant, and her presentations are always dynamic and highly informative. Take a lunch break and join us.

Program is free to Blue Cross & Blue Shield, Choice Blue, Community Blue, HCP, Choice Care. All others \$10. Everyone must register by Dec. 5. Insurance identification and information or \$10 fee required in advance. Call ext. 5109 to register.

S-T-R-E-T-C-H for Stress

Wednesday, Dec. 10 from noon to 1 p.m., in the Houston Gym dance studio.

The holiday season can add a great deal of stress to your already busy life. Why not take an hour at lunch and let Dakin Pascucci, health and wellness intern, take you through some simple but very effective ways to stretch and relax. It's one of easiest methods to combat stress and you'll leave feeling energized. Call ext. 5109 to register.

Eat, Drink, and Stay Healthy: Holiday Nutrition

Friday, Dec. 12 from noon to 1 p.m. in Houston Gym 206.

Presented by Diana Monaco, R.D., public affairs specialist for the USDA, specializing in nutrition programs. If you cannot attend the Tuesday workshop (above), here's your chance to pick up some healthy holiday eating suggestions to help keep you on the right track. It's the little things that make the difference, so don't let a few weeks in December bounce you off the healthy lifestyle track. Come and learn what you can do to make the right food choices throughout the holidays. Call ext. 5109 to register.

State-Mandated Class

"Identifying and Reporting Child Abuse/Maltreatment," a state-mandated two-hour class, is being offered by the Center for Development of Human Services for educators, health care professionals, and school administrators Thursday, Dec. 18, from 7 to 9:30 p.m. in Ketchum Hall 212. For pre-registration, applicable fee, additional information, and a schedule of future offerings, please call 876-7600.

OWL Group Meeting

The OWL Group (Older Wiser Learners) will hold its next meeting Wednesday, Dec. 10, at noon in Cleveland Hall 418.

Bruce Baum, professor in the Exceptional Education Department, will give a presentation titled "Coping with Stress Through Humor." All CSEA members are invited.

This event is sponsored by CSEA Local 640. Please contact Carolyn Rose at ext. 4812 for additional information.

From the Vice President for Finance and Management

Local Surplus Availability

The Business Services Office reports that the following items are available for campus departmental use:

Bookcases, large	Printer stands
Chalkboards, green	Projection screen
Chalkboard, portable	Stools, wood
Desks	Tabarm chairs
Podiums, lecture	Tables, all types
Portable lectern	

To claim an item or request one not listed above, contact Richard Saddleson, director of business services, Clinton Center 207, ext. 3169.

BSC on FOX 29

Buffalo State College will take part in "College Bound," a one-half hour program featuring five WNY colleges and universities. The program will air on FOX 29 on Saturday, Dec. 6 at 7:30 p.m. FOX 29 is Western New York's leader in teen and young adult programming. "College Bound" is designed to influence potential students to apply for admission or for transfer students to enroll for the spring semester.

Health Insurance Option Transfer Period

Employees who wish to change their health insurance plan for the coming calendar year have until Dec. 23 to complete option transfer forms in the Human Resource Management Office, Cleveland Hall 410. Changes made during the option transfer period will become effective on Dec. 25, 1997.

You may choose from the Empire Plan or one of the three health maintenance organizations: Community Blue, Health Care Plan/Choice Care, or Independent Health. "Choices," a comparison booklet of the insurance plans, and forms to change plans can be obtained from the Human Resource Management Office, Cleveland Hall 410, ext. 4821.

If you are interested in the Empire Plan, please call our office and request the benefit summary for your particular bargaining unit. You also can find information on the Empire Plan copayments, annual deductibles, and maximum out-of-pocket expenses for 1998 in *The Empire Plan at a Glance* on the Civil Service Department web site at <http://www.cs.state.ny.us>.

If you are enrolled in the Health Care Plan, this also is the only time each year for either you or your dependents to decide how you receive care: either from a Health Care Plan Medical Center or from the Choice Care Physician Network. A form also is required to make this change.

The biweekly payroll deduction rates for 1998 are listed below. These deductions will become effective with paychecks dated Dec. 25. The rates vary according to bargaining unit.

NEW YORK STATE HEALTH INSURANCE PROGRAM 1998 BIWEEKLY PAYROLL DEDUCTION RATES

HEALTH PLAN	M/C, UUP, PEF EMPLOYEES		CSEA, COUNCIL 82 EMPLOYEES	
	Individual	Family	Individual	Family
Empire Plan	\$ 9.12	\$ 38.48	\$ 6.94	\$ 30.97
Community Blue	\$ 6.11	\$ 33.16	\$ 5.34	\$ 28.97
HealthCarePlan/ ChoiceCare	\$ 6.43	\$ 35.25	\$ 5.78	\$ 31.71
Independent Health - WNY	\$ 5.95	\$ 32.68	\$ 5.10	\$ 28.02

To avoid retroactive premium adjustments and to receive new health plan identification cards closer to the Dec. 25 effective date, employees who wish to make a change in their health insurance plan are encouraged to complete the option transfer forms as soon as possible.

Computing Services Training Schedule for December 1997

Unless otherwise noted, all classes will be held in CyberQuad 318. You are expected to bring a 3.5" disk formatted for the PC. Call ext. 4611 to register for any of these classes or send e-mail to REYNOLAP. If you use e-mail, you **must** include your full name, e-mail username, title, department, and telephone number. I will reply to your e-mail only if there is a problem with your request.

Gold Mail (PC and MAC)

Tuesday, Dec. 9 9 a.m. - noon

This class will explain what e-mail is, how it works, and how to customize it for your uses. Macintosh users can attend this class too; the keystrokes are the same on both platforms. Learn how to communicate with your colleagues using e-mail.

Introduction to Word

Wednesday, Dec. 10 9 a.m. - noon

Microsoft Word is replacing WordPerfect on the campus; you will need to convert to the new word processor. Come to this class and learn how to convert your old WP files to Word. Learn the new key strokes that will make creating documents easier and less frustrating.

Creating Web Pages (HTML)

Thursday, Dec. 11 9 a.m. - noon

Come learn the basics of HTML and create your first web page in about 35 minutes. This class will also teach you how to use the web page editor that is built into Netscape Gold 3.0.

Intermediate Word

Monday, Dec. 15 9 a.m. - noon

This Word class is for the more experienced user of Word. You will learn how to create tables of contents, headers and footers, and how to define and use columns. Also included will be a brief discussion of inserting graphics, creating tables, and the basics of mail merges.

Introduction to Windows '95

Tuesday, Dec. 16 9 a.m. - noon

New systems are being delivered to offices and labs on campus. The new computers are running Windows '95. If you get a new computer or are upgrading to Windows '95, you will want to take this class to learn how to navigate in the new operating system.

Introduction to Access

Wednesday, Dec. 17 1 - 4 p.m.

Access is the relational database that comes with Microsoft Office '95 or '97. It will eventually replace dBase III, II+, IV, and most versions of FoxPro. Attend this class to learn how simple it is to convert from one database to the new Access.

Intermediate Windows '95

Thursday, Dec. 18 1 - 4 p.m.

This class is for the more experienced user of Windows. You will learn how to adjust your desktop, including applications in the Start Up and Start menus. You will also learn what the Briefcase is and how to use it.

From the Vice President for Student Affairs

1998 President's Medal

Once again, an outstanding senior will be honored with the President's Medal at this year's commencement ceremony May 16. This award recognizes an outstanding member of the senior class who has demonstrated excellence in the areas of achievement, citizenship, leadership, and community service.

Faculty and staff have the privilege of submitting the name of one graduating senior for consideration. Nomination forms will be available beginning Dec. 1 from department chairpersons and directors. Supporting documentation must accompany all recommendations. All nominations must be forwarded to Phillip Santa Maria, Campbell Student Union 306, by Friday, Feb. 13.

From the Senior Adviser to the President for Equity and Campus Diversity

The United Way Board Governance Project

The United Way of Buffalo and Erie County is seeking nominees for the Board Governance Project ... Minority/Female Inclusiveness Training. The goal of the project is to prepare and enhance the ability of ethnic minorities and females to serve on boards of directors for non-profit organizations and other volunteer opportunities. The Board Governance Project will benefit individuals interested in serving on boards by offering an opportunity to demonstrate and develop their leadership abilities. The program focuses on recruiting ethnic minorities and women into all facets of the volunteer system throughout Buffalo and Erie County.

Nominees who are selected to participate in the project will participate in a seven-week program, which will begin on Wednesday, Jan. 21, 1998, and conclude on Wednesday, March 4, 1998. Sessions will be held each week from 8 to 11 a.m. at the city campus of Erie Community College. Participants are asked to commit to all sessions.

Persons who are interested in receiving more information about this project or who would like to be considered for nomination should contact the Equity and Campus Diversity Office, Cleveland Hall 415, no later than Dec. 5.

Request for Equity and Campus Diversity Mini-Grant Proposals

The Equity and Campus Diversity Office is interested in providing assistance to campus departments, programs, and organizations for projects related to the campus strategic direction: "To create a nurturing environment for a diverse campus community." Mini-grants of \$500-\$1000 (contingent upon availability of funds) will be awarded to support projects, applied research, workshops, seminars, and other activities related to this strategic direction. The typical mini-grant will be \$500. Additional funds, up to \$1000, will be awarded to those projects that are co-sponsored by two or more groups or organizations. Preference will be given to new projects that did not receive mini-grant funding during 1997 and/or that represent a further development of the previously-funded project. Special consideration will be given to proposals that include discussion of equity and diversity issues.

The funds for the mini-grant projects are made available through a special grant from the SUNY Office of the Chancellor for Student Affairs and Special Programs. Applications will be reviewed by the President's Council for Equity and Campus Diversity and must receive the approval of both the college president and the SUNY Office of the Chancellor. The deadline for submission of applications for projects to be completed in spring 1998 is Feb. 6. Applications are available in the Equity and Campus Diversity Office, Cleveland Hall 415.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, Dec. 12, at 3 p.m. in Butler Library 210.

Curricular Items

The following courses have been received in the College Senate Office and forwarded to the Curriculum Committee for review:

Course Revisions:

COM 205 Introduction to Oral Communication (title change and update course content). The basics of oral communication, designed to examine the principles and contexts of communication, with special focus on the communication process, interviewing, group problem solving, public speaking, and criticism of public messages.

COM 210 Introduction to Writing for the Media (number, title change; update content). Discussions and laboratory practice in organizing and writing for print and electronic media. Provides an introduction to news, feature, and advocacy writing, with applications to the fields of journalism, public relations, and advertising.

New Courses:

COM 215 Introduction to Visual Communication. Analysis of how visual information is produced and consumed through an exploration of the role of images and design in the communication process.

COM 336 Communication and Web Publishing. A general introduction to the role of the World Wide Web in mass communication fields, including beginning and advanced training in Web page design, Web strategies, and an introduction to related software.

Actions of the Senate

At its Nov. 14 meeting, the College Senate approved the report of its Academic Plan Committee regarding the reorganization of the Provost and Vice President for Academic Affairs Office, and voted to endorse and forward its recommendations to President Muriel Moore. Copies are available in the College Senate Office, Cleveland Hall 417C.

The senate also approved the Statement of Academic Misconduct, prepared by its Standards for Students Committee, and voted to recommend to President Moore that the statement become college policy. Copies are available in the College Senate Office, Cleveland Hall 417C.

The senate approved the following resolution presented by its University Faculty senators and voted to forward the resolution to SUNY Chancellor John Ryan and President of University Faculty Senate Vince Aceto:

WHEREAS, State University of New York has always taken pride in the fact that it is one of the nation's largest public universities, and

WHEREAS, the University Faculty Senate represents the 34 state-assisted and statutory institutions of SUNY, and

WHEREAS, each local campus works with University Faculty Senate to protect and preserve system-wide governance, and

WHEREAS, the selection of SUNY System Administrative staff affects operations as each of the 34 state-assisted campuses

THEREFORE, be it resolved that SUNY System Administration consider establishing a task force to assist in the development of a process for timely and orderly consultation with faculty about the selection process for SUNY System Administrative staff.

Also approved was the following resolution. The resolution has been forward to Chancellor John Ryan, Chairperson of SUNY Board of Trustees Thomas Egan, and New Paltz President Roger Bowen:

The Buffalo State College commends President Roger Bowen of New Paltz in his vigorous defense of the academic freedom of his faculty and students. Truth can only be discovered and defended through unimpeded public inquiry and dialogue. We wish to record our continuing support and endorsement.

Committees

The Senate Ad Hoc Committee on Women's Issues will be co-chaired by Kelly Gaddis and Wendy Patterson. Members of the committee are: Roslyn Berkovitz, Lori Christmastree, Marianne Ferguson, Scott Johnson, Douglas Koritz, Nancy Lund, Jill Nash, Laura Serianni (student), Celeste Smith (student), Alice Sullivan, Paulette Thompson, Barbara Vaughan, Kathryn Wiggins-Jones, and Carole Woodlock.

Alex Ratkowski will chair the Senate Ad Hoc Committee conducting the five-year review of BSC's general education requirements. Members of the committee are: Solochidi oL. Ahiaharah, Roslyn Berkovitz, David Carson, Richard Frazita, Warren Gleckel, James Grunebaum, Lin Xia Jiang, Rita Karen O'Quin, H.G. Parsa, Neil Rudin, Om Rustgi, Hilary Sternberg, Ron Stewart, Thomas Witakowski, and two student members to be announced at a later date.

VACANCY NOTICE

December 4, 1997

SUNY COLLEGE/ BUFFALO

Full/Associate Professor & Chair
Tenure Track Position

Staff Assistant (Computer Lab Coordinator)
Senior Staff Assistant (Grant Writer/Coord.)
Faculty (rank open)

SUNY SYSTEM ADMINISTRATION/ ALBANY

Senior Staff Assistant

SUNY/ ALBANY

Chair

Sociology

Speech Language Pathology

Academic Affairs

Inst. Advancement

Social Work

SUNY/OCLC Network

English Department

Review of Applications Begins

1/30/98

1/17/98

1/5/98*

12/31/97*

Open

12/10/97

12/2/97

Assistant Director (50%)

Assistant Professor

Economics Professor (2)

Faculty Position

Instructional Support Technician

Senior Staff Assistant (Dir. Develop.)

SUNY/ BINGHAMTON

Instl. Supp. Assoc. (Electronics Specialist)

Assistant Professor-Sculpture

Assistant Professor-Painter, drawing (2)

SUNY/ BUFFALO

Lecturer

Assistant Professor

Assistant, Associate or Full Professor

Assistant, Associate or Full Professor

Assistant, Associate or Full Professor

Assistant or Associate Professor (2)

Assistant or Associate Professor

Professor or Associate Professor

Senior Programmer Analyst

Staff Associate

Staff Associate

Senior Programmer Analyst

Instructional Support Technician

Staff Associate

Lead Programmer Analyst

Instructional Support Technician

SUNY/ HEALTH SCIENCE CENTER STONY BROOK

Professor

Assistant Professor

Visiting Assistant, Associate, or Full Pressor

James H. Simons Instructorship

Postdoctoral

Instructional Support Specialist

Senior Staff Assistant

SUNY/ HEALTH SCIENCE CENTER at BROOKLYN

Instructional Support Assistant (2)

College Accountant

TH Staff Assistant II

SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

TH Associate Administrator

TH Medical Radiographer II

TH Medical Radiographer I

Assistant Professor

TH Staff Assistant I

TH Senior Staff Assistant

TH Medical Records Assistant II

Associate Director of Purchasing

Personnel Associate

Comm. & Public Service Prgm.

Behavioral Neuroscience

Economics

Communication

University Libraries

University Advancement

Watson School

Art

Art History

Computer Science

Classics

Social & Preventive Medicine

Gynecology-Obstetrics

Gynecology-Obstetrics

Surgical Oncology

Social & Preventive Medicine

Medicine

Computing & Information Tech.

Admissions

Publications

Resource Management

General Libraries

Office of the President

Computing & Information Tech.

Office of Senior Vice President

Mathematics

Mathematics

Mathematics

Mathematics

Mathematics

SBS Electronic Lab

Accounting

Biomedical Communications

Internal Audit

Otolaryngology

Hospital Administration

Radiology

Perioperative Services

Chemistry

Medicine (SUNY Amb. Med. Assoc.)

Marketing & Business Development

Clinical Data Services

Campus Purchasing

Personnel Office

12/15/97*

12/15/97*

Open

Open

12/15/97

12/18/97*

12/15/97*

1/23/98*

2/15/98*

2/15/98

12/16/97

12/16/97

3/31/98*

12/30/97*

Open

12/16/97

Open

12/17/97*

12/15/97*

12/15/97*

12/15/97*

12/15/97*

12/15/97*

12/15/97*

12/17/97*

3/1/98*

3/1/98*

3/1/98*

3/1/98*

3/1/98*

12/15/97*

12/15/97*

12/15/97*

12/15/97

12/15/97*

Open

12/15/97*

12/16/97*

1/15/98*

12/16/97*

12/16/97*

12/16/97*

12/9/97*

Open

SUNY COLLEGE/ BROCKPORT

Vice President for Academic Affairs
 Assistant Professor
 Staff Assistant (Parking Administrator)
 Program Counselor

SUNY COLLEGE/ CORTLAND

Assistant Professor
 Assistant Professor
 Assistant Professor
 Assistant, Associate or Professor

SUNY COLLEGE/ FREDONIA

Dean for Arts and Humanities
 Dean of Natural & Soc. Sciences & Prof. St.
 Assistant Professor
 Staff Assistant (Asst. Dir. Intl. Ed.)

Assistant Professor
 Assistant or Associate Professor
 Assistant or Associate Professor

SUNY COLLEGE/ GENESEO

Staff Associate
 Assistant Professor

SUNY COLLEGE/ OSWEGO

Assistant Professor
 Assistant Professor
 Assistant Professor
 Assistant Professor (2)
 Assistant Professor

SUNY COLLEGE/ PLATTSBURGH

Assistant Director, Sr. Fin. Aid Advisor
 Assistant Professor
 Assistant Professor
 Programming Manager
 Adjunct Lecturer (2)
 Assistant Professor

SUNY COLLEGE/ POTSDAM

Annual Fund Director
 Athletic Trainer
 Instructional Support Assistant
 Assistant Professor
 Coordinator of Prof. Develop. Schools

SUNY COLLEGE/ PURCHASE

Staff Associate, College Budget Officer
 Staff Assistant, Office Manager

SUNY/ COLLEGE OF TECHNOLOGY at CANTON

Coordinator of Multicultural Affairs

SUNY/ COLLEGE OF TECHNOLOGY at COBLESKILL

Assistant or Associate Professor
 Instrl. Support Specialist, Farm Manager

Academic Affairs 12/19/97
 Psychology 1/26/98
 Facilities/Parking 12/15/97
 Student Personnel Services 12/15/97

Sociology/Anthropology Open
 Art & Art History Open
 Economics Open
 Recreation & Leisure Studies 1/15/98*

Arts and Humanities Open
 Natural & Social Sci. & Prof. St. Open
 Philosophy Open
 Lifelong Learning 12/15/97
 English Open
 Speech Pathology & Audiology Open
 Theater Arts 1/15/98

Telecommunications Technician 1/1/98*
 Anthropology 1/15/98*

Chemistry Open
 Public Relations 12/15/97
 Economics 12/20/97*
 Psychology 1/15/98
 Communication Studies 12/15/97

Financial Aid 12/15/97*
 French 1/12/98
 Spanish 1/12/98
 Library & Information Services 12/15/97
 Communications Disorders & Sci. Open
 Chemistry 1/12/98

College Advancement 12/15/97*
 Athletics 12/31/97*
 Crumb Library 12/15/97*
 Psychology 1/31/98*
 Professional Development School 12/31/97*

Business Affairs 12/15/97*
 Natural Sciences Open

Student Life Open

Computer Technologies 12/9/97*
 Agriculture & Natural Resources 12/31/97*

SUNY/ COLLEGE OF TECHNOLOGY at DELHI

Faculty Member	Veterinary Science	Open
Faculty Member	Hospitality Management	Open
Faculty Member	Plant Sciences/Golf Course Mgmt.	Open
Admissions Advisor	Admissions	Open

SUNY/ COLLEGE OF TECHNOLOGY at FARMINGDALE

Assistant Professor	Criminal Justice	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.

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Buffalo State College
State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 15

December 11, 1997

From the Provost and Vice President for Academic Affairs

Interim Director of Financial Aid

I am pleased to announce that Michael Woodruff will be appointed interim director of financial aid effective Jan. 5, 1998. Mr. Woodruff has been at the college for 10 years and currently serves as associate director of financial aid. This appointment is necessitated by the retirement of Dan Hunter, director of financial aid.

In the coming months, Mr. Hunter will continue to serve the college as a part-time consultant to the financial aid office. A search for a director will be implemented as soon as possible; the search committee will be chaired by Gary Phillips, associate vice president and comptroller.

1997-98 Chancellor's Awards

Feb. 2, 1998, is the deadline for receipt of nominations to the Academic Affairs Office for the 1997-98 Chancellor's Awards for Excellence in Teaching, Librarianship, and Professional Service, as well as Distinguished Service and Distinguished Teaching Professorships. When the new guidelines are received, they will be mailed to individuals making nominations.

SUNYCards

As of Jan. 12, 1998, E. H. Butler Library will handle the administration and production of SUNYCards. The provision of this service by the library circulation staff, rather than the Traffic Office, should make it more convenient for faculty, staff, and students to obtain their cards. SUNYCards are necessary for charging out library materials. The SUNYCard is the official Buffalo State College I.D. and is useful for library photocopying, food service, etc.

Regular SUNYCard hours for spring 1998 will be:

9 a.m. - 9 p.m.	Monday-Thursday
9 a.m. - 5 p.m.	Friday
10 a.m. - 5 p.m.	Saturday
1 - 7 p.m.	Sunday

Contact Bonnie Percival, head of circulation services, at ext. 6303 or by e-mail at percivbj if you have questions.

(Continued)

Vending Services in the Library

E. H. Butler Library now has a vending room, located in room 129, off the main lobby. Beverages and snacks, including gourmet coffees, are available for consumption in either the vending room or the main lobby. Eating and drinking is still prohibited in other areas of the library.

From the Vice President for Finance and Management**Holiday Food Drive**

The Civil Service Employees Association (CSEA) has the Spirit. So does the United University Professions (UUP) and Council 82. And all are asking you to get the Spirit; that is the Holiday Spirit — the Spirit of Giving.

During the period Dec. 9 through Dec. 23, CSEA, UUP, and Council 82 members, joined and supported by Buffalo State College, are sponsoring a food drive to help keep the food pantries of Buffalo full for the holidays. Faculty, students, and staff can help by:

Bringing nonperishable foods to one of the drop-off points in each building. You can do this as often as you wish.

Giving money, instead of food, if you prefer, to the employee at one of the drop-off points. Checks should be made payable to BSC Foundation.

On Dec. 10 and 11, between 8 a.m. and 3 p.m., you may bring food items, toys, or gifts to special collections points at the east or west entrance of both Rockwell Road and Iroquois Drive. You may not even have to get out of your car!

Call the Campus Services Customer Service Center at ext. 6111 if you have any questions or special needs.

Dormitory residents may place food items in special collection containers in their dorms.

Here's a chance for you to "Get the Spirit" and to "Give the Spirit." Look for drop-off points wherever you see "The Spirit" sign.

New Monthly Newsletter

Faculty and staff at Buffalo State College have been expressing a desire for more information on the "goings-on" around campus and additional ways of communicating with each other and the community. To help meet those needs, a new monthly newsletter is in the planning stages. The first issue is scheduled to make its debut early in 1998.

This publication is not going to replace the weekly Bulletin. Rather, it is intended to be an informational news publication for and about the employees of Buffalo State College.

The College Relations Office is responsible for collecting, writing, and editing all material. If you have an idea for an article, please contact college relations at ext. 4201. This newsletter is your publication, and your ideas, opinions, and viewpoints are invaluable!

Computing Services Training Schedule for January 1998

Unless otherwise noted, all classes will be held in CyberQuad 318. You are expected to bring a 3.5" disk formatted for the PC. Call ext. 4611 to register for any of these classes or send e-mail to reynolap. If you use e-mail, you **must** include your full name, e-mail username, title, department, and telephone number. Paul Reynolds will reply to your e-mail only if there is a problem with your request.

Introduction to Windows '95

Tuesday, Jan. 6 9 a.m. - noon

New systems are being delivered to offices and labs on campus. The new computers are running Windows '95. If you get a new computer or are upgrading to Windows '95, you will want to take this class to learn how to navigate in the new operating system.

Introduction to Word

Wednesday, Jan. 7 1 - 4 p.m.

Microsoft Word is replacing WordPerfect on the campus; you will need to convert to the new word processor. Come to this class and learn how to convert your old WP files to Word. Learn the new key strokes that will make creating documents easier and less frustrating.

Introduction to Excel

Thursday, Jan. 8 1 - 4 p.m.

Excel is the spreadsheet application that comes with Microsoft Office '95 or '97. Excel will replace Lotus and other spreadsheet applications as computers are upgraded on the campus. Come learn how to generate gradebooks and payroll reports using Excel.

Introduction to Access

Monday, Jan. 12 1 - 4 p.m.

Access is the relational database that comes with Microsoft Office '95 or '97. It will eventually replace dBase III, II+, IV, and most versions of FoxPro. Attend this class to learn how simple it is to convert from one database to the new Access.

Creating Web Pages (HTML)

Wednesday, Jan. 14 9 a.m. - noon

Come learn the basics of HTML and create your first web page in about 35 minutes. This class also will teach you how to use the web page editor that is built into Netscape Gold 3.0.

Intermediate Word

Thursday, Jan. 15 9 a.m. - noon

This Word class is for the more experienced user of Word. You will learn how to create tables of contents, headers and footers, and how to define and use columns. Also included will be a brief discussion on inserting graphics, creating tables, and the basics of mail merges.

Mail Merge using Word**Thursday, Jan. 15 1 - 4 p.m.**

Topics to be covered include: defining and creating a database using Access, creating form letters, designing and printing labels, and how to select specific data using Queries to print from letters and labels.

Gold Mail (PC and MAC)**Friday, Jan. 16 9 a.m. - noon**

This class will explain what e-mail is, how it works, and how to customize it for your uses. Macintosh users can attend this class too; the keystrokes are the same on both platforms. Learn how to communicate with your colleagues using e-mail.

Intermediate Windows '95**Tuesday, Jan. 27 1 - 4 p.m.**

This class is for the more experienced user of Windows. You will learn how to adjust your desktop, including applications in the Start Up and Start menus. You will also learn what the Briefcase is and how to use it.

Surfing the World Wide Web**Thursday, Jan. 29 1 - 4 p.m.**

Come learn the history of the "web." Learn what it means to "surf the web." Find out how to use the web to do serious research or just to find fun and interesting sites.

Introduction to PowerPoint**Friday, Jan. 30 9 a.m. - noon**

In this hands-on session you will learn the basics of creating a useful and efficient presentation. Topics covered will include: presentation views, slide types, master galleries, inserting graphics, and other topics as decided by the class.

Macintosh Class - Introduction to Word Using the Mac**Tuesday, Jan. 13 1 - 4 p.m.**

Learn how to use Microsoft Word on the Macintosh computer. This is the introduction course for Mac users. You will learn the basics of Word: creating and editing a document, moving around a document, special effects such as changing margins, hanging indents, and much more.

Bring a Mac-formatted 3.5" disk. **Please note: this class will be held in CyberQuad 316.**

Local Surplus Availability

The Business Services Office reports that the following items are available for campus departmental use:

Bookcases, large	Printer stands
Chalkboards, green	Projection screen
Chalkboard, portable	Stools, wood
Desks	Tabarm chairs

Podiums, lecture

Tables, all types

Portable lectern

To claim an item or request one not listed above, contact Richard Saddleson, director of business services, Clinton Center 207, ext. 3169.

From the Vice President for Institutional Advancement and Development

Director of Annual Fund Search Committee Convened

As a result of the reassignment of Mary Greene as director of major gifts and planned giving, a search committee for her position has been formed and will convene shortly. Sarah Anderson, interim assistant dean for undergraduate studies, has agreed to serve as chairperson. The committee will screen and recommend candidates for the position of director of annual fund. The committee represents a broad spectrum of campus constituents.

Description: The director of annual fund reports directly to the vice president for institutional advancement. The director is responsible for the annual fund solicitation, prospect research function, donor recognition and stewardship, and donor system operation and maintenance. The director supervises a prospect researcher and a systems manager.

Requirements: significant experience in managing annual fund solicitation, familiarity with donor software, direct mail experience, supervisory experience, bachelor's degree. Experience in managing annual fund for an institution of higher education preferred. Women, minorities, persons with disabilities, and Vietnam-era veterans are encouraged to apply.

Competitive salary and benefits package. Submit letter of application and resume to Chairperson/ Director of Annual Fund Search Committee, Assistant Dean for Undergraduate Studies Office, South Wing 130, Buffalo State College, 1300 Elmwood Ave., Buffalo, N.Y. 14222. Deadline for applications is Jan. 20, 1998.

Tom Fontana Becomes First Member of the Butler Society

Tom Fontana, with his donation of \$55,000 towards the renovation of the theater in Upton Hall, has become the first member of the Butler Society. This brand-new Distinguished Donor Society recognizes those who give \$10,000 or more in an academic year.

Tom did not make it by much, however. One day after Tom made his gift, the second Butler Society member appeared. This person, who wishes to remain anonymous, made a \$10,000 gift to the Art Conservation program.

Both of these gifts were made with appreciated stock, one of the smartest ways to make a gift, particularly in the month of December. For information on how to make such a gift, or on the benefits of the college's Distinguished Donor Societies, contact Mary Greene at ext 5536.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, Dec. 12, at 3 p.m. in Butler Library 210.

Curricular Items

The following courses have been received in the College Senate Office and forwarded to the Curriculum Committee for review:

New Courses:

SSE/SST/HIS 407 The Teaching of History. A study of the curriculum and practice of history teaching. Particular emphasis is placed on the historical development and theoretical aspects of the teaching discipline, as well as recent research on how people construct historical meaning.

HEW 312 Methods and Materials in Health and Wellness. Instruction in the materials and instructional methodology necessary to create, select, and deliver effective health and wellness programs.

HEW 225 Introduction to Disease Prevention. This course is designed to introduce the general principles of disease. Etiology, signs, symptoms, treatment, and management of diseases that affect individual organs in the various body systems will be covered. National Safety Council certifications or the equivalent will be awarded upon successful completion of the course.

HSC 305 Community Health and Wellness. This course involves the study of community health as it relates to world concerns, U.S. interests, local community concerns, and the interrelatedness of health care to various societal issues.

Course Revisions:

HPR 301 Kinesiology: The study of skeletal, neural, and muscular systems and the biomechanical principles of human movement and their relationship to exercise, fitness, and athletic performance.

HPR 302 Exercise Principles. The study of exercise and its effects on the human body. The goal is practical knowledge of the principles of fitness testing and exercise prescription, and the application of that knowledge to improve fitness and athletic performance in healthy human populations.

HPR 307 Exercise, Fitness, and Nutrition. The ability to generate energy is essential to exercise. This course integrates basic concepts of nutrition and exercise training to improve fitness and athletic performance. The relationship of exercise and nutrition to the etiology and treatment of eating disorders and obesity is explored.

HSC 310 Advanced First Aid and Emergency Care. This course is designed to promote health safety standards and provide skills in advanced emergency care. Competencies in various areas of emergency medicine include: bandaging, splinting, victim examination, bleeding and shock emergencies, and emergency childbirth. In addition, competency and proficiency in teaching

OSHA safety standards for infectious agents are included. National Safety Council certifications or the equivalent are awarded upon successful completion of the course.

Program Revision:

Health and Wellness Department (0739)

Core Courses (additions to core):

COM 205 Introduction to Oral Communication

HUM 321 Rhetorical Criticism

HUM 327 Great Reporting and Writing of American Journalism

HUM 337 Modern German Literature in Translation

Actions of the Senate (amendment to the Dec. 4 Bulletin):

The Report of the Academic Plan Committee, voted and endorsed by the senate, has forwarded its recommendations to President Moore. The report, previously omitted from the Dec. 4 Bulletin, was submitted as follows:

Memorandum

To: College Senate
From: Senate Academic Plan Committee, John Morganti, Chairperson
Date: Nov. 11, 1997
Subject: Final Report/Recommendations on the Proposed Reorganization of the Provost and Vice President for Academic Affairs Office

Dr. Janet Ramsey, senate chairperson, charged the Senate Academic Plan Committee with reviewing the proposed reorganization of the Provost and Vice President for Academic Affairs Office at the Sept. 19 meeting of the College Senate. This reorganization was described in the July 24, 1997 College Bulletin, and has been in place on an interim basis since late August (Appendix A-2). More specifically, the Academic Plan Committee was asked to review this interim reorganization and report its findings and recommendations at the Nov. 14 College Senate meeting.

The Academic Plan Committee began its efforts by reviewing and discussing this interim plan (Appendix A-2) and a set of materials forwarded to the committee by Provost Quatroche. These materials included background information on the conditions that led to this decision to put the interim reorganization in place and the rationale and responsibilities for each position within it.

Greatly simplified, the conditions behind the reorganization included:

1. The turnover in academic affairs personnel and the loss of senior-level positions that occurred between spring 1995 and spring 1997, creating substantial dislocation and overload.
2. A recommendation by the College Senate (May 1996) that an associate vice president for academic affairs line be restored.

3. The additional responsibilities assigned to academic affairs with the movement of the enrollment management function to academic affairs in January 1997 (see also Academic Plan Committee recommendations of the College Senate May 1996).

Provost Quatroche cited a variety of reasons for the specific positions and their associated responsibilities including a desire to "more clearly define the responsibilities of staff in academic affairs in order to provide a better delivery of support to academic programs." The proposed reorganization also was aimed at providing a better balance of responsibilities by reassigning functions among the existing staff and the line transferred to academic affairs with the responsibility for enrollment management.

The Academic Plan Committee sought additional information as we conducted our review. We asked the provost to summarize the specific functional responsibilities for each position proposed in academic affairs and an indication of offices/persons reporting to that position, an organizational chart for the entire college so that we might compare levels of administrative operations, and data on the structure of academic affairs offices in other SUNY liberal arts colleges and in selected comparable colleges across the nation. Provost Quatroche and his staff (especially Dr. Ponton) gathered those data and made them available to the committee.

Next the Academic Plan Committee sought to solicit input from the BSC community on its reactions, concerns, and recommendations to the interim reorganization plan.

The Academic Plan Committee used several vehicles for soliciting reactions including:

1. A request in the Oct. 16 College Bulletin (Appendix A-1).
2. The scheduling of two open hearings at which interested persons could directly present their reactions to the committee: Oct. 23 from 12:20 - 1:30 p.m. in Bulger Communication Center W and Oct. 29 from 2 - 4 p.m. in Butler Library 210.
3. The attendance of Academic Plan Committee Chairperson, John Morganti, at meetings of the deans and chairpersons in the Faculty of Applied Science and Education on Oct. 22 and the Faculty of Arts and Humanities on Oct. 29. Also, an open dialogue with members of the Faculty of Natural and Social Sciences took place at their Oct. 31 meeting.
4. An announcement requesting input and reactions was made at the Oct. 15 meeting of the Professional Staff Caucus.

These efforts produced a total of 35 separate responses (three e-mail or letters, see Appendix B2-B4; three phone messages were received while three persons testified at the open hearings). The greatest number of responses was offered at the meetings with the deans and chairpersons and at the FNSS meeting.

The committee reviewed and discussed all the materials described above. We also reviewed the synopsis of issues raised with Provost Quatroche and his staff in several open forums the provost conducted in September 1997. Several concerns, perceived strengths, and recommended changes

were identified among these data. The individual concerns were summarized and are presented in Appendix B-1. An estimate of their frequency was made.

The Academic Plan Committee organized the concerns identified by the respondents into general concerns and specific concerns. All of the general concerns were raised a number of times and were shared by a number of committee members.

General Concerns

- Lines of responsibility are not always clear, nor are there clear rationales for the inclusion/exclusion of particular functions under each position or how communication among areas will be fostered.
- How does this reorganization align with college priorities?
- How does this structure reflect the President's commitment to the college to "manage from the middle"?
- How do we determine success? How will the reorganization be evaluated?

Specific Concerns

Appendix B-1 lists all the concerns that were identified, but several seem worthy of special mention because of the frequency with which they were mentioned by respondents and committee members. They include:

- The plan does nothing to resolve the woeful inadequacies in academic computing in terms of funding, support personnel, decision-making in purchase of hardware, networking, etc. Need to deal with this!
- Enrollment management gets short shrift. There is a need for structure that assigns proper recognition and accountability for all phases of enrollment management (e.g., admissions/recruiting, retention, programs). Some recommended a dean of enrollment management, associate vice president, etc. Faculty of Natural and Social Sciences passed a resolution asking that any new structure clearly indicate functions, responsibilities, and accountability for enrollment management.
- Structure and narrative do not indicate relationships between academic departments with graduate programs and dean of graduate studies and research.
- Elimination of position of associate vice president and dean of undergraduate studies divides/fragments functions that should be together. We lose more by proposed reorganization of those functions than we gain.
- Associate vice president for instruction and curriculum has too many responsibilities while assistant vice president for academic support services has too few.

Dennis Ponton (administrative liaison)
 Carol Richards
 Pamela Schuetze-Pizarro
 William Schultz
 Jill Singer
 Idajean Windell

VACANCY NOTICE December 8, 1997

SUNY COLLEGE / BUFFALO

Assistant Professor
 Assoc. or Full Professor/Chair

SUNY / ALBANY

Lead Programmer-Analyst
 Computer & Electronic Specialist
 Director of Employee Relations
 Lead Programmer-Analyst
 Dir. Dev. Resrch. & Prospect Coord.

SUNY / BUFFALO

Director of Financial Aid
 Associate/Full Professor
 Assistant Dean (for Minority Affairs)
 Senior Staff Associate
 Staff Assistant

SUNY / HEALTH SCIENCE CENTER at BROOKLYN

Instructional Support Assistant
 Associate Dean
 Senior Staff Associate
 TH Senior Financial Analyst
 TH Assistant Director of Nursing
 Staff Associate

Instructional Support Tech., part-time

TH Assistant Administrator

TH Staff Assistant II

Assistant Professor

Research Faculty

TH Respiratory Therapist II

SUNY / HEALTH SCIENCE CENTER at SYRACUSE

TH Respiratory Therapist III

Instructional Support Associate

TH Nursing Administrator

TH Pharmacist

SUNY COLLEGE / BROCKPORT

Associate Library Director

Assistant Professor

Assistant Professor

Nutrition, Hospitality & Fashion
 Mathematics

School of Public Health

Physics

Human Resource Management

School of Public Health

University Advancement

Student Finances & Records

Women's Studies Program

Dean's Office

Student Affairs

Physiology & Biophysics

Microbiology & Immunology

Student Affairs

VP for Academic Affairs

Hospital Finance

In-Patient Care Services

Ophthalmology

Microbiology & Immunology

Radiology

Radiation Oncology

Otolaryngology

Pediatrics

Anesthesiology/Respiratory Therapy

Respiratory Care Services

IM&T-Educational communications

Nursing (5A/5B)

Pharmacy

Library

Physical Ed. & Sport

Special Education

Review of Applications Begins

Open
 1/20/98*

12/26/97*

12/26/97*

12/26/97*

12/26/97*

12/18/97*

1/7/98*

2/28/98

1/7/98*

1/7/98*

1/7/98*

12/19/97*

12/19/97*

12/19/97*

12/19/97*

12/19/97*

12/19/97*

12/19/97*

12/19/97*

12/19/97*

12/16/97*

12/16/97*

12/16/97*

12/19/97*

12/23/97

12/23/97

12/30/97

12/23/97

12/26/97

1/19/98

2/15/98

Assistant or Associate Professor
 Director of Computational Science
 Associate Librarian
 Staff Assistant
 Purchasing Staff Assistant

SUNY COLLEGE / FREDONIA

Assistant Professor

Assistant Professor

Assistant Professor

SUNY COLLEGE / GENESEO

Staff Associate

Assistant Professor/Instructor

SUNY COLLEGE / OSWEGO

Assistant Professor

Assistant Professor

Assistant Professor

Computational Science Program

Computational Science

Information Services

Bursar's Office

Purchasing

Psychological Foundations

Multicultural Ed./ESL

Reading

Access Opportunity Programs

Communication

Economics

Sociology

Computer Science

1/7/98

1/7/98

12/26/97

12/15/97

12/15/97

1/15/98*

1/15/98*

1/15/98*

1/10/98*

12/20/97*

Open

1/15/98

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From the Provost and Vice President
 for Academic Affairs

Center for the Enhancement of Learning and Teaching Workshop

Putting Yourself Out on the Web

This is a two-day workshop facilitated by Professor Anthony Nardone, Computer Information
 Systems Department.

Interested in using the Internet to enhance your materials? This workshop will show you how to
 place your electronic materials on the Internet, create notes, PowerPoint slides on the
 Internet. Many other services will be discussed. This workshop will be held on the
 following dates:

Buffalo State College
State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 16

December 18, 1997

From the President

Holiday Message

At this time of year, while we complete the work of a busy semester, we welcome the chance to celebrate the holidays with friends and family. Let us also take a moment to realize and celebrate our accomplishments at Buffalo State College. This fall, for the 126th time, the faculty and staff of this institution greeted a new incoming class. We also welcomed some remarkably fine new faculty and staff members. As the semester progressed, we defined the strategic directions for the college, and we have taken steps toward the realization of these goals. As the host institution for two state-wide meetings, we showcased the college for visitors from throughout New York state. In our academic departments we saw the realization of numerous initiatives, including conferences, curriculum development, publications, successful grant proposals, and most importantly, teaching. Throughout the institution, projects moved forward, providing better service to students and enhancing our facilities. Through these efforts, we continue to maintain our status as a superior public institution of higher learning and a vital community resource.

The excellence of this institution is, and always has been, the reflection and result of our excellent faculty and staff. I thank all of you for your dedication, your commitment, and your fine work. I thank you for sharing your intellect, your creativity, your initiative, your scholarship, your sensitivity, and your insight with our students. Through our shared commitment, we sustain and nurture the largest of the state university four-year colleges, and build on a proud legacy. We wish you a joyous holiday season, and I hope that we all look forward to the new year and the new semester with renewed enthusiasm and inspiration.

From the Provost and Vice President for Academic Affairs

Center for the Enhancement of Learning and Teaching Workshop

Putting Yourself Out on the Web

This is a two-day workshop facilitated by Professor Anthony Nowakowski, Computer Information Systems Department.

Interested in using the Internet to distribute class materials? This workshop will show you how to place your classroom materials (handouts, assignments, lecture notes, PowerPoint slides) on the Butler Library webserver for efficient distribution to your students. In this workshop you will learn to use the following software tools:

(Continued)

- Office '97 to create HTML documents
- Netscape Gold 3.0 to modify and enhance HTML documents
- WS_FTP to conveniently upload and download files to and from the webserver
- a template that has been used successfully for more than one year

See <http://www.buffalostate.edu/~nowakoaj> to view a working example of this distribution template.

To make the most of these sessions, participants should bring soft copies of existing materials (Word documents, Excel spreadsheets, or PowerPoint presentations) to the workshop.

Enrollment is limited. **You must be registered to attend.** Please contact CELT at ext. 6939 or via e-mail at barkerlj to register for one of the workshop sessions.

Select **one** two-day workshop session:

Tuesday, Jan. 20 and Wednesday, Jan. 21 9 a.m. - 4 p.m. 318 Butler Library (Cyberquad)	or	Thursday, Jan. 22 and Friday, Jan. 23 9 a.m. - 4 p.m. 318 Butler Library (Cyberquad)
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Please note: Because Office '97 and WS_FTP are unavailable for the Macintosh platform, these will be PC-only workshops. Participants must at least have "surfed" the Internet with a browser before attending the workshop.

From the Vice President for Finance and Management

Winter Shutdown Reminder

Buffalo State College will shut down campus operations from the close of business on Tuesday, Dec. 23, 1997, through close of business Friday, Jan. 2, 1998. Employees and students are reminded to prepare for the shutdown by securing their offices and residence hall rooms; taking home plants, aquariums, and other temperature-sensitive items; and making certain that equipment and appliances, such as refrigerators, are cleaned out and unplugged. Plan ahead and be certain to take home all books, research material, etc. that might be needed during the shutdown period. Fax machines should be turned off or disconnected so that messages do not accumulate. Personal computers and printers should also be turned off. The college administration wishes to thank all campus employees, as well as others who may be inconvenienced by the shutdown, for their cooperation with this program.

Child Care Center Parking

In conjunction with the Child Care Center's move from Caudell Hall to the newly renovated C-wing of the Buckham Campus School, the six drop-off/pick-up parking spaces in lot U (parking lot between Butler Library and Caudell Hall) will be converted to faculty/staff parking, and six parking spaces in lot F-1 (parking lot just west of Buckham Campus School) will be designated as replacement parking for the Child Care Center. The new Child Care Center parking

spaces, which can be used by special permit only, will be adjacent to the crosswalk and stop sign at the southeast corner of the Buckham Campus School and will be clearly marked as 15-minute parking for drop-off/pick-up at the Child Care Center. The changes to the parking lots will be made during the campus shutdown, weather permitting.

Emergency College Closing Information

The emergency college closing announcement, published annually in the college Bulletin, is now included in the BSC Telephone Directory. Please refer to Page 4 of the 1997-1998 edition of the directory for the procedures to follow during snow emergencies or other extraordinary circumstances, and for the policies governing attendance during such an emergency. The telephone directory was chosen as the publication in which to include this important information because most employees keep and consult the directory throughout the year. The information, therefore, will be more readily available to employees.

FICA Tax on Wages

Employees and employers each will pay the 6.2 percent Social Security tax (retirement, disability, and survivor's coverage) on the first \$68,400 of wages in 1998. The 1.45 percent Medicare component of FICA tax applies to total wages with no limitation. Thus, for employees earning \$68,400 or less, the combined rate of 7.65 percent (6.20 percent Social Security and 1.45 percent Medicare) applies to all wages. For employees earning over \$68,400, the Social Security tax will be \$4,240.80 (6.20 percent on \$68,400), plus 1.45 percent of total wages for Medicare.

Employee Assistance Program

The Employee Assistance Program is available to all Buffalo State College employees, families, and retirees. EAP helps faculty and staff cope with personal problems such as balancing work and family, coping with grief, and dealing with stress. EAP is a confidential information, assessment, and referral service. For confidential assistance, please contact one of the following trained EAP coordinators: David Cummings, ext. 5233; Robert Delprino, ext. 6669; Ann Ellement, ext. 4811; or Elaine Henzler, ext. 6110.

You also may obtain free EAP literature from our display racks, which are located on the fourth floor of Cleveland Hall and on the first floor of the Classroom Building (near the Credit Union, HA 105). Currently, you can find articles on dealing with holiday stress and surviving the holidays without gaining those extra pounds.

Computing Services Training Schedule for January 1998

Unless otherwise noted, all classes will be held in CyberQuad 318. You are expected to bring a 3.5" disk formatted for the PC. Call ext. 4611 to register for any of these classes or send e-mail to reynolap. If you use e-mail, you **must** include your full name, e-mail username, title, department, and telephone number. Paul Reynolds will reply to your e-mail only if there is a problem with your request.

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Introduction to Excel**Thursday, Jan. 8 1 - 4 p.m.**

Excel is the spreadsheet application that comes with Microsoft Office '95 or '97. Excel will replace Lotus and other spreadsheet applications as computers are upgraded on the campus. Come learn how to generate gradebooks and payroll reports using Excel.

Introduction to Access**Monday, Jan. 12 1 - 4 p.m.**

Access is the relational database that comes with Microsoft Office '95 or '97. It will eventually replace dBase III, II+, IV, and most versions of FoxPro. Attend this class to learn how simple it is to convert from one database to the new Access.

Creating Web Pages (HTML)**Wednesday, Jan. 14 9 a.m. - noon**

Come learn the basics of HTML and create your first web page in about 35 minutes. This class also will teach you how to use the web page editor that is built into Netscape Gold 3.0.

Intermediate Word**Thursday, Jan. 15 9 a.m. - noon**

This Word class is for the more experienced user of Word. You will learn how to create tables of contents, headers and footers, and how to define and use columns. Also included will be a brief discussion of inserting graphics, creating tables, and the basics of mail merges.

Mail Merge using Word**Thursday, Jan. 15 1 - 4 p.m.**

Topics to be covered include: defining and creating a database using Access; creating form letters; designing and printing labels; and how to select specific data using Queries to print form letters and labels.

Gold Mail (PC and Mac)**Friday, Jan. 16 9 a.m. - noon**

This class will explain what e-mail is, how it works, and how to customize it for your uses. Macintosh users can attend this class too; the keystrokes are the same on both platforms. Learn how to communicate with your colleagues using e-mail.

Intermediate Windows '95**Tuesday, Jan. 27 1 - 4 p.m.**

This class is for the more experienced user of Windows. You will learn how to adjust your desktop, including applications in the Start Up and Start menus. You will also learn what the Briefcase is and how to use it.

Surfing the World Wide Web**Thursday, Jan. 29 1 - 4 p.m.**

Come learn the history of the "web." Learn what it means to "surf the web." Find out how to use the web to do serious research or just to find fun and interesting sites.

Introduction to PowerPoint**Friday, Jan. 30 9 a.m. - noon**

In this hands-on session you will learn the basics of creating a useful and efficient presentation. Topics covered will include: presentation views, slide types, master galleries, inserting graphics, and other topics as decided by the class.

Macintosh Class - Introduction to Word Using the Mac**Tuesday, Jan. 13 1 - 4 p.m.**

Learn how to use Microsoft Word on the Macintosh computer. This is the introduction course for Mac users. You will learn the basics of Word: creating and editing a document, moving around a document, special effects such as changing margins, hanging indents, and much more.

Bring a Mac-formatted 3.5" disk. **Please note: This class will be held in CyberQuad 316.**

From the Vice President for Institutional Advancement and Development

The Spirit of Giving - Pano's Restaurant Establishes Two Scholarships

Mr. Pano Georgiadis, proprietor of Pano's Restaurant on Elmwood Avenue, has established the Pano's Restaurant Scholarship Program exclusively for students at Buffalo State College. When asked why he did it, Mr. Georgiadis simply said that he felt he had to give back for all he had been given. The logical group to give back to, from his viewpoint, is the students at the college who have been such an integral part of his business. Two scholarships have been funded with an initial gift of \$2,000.

The first is the Pano's Hospitality Management Scholarship. This scholarship is limited to students accepted for admission into the Buffalo State College Hospitality Management Program. To be eligible for the scholarship, a student must demonstrate need. In addition, eligible students must either be a single parent or come from a home where they were raised by a single parent. If the student's parental loss occurred due to death or divorce, such event must have occurred prior to the student's 18th birthday. The scholarship carries a one-year stipend of \$1,000. For further information, please contact Dean Betty Cappella, whose office will be reviewing applications.

The second scholarship is the Pano's Restaurant Scholarship. This scholarship is open to all entering freshmen at Buffalo State College. All other conditions are the same as the Pano's Hospitality Management Scholarship. This scholarship also carries a one-year stipend of \$1,000. For further information, please contact the Admissions Office.

Mr. Georgiadis has truly shown the "Spirit of Giving" in sharing his success with our students. He is hoping to make this an annual program.

From the Vice President for Student Affairs

Appointments

Alison Mohammed began service as our new senior staff assistant on Dec. 1. Ms. Mohammed received her bachelor's degree from Buffalo State College, where she attended as a SEEK-EOP student, and her master's degree from the University at Buffalo. Her professional work experience has involved human resource management, business consulting, and community-based services. She most recently served as director of human resources for the Buffalo Federation of Neighborhood Centers Inc.

Stephan A. Chris, Ph.D., will begin service on Jan. 8 as senior counselor in the college Counseling Center. Dr. Chris earned his doctorate at the University of Toronto and his master's degree from the University of Windsor. He has published numerous papers and has served as a lecturer, consultant psychologist, and adjunct professor. He recently served as coordinator of special education services at the Waterloo County Board of Education in Kitchener, Ontario.

BSC Child Care Center Relocation

The Buffalo State College Child Care Center will soon relocate to another site on campus. The center, which has been located in Caudell Hall for several years, will soon be moving to the C-wing of the Buckham Campus School, where we will be able to expand our licensed capacity.

The decision to move the center means that we will have more space to accommodate the many children who are on the waiting list. Currently, there are over 200 children on the list, and, depending on the age of the child, it can take up to two years for a slot to become available. Through relocating the center and expanding the program, we will be able to double the number of slots that are currently available for the infant and toddler programs. The entire campus is excited about the upcoming move — especially parents of young children, the majority of whom are Buffalo State College students and New York state employees.

The support we have received from the college regarding this move has been overwhelming. For the past few months, structural renovations have been taking place at the Buckham Campus School so that the new center will be ready to open just after the start of the new year. Campus Services will be moving all of our supplies and equipment starting the week of Dec. 29, and the center will be closed the week of Jan. 5 so the center staff can set up and organize the various rooms. We will begin accepting children on Jan. 12.

This is an exciting time for everyone involved with the Buffalo State College Child Care Center. We all are looking forward to our new home and the continued support of everyone on campus. For more information about the Child Care Center, please call ext. 5335.

1998 President's Medal

Once again, an outstanding senior will be honored with the President's Medal at this year's commencement ceremony on May 16. This award recognizes an outstanding member of the senior class who has demonstrated excellence in the areas of achievement, citizenship, leadership, and community service.

Faculty and staff have the privilege of submitting the name of one graduating senior for consideration. Nomination forms will be available, beginning Dec. 1, from department chairpersons and directors. You are requested to send supporting documentation with your recommendation. All nominations must be forwarded to Phillip Santa Maria, Campbell Student Union 306, by Friday, Feb. 13.

Bengals Football Player Named GTE Academic All-American

Buffalo State wide receiver Craig Dana has been selected to the second team of the 1997 GTE Academic All-America College Division Football Team. The team was voted on by the College Sports Information Directors of America (CoSIDA) and consists of players from NCAA Divisions II and III. Mr. Dana, a mathematics education major with a 3.91 grade point average, started all 10 games as wide receiver for the Bengals, who were the ECAC Northwest Champions this year. Mr. Dana is a junior from Kenmore, N.Y., and a graduate of Kenmore West High School. In nine regular season games, he caught a team-high 33 passes for 364 yards and three touchdowns. He also served as the holder on extra point and field goal attempts. In his team's 21-17 victory over Plymouth State in the ECAC Northwest Championship, he caught eight passes for 105 yards and was named the game's Most Valuable Player. Academically, Mr. Dana is a three-time winner of the Buffalo State College Mathematics Department Achievement Award, two-time member of the SUNYAC All-Academic Team/Commissioner's List, and member of the SUNY Chancellor's Committee for Excellence and Buffalo State College Honor Club. Mr. Dana is the third Buffalo State student athlete and second football player to receive national recognition from GTE and Co-SIDA. In 1995, Kelly Bley was named to the second team of the GTE Academic All-America Softball Team. In 1987, Clint Morano was selected to the GTE Academic All-America Football Team.

Another Buffalo State Record Falls in Pennsylvania

Both Buffalo State swimming teams traveled to southwestern Pennsylvania to swim in the Grove City Invitational. While Buffalo State did not fare well in the Invitational, there was a bright spot to this meet. Buffalo State freshman Patti Winarski broke the Buffalo State record for the 100-yard butterfly with a time of 1:03.76, beating the previous record of 1:03.80 set in 1985.

From the Chairperson of the College Senate

Curricular Item

The following course has been approved by the College Senate Curriculum Committee and will be forwarded to the president for final review and approval:

New Course:

NFS 348 (previously NFS 338) Tourism and World Travel

VACANCY NOTICE

December 18, 1997

SUNY COLLEGE/ BUFFALO

Associate Professor/Professor & Director	Great Lakes Ctr. Environ. Rsch.	1/30/98*
Assistant Professor	Exceptional Education	Open

SUNY SYSTEM ADMINISTRATION/ ALBANY

Associate Vice Chancellor for Gov. Relations	Vice Chancellor for Univ. Relations	Open
Director for Edu. Opp. Ctr.	EOC	Open

SUNY/ ALBANY

Assistant/Associate Professor	School of Info. Science & Policy	Open
Assistant Professor	Educ. Admin. & Policy Studies	Open
Director of Employee Relations	Human Resource Management	12/30/97*
Research Associate	Geography & Planning	1/5/98
Director of Computing Services	School of Education	1/9/98*

SUNY/ BINGHAMTON

Assistant or Senior Asst. Librarian	Physical Sciences	Open
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SUNY/ BUFFALO

Univ. Instructional Specialist	Walkway Technology Node	1/14/98*
Staff Associate	School of Arch. & Planning	1/21/98*
Lead Programmer Analyst	Computing & Info. Technology	1/21/98*
Senior Assistant Librarian	Music Library	1/7/98*

SUNY/ HEALTH SCIENCE CENTER STONY BROOK

Academic Advisor	Disabled Student Services	12/30/97*
Staff Associate	Campus Residences	12/30/97*
Associate Facilities Program Coordinator	Residential Operations	12/30/97*
Lecturer	Computer Science	12/22/97*
Admissions Assistant	Admissions	12/30/97*
Community Relations Assistant	Athletics	12/30/97*
Professor/Associate Professor	Obstetrics & Gynecology	12/29/97*
Senior Staff Assistant	SSW/Sayville Project	1/5/98*
Staff Assistant	Harriman School	1/5/98*

SUNY/ HEALTH SCIENCE CENTER at BROOKLYN

Counselor	Psychiatry/Addictive Disease	12/30/97*
Clinical Instructor	Psychiatry/Addictive Disease	12/23/97*
TH Assistant Director of Nursing	Staffing Office/Nursing Svcs.	12/30/97*
TH Financial Analyst	Hospital Accounting	12/30/97*
Research Assistant Professor	Neuroscience	12/25/97*
Clinical Associate Professor	Obstetrics & Gynecology	12/27/97*
Associate Professor	Obstetrics & Gynecology	1/2/98*
Instructor, physician (2 positions)	Neonatal Intensive Care Unit	1/2/98*

TH Staff Assistant	Hospital Business Office	1/8/98*
TH Staff Assistant II	Admitting	1/8/98*
TH Staff Assistant II (2 positions)	Environmental Services	1/8/98*
Instructional Support Technician	Microbiology & Immunology	1/8/98*

SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

Staff Assistant	Campus Purchasing	1/13/98*
Community Relations Associate	Marketing & Business Dev.	12/30/97*
Personnel Associate	Personnel	Open
Personnel Assistant	Personnel Office	Open
TH Senior Staff Assistant	Radiology	12/30/97*
TH Occupational Therapist II	PM & R Occupational Therapy	1/6/98*
TH Staff Associate (2 positions)	Physical Plant (construction crew)	1/6/98*

SUNY COLLEGE/ CORTLAND

Residence Hall Director	Residential Services	Open
Bursar	Finance & Management	12/31/97
Assistant Professor	Economics	Open
Assistant Professor	Recreation & Leisure Studies	Open
Director of Financial Aid	Enrollment Management	Open

SUNY COLLEGE/ FREDONIA

Coordinator of Student Teaching	Office of Field Experiences	1/15/98*
Assistant Professor	Biology/Chemistry	2/2/98
Residence Director	Residence Life	Open

SUNY COLLEGE/ GENESEO

Lead Programmer Analyst	Computing & Info. Technology	1/12/98*
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SUNY COLLEGE/ PLATTSBURGH

Assistant Professor, Reading	Education	1/12/98
Assistant Professor, Curriculum & Instruction	Education	1/12/98
Assistant Professor, Special Education	Education	1/12/98
Staff Assistant (telecomm. technician)	Telecommunications	Open

SUNY INSTITUTE OF TECHNOLOGY/ UTICA/ROME

Dean	Info. Systems & Eng. Technology	2/1/98
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SUNY/ COLLEGE OF TECHNOLOGY at ALFRED

Instructional Support Assistant	Culinary Arts	12/30/97*
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SUNY/ COLLEGE OF TECHNOLOGY at COBLESKILL

Instructional Support Assistant	Distance Learning	1/7/98*
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SUNY/ COLLEGE OF FORESTRY at SYRACUSE

Associate or Assistant Professor	Environ. & Nat. Resources Pol.	2/16/98*
Assistant or Senior Assistant Librarian	Cataloging	1/15/98*
Assistant Librarian	Reference	1/15/98*

*Deadline for receipt of applications.

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Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 17

January 15, 1998

From the Provost and Vice President for Academic Affairs

Performing Arts Center at Rockwell Hall 1998 Spring Season

The best seats in Rockwell Hall Auditorium are available now for three spring season events at the lowest price possible. Tickets for the 1998 spring season include the following events:

The Chenille Sisters, with special guest artists, The Jazzabels, Feb. 28 at 8 p.m.

The Chenille Sisters have been on PBS several times, winning an Emmy Award for one of their specials. They also are frequent guests on National Public Radio, including "A Prairie Home Companion."

The Jazzabels feature local favorites Cathy Carfagna and Kilissa McGoldrick.

Hazelle Goodman, March 7 at 8 p.m.

Hazelle Goodman's first HBO comedy special was nominated for two Cable Ace Awards. She is co-starring in Woody Allen's latest movie, "Deconstructing Harry," currently showing nationwide, and has just completed a movie with Al Pacino. This Trinidad-born, Brooklyn-raised comedienne's one-woman show features wise and sassy characters culled from experiences growing up in New York.

Monk on Monk, the 80th Birthday Anniversary Tribute to Thelonious Sphere Monk, March 28 at 8 p.m.

Celebrate the man and his music through the heart, mind, memories, and sounds of Thelonious Monk Jr. and a ten-piece band composed of T.S. Monk's sextet and guest artists, including musicians who played and recorded with Thelonious Monk. A moving, historic tribute to a founding father of jazz.

Individual tickets for 1998 spring season events range from \$15 to \$25, depending on the auditorium section and chosen event. Choose any two of the three events and receive a 20 percent season subscriber discount. Choose all three events and receive a 25 percent subscriber discount! BSC students receive a 50 percent discount when they purchase their tickets at the box office window, with a valid BSC ID, **before the day of the show.** Last

(Continued)

October, Hal Holbrook in "Mark Twain Tonight!" was a sold-out performance, and several hundred people were turned away at the door. Others received tickets, but were at the back of the auditorium. Season subscribers avoid these problems. Subscribers receive guaranteed reserved seats in prime locations at a greatly discounted price. For individual or season tickets call the Rockwell Hall Box Office at ext. 3005.

The Right to Dream, Jan. 27 and 29 in the Theater Arts Building

The struggle and sacrifice for civil rights in America is witnessed in the compelling story "The Right To Dream," performed by the Seattle-based theater company Living Voices. It will be presented at the Buffalo State College Experimental Theater in the Theater Arts Building at 12:30 p.m. on Jan. 27 and 29.

"The Right To Dream" is the story of a young black man coming of age in Mississippi on the brink of the American civil rights movement in the 1950s and 60s. Raymond is introduced to the daily impacts of racism and then to leaders like Rosa Parks and Martin Luther King Jr., who begin to show him that something different may be possible for blacks in America. His experiences reflect much of the world of the American South of that time. Through Raymond, we witness the personal and collective struggle for a voice, the everyday adversity created by the Ku Klux Klan, the conflicts within and outside the civil rights movement, and the powers of achievement, as well as the depths of tragedy. We are with Raymond as he participates in voter registration projects, the March on Washington, Freedom Summer, and Bloody Sunday, the march from Selma to Montgomery.

Living Voices' highly acclaimed drama offers an individual, inside view of a tumultuous and challenging period of American history. Its reputation for documenting and recreating historical periods with as much authentic detail as possible has led to many awards and well-deserved recognition as one of our country's best educational theater companies.

"The Right To Dream" is a multimedia story lasting 30 minutes with a discussion period afterwards. **At the request of the theater company, seating at the Theater Arts Building Experimental Theater will be limited to 100 seats to ensure an intimate, powerful performance.** Purchase tickets early to assure seating for this unusual, entertaining learning experience. Tickets for the performance are \$5 (free for BSC students with valid ID) and are available at the Rockwell Hall Box Office by calling ext. 3005.

Center for the Enhancement of Learning and Teaching Upcoming Events

CELТ is pleased to announce that William D. Graziadei, Ph.D., professor of biology, SUNY Plattsburgh, will be making a return visit to Buffalo State College next semester for a special workshop designed for faculty and staff who are interested in exploring web-based technology to enhance teaching and learning.

"CM & CMS Vision & Strategies - Building Asynchronous & Synchronous Teaching-Learning Environments" will be presented by Dr. Graziadei.

There is no cost for this workshop. It is provided as a service of the SUNY Office of Advanced Learning and Information Services (ALIS) and SUNY Training Center (STC). Refreshments will be provided by CELТ for the morning and afternoon breaks, but participants will need to make arrangements for lunch.

Registration is required. Please contact CELТ at ext. 6939 or via e-mail at barkerlj no later than Wednesday, Feb. 11 to register.

TopClass

Friday, Feb. 20
8:30 a.m. - 4 p.m.
Cyberquad

Note: Participants enrolled in the workshop will be given instructor access to a TopClass CMS server, running at BSC, for creation of course material. You **must** register and bring an electronic version of course syllabus and other learning materials on a 3.5" floppy disk. Examples of learning materials include word-processed files, PowerPoint slides, etc. Save word-processed files in Microsoft Word or as RTF or text files.

Putting Yourself out on the Web.

There is still space available in the second session of Putting Yourself out on the Web, a two-day workshop facilitated by Professor Anthony Nowakowski, Computer Information Systems Department.

Interested in using the Internet to distribute class materials? This workshop will show you how to place your classroom materials (handouts, assignments, lecture notes, PowerPoint slides) on the Butler Library webserver for efficient distribution to your students. In this workshop you will learn to use the following software tools:

- Office '97 to create HTML documents
- Netscape Gold 3.0 to modify and enhance HTML documents
- WS_FTP to conveniently upload and download files to and from the webserver
- A template that has been used successfully for more than one year

See <http://www.buffalostate.edu/~nowakoaj> to see a working example of this distribution template.

To make the most of these sessions, participants should bring soft copies of existing materials (Word documents, Excel spreadsheets, or PowerPoint presentations) to the workshop.

Enrollment is limited. **You must be registered to attend.** Please contact CELТ at ext. 6939 or via e-mail at barkerlj to register.

Thursday, Jan. 22 and Friday, Jan. 23
9 a.m. - 4 p.m.
318 Butler Library (Cyberquad)

Please note: Because Office '97 and WS_FTP are unavailable for the Macintosh platform, this will be a PC-only workshop. Participants must at least have "surfed" the Internet with a browser before attending the workshop.

From the Vice President for Student Affairs

New Residence Life Office Phone Number

The Residence Life Office now has a new telephone extension: 3000. All previously used telephone numbers will be directed to the new number by an automated message. The change will make it easier for accessing residence life administrators and should decrease, if not eliminate, busy signals.

From the Senior Adviser to the President for Equity and Campus Diversity

Equity and Campus Diversity Mini-Grant Proposals

The Equity and Campus Diversity Office is interested in providing assistance to campus departments, programs, and organizations for projects related to the campus strategic direction: "to create a nurturing environment for a diverse campus community." Mini-grants of \$500-\$1,000 (contingent upon availability of funds) will be awarded to support projects, applied research, workshops, seminars, and other activities related to this strategic direction. The typical mini-grant will be \$500. Additional funds, up to \$1,000, will be awarded to those projects that are co-sponsored by two or more groups or organizations. Preference will be given to new projects that did not receive mini-grant funding during 1997 and/or that represent a further development of the previously-funded project. Special consideration will be given to proposals that include discussion of equity and diversity issues.

The funds for the mini-grant projects are made available through a special grant from the SUNY Office of the Chancellor for Student Affairs and Special Programs. Applications will be reviewed by the President's Council for Equity and Campus Diversity and must receive the approval of both the college president and the SUNY Office of the Chancellor. The deadline for submission of applications for projects to be completed in spring 1998 is Feb. 6. Applications are available in the Equity and Campus Diversity Office, Cleveland Hall 415.

Martin Luther King Jr. Day Celebration

The Martin Luther King Jr. Day holiday will be celebrated on Jan. 19. The college community is encouraged to attend the Martin Luther King celebration at Shea's Performing Arts Center on Sunday, Jan. 18 at 6 p.m. The theme for the program, "One in a Million," features a blend of choral and solo voices from many sections of the Western New York community. For additional information contact Clifford Bell, chairperson of the Celebration Committee, Small Business Development Center, or Judith Jones, Elementary Education and Reading Department.

Ramadan and 'Id al-Fitre

Ramadan, the ninth month of the Islamic calendar, began on Dec. 30, 1997. This most important religious period of the Islamic faith consists of 30 days of strict fasting from sun up to sundown in honor of the first revelations to the Prophet Mohammed. This year 'Id al-Fitre,

the breaking of the fast of Ramadan, falls on Thursday, Jan. 29. Students may request an excused absence from classes on Jan. 29 and 30 in order to share this important day with their families.

Chinese, Korean, Vietnamese New Year

The Chinese, Korean, Vietnamese New Year begins on Jan. 28. The holiday to welcome the lunar new year is celebrated for a period of two weeks. This is the Year of the Tiger.

VACANCY NOTICE

January 15, 1998

Review of
Applications Begins

SUNY COLLEGE/ BUFFALO

Assistant Professor	History & Social Studies Education	2/15/98
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SUNY SYSTEM ADMINISTRATION/ ALBANY

Associate for Univ. Financial Anal.	Univ. Controller's Office	Open
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SUNY/ ALBANY

Chair	Modern Language	1/31/98
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Staff Assistant	Office of Business Development	2/28/98
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Visiting Assistant Professor	Mathematics & Statistics	2/1/98
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Sr. Staff Asst. (Trauma Database Mgr.)	School of Public Health	1/23/98
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SUNY/ BINGHAMTON

Senior Staff Associate	Off-Campus College	2/28/98
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SUNY/ BUFFALO

Dean	College of Arts & Sciences	1/27/98
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Academic Adviser	Cora P. Maloney College	1/28/98
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Assistant Professor to Full Professor	Chemical Engineering	3/15/98
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Asst./Assoc. Professor Urban Ed.	Educational Leadership and Policy	2/1/98
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Asst./Assoc. Professor School Counc.	Counseling & Educational Psychology	2/1/98
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Asst. Professor Early Childhood Ed.	Graduate School of Education	2/1/98
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Assistant Professor	Industrial Engineering	1/29/98
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Assistant Professor	Industrial Engineering	Open
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Assistant Professor (2)	Electrical & Computer Engineering	3/15/98
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Assistant, Associate, or Full Professor	Mechanical & Aerospace Engineering	Open
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Assistant Professor (2)	Civil, Structural & Environ. Eng.	2/15/98
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Associate or Full Professor	Civil, Structural & Environ. Eng.	2/15/98
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Assistant or Associate Professor	Neurology	4/30/98
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*Lecturer	English Language Institute	1/29/98
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SUNY/ HEALTH SCIENCE CENTER STONY BROOK

Assistant Professor (2)	Theater Arts	1/15/98
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Instructional Support Assistant	Environmental Health & Safety	1/15/98
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Assistant Facilities Program Coord.	WCPP	1/15/98
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Clinical Instructor/Clinical Asst. Prof.	SHTM/Occupational Therapy	1/16/98
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Staff Assistant	Neurobiology & Behavior	1/15/98
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Senior Financial Aid Advisor	Financial Aid	1/15/98
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Staff Assistant	Athletics	1/15/98
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Senior Staff Assistant	Athletics	1/15/98
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Staff Assistant (2)	Graduate School	1/21/98
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SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

TH Pharmacist	Pharmacy	1/20/98
TH Senior Staff Assistant	Hospital Administration	1/20/98
Purchase Associate	Hospital Purchasing	1/20/98
*TH Director of Social Work Services	Quality Mgmt. (Social Work Service)	1/20/98
TH Staff Assistant II	IM&T- Operations & Networking Svcs.	1/27/98
TH CTS Cardiology Associate	Medicine (Cardiology)	1/27/98

SUNY COLLEGE/ CORTLAND

Asst/Assoc Professor, Coordinator	Secondary Science Education	1/26/98
Assistant Professor	Psychology	Open

SUNY COLLEGE/ OSWEGO

Provost, VP for Academic Affairs	Office of Provost	2/16/98
Assistant Professor	Computer Science	3/1/98
Assistant Network Administrator	Network Administration Office	2/5/98
Assistant Professor	Political Science	2/15/98

SUNY COLLEGE/ PLATTSBURGH

Assistant Professor	Earth and Environmental Science	1/20/98
Assistant Professor	School Psychology	Open
Assistant Professor	Community Psychology	Open

SUNY COLLEGE/ PURCHASE

Lead Programmer/Analyst	Computing & Information Services	Open
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EMPIRE STATE COLLEGE

Mentor, full-time	Northeast Center, Johnstown Unit	2/23/98
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SUNY/ COLLEGE OF TECHNOLOGY at MORRISVILLE

Senior Staff Assistant	Athletics	Open
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SUNY/ COLLEGE OF FORESTRY at SYRACUSE

Staff Assistant (Annual Fund Coord.)	Development Office	1/16/98
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Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

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Celebrate the man and his music through the heart, mind, memories, and sounds of Thelonious Monk Jr. and a ten-piece band composed of T.S. Monk's sextet and guest artists, including musicians who played and recorded with Thelonious Monk. This promises to be a moving, historic tribute to a founding father of jazz.

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(Continued)

October, Hal Holbrook in "Mark Twain Tonight!" was a sold-out performance, and several hundred people were turned away at the door. Others received tickets, but were at the back of the auditorium. Season subscribers avoid these problems. Subscribers receive guaranteed reserved seats in prime locations at a greatly discounted price. For individual or season tickets call the Rockwell Hall Box Office at ext. 3005.

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"The Right To Dream" is the story of a young black man coming of age in Mississippi on the brink of the American civil rights movement in the 1950s and 60s. Raymond is introduced to the daily impacts of racism and then to leaders like Rosa Parks and Martin Luther King Jr., who begin to show him that something different may be possible for blacks in America. His experiences reflect much of the world of the American South at that time. Through Raymond, we witness the personal and collective struggle for a voice, the everyday adversity created by the Ku Klux Klan, the conflicts within and outside the civil rights movement, and the powers of achievement, as well as the depths of tragedy. We are with Raymond as he participates in voter registration projects, the March on Washington, Freedom Summer, and Bloody Sunday, the march from Selma to Montgomery.

Living Voices' highly acclaimed drama offers an individual, inside view of a tumultuous and challenging period of American history. Its reputation for documenting and recreating historical periods with as much authentic detail as possible has led to many awards and well-deserved recognition as one of our country's best educational theater companies.

"The Right To Dream" is a multimedia story lasting 30 minutes with a discussion period afterwards. **At the request of the theater company, seating at the Theater Arts Building Experimental Theater will be limited to 100 seats to ensure an intimate, powerful performance.** Purchase tickets early to assure seating for this unusual, entertaining learning experience. Tickets for the performance are \$5 (free for BSC students with valid ID) and are available at the Rockwell Hall Box Office by calling ext. 3005.

From the Academic Affairs and Equity and Campus Diversity Offices

Crossing Borders II: Campuswide Culture Diversity Infusion Project

The Academic Affairs Equity and Campus Diversity offices, and the African and African-American Studies Interdisciplinary Unit, are planning a series of events and programs that will highlight the contribution of Dr. Martin Luther King Jr. to positive social change and the principles of human equality. The celebration events support the college mission of empowering the diverse student population on this campus and the strategic direction of creating a nurturing environment for a diverse campus community.

An important component of the demonstration of support for the college mission and strategic direction is the full inclusion of global and diversity issues in the academic program of the campus. Last year, more than 40 faculty participated in **Crossing Borders I** by infusing cultural diversity in their courses during the month of February. This year, the effort is called **Crossing Borders II: Campuswide Cultural Diversity Infusion Project**. We are encouraging faculty in all academic departments to focus on cultural diversity, multicultural issues, and/or the principles of social change and human equality as they relate to the discipline and the specific course during at least one regularly scheduled class during the month of February. In order to support the effort, a number of appropriate videotapes and other media are available in the Butler Library and the Equity and Campus Diversity Office for use in classes. A representative list is provided. The library and the Equity and Campus Diversity Office also have a list of multicultural resources that are available in the Butler Library.

A number of special events and programs have been planned as part of the month-long focus on cultural diversity and African-American history. We urge you to encourage your students to attend the programs and to personally participate in the events. The events scheduled to date are listed below:

Jan. 27 and 29 "The Right to Dream," Multimedia Performance and Discussion

Theater Arts Building, Experimental Theater, 12:30 p.m.
Performance by the Seattle-based theater company, Living Voices, dramatizing the story of a young black man coming of age in Mississippi on the brink of the civil rights movement in the 1950s and 60s. Tickets are \$5 (free for BSC students with valid ID) and are available at the Rockwell Hall Box Office by calling the Performing Arts Center at ext. 3005.

Feb. 3 A World of Diversity: Video Presentation and Discussion

Campbell Student Union Assembly Hall, 12:15-1:30 p.m. (Bengal Pause).
Videotape and discussion focus on student interaction on a culturally diverse campus. Sponsored by the Non-Traditional Students Organization.

Feb. 6 Hip Hop Culture and the African-American Liberation Movement

Fanon Wilkins, M.A.
New York University, historian
Time and location to be announced.

Feb. 19 Race Relations in Higher Education: A Prescription for Empowerment and Progress-Videoconference and Discussion.

Butler Library 210, noon - 3 p.m.
As a result of the Hopwood, Fordice, other court cases, and Proposition 209, race relations in academia have suffered tremendously. As we face the new millennium, it becomes imperative that we start strategically planning for the future. This videoconference is a major, proactive step toward empowerment and regaining the momentum needed to ensure better race relations for the future of higher education. The videoconference will be followed by a discussion of the issues as they relate to Buffalo State College. Beverages and snacks will be provided; brown bag lunch.

Feb. 20

An African-Centered Approach to the Black British Experience

Mark Christian, Ph. D.

Fulbright Scholar in residence, Kent State University

Dr. Christian will discuss a global-minded approach to teaching and researching the African diaspora experience.

Time and location to be announced.

Feb. 21 - 22

Buffalo City Ballet Black History Month Performance "Alternate Realities"

Rockwell Hall Center for the Performing Arts. Tickets are available at the Rockwell Hall Box Office for \$12; children under 10, \$5. Save \$3 with Target Stores Treat Seat coupon available at Target stores.

Feb. 24

Race and Gender in the Literary Tradition

Dr. A. Twigilimana, assistant professor, English

Campbell Student Union, College Store

Lecture, book signing, and reception. Also, books by African-American faculty and staff will be on display.

Time and location to be announced.

Feb. 28

African-American History Month Videofest

Viewing of several videotapes with discussion of each to follow. Among the tapes scheduled to be shown are "Sankofa," a study of slavery in America from the point of view of the slave, and "Black Is ... Black Ain't," a study of African-American race relations in contemporary America.

Time and location to be announced.

TBA

Alexis Deveau, Ph.D.

American Studies, University at Buffalo

Writer and poet. Sponsored by the African-American Student Association and AAAS Unit.

Time and location to be announced.

How Can You Participate?

1. Plan to include at least some part of at least one class focusing on an issue or issues related to cultural diversity, human equality, the contributions of racial and ethnic minorities to your discipline, or other issues as they relate to the discipline and/or course.

2. Attend and/or encourage your students to attend one of the scheduled events or programs.

Further information will follow via campus mail.

From the Vice President for Finance and Management**Professional Development Programs**

The Human Resource Management Department, in cooperation with the Lifelong Learning Center, offers enrollment in American Management Association courses free of charge to full-time BSC faculty and staff. The courses offer a practical alternative that can supplement and enhance existing job skills.

The American Management Association's nationally recognized programs offer a means to learn about new fields available through contact with working professionals in those fields. Each course is six sessions and offers 1.8 Continuing Education Units. Upon completion of six AMA courses, students earn the *Certificate in Management*. The following courses are available for the Spring 1998 semester:

1. **How to Be An Effective Facilitator (2005)**
Tuesdays, 6 - 9 p.m.
March 3 - April 14 (no class March 24)
2. **Fundamentals of Marketing (2006)**
Mondays, 6 - 9 p.m.
March 30 - May 4
3. **The Complete Training Course for Managers (2007)**
Wednesdays, 6 - 9 p.m.
April 8 - May 13
4. **How to Manage Your Priorities (2008)**
Thursdays, 6 - 9 p.m.
April 23 - May 28

For additional details, see the spring 1998 Professional and Personal Development Programs catalog in the Lifelong Learning Department.

Application forms are available in the Human Resource Management Office, Cleveland Hall 403. To apply for registration on a no-fee basis as a BSC employee, return the application to Dorcas Colvin, Human Resource Management Office, Cleveland Hall 403, **no later than Monday, Feb. 16**. Registration will be granted on a first-come, first-served basis. **Do not register directly with Lifelong Learning unless you plan to pay the full fee!**

Computing Services Training Schedule for February 1998

Unless otherwise noted, all classes will be held in CyberQuad 318. You are expected to bring a 3.5" disk formatted for the PC. Call ext. 4611 to register for any of these classes or send e-mail to reynolap. If you use e-mail, you **must** include your full name, e-mail username, title, department, and telephone number. Incomplete e-mail messages will not be accepted for class reservations. Paul Reynolds will reply to your e-mail only if there is a problem with your request.

Vacancy Notice.

January 22, 1998

Review of
Applications Begins**SUNY SYSTEM ADMINISTRATION/ ALBANY**

Lead Programmer Analyst Office of Administration Systems 1/26/98

SUNY/ ALBANY

Assistant Director, Student Activities Student Life 2/9/98*

Senior Staff Assistant

Health Policy, Mgmt. & Behavior 2/9/98*

SUNY/ BINGHAMTON

Assistant Professor - Temporary Geography 3/1/98*

Instructional Support Associate

Library 2/11/98*

SUNY/ HEALTH SCIENCE CENTER STONY BROOK

Affirmative Action Assistant Diversity & Affirmative Action 2/9/98*

Assistant Professor

Music 1/30/98*

Instructional Support Associate

Professional Development 2/9/98*

Staff Assistant

Graduate School 2/9/98*

Director of Facilities Planning

Facilities Engineering 2/9/98*

Assistant Professor (2 positions)

Economics 1/30/98

SUNY/ HEALTH SCIENCE CENTER at BROOKLYN

Senior Staff Associate V.P. for Academic Affairs 2/9/98

Instructional Support Associate

Biomedical Communications 2/9/98

Staff Assistant II

Hospital Admin/Patient Relations 2/9/98

Instructional Support Tech

Biomedical Communications 2/9/98

SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

T.H. Biomedical Engineering Tech. Clinical Engineering Open

T.H. Social Worker II

Social Work Services Open

T.H. Respiratory Therapist II (3)

Respiratory Care Services Open

T.H. Senior Staff Associate

Clinical Practice Analysis Open

T.H. Physical Therapist II

PM & R - Physical Therapy Open

SUNY COLLEGE/ BROCKPORT

Faculty, Tenure Track (2 positions) Social Work Open

SUNY COLLEGE/ CORTLAND

Associate Dean Arts and Sciences 2/15/98

Assoc. Facilities Program Coordinator

Engineering Open

SUNY COLLEGE/ OSWEGO

Assistant Professor Environmental Geologist 2/28/98

Assistant Professor

Counseling & Psychological Services Open

Tenure Track-Teaching Position

Mathematics 3/15/98

Tenure Track-Teaching Position

Counseling & Psychological Services Open

SUNY COLLEGE/ POTSDAM

Assistant Professor Biology 2/13/98*

Temporary, Sabbatical Replacement

Analytical Chemistry 3/15/98*

Temporary, Teaching Appointment

Dance 3/15/98*

SUNY COLLEGE/ PURCHASE

Assistant Professor Fine Arts Open

Senior Staff Assistant

Business Affairs Open

SUNY/ COLLEGE OF TECHNOLOGY at ALFREDStaff Assistant Student Affairs/Financial Aid Open
Technical Assistant Electronical - Electronics 2/9/98*

*Deadline for receipt of applications.

For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Submit approved, double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 19

January 29, 1998

From the President

Welcome Back

Welcome back for Buffalo State College's spring 1998 semester. I expect that you all enjoyed the winter break and that you return renewed and ready for the work ahead. I hope you have given some thought to our most important task, teaching, and that you are ready to try new ways to engage our students in their academic pursuits, as we strive to help them and attain the goals that brought them to this institution. I appreciate all the work the members of our faculty and staff do at Buffalo State College.

The strength of this institution lies in its history of excellent faculty and staff. Every day, we must work toward helping ourselves use our talents effectively to fulfill our educational mission and transform the lives of our students. In that regard, I intend, this winter, to update the campus community on the state of the college. This address is scheduled for Thursday, Feb. 19, 1998, during Bengal Pause.

Thank you, all, for your excellent work, and, once again, welcome back. May our final stretch toward Commencement 1998 be fulfilling, inspiring, and successful.

Response to the Recommendations Approved by the College Senate at the Nov. 14, 1997, Meeting:

"... The College Senate approved the report of its Academic Plan Committee regarding reorganization of the Provost and Vice President for Academic Affairs Office, and voted to endorse and forward its recommendations to President Muriel Moore."

I thank the Academic Plan Committee for their work, and for the recommendations as set out in their report, regarding the reorganization of the Provost and Vice President for Academic Affairs Office. I will consult with the committee, as necessary, before decisions on the reorganization are made final.

"... The senate also approved the Statement of Academic Misconduct, prepared by its Standards for Students Committee, and voted to recommend to President Moore that the statement become college policy."

(Continued)

I thank the Standards for Students Committee for their work on the Statement of Academic Misconduct. I will promulgate the statement as college policy after revisions have been made, specifying a secured location on campus for the storage of student files and establishing procedures for granting access to these files.

1997 SEFA/United Way Campaign Final Results

Thanks to everyone who contributed to our recent United Way campaign. BSC proved itself to be a caring community with a 1997 SEFA/United Way campaign totaling a record \$116,000 in donations. This exceeded our campaign target of \$110,000 and was well above last year's total of \$105,000.

Congratulations to the 1997 SEFA committee and to everyone who contributed his or her time to this effort. The success of this year's campaign can be attributed to the broad base of participation by members of our campus community. Everyone who contributed is a true "careholder" in our community.

We also saw a noteworthy increase in the number of Leaders in Giving, those who made individual or joint contributions totaling \$1,000 or more. Last year, there were 12 Leaders-in-Giving contributions to the BSC campaign; this year that number jumped to 25!

Our thanks to everyone for his or her contribution, large and small. Working together, we made this campaign a huge success.

From the Provost and Vice President for Academic Affairs

FASE Dean Search

The Search Committee for the Dean of Applied Science and Education has announced its intention to invite the following candidates to campus for interviews:

Dr. Stanley Wigle	Feb. 2 - 4
Dr. Dan L. King	Feb. 5 - 6

Mailings detailing the interview schedules have been sent, inviting the campus, especially applied science and education faculty and chairpersons, to various sessions with the candidates. Candidates' vitae and interview schedules are available for campus review at the reference desk in Butler Library and in the Academic Affairs Office, Cleveland Hall 519.

1998 President's Medal for the Outstanding Graduate Student

The President's Medal will be awarded to the Outstanding Graduate Student for the first time during the Commencement ceremony on Saturday, May 16. Students will be eligible for this award during the academic year in which they complete their degree requirements: August 1997, December 1997, May 1998, or August 1998. This award is based on academic performance, scholarly and creative activities, and community service and leadership.

Graduate faculty are encouraged to submit student names for nomination. In addition to a letter of nomination, evidence related to each of the criteria must be provided. Since this award is given for master's-level student activities, weighted consideration will be given to the scholarly and creative activities of the nominees.

All nominations must be received by the Graduate Studies Office, Cleveland Hall 511, by **Friday, Feb. 20**. An expanded version of award criteria and nomination forms are available from the Graduate Studies Office.

CDHS Spring Telecast Series

The following telecast presentations are free and open to all BSC faculty and staff. For reservations, please call the Center for the Enhancement of Learning and Teaching at 885-2500.

Feb. 24 - Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Sixth Annual Conference for Working Women: Achieving Excellence in Teams - presented by Lynn Martin and Deborah Harrington-Mackin

Here's an opportunity to offer working women two fascinating hours on the challenges and necessity of knowing how to work as part of a team. This live satellite event from the American Management Association features Lynn Martin, former U.S. secretary of labor, and Deborah Harrington-Mackin, author of "The Team Building Tool Kit" and "Keeping the Team Going."

April 22 - Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Eleventh Annual Briefing for Secretaries and Administrative Assistants

This popular live satellite event is designed especially for office support personnel, including secretaries, administrative assistants, office managers, executive secretaries, coordinators, and office assistants. Held each year on Professional Secretaries Day, this program gives your department an opportunity to offer a forum for recognizing their many contributions.

April 28 - Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Working Smart: Managing Change through Collaboration - presented by Lucy Freedman and Lisa Marshall

Starting with "Nine Guidelines for the New Workplace," Freedman and Marshall will take participants through a lively and engaging exploration of how to stay afloat and remain effective in a turbulent workplace. They will explore the "Syntax of Collaboration" to provide a framework for addressing change through ensuring mutual understanding. This live, interactive seminar is a must for anyone required to manage change in today's workplace.

April 29 - Registration and Brunch 10:30 a.m.; Telecast 11 a.m. - 5 p.m. in the Oak Room of Moot Hall

Harness Creativity to Make Things Happen - presented by Edward de Bono and Gary Hamel

Do it better ... differently. Come away from Innovation '98 inspired to create value. Innovators are concerned with what can be, with creating value and creating markets, with doing it better by doing it differently.

Dr. Edward de Bono is regarded by many as the leading international authority on creativity and on the direct teaching of thinking skills. He is the inventor of "Lateral Thinking and Six Thinking Hats" and author of "The Textbook of Wisdom," "Parallel Thinking," "Teach Yourself to Think," "Surpetition," and "Serious Creativity."

Gary Hamel has been cited as the "world's reigning guru" by The Economist and as "the most influential thinker on strategy in the Western world" by Peter Senge. He is chairman of Strategos, a firm dedicated to helping other companies create industry revolution, and visiting professor of Strategy and International Management at the London Business School.

June 18 - Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Mo Hall

Resolving Conflicts with Ease (Deal with Difficult People and Win) - presented by Sandra Crowe. This seminar is designed to outline the successful elements of dealing with difficult people and conflict situations of all kinds, whether with customers or colleagues. It will discuss eliminating barriers so that participants may move through difficult situations with ease, power, and strength, and feel confident in the process.

Sandra Crowe is founder of the company Powerlunch and host of her own television show.

Conference on Creativity in the Classroom

The faculty and staff of the Center for Studies in Creativity are pleased to announce that they will host a one-day conference for educators, "Creativity in the Classroom," on Friday, March 13 in the Campbell Student Union. Conference highlights will include a keynote speaker, concurrent sessions, and an idea exposition. The conference is an excellent chance to network with educational experts who apply creativity in the classroom, to learn proven techniques to stimulate creativity, and to walk away with tangible ideas and materials for your classroom. A preconference workshop covering the basics of the Creative Problem Solving Process will be held on Thursday, March 12. Conference rates are \$59 each for the conference and preconference workshop if paid by Feb. 28; \$69 after. Proposals to present a session at the conference will be accepted until Feb. 9. For brochures or more information, call ext. 6223 or visit Chase Hall 244.

Computing Services Training Schedule for February 1998

Unless otherwise noted, all classes will be held in CyberQuad 318. You are expected to bring a 3.5" disk formatted for the PC. Call ext. 4611 to register for any of these classes or send e-mail to reynolap. If you use e-mail, you **must** include your full name, e-mail username, title, department, and telephone number. Incomplete e-mail messages will not be accepted for class reservations. Paul Reynolds will reply to your e-mail only if there is a problem with your request.

Introduction to Windows '95

Tuesday, Feb. 3

9 a.m. - noon

New systems are being delivered to offices and labs on campus. The new computers are running Windows '95. If you get a new computer or are upgrading to Windows '95, you will want to take this class to learn how to navigate in the new operating system.

Introduction to Word

Wednesday, Feb. 4

1 - 4 p.m.

Microsoft Word is replacing WordPerfect on the campus. You will need to convert to the new word processor. Come to this class and learn how to convert your old WP files to Word. Learn the new keystrokes that will make creating documents easier and less frustrating.

Creating Web Pages (HTML)

Thursday, Feb. 5

9 a.m. - noon

Come learn the basics of HTML and create your first web page in about 35 minutes. This class also will teach you how to use the web page editor that is built into Netscape Gold 3.0.

Introduction to Excel

Friday, Feb. 6

1 - 4 p.m.

Excel is the spreadsheet application that comes with Office '95 or '97. Excel will replace Lotus and other spreadsheet applications as computers are upgraded on the campus. Come learn how to generate gradebooks and payroll reports using Excel.

Introduction to PowerPoint

Tuesday, Feb. 17

1 - 4 p.m.

In this hands-on session you will learn the basics of creating a useful and efficient presentation. Topics covered will include: presentation views, slide types, master galleries, inserting graphics, and other topics as decided by the class.

PCs for Dummies

Wednesday, Feb. 25

1 - 4 p.m.

Do you need to know the difference between MMX and Pentium II? What's the difference between memory space and disk space? What's a motherboard and why does a computer need one? This hands-on class will introduce you to the hardware and terminology of the modern PC.

Surfing the World Wide Web

Thursday, Feb. 26

9 a.m. - noon

Learn what it means to "surf the web." Come learn the history of the "web." Find out how to use the web to do serious research or just to find fun and interesting sites.

Introduction to Access

Thursday, Feb. 26

1 - 4 p.m.

Access is the relational database that comes with Microsoft Office '95 or '97. It will eventually replace dBase III, II+, IV, and most versions of FoxPro. Attend this class to learn how simple it is to convert from one database to the new Access.

Performing Arts Center at Rockwell Hall 1998 Spring Season

The best seats in Rockwell Hall Auditorium are available now for three spring season events at the lowest price possible. Tickets for the 1998 spring season include the following events:

The Chenille Sisters, with special guest artists, The Jazzabels, Feb. 28 at 8 p.m.

The Chenille Sisters have been on PBS several times, winning an Emmy Award for one of their specials. They also are frequent guests on National Public Radio, including "A Prairie Home Companion."

The Jazzabels feature local favorites Cathy Carfagna and Kilissa McGoldrick.

Hazelle Goodman, March 7 at 8 p.m.

Hazelle Goodman's first HBO comedy special was nominated for two Cable Ace Awards. She is co-starring in Woody Allen's latest movie, "Deconstructing Harry," currently showing nationwide, and has just completed a movie with Al Pacino. This Trinidad-born, Brooklyn-raised comedienne's one-woman show features wise and sassy characters culled from experiences growing up in New York.

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Living Voices' highly acclaimed drama offers an individual, inside view of a tumultuous and challenging period of American history. Its reputation for documenting and recreating historical periods with as much authentic detail as possible has led to many awards and well-deserved recognition as one of our country's best educational theater companies.

"The Right to Dream" is a multimedia story lasting 30 minutes with a discussion period afterward. **At the request of the theater company, seating at the Theater Arts Building Experimental Theater will be limited to 100 seats to ensure an intimate, powerful**

performance. Purchase tickets early to assure seating for this unusual, entertaining learning experience. Tickets for the performance are \$5 (free for BSC students with valid ID) and are available at the Rockwell Hall Box Office by calling ext. 3005.

From the Vice President for Student Affairs**Black History Month with the Buffalo Philharmonic and Special Guest, Gladys Knight**

The BSC campus community is encouraged to join the Buffalo Philharmonic Orchestra's celebration of Black History Month featuring the soulful and soothing sounds of Gladys Knight, a legendary talent with musical hits from the 1960s through today. Gladys Knight will be joined by the Community Outreach Chorus in this special BPO program recognizing the achievements of African-Americans in the world of music. Performances will be held on Saturday, Jan. 31 at 8 p.m. and Sunday, Feb. 1 at 4 p.m., with both performances at Kleinhaus Music Hall. Buffalo State College has reserved a block of tickets for Sunday's program, each \$11.95, available through the Vice President for Student Affairs Office, Cleveland Hall 513, ext. 4704; the Minority Student Services Office, Campbell Student Union 400, ext. 4631; and United Students Government, Campbell Student Union 402, ext. 6701.

Camp Adventure Program Helps Students Earn College Credit

The University of Northern Iowa Camp Adventure Youth Services program is currently recruiting college-age students for this summer through the Buffalo State College Intercollegiate Athletics Department. Camp Adventure Youth Service is a student-run organization that offers students the opportunity to plan and implement model school-age youth services and youth development programs, develop leadership and management skills, enhance global awareness, and promote cultural sensitivity. Programs are directed, primarily, toward U.S. military installations, U.S. embassies, and corporate clubs and associations. Camp Adventure is international in scope and has been successfully implemented in places such as Korea, Japan, England, Belgium, Germany, Turkey, Spain, Russia, the Netherlands, Panama, and Taiwan. Camp Adventure serves over 8,000 children daily, with programs including day camps, resident camps, dance pursuits, aquatic programs, teen programs, Kindercamp, Outdoor Rangers, sport camps, and Panther Cub camps. Staff participants in the program will become certified in CPR and first aid. Interested students may contact the Intercollegiate Athletics Department at ext. 5235 for more information.

BSC Indoor Volleyball League 1998 Information

Indoor volleyball leagues will play in the Buffalo State College Sports Arena, offering an eight-week regular season and a two-week playoff tournament. Teams consisting of six to 10 people are being formed now. The registration fee is \$250 a team and must be received by Feb. 22. Referee fees are \$5 per match, per team, paid before the match begins, including all rounds of playoffs. League play will take place Mondays and Wednesdays, beginning the first week of March and concluding the first week of May. Matches will be one hour in length, from 7 - 8 p.m., 8 - 9 p.m., and 9 - 10 p.m. Captains may call ext. 5426 or stop in to pick up a copy of the schedule in the Sports Arena, room 232.

From the Senior Adviser to the President for
Equity and Campus Diversity

Special Notice

The "Race Relations in Higher Education" videoconference and discussion has been postponed, so that all faculty can attend the "All College Address." New date and time will be announced.

African-American History Month Events - Week of Feb. 2

Feb. 3 A World of Diversity: Video Presentation and Discussion.
Campbell Student Union Assembly Hall, 12:15 - 1:30 p.m. (Bengal Pause).
Videotape and discussion focus on student interaction on a culturally diverse campus. Sponsored by the Non-Traditional Students Organization.

Feb. 6 Hip Hop Culture and the African-American Liberation Movement
Campbell Student Union Assembly Hall, 2:45-5:15 p.m.
Lecture and discussion with Fanon Wilkins, M.A., historian, New York University.

From the Chairperson of the College Senate

Curricular Items

The following have been received in the College Senate Office and forwarded to the Curriculum Committee for review and approval:

Program Revision:
Educational Computing (6950)

Add to Diversity:
MUS 305 Modern Jazz
MUS 305W Modern Jazz
MUS 306 Urban Blues and Rock
MUS 306W Urban Blues and Rock
HPR 319 Sociology of Sport
SST 350 The Traditions of the People of the Longhouse
PSC 375 Race/Sex/Politics of Myth and Story
PSC 313 Lesbian and Gay Citizenship Politics in the United States

Add to Global:
ANT 367 Culture and Ecology

Add to Core:
SOC 351 Sociology of Race and Ethnicity
SOC 362 Sociology of Organizations
BIO 101 Human Biology
BIO 309 Laboratory in Human Anatomy and Physiology

Course Revisions:

COM 304 Broadcast Copywriting (formerly COM 201). Includes discussions and laboratory practice organizing and writing copy for various electronic media, including commercials, promotional announcements, corporate video, and narrative scripts.

COM 415 Computer-Assisted Reporting (formerly Advanced Reporting). Computer-assisted research and reporting, including use of on-line sources, the Internet, spreadsheets, and database managers to analyze data.

CIS 602 Visual Basic Programming for Educators. Introduces the educator to Windows-based, object-oriented, event-driven programming using Visual Basic. Hardware and software necessary for multimedia productions will be discussed, and Visual Basic programs will be written utilizing this technology. Prerequisite: CIS 600.

CIS 604 Authoring for Educators. The course will familiarize educators with authoring software and enable them to create CAI materials for use in their classroom instruction. Hardware and software necessary for multimedia productions will be discussed, and an authoring package will be used to create lessons utilizing this technology.

New Courses:

CIS 600 Multimedia for Educators. This course will introduce educators to the instructional uses of multimedia. The hardware and software necessary for multimedia productions will be discussed, and multimedia components will be integrated into classroom instruction by the use of presentation software. Prerequisite: CIS 500 or equivalent.

CIS 606 Internet for Educators. This course will introduce educators to the research and resource potential of the Internet. Various components of the Internet will be discussed, and students will develop lessons integrating these into their classroom instruction. Prerequisite: CIS 600.

HIS 399 Junior Seminar in Historiography. Introduction to Historiography is intended to acquaint history and social studies education majors and other interested students with great works of historical literature in Western and other traditions. This course will introduce students to the development of historical writing from ancient times to the present. Students will be encouraged to assess sources that have been used to record the past, and examine the various methodologies employed by historians. This course will be a prerequisite for HIS 400(W).

VACANCY NOTICE

January 29, 1998

		Review of Applications Begins
SUNY COLLEGE/ BUFFALO		
Senior Programmer Analyst	Computing Services	3/6/98
Assistant Professor	History & Social Studies Ed.	2/15/98*
SUNY SYSTEM ADMINISTRATION/ ALBANY		
Financial Reporting Manager	System Administration	Open
SUNY/ ALBANY		
Senior Staff Assistant	International Programs	3/1/98*
Senior Staff Assistant	International Programs	2/17/98*
SUNY/ BINGHAMTON		

Instructional Support Assistant (2)	Telecommunications	2/16/98*
Personnel Assistant	Personnel/Payroll	2/18/98
Assistant Professor	Cinema, Video Specialization	3/15/98*
Senior Staff Assistant	Student Accounts	2/17/98*
Staff Assistant	Theatre	2/16/98*
SUNY/ BUFFALO		
Senior Programmer Analyst	Computing & Info Technology	2/17/98
Lecturer (2)	Computer Science	2/15/98
Asst./Assoc./Full Professor	English	2/9/98
Asst./Assoc./Professor (3)	Nursing	Open
Instructional Support Associate	Book Preservation	2/12/98*
SUNY/ HEALTH SCIENCE CENTER at SYRACUSE		
Programmer/Analyst	Pathology	Open
T.H. Staff Assistant II	IM & T	Open
Public Relations Officer	Marketing & Business Development	Open
Physical Therapy Assistant	Physical Therapy	Open
Physical Therapist II	PM&R - Physical Therapy	Open
T.H. Pharmacist	Pharmacy	Open
T.H. Medical Radiographer II	Radiology	Open
T.H. Clinical Lab Tech IV	Pathology	Open
T.H. Staff Assistant II	Hospital Purchasing	2/17/98*
SUNY COLLEGE/ BROCKPORT		
Assistant Professor	Finance and Financial Analysis	2/15/98
Staff Assistant	Career Services	2/6/98
Assistant Professor	Education & Human Development	2/13/98
SUNY COLLEGE/ CORTLAND		
Director of Facilities Planning	Finance and Management	2/1/98
SUNY COLLEGE/ GENESEO		
Instructional Support Spec.	Computer Science	2/18/98*
SUNY COLLEGE/ OSWEGO		
Assistant Professor (2)	English	3/2/98
Poet/Assistant Professor	English	3/2/98
SUNY INSTITUTE OF TECHNOLOGY/ UTICA/ROME		
Visiting Assistant Professor	Human Resources Mgmt.	3/1/98*
EMPIRE STATE COLLEGE		
PC Support Specialist	Distance Learning	3/1/98
Assistant Coordinator	Learning Resources	2/16/98*
SUNY/ COLLEGE OF TECHNOLOGY at ALFRED		
Assistant/Assoc. Prof.	Math/ Physics	2/6/98*
SUNY/ COLLEGE OF TECHNOLOGY at COBLESKILL		
Asst./Assoc. Prof. (2)	Culinary/Hospitality/Tourism	2/10/98*
Asst./Assoc. Prof. (2)	Humanities/Communications	2/10/98*
Asst./Assoc. Professor	Early Childhood	2/10/98*
Asst./Assoc. Prof.	Agriculture Bus./Animal Sci.	2/10/98*
Asst./Assoc. Professor	Agricultural Eng. Tech.	2/10/98*
Asst./Assoc. Professor	Plant Science	2/10/98*
Staff Assistant	Academic Support Center	2/17/98*

SUNY/ COLLEGE OF TECHNOLOGY at DELHI

College Registrar	Registrar Office	Open
Residence Hall Director	Student Personnel	Open

SUNY/ COLLEGE OF TECHNOLOGY at MORRISVILLE

Assistant Professor	Biology	2/19/98*
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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.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Submit approved, double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 20

February 5, 1998

From the Provost and Vice President for Academic Affairs

Sabbatical Leaves for 1998-99

It is my pleasure to announce the awarding of the following sabbatical leaves for 1998-99.

Fall 1998: Charles Y. Adair (Communication), Judith A. Bondurant-Utz (Exceptional Education), Ann C. Colley (English), Mary A. Davis (Business), Michael J. DeMarco (Physics), Marian T. Deutschman (Communication), Gerhard J. Falk (Sociology), Richard F. Frazita (Elementary Education and Reading), David E. Lampe (English), Bradley A. Lown (Psychology), Phyllis B. Pomerantz (Social Work), Randal J. Snyder (Biology)

Spring 1999: John F. Beaver (Elementary Education and Reading), Robert W. Brock (Fine Arts), Heidi E. Faletti (Foreign Language), Warren L. Gleckel (Exceptional Education), James O. Grunebaum (Philosophy and Religious Studies), Susan M. Leist (English), P. Rudolph Mattai (Educational Foundations), Anthony J. Nowakowski (Computer Information Systems), Joseph R. Piccillo (Art Education), Howard P. Riessen (Biology)

Academic Year 1998-99: Keith M. Henderson (Political Science), Joseph J. Moran (Educational Foundations)

Conversations in the Disciplines Award

A Conversations in the Disciplines Award was given to Dr. Sharon Cramer of the Exceptional Education Department and Dr. Barbara Mallette of SUNY, Fredonia. It is supporting the sponsorship of two professional development opportunities for students, faculty, staff, and members of the community. Two sessions will each focus on the topic "Preparing Reflective Teacher Practitioners Through Portfolios."

Spring Open House

The 1998 Spring Open House is scheduled for Saturday, April 4, 1998. More details will follow.

(Continued)

Dialog Across the Disciplines

Academic Affairs is sponsoring its first "Dialogue Across the Disciplines" from 4 - 6 p.m., Feb. 12 in the Burchfield-Penny Art Center Gallery. Dr. James Palermo, professor of educational foundations, will present a paper titled "Reading to the Third Power: Foucault Reading Magritte, Reading Readiness." Faculty discussion leaders Drs. Maria Assad, Geraldine Bard, Wanda Davis, Scott Johnson, William Mitchell, and Rosemary Murray will provide perspectives on reading from different disciplines. Dr. George Hole will moderate the discussion. The paper is on reserve in Butler Library. There also are copies available in the Academic Affairs Office, Cleveland Hall 519.

We hope you will join us and share your ideas on reading and its importance in education. A reception will follow the discussion. Please R.S.V.P. to ext. 5903.

1998 Adult Learning Symposium

The 1998 Adult Learning Symposium, "Race, Gender, Class, and the Practice of Adult Education," will be held on Wednesday, March 11, from 6 - 8 p.m. in the Buckham Campus School Auditorium.

Phyllis Cunningham, Ph.D. (University of Chicago), will be our speaker. Dr. Cunningham is a professor in the Graduate Studies in Adult Education program of Northern Illinois University. One of the leading voices in the field of adult education, Dr. Cunningham is particularly recognized for her advocacy for continuing education as a democratizing social force. After Dr. Cunningham's presentation the audience will have an opportunity to ask questions and meet the speaker.

The Center for Development of Human Services, the Lifelong Learning Center, and the Educational Foundations Department sponsor this program. This program is free and open to the community. Preregistration is suggested. To register, contact the Lifelong Learning Center at ext. 5906.

CELT February Events**Campus Authors: What We Wish We'd Known**

facilitated by Professor Sharon Cramer, Exceptional Education Department

Tuesday, Feb. 10

8 - 9:30 a.m., Cleveland Hall 418

Do you have a book in progress? Have you considered writing a book? Join a panel of faculty members from Buffalo State who have each completed a book. Learn more about pacing yourself through a book project, including communicating effectively with your editor; working within and changing deadlines; making the most of your writing time; working with co-authors, including division of labor and using differences of opinion to open new lines of thought; and being strategic, including maximizing your payoff, presenting papers at conferences based on your book, and working toward promotion.

BSC Internship Seminar

with Professor William Lin and Professor Lawrence Scott, Computer Information Systems Department

Tuesday, Feb. 10

12:15 - 1:30 p.m., Cleveland Hall 104

Last spring a comprehensive study and evaluation of internship courses were conducted by Professors Lin and Scott. In this session, the authors will share their findings and provide an opportunity for faculty and staff involved with, or interested in, internships to share and learn more.

Top Class: Building Asynchronous and Synchronous Teaching-Learning Environments
a workshop facilitated by Professor William Graziadei, SUNY Plattsburgh

Friday, Feb. 20

8:30 a.m. - 4 p.m., Butler Library 318 (Cyberquad)

Computing Services and CELT are pleased to host the return of Bill Graziadei, who will show you how to use web-based technology to enhance learning and teaching. This is a hands-on workshop with limited enrollment. **You must preregister to attend.** Please call ext. 6939 or e-mail barkerlj for more information or to register. This is a PC-only workshop. Funds for the workshop have been provided by the SUNY Office of Advanced Learning and Information Services, SUNY Training Center, and the Academic Affairs Office.

Myers-Briggs Psychological Type Indicator: Using the MBTI to Develop New Ways to Have a Productive Working Relationship

with Professor Sharon Cramer, Exceptional Education Department

Tuesday, Feb. 24

11 a.m. - noon, Bulger Communication Center 104

Learning about how individuals seek information, make decisions, and organize their lives is a part of finding out about the MBTI. In this session, participants will find out how to interpret the MBTI and apply it to their own professional situations. By the end of the session, participants will have a new vocabulary and paradigm to use to analyze their experiences at work. You must register by Feb. 16 to receive a self-scorable MBTI in advance of the session.

Alive & Well: Faculty/Staff Wellness Program

The Alive & Well Program announces the start of several exciting program offerings for spring '98. If you have been thinking about getting yourself on track to better health and fitness in 1998, here is your opportunity. Programs are available to all employees of the college with a valid ID card. Most are free and those with a fee are noted. If you have not received your copy of the new Alive & Well Spring '98 Program Schedule, call ext. 5109 or stop by the Fitness Center in Houston Gym and pick one up.

Please call ext. 5109 to register for all programs. All exercise classes are generally 45 minutes for your convenience. The following is a list of offerings:

AM Energizer, Fitness Center, Monday, Wednesday, and Friday, 8 a.m.

Jump start your day with this strength and tone workout. Start with light cardio; add your own strength program using the universal weight machine; finish with group abs and stretching.

Walk and Tone Aerobics, Sports Arena; Monday, Wednesday, and Friday, noon. Friday is music only!

Bring your own one-pound or two-pound hand weights and join us for a fun-paced walking session choreographed to music. It will improve your cardiovascular fitness level, build upper body tone, and make you feel great. Wear comfortable clothes and walking sneakers.

Walking to the Classics, Sports Arena: Tuesday and Thursday, 11 a.m., music only program. Take a break from your desk and add a quick walk to your workday. Enjoy an hour of classical music as you walk or jog in our beautiful Sports Arena. Bring a friend.

THINK LIGHT! Houston Gymnasium 208; Wednesday, noon (12 weeks, one-hour sessions) minimum 20 registered participants; starting date TBA; leader: Sharon Lawrence, R.D. This 12-week Lowfat Living Plan is a weight management/lifestyle education system for men and women, designed by registered dietitians. As you progress through the THINK LIGHT! program you'll find yourself adopting healthier shopping, cooking, eating, and exercise habits, and losing weight. The cost: \$20 for Community Blue, Blue Cross/Blue Shield, and Choice Blue members; \$80 for Health Care Plan members; all others \$120.

Losing Weight and Feeling Fit, Houston Gymnasium 208; Friday, noon; starts Friday, Feb. 20 (eight weeks, one-hour sessions); minimum 15 registered participants; sponsored by Independent Health.

This eight-week weight management program is designed to help you modify your behaviors toward food, eating, and dieting. You'll be guided by a registered dietitian as you work toward your goal of healthy eating, weight loss, and a healthy lifestyle change. Free for all Independent Health members; all others \$79. Materials included.

Step Lively, Sports Arena; Monday, Wednesday, and Friday, 11 a.m.; Tuesday and Thursday, noon; Monday, Thursday, and Friday, 1 p.m.

This 40-minute class is just what you've been waiting for—easy exercise that will boost your energy level in no time. You'll be paced through a 30-minute walk to upbeat music, and finish with a 10-minute stretch to relax and tone. Wear comfortable clothes and good walking sneakers.

Just Stretch, Dance Studio, Houston Gymnasium 213; Tuesday and Thursday, 11 a.m.; Friday, noon; Tuesday, Thursday, and Friday, 1 p.m.

This 30-minute lunch-time break is a "total feel good" class. Spend a few minutes doing a light aerobic warm-up, then move to a complete, 20-minute total body stretch, and finish with five minutes of relaxation and breathing. You don't even have to change your clothes, just wear comfortable clothing to move and stretch out on floor mats.

CDHS Spring Telecast Series

The following telecast presentations are free and open to all BSC faculty and staff. For reservations, please call the Center for the Development of Human Services at 885-2500.

Feb. 24 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Sixth Annual Conference for Working Women: Achieving Excellence in Teams - presented by Lynn Martin and Deborah Harrington-Mackin.

Here's an opportunity to offer working women two fascinating hours on the challenges and necessity of knowing how to work as part of a team. This live satellite event from the American Management Association features Lynn Martin, former U.S. secretary of labor, and Deborah Harrington-Mackin, author of "The Team Building Tool Kit" and "Keeping the Team Going."

April 22 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Eleventh Annual Briefing for Secretaries and Administrative Assistants

This popular live satellite event is designed especially for office support personnel, including secretaries, administrative assistants, office managers, executive secretaries, coordinators, and office assistants. Held each year on Professional Secretaries Day, this program gives your department an opportunity to offer a forum for recognizing their many contributions.

April 28 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Working Smart: Managing Change through Collaboration - presented by Lucy Freedman and Lisa Marshall.

Starting with "Nine Guidelines for the New Workplace," Freedman and Marshall will take participants through a lively and engaging exploration of how to stay afloat and remain effective in a turbulent workplace. They will explore the "Syntax of Collaboration" to provide a framework for addressing change through ensuring mutual understanding. This live, interactive seminar is a must for anyone required to manage change in today's workplace.

April 29 – Registration and Brunch 10:30 a.m.; Telecast 11 a.m. - 5 p.m. in the Oak Room of Moot Hall

Harness Creativity to Make Things Happen - presented by Edward de Bono and Gary Hamel. Do it better ... differently. Come away from Innovation '98 inspired to create value. Innovators are concerned with what can be, with creating value and creating markets, with doing it better by doing it differently.

Dr. Edward de Bono is regarded by many as the leading international authority on creativity and on the direct teaching of thinking skills. He is the inventor of "Lateral Thinking and Six Thinking Hats" and author of "The Textbook of Wisdom," "Parallel Thinking," "Teach Yourself to Think," "Surpetition," and "Serious Creativity."

Gary Hamel has been cited as the "world's reigning guru" by The Economist and as "the most influential thinker on strategy in the Western world" by Peter Senge. He is chairman of Strategos, a firm dedicated to helping other companies create industry revolution, and visiting professor of Strategy and International Management at the London Business School.

June 18 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Resolving Conflicts with Ease (Deal with Difficult People and Win) - presented by Sandra Crowe.

This seminar is designed to outline the successful elements of dealing with difficult people and conflict situations of all kinds, whether with customers or colleagues. It will discuss eliminating barriers so that participants may move through difficult situations with ease.

Sandra Crowe is founder of the company Powerlunch and host of her own television show.

Faculty/Staff Reading List

A list of books that faculty and staff are reading is posted in Butler Library. Our students now can see what books their faculty recommend. Thank you for sharing your book list.

From the Vice President for Finance and Management

Civil Service Suspension of Attendance Rules

The Civil Service Commission approved the college's request to suspend the Attendance Rules for employees who were absent on Wednesday, Sept. 17, 1997, because of the water main break. Employees who charged vacation, personal, or compensatory leave for the full day, Sept. 17, will have their accruals restored, provided the leave had not been requested and approved before the water main break occurred.

Less than full-day absences will be regarded as excused tardiness. Therefore, leave accruals will be restored to employees who were late for work on Sept. 17, 1997, and consequently charged leave credits. The college has forwarded a request to the Governor's Office of Employee Relations asking for similar treatment of employees not covered under the Attendance Rules.

1998 Earnings Limitations for Retired Employees

New York state retirees who return to public employment are subject to statutory earnings limitations. For calendar year 1998, the earnings limitation is **\$14,500 for retirees under age 70**. This limit is established by Section 212 of the Retirement and Social Security Law. There is no earnings limit for persons receiving a service (non-disability) retirement beginning in the year they attain age 70.

Under Section 211 of the Retirement and Social Security Law, appointment of an under age 70 service retiree whose earnings will exceed the Section 212 limit (\$14,500), can be made **only** with prior approval of the chancellor, and under certain guidelines.

If employee earnings exceed statutory limitations, their retirement allowance may be suspended or terminated.

If you have questions regarding post-retirement earnings, please contact the Human Resource Management Office at ext. 4821 or 4822.

At the Burchfield-Penney Art Center

"The Inanimate: Twelve Artists on Still Life" will be on view Feb. 7 through April 26 in the Burchfield-Penney Art Center's North Gallery. The exhibition will feature recent work by Western New York artists who interpret the classic subject of the still life from different perspectives. The artists, selected by center curator Gerald Mead, include Buffalo State College Fine Arts Department faculty members Stephen Caruana and Lin Xia Jiang. Other artists with work in the exhibition are Joseph Bergel, Mia Brownell, Jennifer Formica, Donald Haug, Ruth Heintz, Cheryl Jackson, Sara Kellner, Burke Paterson, Norine Spurling, and Patty Wallace. The exhibition will open with a members' reception on Friday, Feb. 6, from 7 to 8:30 p.m. Faculty and staff are welcome to attend.

Two lectures will be presented in connection with the exhibition. Lin Xia Jiang and Patty Wallace will give a slide presentation on Wednesday, Feb. 18, at 6:30 p.m. Joseph Bergel and Norine Spurling will speak on Wednesday, March 11, at 6:30 p.m. Both events are free and open to the public. An illustrated exhibition catalog will be available at the center's museum store. The catalog includes biographical profiles of the artists, illustrations of their work, and an essay by Dr. Arlette Klaric, BSC assistant professor of design.

This exhibition is the fourth in a series of biennial exhibitions that promote the creativity of emerging and under-recognized artists from the Western New York region. The series is sponsored by the Wilson Greatbatch Direct Community Action Program.

Other current exhibitions at the center include "Image and Word" in the Useum through Feb. 13. The Useum is a hands-on gallery for children, families, and individuals with special needs; "Burchfield's Influence" in the Sisti Gallery through March 8; and Rosemary K. Lyons: "The Book of Hours," which features 16 hand-illuminated parchment pages in a Gothic medieval manuscript style, created by Lyons, using text provided by Kim Smith, who is living with AIDS.

In the News

As previously announced, the College Relations Office is working on the new monthly newsletter for Buffalo State College faculty and staff. But your assistance is needed with the "Achievement" section.

All faculty and staff members are invited to submit, on a continuing basis, information about their recent achievements. If you wrote a book, received an award, presented a workshop, got elected to an office, or have other information you would like to share, please write to college relations in Cleveland Hall 515 or send e-mail to COLLREL. Please state your name, title, department, and achievement. Items will be printed on a space-available basis.

Professional Development Programs

The Human Resource Management Department, in cooperation with the Lifelong Learning Center, offers enrollment in American Management Association courses free of charge to full-time BSC faculty and staff. The courses offer a practical alternative that can supplement and enhance existing job skills.

The American Management Association's nationally recognized programs offer a means to learn about new fields available through contact with working professionals in those fields. Each course is six sessions and offers 1.8 Continuing Education Units. Upon completion of six AMA courses, students earn the *Certificate in Management*. The following courses are available for the spring 1998 semester:

How to Be an Effective Facilitator (2005)

Tuesdays, 6 - 9 p.m.

March 3 - April 14 (no class March 24)

Fundamentals of Marketing (2006)

Mondays, 6 - 9 p.m.

March 30 - May 4

The Complete Training Course for Managers (2007)

Wednesdays, 6 - 9 p.m.

April 8 - May 13

How to Manage Your Priorities (2008)

Thursdays, 6 - 9 p.m.

April 23 - May 28

For additional details, see the spring 1998 Professional and Personal Development Programs catalog in the Lifelong Learning Department.

Application forms are available in the Human Resource Management Office, Cleveland Hall 403. To apply for registration on a no-fee basis as a BSC employee, return the application to Dorcas Colvin, Human Resource Management Office, Cleveland Hall 403, **no later than Monday, Feb. 16**. Registration will be granted on a first-come, first-served basis. **Do not register directly with Lifelong Learning unless you plan to pay the full fee!**

From the Vice President for Institutional Advancement and Development

Upcoming Alumni Events

A Romantic Evening

Romance fills the air on Saturday, Feb. 14 when the Buffalo State College Alumni Association hosts a Valentine's Day extravaganza, featuring the singing sensation from Canada's Shaw Festival, Karen Skidmore. Set to take place in the Performing Arts Center at Rockwell Hall from 7-10 p.m., this event is sure to be a crowd pleaser, offering a complete romance package.

BSC entertainers performing selections from popular musicals, such as "West Side Story" and "Les Miserables," also will be featured. Afterward, in the Performing Arts Center foyer, an extensive hors d'oeuvre, dessert, and wine reception will be provided by the Sequoia restaurant, located on Elmwood Avenue, and the family behind the former Buffalo eatery Vito's Gourmet Deli. Skidmore will conclude the program with a collection of love ballads. Rick Pfeiffer, BSC class of '74, anchor/reporter for WIVB-TV Channel 4, will serve as the master of ceremonies for this special Valentine's event.

Tickets for "A Romantic Evening with Karen Skidmore" are available for \$25 per person through the Rockwell Hall Box Office at ext. 3005. Box Office hours are Tuesday-Saturday, noon-5 p.m., and Thursday, noon - 8 p.m.

Toronto Trip

Join the BSC Alumni Association on a trip to see the smash hit musical "Chicago," Sunday, March 1 in Toronto. The cost is \$99 per person and the package includes transportation to and from the show, brunch at the Town and Country Buffet Restaurant prior to the performance, and a ticket to the production. The bus is scheduled to leave from Moot Hall at 9:30 a.m. The musical begins at 3 p.m., and we will return to Buffalo immediately after the show. Arrival time at BSC will be approximately 8:30 p.m. To order tickets, stop by Cleveland Hall 214. Tickets are non-refundable, and reservations should be made no later than Feb. 23.

Bengal 5K Run

Planning is currently underway for the first-ever Bengal 5K Run and Fitness Walk to be held on Saturday, March 28, on the BSC campus. A portion of the proceeds will benefit the Alumni Scholarship Program. A party in the Sports Arena will follow the race.

Spring Fashion Show

Spring fashions take the stage at the annual Alumni Spring Fashion Show, set for April 25, from 11:30 a.m. to 2 p.m. at the Holiday Inn on Niagara Falls Boulevard.

From the Senior Adviser to the President for Equity and Campus Diversity

Martin Luther King/African-American History Month Event

Race Relations in Higher Education: A Prescription for Empowerment and Progress.

Videoconference and discussion with lunch, Feb. 12, from noon to 3 p.m. in the Oak Room at Moot Hall. Reservations required. Limited to 65 persons. Call ext. 6210 for reservations.

Crossing Borders II: Campuswide Cultural Diversity Infusion Project

Among the many topics being addressed in classes as part of the cultural diversity infusion project are the following:

AED 200	Against All Odds: Artists of the Harlem Renaissance (John Truax)
CRJ 630	Toward Racial Healing (Scott Johnson)
	ECO Employment and Earnings Differences Among U.S. Women by Race and Ethnicity (Susan Davis)
ECO 202	African Roots of Cooperative Economics (Curtis Haynes)
ECO 202	Is Racism Permanent? (Douglas Koritz)
EDF 314	Culture, Gender, and Language as They Influence Literacy and Learning (Stephen Phelps)
EDF 303	Global Education, Diversity and the Role of Teachers (Kathlyn Wiggins-Jones)
EDF 303	Cross-cultural Communication and Perceptions (Frederick Howe)
HIS 341	The Rise of Segregationalist Thought (Monroe Fordham)
MAT 490	The Yoruba Number System in Pre-Colonial Nigeria (Kelly Gaddis and Barry Ifedigbo)
NFS 100	Our Ancestral Foods (Kathleen O'Brien)
PHI 321	Traditional African Religions (Marianne Ferguson)
PSC 218	Thirty Years Beyond the Mountain Top (Anthony Neal)
PSC 225	Lesbian and Gay Citizenship Politics: Ethnic Diversity and Racial Difference (Sarah Slavin)
PSC 319	Fostering Life, Disallowing Death in Sex and Racism (Sarah Slavin)
PSC 389	Lineality in Struggle: Declaration of Independence, U. S. Constitution and the Emancipation: Letters from the Birmingham Jail (Anthony Neal)
SOC350	African-American Underdevelopment and the City's Internal Colony (Bahati Kuumba)

Faculty who are including cultural diversity topics in their classes during Martin Luther King/African-American History month are asked to use the form that they should have received in the campus mail to report their topics. For more information about the topics listed, contact the faculty listed.

"Having Our Say" at Pfeiffer Theater

"Having Our Say: The Delaney Sisters' First 100 Years" is playing at the Pfeiffer Theater in Buffalo through March 8. Featured in the lobby of the theater is a display of local African-American women who have made major contributions to Buffalo and Western New York history. Among those featured are several Buffalo State College faculty, staff, and alumni, including the following:

- Muriel Moore, president of Buffalo State College and the first African-American woman to become president of any of the 15 state of New York colleges and universities.
- Dr. Ellen Grant Bishop, Buffalo State College Foundation Board, and the first African-American President of the NYS Association of Counties.
- Florence Johnson (1962), director of student support services and former president of the Buffalo Board of Education.
- Ophelia Nicolas (1958), first African-American woman appointed principal of a Buffalo Public School.
- Minnie Gillette (1979), first African-American woman appointed to the Erie County Legislature.
- Joann Peters (1971), former branch manager of the American Red Cross Greater Buffalo Chapter.
- Captain Marian Bass (1971), first permanent female minority officer appointed to the Buffalo Police Department, first African-American lieutenant, and the first African-American to attain the rank of police captain.

From the Chairperson of the College Senate

Deadline for Proposals

The chairperson of the College Senate Curriculum Committee has announced that the deadline for course/program proposals is Friday, Feb. 20. All proposals must be submitted to the College Senate Office no later than this date.

Curricular Items

The following have been received in the College Senate Office and forwarded to the Curriculum Committee for review and approval:

New Courses:

ENG 361 Contemporary Literature. Students will read, discuss, and analyze literature written in the last 25 years. Literary features and literary theories will be presented.

Add to Diversity:

AED 365 Seminar in Feminist Art and Criticism
ATS 325 Art and Special Needs

Correction to Jan. 29 Bulletin

The following course had already been approved by President Moore in the Nov. 6, 1997, Bulletin:

CIS 602 Visual Basic Programming for Educators

VACANCY NOTICE

February 5, 1998

SUNY/ ALBANY

Staff Assistant
Vice President

Public Affairs
University Advancement

2/23/98*

5/1/98*

SUNY/ BINGHAMTON

Assistant Director

Financial Aid & Employment 2/23/98*

SUNY/ BUFFALO

Senior Counselor

Public Service & Urban Affairs 2/23/98*

SUNY/ HEALTH SCIENCE CENTER STONY BROOK

Sr. Personnel Associate

Human Resource Services 2/23/98*

Senior Staff Assistant

Undergraduate Biology 2/23/98*

SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

Staff Assistant I

Dental Clinic Open

SUNY COLLEGE/ GENESEO

Assistant Director of College Housing

Residence Life 6/1/98*

SUNY COLLEGE/ OSWEGO

Director of Advisement Center

Business 2/27/98*

Assistant Professor (2)

Business 2/27/98*

Dean

School of Education 3/1/98*

Assistant Professor

Finance 2/27/98*

Assistant Professor

Business Law 2/27/98*

Residence Hall Director

Residence Life & Housing 2/27/98*

SUNY COLLEGE/ POTSDAM

Teaching Position

Reading & Language Arts Open

Artist or Art Historian

Art 3/1/98*

SUNY COLLEGE/ PURCHASE

Staff Associate

Facilities Management

Open

SUNY INSTITUTE OF TECHNOLOGY/ UTICA/ROME

Vice President

Administration 3/18/98*

EMPIRE STATE COLLEGE

Systems Programmer/Analyst

Learning Center 3/1/98*

Mentor, Coordinator in Business

Bell Atlantic Corp. Program 2/23/98

PC Support Specialist

Computer Services 3/1/98*

SUNY/ COLLEGE OF TECHNOLOGY at ALFRED

Health Educator

Student Health 5/1/98*

Residence Hall Intern

Residential Life 5/1/98*

Athletic Trainer

Intercollegiate Affairs 5/1/98*

Director of Campus Life

Student Affairs 3/19/98*

*Deadline for receipt of applications.

For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Submit approved, double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 21

February 12, 1998

From the Provost and Vice President for Academic Affairs

Recruitment

The All-College Honors Program is recruiting currently enrolled freshmen students to enter the program in September 1998. Three or four positions may be available in the program. Students selected for the program will receive a \$500/semester scholarship if they agree to participate in the honors program by taking its courses and maintaining a grade point average of 3.5 or higher. Applications are available in South Wing 130. The deadline for application is March 15.

Requirements: At the time of application, students must be freshmen at BSC and have at least a 3.5 gpa in letter grade courses here at the college. Students must have had a high school average of 90 or better 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, please call ext. 5303.

Alive & Well: Faculty/Staff Wellness Program

The Alive & Well Program announces the start of several exciting program offerings for spring '98. If you have been thinking about getting yourself on track to better health and fitness in 1998, here is your opportunity. Programs are available to all employees of the college with a valid ID card. Most are free and those with a fee are noted. If you have not received your copy of the new Alive & Well Spring '98 Program Schedule, call ext. 5109 or stop by the Fitness Center in Houston Gym and pick one up.

Please call ext. 5109 to register for all programs. All exercise classes are generally 45 minutes for your convenience. The following is a list of offerings:

AM Energizer, Fitness Center, Monday, Wednesday, and Friday, 8 a.m.

Jump start your day with this strength and tone workout. Start with light cardio; add your own strength program using the universal weight machine; finish with group abs and stretching.

(Continued)

Walk and Tone Aerobics, Sports Arena; Monday, Wednesday, and Friday, noon. Friday is music only!

Bring your own one-pound or two-pound hand weights and join us for a fun-paced walking session choreographed to music. It will improve your cardiovascular fitness level, build upper body tone, and make you feel great. Wear comfortable clothes and walking sneakers.

Walking to the Classics, Sports Arena; Tuesday and Thursday, 11 a.m., music only program. Take a break from your desk and add a quick walk to your workday. Enjoy an hour of classical music as you walk or jog in our beautiful Sports Arena. Bring a friend.

THINK LIGHT! Houston Gymnasium 208; Wednesday, noon (12 weeks, one-hour sessions) minimum 20 registered participants; starting date TBA; leader: Sharon Lawrence, R.D. This 12-week Lowfat Living Plan is a weight management/lifestyle education system for men and women, designed by registered dietitians. As you progress through the THINK LIGHT! program you'll find yourself adopting healthier shopping, cooking, eating, and exercise habits, and losing weight. The cost: \$20 for Community Blue, Blue Cross/Blue Shield, and Choice Blue members; \$80 for Health Care Plan members; all others \$120.

Losing Weight and Feeling Fit, Houston Gymnasium 208; Friday, noon; starts Friday, Feb. 2 (eight weeks, one-hour sessions); minimum 15 registered participants; sponsored by Independent Health.

This eight-week weight management program is designed to help you modify your behaviors toward food, eating, and dieting. You'll be guided by a registered dietitian as you work toward your goal of healthy eating, weight loss, and a healthy lifestyle change. Free for all Independent Health members; all others \$79. Materials included.

Step Lively, Sports Arena; Monday, Wednesday, and Friday, 11 a.m.; Tuesday and Thursday, noon; Monday, Thursday, and Friday, 1 p.m.

This 40-minute class is just what you've been waiting for – easy exercise that will boost your energy level in no time. You'll be paced through a 30-minute walk to upbeat music, and finish with a 10-minute stretch to relax and tone. Wear comfortable clothes and good walking sneakers.

Just Stretch, Dance Studio, Houston Gymnasium 213; Tuesday and Thursday, 11 a.m.; Friday, noon; Tuesday, Thursday, and Friday, 1 p.m.

This 30-minute lunch-time break is a "total feel good" class. Spend a few minutes doing a light aerobic warm-up, then move to a complete, 20-minute total body stretch, and finish with five minutes of relaxation and breathing. You don't even have to change your clothes, just wear comfortable clothing to move and stretch out on floor mats.

CDHS Spring Telecast Series

The following telecast presentations are free and open to all BSC faculty and staff. For reservations, please call the Center for the Development of Human Services at 885-2500.

Feb. 24 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Sixth Annual Conference for Working Women: Achieving Excellence in Teams - presented by Lynn Martin and Deborah Harrington-Mackin.

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April 22 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Eleventh Annual Briefing for Secretaries and Administrative Assistants

This popular live satellite event is designed especially for office support personnel, including secretaries, administrative assistants, office managers, executive secretaries, coordinators, and office assistants. Held each year on Professional Secretaries Day, this program gives your department an opportunity to offer a forum for recognizing their many contributions.

April 28 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Working Smart: Managing Change through Collaboration - presented by Lucy Freedman and Lisa Marshall.

Starting with "Nine Guidelines for the New Workplace," Freedman and Marshall will take participants through a lively and engaging exploration of how to stay afloat and remain effective in a turbulent workplace. They will explore the "Syntax of Collaboration" to provide a framework for addressing change through ensuring mutual understanding. This live, interactive seminar is a must for anyone required to manage change in today's workplace.

April 29 – Registration and Brunch 10:30 a.m.; Telecast 11 a.m. - 5 p.m. in the Oak Room of Moot Hall

Harness Creativity to Make Things Happen - presented by Edward de Bono and Gary Hamel. Do it better ... differently. Come away from Innovation '98 inspired to create value. Innovators are concerned with what can be, with creating value and creating markets, with doing it better by doing it differently.

Dr. Edward de Bono is regarded by many as the leading international authority on creativity and on the direct teaching of thinking skills. He is the inventor of "Lateral Thinking and Six Thinking Hats" and author of "The Textbook of Wisdom," "Parallel Thinking," "Teach Yourself to Think," "Surpetition," and "Serious Creativity."

Gary Hamel has been cited as the "world's reigning guru" by The Economist and as "the most influential thinker on strategy in the Western world" by Peter Senge. He is chairman of Strategos, a firm dedicated to helping other companies create industry revolution, and visiting professor of Strategy and International Management at the London Business School.

June 18 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Resolving Conflicts with Ease (Deal with Difficult People and Win) - presented by Sandra Crowe.

This seminar is designed to outline the successful elements of dealing with difficult people and conflict situations of all kinds, whether with customers or colleagues. It will discuss eliminating barriers so that participants may move through difficult situations with ease.

Sandra Crowe is founder of the company Powerlunch and host of her own television show.

From the Vice President for Finance and Management

TIAA-CREF Consultant to Visit BSC

A TIAA-CREF consultant has been invited to campus to meet, individually, with employees for a "retirement check-up." Private appointments will be held on campus on Feb. 18, 19, and 20 between 9 a.m. and 4 p.m. Employees who schedule a check-up can find out more about asset allocation strategies, TIAA-CREF income options, the new TIAA-CREF rollover IRA, and the TIAA-CREF mutual funds.

To schedule a personal appointment, please call TIAA-CREF directly at 1-800-842-8412 between 9 a.m. and 4 p.m.

Employee Assistance Program

Are you facing a serious decision regarding the care of an older parent or loved one? Do you know how to locate quality nursing home care? Maybe you need assistance with services to an older member of your family. These are all situations many of us now face or will be facing in the not-so-distant future.

EAP invites you to a Lunch and Learn Session: "Services that Can Assist You with Eldercare Issues," Tuesday, Feb. 24, from noon - 1 p.m. in the Classroom Building 108.

Presenter Virginia Mauer, from Senior Services of Erie County, will explain choices and services that you can utilize. There will be free materials and some time for questions. It is free and open to all members of the BSC community. Bring your lunch and please call to register by Friday, Feb. 20. Call ext. 6110 or ext. 5109.

Commencement 1998/August Graduates

1998 commencement ceremonies will be held on Saturday, May 16, 1998, in the Sports Arena. Baccalaureate ceremonies will be held at 9:30 a.m. and 1 p.m.; master's hooding and C.A.S. ceremony at 5 p.m.

The official ceremony for August 1998 graduates is May 1998. As a new initiative, August 1998 graduates will be listed in the May 1998 commencement program. Graduates are guaranteed listing in the 1998 commencement program providing they submit their degree applications by the following deadline dates:

May 1998 graduates	Feb. 13, 1998
August 1998 graduates	March 2, 1998

The 1998 commencement programs will list candidates from August 1997, December 1997, May 1998, and August 1998.

Please contact the College Relations Office at ext. 4201 with questions or for further information.

From the Vice President for Student Affairs

National Youth Sports Program

Buffalo State College recently was awarded a \$48,500 grant from the National Collegiate Athletic Association and the United States Department of Human Services to sponsor the National Youth Sports Program (NYSP). NYSP is a free, five-week sports camp for economically disadvantaged youth from the ages of 10 to 16. The program offers participants an opportunity to come to the campus and gain exposure to the college community, with the aim of helping to encourage participants to attend college in the future. The NYSP camp operates at more than 200 colleges and universities around the United States. Buffalo State College was one of the original schools selected to participate in the program's inception, 30 years ago. While the camp has not been offered at Buffalo State since the 1970s, it will take place at the college, once again, this summer. Dr. Alfonso Scandrett Jr., who has previously worked in the NYSP program for seven years at schools such as Texas Tech University and Lehman College, will serve as the program's administrator. The NYSP camp will be held from July 13 - Aug. 14, from 7:30 a.m. to 1 p.m. at the BSC Sports Arena. Breakfast and lunch will be provided for all participants. For additional information on the program, please contact Vanessa Adams, community relations coordinator for athletics, at ext. 5325.

BSC Fundamental Swimming School

A fundamental swimming school program will be held in Kissinger Pool at Buffalo State College beginning Feb. 28. The swimming school will run on Saturdays, from 10 - 10:45 a.m., in five-week sessions. The cost for a five-week session is \$25. The BSC fundamental swimming school will offer a unique, advance-at-your-own-rate format for children ages 5 and up. The school will consist of six grade levels with specific objectives for each level. Once the student successfully completes the objectives, he/she will advance to the next grade level. Registration for the BSC swimming school began on Monday, Feb. 8. Registration forms are available at Kissinger Pool on the aquatics bulletin board (second floor of Houston Gym) and in Houston Gym 103. For more information, please contact Paul Dotterweich, aquatic and swimming director, at ext. 5308.

The Newman Center

Catholic masses are held every Friday at noon in Campbell Student Union 419; Sundays at 9:30 and 11:30 a.m. at 1219 Elmwood Ave. (Newman Center), and 8 p.m. in the Campbell Student Union Assembly Hall. Lent begins with Ash Wednesday, Feb. 25. Masses will be held at noon in the Student Union Social Hall and 7 p.m. at the Newman Center. An Acoustic Coffee House will be held on Thursday, Feb. 26 at 7:30 p.m. at the Newman Center and is free to BSC students. Call 882-1080 for more information.

From the Senior Adviser to the President for Equity and Campus Diversity

Martin Luther King/African-American History Month Events

Feb. 12 **Race Relations in Higher Education: A Prescription for Empowerment and Progress.** Videoconference and discussion with lunch, Feb. 12, from noon to 3 p.m. in the Oak Room at Moot Hall.

Reservations required. Limited to 65 persons. Call ext. 6210 for reservations.

Feb. 20

An African-Centered Approach to the Black British Experience, presented by Mark Christian, Ph.D., Fullbright Scholar in residence, Kent State University 1997-98; professor at Liverpool John Moores University (UK) in Black Studies. Dr. Christian is an eminent scholar on an African-centered approach to the black British experience. He is the author of numerous books and articles on multiculturalism and black community empowerment and survival. He will discuss a global-minded approach to teaching and researching the African diaspora experience from 11 a.m. - 1:30 p.m. in the Oak Room at Moot Hall.

Feb. 21 - 22

Buffalo City Ballet Black History Month Performance "Alternate Realities" in the Rockwell Hall Center for the Performing Arts. Tickets are available at the Rockwell Hall Box Office for \$12; children under 10, \$5. Save \$3 with Target Stores Seat coupon available at Target Stores.

Feb. 21 - March 22

Sharing Our View at the Burchfield Penney Art Center. The exhibition "Sharing Our View" is planned to honor nationally recognized African-American artists during Black History Month. Artists represented in the exhibition include John Baker, William Cooper, Wilhelmina Godfrey, Jim Pappas, Jeannette Shropshire, William West, and others. The installation will feature specially created activities like Achi, an ancient African game; a community Kente weaving project; an interactive computer game that focuses on the history of African-Americans in baseball; and a large tic-tac-toe question-and-answer game in African design and colors. The exhibition curator is a graduate student in the Art Education Department. He is willing to speak to classes and campus organizations about the project.

Crossing Borders II: Campuswide Cultural Diversity Infusion Project

Additional topics being addressed in classes as part of the cultural diversity infusion project:

BUS 360	Cultural Difference in Management (Ben Sackmary)
CSP 618	The Qualities of a Multicultural Competent Student Affairs Professional (Tim Gallineau)
CSP 624	Experiences as a Participant in a Diverse Activity (Tom Gallineau)
ENG 102	African-American Alternatives in the "New" Post Civil War South (Charles Bachman)
ENG 240	Narrative of the Life of Frederick Douglas, Feb. 23, 2 p.m., Ketchum Hall 320; Harriet Wilson, Our "Nig" Race and the Idea of Womanhood, Feb. 27, 2 p.m., Ketchum Hall 320 (Aimable Twagilimana)
PHI 300	Bell Hooks and Feminist Theory (Jennifer Eagan)

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, Feb. 13, at 3 p.m. in Butler Library 210.

Deadline for Course Proposals

The chairperson of the College Senate Curriculum Committee has announced that the deadline for course/program proposals is Friday, Feb. 20. All proposals must be submitted to the College Senate Office no later than this date.

Curricular Items

The following have been received in the College Senate Office and forwarded to the Curriculum Committee for review and approval:

New Courses:

FRE 411 Studies in French Poetry. A study and analysis of French and Francophone poetry selected from major literary periods. May be limited to one historical period. May be repeated once where content is different.

FRE 412 Studies in the French Novel. A study and analysis of French and Francophone novels from the Middle Ages to the present. The course will include a historical introduction to the novel as social phenomenon and an introduction to the formal development of the French and Francophone novel. May be limited to one historic period. May be repeated once where content is different.

FRE 413 Studies in French Theater. A study of one or several of the major periods of French and Francophone theater. The course will include a historical introduction, a discussion of French-language theater as a literary form, and a detailed analysis of representative authors and works. May be limited to one historic period. May be repeated once where content is different.

EAD 702 Educational Leadership Field Experiences. This sequence of courses is designed to engage students in actual field experiences from the time they enter the EAD CAS program. This is a credit-bearing course sequence which includes the common core field experiences, Saturday sessions, student teacher supervision (if possible), and special involvement days. Students are required to register for EAD 702 for three terms upon entry into the EAD program.

Program Revisions:

B.A. in Public Communication

B.A. in Communication

B.A. in Broadcasting

B.A. in Journalism

C.A.S. in School Administrator and Supervisor Program (Elementary Education and Reading Department)

Inclusion in Core:

FRE 110 Accelerated Beginning French

PHI 301 Political Philosophies and Wealth

HUM 100 Introduction to Humanities
 HUM 320 The Tradition of Love in Western Literature
 SPA 101,102 Beginning Spanish I, II
 GER 101, 102 Beginning German I, II
 FRE 101, 102 Beginning French I, II
 ITA 101, 102 Beginning Italian I, II

Approvals

The following courses have been approved by the Senate Curriculum Committee and are being forwarded to the president for final review and approval:

Course Revisions:

COM 205 Introduction to Oral Communication
 COM 210 Introduction to Writing for the Media

New Courses:

COM 215 Introduction to Visual Communication
 COM 336 Communication and Web Publishing

From the Bulletin Editor

A Reminder

Bulletin items appear only under the headings of President, Provost and Vice President for Academic Affairs, Vice President for Finance and Management, Vice President for Institutional Advancement, Vice President for Student Affairs, Senior Adviser to the President for Equity and Campus Diversity, and Chairperson of the College Senate.

All items intended for publication must be approved by one of these areas. Ideally, items announcing upcoming events should be published at least two weeks prior to the date of the event(s). Bulletin copy deadline is 4:30 p.m. Monday of publication week. Items that do not meet deadline will be published the following week. Please consider copy deadline when submitting items for approval in your area.

VACANCY NOTICE

February 12, 1998

SUNY/ ALBANY

		Review Of Applications Begins
Staff Associate	Facilities Management	Open
Professor/Dept. Chair	Educational & Counseling Psychology	3/1/98*
Staff Associate	Facilities Acquisition	Open
Professor	Biological Sciences	Open
Dean	Arts & Sciences	Open
Staff Associate	NYS Small Business Development Ctr.	Open
Staff Assistant	Finance	3/2/98*

SUNY/ BINGHAMTON

Help Desk Support Analyst	Computing Services	3/3/98*
Financial Aid Advisor	Financial Aid & Employment	3/3/98*

SUNY/ BUFFALO

Associate Professor	Radiation	Open
Sr. Programmer/Analyst	Health Professions	2/25/98*
Sr. Staff Assistant	Student Affairs	3/4/98*
Assistant Professor	Modern Language/Literatures	3/2/98*
Senior Programmer/Analyst	University Libraries	2/25/98*
Senior Programmer/Analyst	Science & Engineering	2/25/98*
Lead Programmer/Analyst	Technology Services	3/4/98*
Lead Programmer/Analyst	Health Sciences	3/4/98*

SUNY/ HEALTH SCIENCE CENTER STONY BROOK

Research Assistant Professor	Med./Div. of Vascular Surgery	3/3/98*
Lecturer (3)	Music	3/3/98*
Associate Professor/Professor	Surg./Div. of Otolaryngology	3/3/98*
Staff Associate	Office of the Provost	3/2/98
Instructional Support Spec.	Dental Medicine/General Dentistry	3/3/98
Instructor/Assoc. Prof. (2)	Medicine/Infectious Diseases	3/3/98
Assoc. Professor/Prof.	Medicine/Division of Cardiology	3/3/98
Ocean Instrument Tech.	Marine Sciences	3/2/98*
Associate Professor/Prof.	Medicine/Hematology	3/3/98
Director of Development	Advancement	Open
Assistant/Associate Prof.	Radiation Oncology	3/3/98
Staff Assistant	Hospital Administration	3/3/98
Instructor/Assoc. Prof.	Geriatrics/General Internal Medicine	3/3/98
Associate Administrator	Hospital Administration	3/3/98

SUNY/ HEALTH SCIENCE CENTER at BROOKLYN

Physician's Assistant (2)	Obstetrics and Gynecology	3/3/98*
Clinical Lab Tech	Hematology	3/3/98*
Clinical Lab Tech	Histocompatibility	3/3/98*
Sr. Biomedical Engineer (2)	SMIC	3/3/98*
Assistant Professor	Obstetrics and Gynecology	2/27/98*
Midwife (2)	Obstetrics and Gynecology	3/3/98*
Director	Financial Aid	3/3/98*
Dir. Biomedical Engineering	SMIC	3/3/98*
Staff Assistant	Nursing Services	3/3/98*
Vice Chairman	Dept. of Pediatrics	2/27/98*

SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

Respiratory Therapist	Respiratory Care Services	3/3/98*
Staff Assistant	Clinical Practice Analysis & Support	Open
Staff Financial Assistant	Fiscal Services Division	Open
Instructional Support Tech	Anatomy & Cell Biology	Open
Clinical Lab Technologist	Clinical Pathology	Open
Staff Associate	Family Medicine	Open
Medical Records Assistant II	Clinical Data Services	Open

SUNY COLLEGE/ CORTLAND

Director	Residence Hall	Open
Senior Staff Assistant	Education Exchange	2/24/98
Assistant Professor	Adapted Physical Education	Open
Lecturer/Coach	Women's Basketball	Open
Personnel Assistant	Human Resources	Open
Lecturer/Coach	Men's/Women's Swimming	Open
Lecturer/Coach	Wrestling	Open

SUNY COLLEGE/ POTSDAM

Assistant Athletic Trainer Athletics

Assistant Professor Economic Theory/Finance

Professor/Advisor Elementary Education

SUNY INSTITUTE OF TECHNOLOGY/ UTICA/ROME

Assistant Professor (2) Business Management

EMPIRE STATE COLLEGE

Assistant Bursar Student Financial Service

SUNY/ COLLEGE OF TECHNOLOGY at COBLESKILL

Assistant/Associate Professor Business/Computer Technology

SUNY/COLLEGE OF TECHNOLOGY at FARMINGDALE

Assistant/Associate Professor Business/Computer Systems

Open

30/98*

Open

3/9/98*

3/3/98*

3/2/98*

3/27/98*

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For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

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Buffalo State College

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From the Provost and Vice President for Academic Affairs

Collegial Conversations

Join your colleagues in a collegial conversation on fostering critical thinking in the classroom. Two dates are scheduled:

March 5, from 1:30-3 p.m. in Cleveland Hall 418

March 6, from noon-1:30 p.m. in Cleveland Hall 418

Dialogue Across the Disciplines

The second Dialogue Across the Disciplines will be held March 18, from 4 - 6 p.m. in the Burchfield-Penney Gallery. Lin Xia Jiang, assistant professor of fine arts, and Aimable Twagilimana, assistant professor of English, will discuss their experiences teaching in a foreign country, the United States. This is an opportunity to meet and talk with other faculty in a relaxed setting. Refreshments will be served.

CELT March Events

Please note: Due to the overwhelming response for the Myers-Briggs workshop on Feb. 24, 11 a.m. - noon, we have moved the session to Butler Library 210.

Take the Pulse of Your Class with Small Group Instructional Diagnosis (SGID): A Formative Evaluation Tool

with Dr. Lynn Wild, director, CELT

Tuesday, March 3

12:30 - 1:30 p.m., Bulger Communication Center 104 (CELT)

SGID is a five-step process which uses a whole-class interviewing technique for formative evaluation. Facilitated by a trusted colleague, SGID provides immediate feedback about your class and teaching and fosters better teacher-student communication.

(Continued)

Collaboration on Campus: When Others Do Not See Things Your Way
with Professor Sharon Cramer, Exceptional Education Department
Thursday, March 5

3 - 5 p.m., Bulger Communication Center 104 (CELT)

In every working situation we find human comfort zones counterbalanced by interpersonal challenges. Some of the challenges make collaboration with colleagues difficult. We agonize before, during, and after encounters, often feeling trapped and frustrated no matter what we do. It is common to feel that these difficulties are an inevitable part of the world of work. In this session, frank suggestions about how to understand and transform difficult habits and unsuccessful interpersonal routines will give participants new options for relationships at work and elsewhere.

Targeting the Right Journal: Selecting the Best Publication for Your Work
with Ms. Hillary Sternberg, Butler Library
Friday, March 6

3 - 4:30 p.m., Butler Library 208

This session will help authors select the best publication for their work. Discover how to expand the number of options you consider for publication before you begin writing, develop prewriting strategies to insure that you have selected an appropriate journal for your publication, find submission guidelines and deadlines, identify library sources that will assist you, and plan how to move your articles into publication in a timely way.

Recruitment

The All-College Honors Program is recruiting currently enrolled freshmen students to enter the program in September 1998. Three or four positions may be available in the program. Students selected for the program will receive a \$500/semester scholarship if they agree to participate in the honors program by taking its courses and maintaining a grade point average of 3.5 or higher. Applications are available in South Wing 130. The deadline for application is March 15.

Requirements: At the time of application, students must be freshmen at BSC and have at least a 3.5 gpa in letter grade courses. Students must have had a high school average of 90 or better 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, please call ext. 5303.

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Dr. Edward de Bono is regarded by many as the leading international authority on creativity and on the direct teaching of thinking skills. He is the inventor of "Lateral Thinking and Six Thinking Hats" and author of "The Textbook of Wisdom," "Parallel Thinking," "Teach Yourself to Think," "Surpetition," and "Serious Creativity."

Gary Hamel has been cited as the "world's reigning guru" by The Economist and as "the most influential thinker on strategy in the Western world" by Peter Senge. He is chairman of Strategos, a firm dedicated to helping other companies create industry revolution, and visiting professor of Strategy and International Management at the London Business School.

June 18 - Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Resolving Conflicts with Ease (Deal with Difficult People and Win) - presented by Sandra Crowe.

This seminar is designed to outline the successful elements of dealing with difficult people and conflict situations of all kinds, whether with customers or colleagues. It will discuss eliminating barriers so that participants may move through difficult situations with ease.

Sandra Crowe is founder of the company Powerlunch and host of her own television show.

From the Vice President for Finance and Management

Computing Services Training Schedule for March 1998

Unless otherwise noted, all classes will be held in CyberQuad 318. You are expected to bring a 3.5" disk formatted for the PC. Call ext. 4611 to register for any of these classes or send e-mail to reynolap. If you use e-mail, you **must** include your full name, e-mail username, title, department, and phone number. Incomplete e-mail messages will not be accepted for class reservations. Paul Reynolds will reply to your e-mail only if there is a problem with your request.

Introduction to Windows '95

Tuesday, March 3 9 a.m. - noon
or

Wednesday, March 18 1 - 4 p.m.

The new systems being delivered to offices and labs on campus come with Windows '95 as the operating system. If you get a new computer or are upgrading to Windows '95, you will want to take this class to learn how to navigate in the new operating system.

Introduction to Word

Thursday, March 5 9 a.m. - noon

Microsoft Word is the new word processing standard for the campus. Come to this class and learn the basics of Microsoft Word and how to convert your old word processing files to the new standard.

Introduction to Access

Monday, March 9 9 a.m. - noon

Access is the relational database that comes with Microsoft Office '95 or '97. It has replaced most other database applications. Attend this class to learn how simple it is to convert from one database to the new Access.

Surfing the World Wide Web

Thursday, March 12 1 - 4 p.m.

Come learn the history of the "web." Learn what it means to "surf the web." Find out how to use the web to do serious research or just to find fun and interesting sites and how to down-load and save all that interesting "stuff" you find out there.

Introduction to Excel

Monday, March 16 9 a.m. - noon

Excel is the spreadsheet application that comes with Office '95 or '97. Excel is replacing Lotus and other spreadsheet applications as computers are upgraded on the campus. Come learn how to do gradebooks, payroll reports, and much more using Excel.

Intermediate Word

Tuesday, March 17 9 a.m. - noon

This Word class is meant for the more experienced user of Word. You will learn how to create tables of contents, headers and footers, and how to define and use columns. Also included will be a brief discussion of inserting graphics, creating tables, and the basics of doing mail merges.

Scanning Demos

Monday, March 23 10 a.m. - 2 p.m.

This session will demonstrate how to use the scanner located in the faculty/staff workroom in CyberQuad. Topics covered will include using the scanner, Deskscan, and Photoshop software packages. If you have something you would like scanned bring it with you to the demo and you can "play." **Note: There will be no formal sign-up list for this training, but the comfortable limit is six people at a time. I would appreciate it if you call me to let me know you are coming. Each session will last about one half-hour.**

Creating Web Pages (HTML)

Wednesday, March 25 9 a.m. - noon

In this hands-on class you will build your first web site. You will create one page using HTML coding and one page using the web page editor built into Netscape Gold 3.01. You will learn how to link these two pages together, as well as how to find interesting backgrounds and graphics to add to your pages.

Mail Merge

Thursday, March 26 9 a.m. - noon

This class is designed for the experienced user of MS Word. In this class you will learn how to create form letters, envelopes, and mailing labels using Word and Access.

Intermediate Windows

Friday, March 27 9 a.m. - noon

This class is for the more experienced user of Windows. You will learn how to adjust your desktop settings, including applications in the Start Up and Start menus. You also will learn what the Briefcase is and how to use it.

PCs for Dummies

Monday, March 30 9 a.m. - noon

Do you need to know the difference between MMX and Pentium II? What's the difference between memory space and disk space? What's a motherboard and why does a computer need one? This hands-on class will introduce you to the hardware and terminology of the modern PC.

From the Vice President for Student Affairs

A Call for Nominations: Students with Leadership Potential

The Leadership Education And Development (LEAD) Center currently is planning the spring semester's leadership program. The Corporate Site Weekend Workshops will commence on Friday, April 3 and conclude on Saturday, April 4. This semester's program titled "Developing Networks of Leadership" will be hosted by the Center for Development of Human Services and cosponsored by Ingram Micro. We hope that you will be able to identify a student who is interested in building and improving his or her leadership abilities. Participation is by faculty or staff nomination only. If you have not received a nomination form and wish to nominate a student, or have any questions regarding this program, contact the LEAD Center at ext. 5533 or e-mail frederjs. The deadline for nominations is Feb. 27.

From the Senior Adviser to the President for Equity and Campus Diversity

Black History Month

The Academic Affairs Office, the Equity and Campus Diversity Office, and the African and African-American Studies Interdisciplinary Unit are planning a series of events and programs that will highlight the contribution of Dr. Martin Luther King Jr. to positive social change and the principles of human equality. The celebration events support the college mission of empowering the diverse student population on this campus and strategic direction of creating a nurturing environment for a diverse campus community.

As you know, a number of special events and programs have been planned as part of the month-long focus on cultural diversity and African-American history. Once again, we urge you to encourage your students to attend the programs and to personally participate in the events. Some of the upcoming events are:

12:30 p.m.; Feb. 24; College Store

"Race and Gender in the Literary Tradition" Lecture, book signing and reception; author: Dr. Aimable Twagilimana, assistant professor, English Department; cosponsored by the African and African-American Studies Interdisciplinary Unit and the Faculty Student Association.

5 - 9 p.m.; Feb. 25; Butler Library 210

Lecture: Dr. Alexis Deveau, American and Women's Studies, SUNY at Buffalo State College
Cosponsored by AASO.

1 p.m. - 7:30 p.m.; Feb. 28; Butler Library 210

African/African-American History Month Videofest

Cosponsored by the African and African-American Studies Interdisciplinary Unit and the Equity and Campus Diversity Office

1 - 2:30 p.m.

"Black Is ... Black Ain't"

2:30 - 3 p.m.

Discussion with facilitators Dr. Scott Johnson, Gail Wells, and Brian Burton

3:15 - 4:15 p.m.

"Fundi: The Ella Baker Story"

4:15 - 4:45 p.m.

Discussion with facilitators Dr. Sarah Slavin, Nava Yeshealul, and Uchenna Smith

5 - 7 p.m.

"Sankofa"

7 - 7:30 p.m.

Discussion with facilitators Dr. Anthony Neal and Adrienne Handley

Women's History Month

In celebration of Women's History Month, the Women's Studies Interdisciplinary Unit, the Equity and Campus Diversity Office, and the Faculty Student Association cordially invite women faculty, staff, and students to be their guests at the Women's Leadership Symposium and Luncheon.

12:15 - 3 p.m.; Thursday, March 5; Oak Room at Moot Hall

Video presentation and discussion: "Women World Leaders: Fifteen Great Politicians Tell Their Stories"

How important will leadership be in the next decade? The video will examine a unique group of world leaders, presidents, and prime ministers who have one thing in common: They are all women. Each will discuss her incredible journey toward leadership and provide a fascinating glimpse of our women world leaders. The discussion will include paths of power, leadership styles and experiences, the reality of women and power, and will conclude with the new vision of leadership.

Discussants will be: Honorable Judge Jose Sconiers, New York Supreme Court; Sister M. Joel, RSM, CEO, Kenmore Mercy Hospital; Ms. Susan Grelick, Amherst town supervisor; Ms. Sylvia Falker, Orchard Park Computer Services; Dr. Marianne Ferguson, Buffalo State College, moderator.

Please R.S.V.P. at ext. 6210. Space is limited to 65 people.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting is Friday, March 13, at 3 p.m. in Butler Library 210.

Deadline for Course Proposals

The chairperson of the College Senate Curriculum Committee has announced that the deadline for course/program proposals is Friday, Feb. 20. All proposals must be submitted to the College Senate Office no later than this date.

Curricular Items

The following courses have been received in the College Senate Office and have been forwarded to the Senate Curriculum Committee for approval.

New Courses:

FRE 110 Accelerated Beginning French. This course covers the material normally studied in French 101 and French 102. It is designed for those who have had two or three years of French in high school and who feel the need to practice the basic patterns and structures of French.

FRE 210 Accelerated Intermediate French. This course covers the material normally studied in French 201 and French 202. It is designed for those who have more than three years of French in high school and who feel the need for intensive practice in speaking and writing the language.

DES 312 History of Craft: Industrial Revolution to the Present. A study of selected European writers after 1600.

SLA 608 Neuromotor Speech Disorders and Dysphagia Across the Life Span. This course will provide an understanding of adult and child neuromotor speech disorders and dysphagia with a focus on neurological bases, differential diagnosis, and treatment.

SLA 623 Acquired Language Disorders. This course provides an understanding of acquired neurogenic language disorders with a focus on differential diagnosis and treatment of the varieties of cognitive/communicative disorders associated with acquired brain damage.

HIS 326 History of the Great Lakes Region. This course will provide students with a unique opportunity to expand their knowledge of the history of the Great Lakes. Through a combination of lectures, presentations, and applied research, students will be introduced to the variety of natural, social, and political factors which have shaped this region.

HIS 336 History of Early Modern Ireland. This course focuses on the political, economic, and social histories of Ireland in the Early Modern period, circa 1485-1800. It will give students an overview of the development of the Irish state, its constituent communities, and relations with England and the British mainland up to the union of 1800. Throughout, emphasis will be placed on trying to determine what it meant to "be Irish" in the early Modern Period, and how varying definitions of "Irishness" have affected Ireland's cultural and political history. Students will be encouraged to address these issues primarily through ready primary sources, and leading and participating in discussions.

Course Revisions:

ENG 310 Modern European Literature. Examination of the history and theoretical foundations of crafts from the Industrial Revolution to the present. Developments in crafts are considered in relation to traditional forms and hand-based production methods, new technologies, new media, new concepts of craft, and specific cultural and intellectual contexts.

FRE 101 and 102 Beginning French I and II. Fundamentals of French with an emphasis on the spoken and written language.

FRE 201 and 202 Intermediate French I and II. Further development of the basic skills with emphasis on reading and writing.

GER 101 and 102 Beginning German I and II. Fundamentals of German with emphasis on the spoken and written language.

GER 201 Intermediate German I. Further development of the basic skills with emphasis on reading and writing. Prerequisite: GER 102 or equivalent.

GER 202 Intermediate German II. Continuation of GER 201. Prerequisite: GER 201 or equivalent.

ITA 101 Beginning Italian I. Fundamentals of Italian with emphasis on listening and speaking.

ITA 102 Beginning Italian II. Continuation of ITA 101. Prerequisite: ITA 101 or equivalent.

ITA 201 Intermediate Italian I. Further development of the basic skills with emphasis on reading and writing. 3.3/0. Upper level credit. Prerequisite: ITA 102 or equivalent.

ITA 202 Intermediate Italian II. Continuation of ITA 201. 3.3/0. Upper level credit. Prerequisite: ITA 201 or equivalent.

Course Revision and Title Change:

From **VTE 413 Practice Teaching and Observation** to **VTE 413 Student Teaching Vocational Technical Education.** Supervised student teaching in vocational technical classes in selected vocational schools in various types of schools and communities. Three hundred hours of practice teaching in "off site" campus programs required. Conferences and reports based upon teaching assignments will be required. Seminar discussions will consist of professional problems of the beginning teacher. Students should be prepared to accept an assignment at any school designated by the student teacher coordinator. Student teaching assignments will be located throughout Western New York.

Program Revisions:

Minor: Music 1114

B.S. Spanish 7-12 (Secondary Education) 0656

VACANCY NOTICE

February 19, 1998

Review Of
Applications Begins

SUNY/ ALBANY

Admissions Advisor (2)

Admissions

2/17/98*

Lecturer

Teaching & Learning

Open

SUNY/ BINGHAMTON

Residence Hall Director

Residential Life

Open

Director of Communications

University Relations

Open

SUNY/ BUFFALO

Senior Staff Assistant

Center for Immunology

3/11/98*

Senior Staff Assistant

UB Business Alliance

3/11/98*

Assistant Director

Computing Services

3/11/98*

Assistant Professor

Art History

3/9/98

SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

T.H. Senior Staff Assistant

Operations and Networking

Open

SUNY COLLEGE/ FREDONIA

Vice President

Development & College Relations

3/2/98

SUNY INSTITUTE OF TECHNOLOGY/ UTICA/ROME

Staff Associate

Student Affairs

3/1/98

Admissions Advisor

Admissions

3/24/98

SUNY/ COLLEGE OF TECHNOLOGY at ALFRED

Manager

Business Affairs

2/27/98*

Staff Assistant

Information Technology

3/10/98*

*Deadline for receipt of applications.

For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year and is distributed via campus mail. Submit approved, double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 23

February 26, 1998

From the President

Course Approvals

I have approved the following new courses and course revisions which have been recommended by the appropriate dean, the College Senate, and the provost and vice president for academic affairs.

New Courses:

COM 215 Introduction to Visual Communication
COM 336 Communication and Web Publishing

Course Revisions:

COM 205 Introduction to Oral Communication
COM 210 Introduction to Writing for the Media

UUP and M/C Salary Increases

At its meeting Jan. 27, 1998, the trustees of the State University of New York approved the following salary resolutions:

A. United University Professions (UUP)

1. One percent discretionary pool effective:

- a. July 1 or Sept. 1, 1997
- b. July 1 or Sept. 1, 1998
- c. July 1 or Sept. 1, 1999

2. Three and one-half percent across-the-board increase effective:

- Jan. 1, 1998, for employees with 12-month professional obligation
- March 1, 1998, for employees with 10-month professional obligation

3. Three and one-half percent across-the-board increase effective:

- Jan. 1, 1999, for employees with 12-month professional obligation
- March 1, 1999, for employees with 10-month professional obligation

(Continued)

B. Management/Confidential (M/C)

1. Three and one-half percent discretionary pool effective Oct. 1, 1998
2. One percent discretionary pool effective:
 - a. July 1, 1995
 - b. July 1, 1996
 - c. July 1, 1997
 - d. July 1, 1998

C. Payment dates

UUP

Three and one-half percent across-the-board increase will be processed for payment in the check dated **April 1** and will be retroactive to the appropriate effective date as indicated in the salary resolutions.

One percent discretionary increase will be processed for payment in the check dated **March 18** and will be retroactive to July 1 or Sept. 1, based on obligation.

M/C

M/C salary increases for 1995, 1996, and 1997 will be processed for payment in the check dated **April 15**.

From the Provost and Vice President for Student Affairs

Smoking Policy Update

As requested by the interim dean of applied science and education, in accordance with the campus smoking policy (date Jan. 18, 1994), Caudell Hall is designated as a smoke-free building* effective immediately.

*Indicates that although this is a smoke-free building, smoking is permitted **only** in a limited number of designated areas.

Creativity in the Classroom Conference

The Center for Studies in Creativity is hosting a one-day conference for educators, "Creativity in the Classroom," on Friday, March 13 in the Campbell Student Union. The keynote speaker, Andrei G. Aleinikov, Ph.D., will examine the role that educators play in helping children and adults grow into powerful creators.

Concurrent sessions include BSC faculty members Donald Birdd, professor of science education, "Put Creativity, Science, Whole Language, and the NYS Standards Together" and Michael Johnson, associate professor of foreign languages, "Myth and Creativity: A Real Bridge for the 21st Century." Sheridan College faculty members Robert Hookey, "Using Creativity Tools and Approaches in the Teaching of Story Telling" and Mary Ann Maruska, professor of graphic design, "Graphic Wit: Using Humor to Communicate." Local classroom teachers, idea teachers, and gifted teachers Mark Pellegrino, "Using Creative Performance-Based Assessments in the Science Classroom"; Kathleen Holmes, "The Twelve-Minute Poem and Other Forced-Fits for Writing and Reporting"; Barbara Hodes, "Using Children's Literature as a Model to Teach Creative Thinking Strategies"; Lisa Timko, Alan Miller, Sharon Minklein, and Janis Welker, "IDEAS to Spark Critical and Creative Thinking"; and Carol Wittig, "Talent

Development in All Students." Consultants, directors, and researchers Marion Canedo and Marge Korzelius, "Invention Convention, Academy for Creative Exploration, and Other Exciting Hands-on Creativity Applications"; Barbara Bruce, "Creativity Using All Your Intelligences"; Candice Cliff, "Balancing Multiple Perspectives: The Dance of Creative and Critical Thinking"; Cecilia Yau, "Writing the Natural Way"; Lori Sosenko, "Exploring Creative Problem Solving Impact Studies"; Susan Rundle, "Building Excellence: An Innovative Learning Styles Inventory"; Susan Chamberlain, Gloria Rapport, and Betsy Baun, "Free Drawing Techniques: Using Artistic Processes to Facilitate Creative Problem Solving"; and Craig Kosinski, Children's Museum of Buffalo, "A Children's Museum for Promoting Creativity."

An "Idea Expo" will highlight the work of educators who have developed creative lessons and materials for the classroom. There will be displays and an opportunity to chat with these creativity experts.

A preconference workshop for those interested in learning the basics of the Creative Problem-Solving Process will be held on Thursday, March 12. Conference rates are \$59 each for the conference and preconference workshop if paid by Feb. 28; \$69 each after Feb. 28. For brochures or for more information, please call ext. 6223 or stop by Chase Hall 244.

Upcoming Events at the Performing Arts Center

Spring season, 1998, is about to begin at Rockwell Hall Auditorium. The best seats in the auditorium are now available for the following events:

The Chenille Sisters, with special guest artists, The Jazzabels, Feb. 28, 8 p.m.

The Chenille Sisters have been on PBS several times, winning an Emmy Award for one of their specials. They are also frequent guests on National Public Radio, including "A Prairie Home Companion."

Opening for The Chenille Sisters will be two of Buffalo's favorite singers, The Jazzabels, featuring the vocal artistry of Cathy Carfagna and Kilissa McGoldrick.

Individual tickets for The Chenille Sisters are \$15 and \$20.

Hazelle Goodman, March 7, 8 p.m., BSC Appreciation Night

The Performing Arts Center in Rockwell Hall is pleased to make March 7 BSC Appreciation Night. **Tickets to the performance by Hazelle Goodman will be complimentary** to all Buffalo State College students, faculty, and staff with a valid ID. Limit of four tickets per customer. If you have ever wanted to see a Rockwell event, but didn't have the money, now you have no excuse.

Hazelle Goodman's first HBO comedy special was nominated for two Cable Ace Awards. She is co-starring in Woody Allen's latest movie, "Deconstructing Harry," currently showing nationwide, and has just completed a movie with Al Pacino. This Trinidad-born, Brooklyn-raised comedienne's one-woman show features wise and sassy characters culled from experiences growing up in New York.

Tickets for Hazelle Goodman are free (up to four) for BSC faculty, staff, and students.

Monk on Monk, the 80th Birthday Anniversary Tribute to Thelonious Sphere Monk, March 28 at 8 p.m.

Celebrate the man and his music through the heart, mind, memories, and sounds of Thelonious Monk Jr. and a ten-piece band composed of T.S. Monk's sextet and guest artists, including musicians who played and recorded with Thelonious Monk. This promises to be a moving, historic tribute to a founding father of jazz.

Anyone choosing to purchase tickets to both the Chenille Sisters and the March 28 performance of Monk on Monk will receive a 20 percent subscriber discount. Tickets are on sale at the Rockwell Hall Box Office, or by calling ext. 3005.

1998 Adult Learning Symposium

The 1998 Adult Learning Symposium, "Race, Gender, Class, and the Practice of Adult Education," will be held on Wednesday, March 11, from 6 - 8 p.m. in the Buckham Campus School Auditorium.

Phyllis Cunningham, Ph.D. (University of Chicago), will be our speaker. Dr. Cunningham is a professor in the Graduate Studies in Adult Education program of Northern Illinois University. One of the leading voices in the field of adult education, Dr. Cunningham is particularly recognized for her advocacy for continuing education as a democratizing social force. After Dr. Cunningham's presentation the audience will have an opportunity to ask questions and meet the speaker.

The Center for Development of Human Services, the Lifelong Learning Center, and the Educational Foundations Department sponsor this program. This program is free and open to the community. Preregistration is suggested. To register, contact the Lifelong Learning Center at ext. 5906.

CDHS Spring Telecast Series

The following telecast presentations are free and open to all BSC faculty and staff. For reservations, please call the Center for the Development of Human Services at 885-2500.

April 22 - Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall*Eleventh Annual Briefing for Secretaries and Administrative Assistants*

This popular live satellite event is designed especially for office support personnel, including secretaries, administrative assistants, office managers, executive secretaries, coordinators, and office assistants. Held each year on Professional Secretaries Day, this program gives your department an opportunity to offer a forum for recognizing their many contributions.

April 28 - Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Working Smart: Managing Change Through Collaboration - presented by Lucy Freedman and Lisa Marshall.

Starting with "Nine Guidelines for the New Workplace," Freedman and Marshall will take participants through a lively and engaging exploration of how to stay afloat and remain effective in a turbulent workplace. They will explore the "Syntax of Collaboration" to provide a framework for addressing change through ensuring mutual understanding. This live, interactive seminar is a must for anyone required to manage change in today's workplace.

April 29 - Registration and Brunch 10:30 a.m.; Telecast 11 a.m. - 5 p.m. in the Oak Room of Moot Hall

Harness Creativity to Make Things Happen - presented by Edward de Bono and Gary Hamel. Do it better ... differently. Come away from Innovation '98 inspired to create value. Innovators are concerned with what can be, with creating value and creating markets, with doing it better by doing it differently.

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Resolving Conflicts with Ease (Deal with Difficult People and Win) - presented by Sandra Crowe.

This seminar is designed to outline the successful elements of dealing with difficult people and conflict situations of all kinds, whether with customers or colleagues. It will discuss eliminating barriers so that participants may move through difficult situations with ease.

Sandra Crowe is founder of the company Powerlunch and host of her own television show.

From the Vice President for Finance and Management**Travel Rates Revised**

The Office of the State Comptroller has revised travel rates for 1998. The personal car mileage rate has been increased to 32.5 cents per mile. Rates for meals and lodging also have changed to the revised federal government rates for 1998. The 27-page listing of rates has been distributed to departments to update office travel manual copies. These rates also are available at the following federal government web site: <http://www.policyworks.gov>

Dr. Nuala McGann Drescher Affirmative Action Leave Program

This NYS/UUP program is intended to enhance employment opportunities for minorities, women, persons with disabilities, and Vietnam era veterans in the UUP bargaining unit by assisting them to prepare for permanent or continuing appointments within the State University of New York. Full time, non-tenured employees may apply for at least one semester and up to one year of full-time leave from customary professional obligations under this joint labor management program.

Application forms and guidelines are available in the Human Resource Management Office, Cleveland Hall 410, or may be printed from the Buffalo State College Human Resource Management web site (important dates button). Applications must be submitted to the State of New York/UUP Affirmative Action Committee in Albany by the following deadline dates.

Please note that applying by the earlier date for a particular semester will provide you with an earlier decision. However, if you need more time, you may apply by the later deadline date for the semester.

- **March 16, 1998** for retroactive reimbursement for individuals on leave in spring 1998, and for summer/fall 1998* or fall 1998 leaves
- **April 30, 1998** for fall 1998 or spring 1999 leaves
- **October 1, 1998** for spring 1999 or spring/summer 1999* leaves

*Leave activity may include a summer, but cannot be for a summer only.

NYS/UUP Individual Development Awards Program (PDQWL)

The State of New York/United University Professions Professional Development and Quality of Working Life Committee's (PDQWL) Individual Development Awards Program is intended to assist eligible SUNY employees in developing their full professional potential and in preparing for advancement. This campus-based program provides a maximum award of \$1,000 or \$5,000 when salary for a replacement is required.

Award Period:

The award period covers professional development activities commenced on or after Jan. 1, 1997, and completed on or before Aug. 31, 1998. Eligible employees may submit applications for projects/activities retroactive to Jan. 1, 1997, with appropriate receipts and documentation.

Eligibility Requirements:

Applicants must be in the UUP bargaining unit at the time of the award and during the dates of the proposed project.

Examples of Projects or Activities:

Only one application will be accepted and only one project or activity may be funded per employee. Projects or activities must fall within the following categories:

- Pure, applied, or historical research
- Curriculum or instructional material development
- Workshop, seminar, internship, or course work not covered by Contract Article 46 or SUNY tuition waiver
- Conference participation
- Conference attendance
- Preparation of material for publication
- Grant proposal development
- Professional reading or independent study
- Other work-related professional development projects or activities

Types of Support:

- Registration fees for conference or workshop
- Consumable supplies (paper, pens, postage, etc.)
- Non-consumable supplies (books, software, etc.)
- Travel and related expenses (includes lodging and meals)
- Research support (e.g., computer time, network access or support, clerical support)
- Equipment lease or purchase (any equipment purchased with PDQWL Committee funds will become the property of the state of New York/State University of New York)

- Tuition and course-related supplies. The maximum allowance for tuition is the SUNY rate at time of application (currently \$137 per undergraduate credit or \$213 per graduate credit)
- Salary for a replacement. An amount up to \$4,000 and not to exceed the recipient's salary will be available to the campus from the PDQWL award fund for a replacement.

Application Procedures:

Applications for the award period Jan. 1, 1997, through Aug. 31, 1998, must be received in the Human Resource Management Office, Cleveland Hall 410, by **March 30, 1998**. Applications will be reviewed by the campus PDQWL Committee, composed of representatives of management and UUP. Applications may be obtained in Cleveland Hall 410 or call ext. 4821 to have one sent to you. Also, the application may be printed from the Buffalo State College Human Resource Management web site (important dates button). Along with the completed application, the applicant must submit the following information:

- An updated, brief curriculum vitae
- A list of any other grant support for the project or activity
- An endorsement for any leave from the appropriate dean or director and vice president or provost
- A financial statement from the vice president or provost indicating the cost of the applicant's replacement for the duration of any leave
- A brochure, announcement, or other relevant material describing the program and costs. If material is not yet available, please send information as soon as possible.
- Any other supporting documentation

Buffalo State PDQWL Committee:

Members are: Michael S. Pendleton, A. Paul Reynolds, and Hilary I. Sternberg representing UUP; and Dolores E. Battle, Dorcas L. Colvin, and Dennis K. Ponton representing management.

Buffalo State on Billboards

"Undergraduate. Graduate. Over 100 Programs." is the theme for new billboards touting the college's breadth of programs. Some 35 boards are placed throughout Western New York in high-traffic areas and feature Buffalo State's website for contact information. In addition, the Athletics Department funded two billboards that family with the campaign. Located on Main Street near Canisius College and at Grant and Amherst streets, the slogan is "In the Classroom. On the Field. Success." and feature a full-color photo of Bengal and Lady Bengal student-athletes. The boards will be in place through early April.

Computing Services Training Schedule for March 1998

Unless otherwise noted, all classes will be held in CyberQuad 318. You are expected to bring a 3.5" disk formatted for the PC. Call ext. 4611 to register for any of these classes or send e-mail to reynolap. If you use e-mail, you **must** include your full name, e-mail username, title, department, and phone number. Incomplete e-mail messages will not be accepted for class reservations. Paul Reynolds will reply to your e-mail only if there is a problem with your request.

Introduction to Windows '95**Tuesday, March 3 9 a.m. - noon**

or

Wednesday, March 18 1 - 4 p.m.

The new systems being delivered to offices and labs on campus come with Windows '95 as the operating system. If you get a new computer or are upgrading to Windows '95, you will want to take this class to learn how to navigate in the new operating system.

Introduction to Word**Thursday, March 5 9 a.m. - noon**

Microsoft Word is the new word processing standard for the campus. Come to this class and learn the basics of Microsoft Word and how to convert your old word processing files to the new standard.

Introduction to Access**Monday, March 9 9 a.m. - noon**

Access is the relational database that comes with Microsoft Office '95 or '97. It has replaced most other database applications. Attend this class to learn how simple it is to convert from one database to the new Access.

Surfing the World Wide Web**Thursday, March 12 1 - 4 p.m.**

Come learn the history of the "web." Learn what it means to "surf the web." Find out how to use the web to do serious research or just to find fun and interesting sites and how to download and save all that interesting "stuff" you find out there.

Introduction to Excel**Monday, March 16 9 a.m. - noon**

Excel is the spreadsheet application that comes with Office '95 or '97. Excel is replacing Lotus and other spreadsheet applications as computers are upgraded on the campus. Come learn how to do gradebooks, payroll reports, and much more using Excel.

Intermediate Word**Tuesday, March 17 9 a.m. - noon**

This Word class is meant for the more experienced user of Word. You will learn how to create tables of contents, headers and footers, and how to define and use columns. Also included will be a brief discussion of inserting graphics, creating tables, and the basics of doing mail merges.

Scanning Demos**Monday, March 23 10 a.m. - 2 p.m.**

This session will demonstrate how to use the scanner located in the faculty/staff workroom in CyberQuad. Topics covered will include using the scanner, Deskscan, and Photoshop software packages. If you have something you would like scanned, bring it with you to the demo and you can "play." **Note: There will be no formal sign-up list for this training, but the comfortable limit is six people at a time. I would appreciate it if you call me to let me know you are coming. Each session will last about one-half hour.**

Creating Web Pages (HTML)**Wednesday, March 25 9 a.m. - noon**

In this hands-on class you will build your first web site. You will create one page using HTML coding and one page using the web page editor built into Netscape Gold 3.01. You will learn

how to link these two pages together, as well as how to find interesting backgrounds and graphics to add to your pages.

Mail Merge**Thursday, March 26 9 a.m. - noon**

This class is designed for the experienced user of MS Word. In this class you will learn how to create form letters, envelopes, and mailing labels using Word and Access.

Intermediate Windows**Friday, March 27 9 a.m. - noon**

This class is for the more experienced user of Windows. You will learn how to adjust your desktop settings, including applications in the Start Up and Start menus. You also will learn what the Briefcase is and how to use it.

PCs for Dummies**Monday, March 30 9 a.m. - noon**

Do you need to know the difference between MMX and Pentium II? What's the difference between memory space and disk space? What's a motherboard and why does a computer need one? This hands-on class will introduce you to the hardware and terminology of the modern PC.

From the Vice President for Student Affairs**Summer and Part-Time Job Fair**

Students can start planning for summer employment before they leave for Spring Break! Plans have been made for the 16th annual Summer and Part-Time Job Fair. The event will be held on Thursday, March 5, from 11 a.m. to 2 p.m. in the Student Union Social Hall (second floor). Representatives from summer camps in New York and surrounding states, as well as local businesses and community agencies, will attend the fair to discuss summer/part-time employment opportunities with interested Buffalo State College students. Employers will be accepting applications and conducting informal interviews. For more information concerning the Summer and Part-Time Job Fair, or additional information on summer/part-time employment opportunities, students should stop by either the Career Development Center, Cleveland Hall 306, or Job Location and Development Program, Cleveland Hall 308. This fair is cosponsored by the Career Development Center and Job Location and Development Program.

Career Development Center Workshop Series

The Career Development Center (CDC) 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 resume/vitae writing workshop will help you to update your resume for use with reappointment, 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, March 12, 12:15 p.m.
- Resume/Vitae Writing Thursday, March 19, 12:15 p.m.

- Cover Letter Writing Thursday, April 2, 12:15 p.m.
- Interviewing Techniques Thursday, April 9, 12:15 p.m.

If you are interested in attending one or more of these workshops, please call the CDC at ext. 5811.

BSC Fundamental Swimming School (Revised Start Date)

The fundamental swimming school program to be held in Kissinger Pool at Buffalo State will start March 7, not Feb. 28, as originally published. The swimming school will run on Saturdays, from 10 - 10:45 a.m. in five-week sessions. The cost for a five-week session is \$25. The BSC fundamental swimming school offers a unique, advance-at-your-own-rate format for children ages 5 and up. The school will consist of six grade levels with specific objectives for each level. Once the student successfully completes the objectives, he/she will advance to the next grade level. Registration forms are available at Kissinger Pool, on the aquatics bulletin board (second floor of Houston Gym), and in Houston Gym 103. For more information, please contact Paul Dotterweich, aquatic and swimming director, at ext. 5308.

From the Senior Adviser to the President for Equity and Campus Diversity

Women's History Month

In celebration of Women's History Month, the Women's Studies Interdisciplinary Unit, the Equity and Campus Diversity Office, and the Faculty Student Association cordially invite women faculty, staff, and students to be their guests at the Women's Leadership Symposium and Luncheon.

12:15 - 3 p.m.; Thursday, March 5; Oak Room at Moot Hall

Video presentation and discussion: "Women World Leaders: Fifteen Great Politicians Tell Their Stories"

How important will leadership be in the next decade? The video will examine a unique group of world leaders, presidents, and prime ministers who have one thing in common: They are all women. Each will discuss her incredible journey toward leadership and provide a fascinating glimpse of our women world leaders. The discussion will include paths of power, leadership styles and experiences, the reality of women and power, and will conclude with the new vision of leadership.

Discussants will be: Honorable Judge Rose Sconiers, New York Supreme Court; Sister M. Joel, RSM, CEO, Kenmore Mercy Hospital; Ms. Susan Grelick, Amherst town supervisor; Ms. Sylvia Falker, Orchard Park Computer Services; Dr. Marianne Ferguson, Buffalo State College, moderator.

Please R.S.V.P. at ext. 6210. Space is limited to 65 people.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, March 13, at 3 p.m. in Butler Library 210.

Curricular Items

The following course has been approved by the Senate Curriculum Committee and will be forwarded to the president for final review and approval:

New Course:

SOC 353 Environment and Society

The following courses/programs have been received in the College Senate Office and will be forwarded to the Senate Curriculum Committee for approval:

New Courses:

EXE 607 Special Education Law. This course is designed to provide school personnel with an in-depth understanding of the laws, regulations, policy, and court cases influencing special education. The course content will include issues such as due process and equal protection guarantees, IEP development, IDEA, and Section 504 of the Rehabilitation Act of 1973.

ENG 619 Twentieth Century English Literature. Selected writers, forms, movements, and theoretical approaches.

ENG 631 Shakespeare. An aspect of his work; e.g., the comedies or the tragedies.

ENG 642 Studies in Poetry. Important writers or schools.

ENG 643 Studies in Drama. Dramatists or schools of drama; e.g., Renaissance, modern European.

ENG 644 Ideology and Literature. The study of literature from a major modern perspective. Topics in the ideological analysis of literature; e.g., the Emersonian influence, individualism, colonialism, and postcolonialism.

ENG 660 Children's Literature. Selected topic; e.g., a survey of types and resources, classic children's literature, fantasy, realism.

ENG 670 Advanced Linguistics. Selected topic; e.g., applied linguistics, social or regional dialectology, English as a second language, grammar, aspects of the history of the English language, languages of the world.

HUM 328 Fantasy and Magic Realism in Western Literature, Ovid to the Present. A survey of fantastic and magically realistic literature through the ages, as well as the ways in which such works mirror and/or symbolically transform historical reality.

THA 437 Set Design II. A continuation of DES 318/THA 338 Set Design. This course provides an intensive exploration of advanced set design techniques. Students will continue to develop set design skills with a concentration on different performance venues, model building

techniques, portfolio-quality work, and presentation styles. Advanced scenic considerations within the limits of budget, stage space, and technical support will be explored.

THA 333 Scene Painting. Students learn and develop basic scene painting techniques applicable to scenery production for theater, film, and video. Students will explore, through hands-on application, how to create full-scale painted scenery from a scaled drawing, paint mixing, faux finishes (including, but not limited to, marble, wood grain, brick, and stone), and specialty paint finishes.

EAD 702 Educational Leadership Field Experiences. This sequence of courses is designed to engage students in actual field experiences from the time they enter the EAD CAS program. This is a credit-bearing course sequence which includes the common core field experiences, Saturday sessions, student teacher supervision (if possible), and special involvement days. Students are required to register for EAD 702 for three terms upon entry into the EAD program.

COM 338 Broadcast Field Reporting. Discussion and practice in television field reporting and the news writing techniques utilized in reporting on location. Includes working under deadline pressure for writing, editing, and reporting packages.

COM 390 Special Topics: Journalistic Writing (variable title). Extensive study, research, analysis, and journalistic writing on a special topic, such as sports, business, health, technical, or environmental reporting.

COM 439 Television Directing and Producing. This course will teach advanced television directing and producing. Using the television facilities on campus, students will produce and direct their own television programs. Field trips to local professional television centers will also be offered as part of the course.

COM 450 and COM 450W Communication and Society. An exploration of the role of communication in society and the resulting ethical responsibilities of communication professionals. (Required of all majors after completion of 90 credits).

DES 479 Multimedia Computer Design. This course is an introduction to multimedia computer authoring. Students gain experience in the design and authoring process in multimedia. Class assignments involve working with digital images, video, and sound, using "state of the art" software culminating in creative interactive presentations and web page documents.

Course Revisions:

ENG 601 Research in Literature and Language. The theory and practice in methods of research essential to the historical and critical analysis of literature.

ENG 610 Medieval English Literature. Selected writers, forms, movements, and theoretical approaches.

ENG 613 Seventeenth Century English Literature. Selected writers, forms, movements, and theoretical approaches.

ENG 614 Eighteenth Century English Literature. Selected writers, forms, movements, and theoretical approaches.

ENG 615 Nineteenth Century English Literature. Selected writers, forms, movements, and theoretical approaches.

ENG 620 Irish Literature. Major writers, schools, and traditions.

ENG 621 American Literature. Selected periods, writers, forms, movements, and theoretical approaches.

ENG 623 Literature of Continental Europe. Selected periods, writers, forms, movements, and theoretical approaches.

ENG 630 Chaucer. Selections from the major and minor works.

ENG 635 Milton. Selected poetry and prose.

ENG 638 Studies in Individual Writers. An in-depth study of one writer, or a limited combination of writers, from English, American, or other literature.

ENG 641 Studies in the Novel. Major writers or movements or other topics in the form.

ENG 652 Literary Criticism. Modern theoretical approaches to literature and its social, political, and ideological contexts.

ENG 690 Master's Project. The student's accumulated skills are brought to focus in individual study with a faculty member's approval and guidance. Investigation of a particular problem related to literature or the teaching of literature.

ENG 693 Research in the Teaching of English. An examination of significant research studies in secondary English teaching that illustrate a range of research methodologies. Includes the design of a research proposal for a master's project or thesis in the teaching of English.

ENG 695 Master's Thesis. The student's accumulated skills are brought to focus in individual research with a faculty member's approval and guidance. An original inquiry into a literary question (writer, theme, ideology, etc.) or a linguistic or critical question resulting in an essay of about 40-60 pages.

HUM 100 Introduction to Humanities. An introduction to some of the central topics in the humanities. A study of how human beings have attempted to give meaning to their lives through literary, philosophical, and creative expression.

SPA 101 - 102 Beginning Spanish 101 - 102. Fundamentals of Spanish with emphasis on the spoken and written language.

SPA 201 Intermediate Spanish I. Further development of the basic skills with emphasis on reading and writing.

SPA 202 Intermediate Spanish II. Continuation of Spanish 201. 3.3/0. GEE, upper-level credit. Prerequisite: Spanish 201 or equivalent.

COM 303 and COM 303W Writing for News Publications. COM 303 offers discussion and extensive laboratory practice in advanced newswriting techniques, to include working under extreme deadline pressure.

COM 305 and COM 305W News Reporting. Discussion of principles and practice in the news gathering and writing process, with emphasis on news recognition, interviewing and reporting, news beats, sources, research, accuracy, and comprehensive reporting through work with the Bengal News Service.

COM 309 Persuasion. An examination of the theory and practice of persuasion from a variety of contexts such as the media, public communication, advertising, and interpersonal communication. Through class lectures, discussions, and presentations, students will gain understanding of how to be persuasive communicators.

COM 317 Broadcast Programming and Management. This course is an examination of the strategy of broadcast programming and its relationship to broadcast sales and management. The course analyzes radio, television, and cable programming and their dependence on sales and management perspectives at a station.

COM 322 Communication Graphics and Desktop Publishing. This course is primarily for advanced students in communication graphics and stresses the application of effective, targeted visual communication to publications using desktop publishing.

COM 324 Technical Production for Television and Radio (formerly COM 222). An in-depth understanding of digital and analog technologies used in television and radio production. Areas covered include media computer systems, television systems, and sound design.

COM 400 and COM 400W Law of Mass Communication. Study of freedom of speech and press in the United States, particularly the rights and responsibilities of the media and constraints placed on them under law: libel, privacy, journalistic privilege, free press/fair trial, obscenity, advertising law.

DES 318/THA 337 Set Design I. A beginning course in theatrical set design. The basic design components of line, form, mass, composition, balance, color, and texture as they relate to set design will be explored. Skills in script analysis, research, color theory, drafting techniques and mechanical perspective drawing will be developed.

Add to Core:

ENG 361 Contemporary Literature

ENG 330 and 330W Literature of the Bible

ENG 231 and 231W Women in Literature

ENG 355 and 355W The Short Story

Program Revision:

B.S. in Design - Concentration in Theater Design (0175)

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year and is distributed via campus mail. Submit approved, double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 24

March 5, 1998

From the President

State of the College Address

Good Afternoon. Students, faculty, staff, friends of Buffalo State College:

Today we take a moment to assess the current state of this institution, the direction in which we are headed, and the challenges we face as we strive to serve our students.

There was a time when Buffalo State College had monthly assemblies that were attended by everyone on campus. Yes, in former days, the entire campus population could fit into this room. Once a month, classes would be suspended and everyone would gather, without any concern for conflicting appointments. One person's absence would be noticed.

We do not live that way any more.

We are no longer a small and homogeneous community in which everyone can march to the beat of the same drum. We are a large, diverse, and dynamic institution. All of us share a common mission and certain core values, but our reasons for being here are many and the tasks in which we are engaged are expansively diverse.

Together, we are officially committed to inspire a lifelong passion for learning and to empower a diverse population of students to succeed as citizens of a challenging world. Toward this goal, the college is dedicated to excellence in teaching and scholarship, cultural enrichment, and service.

This is our stated mission, and its most fundamental element is our dedication to the intellectual growth of our students.

Without our students, Buffalo State College would have no reason for being. The teacher-student relationship is the basic building block of the educational enterprise. There can be education with nothing more than Socrates, outdoors beneath a plane-tree, asking his students questions.

Even though Socrates is reputed to have been a very good teacher, today's students expect a lot more than a few seminars *al fresco*. And so we add additional resources.

(Continued)

Still, every resource we have – from library books to computers, to a bookstore, to residence halls, to food service, to laboratories, to galleries, to a childcare center, to a health care center – everything exists to serve the educational needs of our students. Every member of the staff, each administrator, and every telephone, is here to enhance the teacher-student relationship.

Most of us are well-focused on our central mission. Together and individually, we strive for excellence in our own work and in the work of our students. Today's students lack nothing in the way of intellectual desire, and their life experiences actually enrich the institution, giving Buffalo State College its unique character. We have among us now the stars of tomorrow.

We can see the assessment data from our recent alumni and we know we are effective. Our students get jobs after they graduate, and over 70 percent get jobs related to their fields of study. In terms of promise, in terms of potential, in terms of intellectual inspiration, the students we have *today* are the same as those of any generation, and in many ways they are the most energetic and promising students we have ever known.

Every institution must evolve to meet the needs of a changing world. The challenges that our students face today are different from those faced by students in previous decades, but they still come from the same roots. By and large, they are individuals in working families who want to expand their world of opportunity through education.

They have been coming to us for 126 years. We must continue to find ways to help them be successful.

So how do we deliver today's quality undergraduate and graduate educational experience?

We hear from industry that we need to think in terms of outcomes that are more directly tied to the needs of the workforce. And we are mindful of that. While we are doing this, however, we need to remember our obligation to develop responsible members of society. How do we help our students understand the difference between merely becoming marketable and truly becoming educated?

In today's world, we must make sure that our students have experiences that cut across boundaries, in and out of the classroom, across areas of service, and between academic departments – in the performing arts and on the playing fields. Our students need to understand collaboration. Few of our graduates will have careers in the old model of working their way up through the ranks of a single company. Most can expect to change jobs and residences a number of times during their careers. Their education should help them to be adaptable in their thinking.

Our students are entering a world of technology. On one frontier of educational technology, Distance Learning, we are truly astounding. In fact, Buffalo State College has the most extensive and sophisticated distance learning network in New York state. This program is earning us national and international attention.

We confront a major challenge in *affording* current technologies, which we must continue to introduce into our instruction more and more. This year, the governor has acknowledged our need in his budget. Should his proposal be supported, we will now have the means to respond to our technological needs in a serious way, and move forward with such projects as on-line registration for our students.

We need, therefore, to be at the forefront of understanding the uses and effectiveness of such technology.

We must also be mindful that no matter how we have advanced technologically, learning is accomplished only in time. You cannot become fluent in a language or effective as a writer in a day – a better writer yes, an accomplished writer, no, not in a day.

Which brings us to our next challenge. We need to help our students find the time for their intellectual pursuits. The demands of modern living have put enormous time constraints on them. There are no short cuts, but there are some steps we can take. Our new family residential housing, scheduled to open this fall, will contribute to this effort.

Our alumni and volunteers are responding to this need with great enthusiasm as well. Indeed, in my inaugural address I said that we need to appeal to our alumni in ways that we have never done before. We have done so, and they are taking an unprecedented interest in this institution. Our alumni know that their own lives would be remarkably different without Buffalo State College. They want to continue that legacy for today's students, and they understand that for most people, being a college student is not the same in 1998 as it was in 1968 or in 1948.

In the lunar calendar, 1998 is the Year of the Tiger. I certainly hope it is a Bengal tiger.

Tiger years invariably give us the push we need to crash through some old business. This year, if we answer the challenges set before us, we can achieve great results. Tigers are always on the alert, and they have no patience with dawdlers. We must be ready to pounce on our opportunities.

In that regard, one of the challenges we face is a pressing need to pay attention to ourselves and the way we work. How many times do we request a new study or develop a new proposal simply because we waited too long to make use of the old one? We need to make use of our colleagues' work and let people know their work is valued.

In 1996 we developed our mission, priorities, and core values. In 1997 we completed our strategic priorities. It is 1998, and like the tiger, we are now on the move.

We can see the momentum building already. We have successfully recruited a number of talented new junior faculty and staff, representing a variety of racial and ethnic groups. Many of these are women. We see ourselves become a more open and celebrative community, with increased interdepartmental activity, and record numbers of individuals attending commencement exercises and faculty and staff social events. These developments please me tremendously because community building was my first priority when I assumed my position here.

Sometimes our progress seems oh so slow. Sometimes it is impressively swift. This year we must find the balance so we can move at an expedient yet thoughtful pace. It seems that we have been able to strengthen our sense of community rapidly, but we accomplished this only because we had actually been working on it for 125 years! Sometimes change only *seems* to happen suddenly.

We must act swiftly, but think slowly and deliberately. Digital technology, for instance, *seemed* to appear over night. The thought that went into it, however, took a good long time. A digital compact disk is only an industrial application of technology that researchers had

been working on for years and years. There was a long distance between Benjamin Franklin's kite and Thomas Edison's light bulb. Industry applies knowledge. They don't usually invent it. We do.

One of our purposes in higher education is to help develop new knowledge and new ways of thinking. If we do not continue in this work, then the miracles that spring up around us will cease to occur. I know that society wants us to quantify that. But let us consider some of the ongoing work on this campus. For instance, what is the value of studying a contemporary Canadian poet, or zebra mussels, or the impact of the Irish potato famine of the 19th century? Is there really anything more we need to know about soil moisture or the chemicals in Lake Erie? Why, in 1998, should we teach a student to paint a still life or to make a pot on a potter's wheel?

Specific answers to these questions will come only in time. But there is value in all learning and in all creative endeavor. And scholars quietly studying the political realities of Korea or Iraq, or the social psychology of cults, or the viruses that attack chickens and the bacteria that grow in hamburger, may abruptly be drawn into the global spotlight.

Our industrial technology program routinely helps local industry solve problems, sometimes with solutions that seem so simple, but which require their expertise. And a couple of kids from Buffalo named Tom and Diane can study theater at Buffalo State College and go on to revolutionize television, as they teach a generation of Americans new ways to understand themselves.

Our faculty lead the way. They are voracious in their intellectual appetites. Already this year, scholars at Buffalo State College have been awarded twice as much funding as we had applied for at this time last year.

I want to congratulate the faculty who continue to pursue the frontiers of knowledge. By doing so, you guide our students toward excellence and help them transform their own lives.

We need to come up with new ways to reward scholarship. I have asked the provost to devise the means to do that. We also need to find better ways to reward service to the community. This becomes especially important, because we will be looking to expand our already outstanding internship initiatives, to increase our applied research, and help change the condition of urban schools. The community has reached toward us for our expertise, and they are interested to see how we respond to this request.

Henry David Thoreau wrote that the frontiers are not east or west, north or south, but wherever a person comes face to face with an irrefutable fact. In higher education, we face this challenge every day. We expand the frontiers of knowledge because the world changes.

We can look back on the history of Buffalo State College and see how previous generations met the educational challenges of their time. The issues we face are characterized by rapidly changing technologies and demographics – and we are in a heated chase to catch up with these two trends.

Naturally, there are ways in which we have advanced and ways in which we have lagged behind. We have made advances in recruiting a diverse student and faculty population and to address those issues in our curriculum, but we have farther to go.

In that regard, it is encouraging to note that for the first time in several years, this year Buffalo State College has enjoyed a robust increase in applications for admission. Our tuition remains affordable and the value of the BSC education remains attractive. Most importantly, however, we have seen an impressive effort from a broad range of people from within the Buffalo State College family. Members of our faculty and staff have worked creatively, and oftentimes outside of their job descriptions, to improve our enrollment profile. One civil service employee with experience as a recruiter for the Marines developed an entire recruitment proposal. Individuals have shared ideas with us, and a host of activities have contributed to this significant increase.

I thank everyone who contributed to this effort. You prove that we are a productive community. Already we are seeing results.

We must now prepare ourselves to teach these students in the fall. We need to get a sense of what their needs will be academically, so that we can ensure that they will be able to move through this institution smoothly. This may mean reshaping units, policies, procedures, and the way we teach to ensure the retention and graduation of these students and the ultimate value of their education.

In the coming year, we will continue to build our academic community, to increase interdisciplinary work, and to strengthen our academic programs. We will be helped immeasurably if the legislature supports the governor's proposed budget, which gives Buffalo State College funding for technology and capital infrastructure. But let us also remember the basic things. I need you to help me find ways to communicate better to our community and to each other. One step in this direction will be a new Buffalo State College news publication, highlighting the accomplishments of our faculty, staff, and students, which will debut next month. The scholarship in which we are engaged has been kept a secret for too long.

By fall, faculty and staff will have their own identified space, which will serve to encourage informal intellectual and professional interaction. We need to know each other better. I see it beginning. I see interdepartmental initiatives – the e-mail is flying! There is the provost paper initiative, and reading circles, and workshop activities. We see our faculty and staff taking the lead, and developing new and productive ways to talk to each other and to improve teaching. This is excellent and we need more. Many leaders must do the building.

It gives me enormous professional and personal satisfaction to walk across this campus, and to meet a member of the faculty or staff who is energized by *an idea*. I glean such fulfillment from the level of creativity, energy, and intellect I encounter here every day. Our students feel it too. I hope we all feel it. Buffalo State College is a remarkably fine institution and a wonderful place to work and learn. I feel very fortunate to be here.

Eleanor Roosevelt said that one leader can chart the way or point to the road, but many leaders must do the building. I am looking to the faculty, staff, and students of this institution for my many leaders. We all need to empower ourselves. In this way, we can address the challenges we face at every institutional level, expand the frontiers of knowledge, and meet our future.

Academic Affairs Reorganization

I am pleased to approve the following organizational changes and restructuring of positions and responsibilities in the Provost and Vice President for Academic Affairs Office.

Associate Vice President for Undergraduate Education

This person will have primary administrative responsibility for oversight and coordination of undergraduate education and academic support services. He/she will supervise those offices/functions directly related to program development and review, assessment, student learning and retention, and faculty development. This individual also will be responsible for Butler Library, Lifelong Learning, EOP, undergraduate program support, International Education, and Special Programs. An internal search will be conducted for this position.

Associate Vice President for Budget and Planning

This individual is responsible for coordination and planning for and among the various budgets that support all academic programs, and participation in the planning and allocation of resources for research efforts and personnel actions. This person will temporarily have responsibility and authority for improving academic technologies. The incumbent will continue in this role.

Associate Vice President for Enrollment Management

The individual in this position will coordinate campus efforts to recruit, enroll, and retain students. In this capacity, he/she is responsible for overseeing the work of the offices of admissions, the registrar, and financial aid; developing and monitoring initiatives based on institutional data; and working closely with all academic units and staff, as well as other vice presidential areas, the enrollment management group, and the advisory group. A national search will be conducted for this position.

Assistant Vice President for Academic Support Services

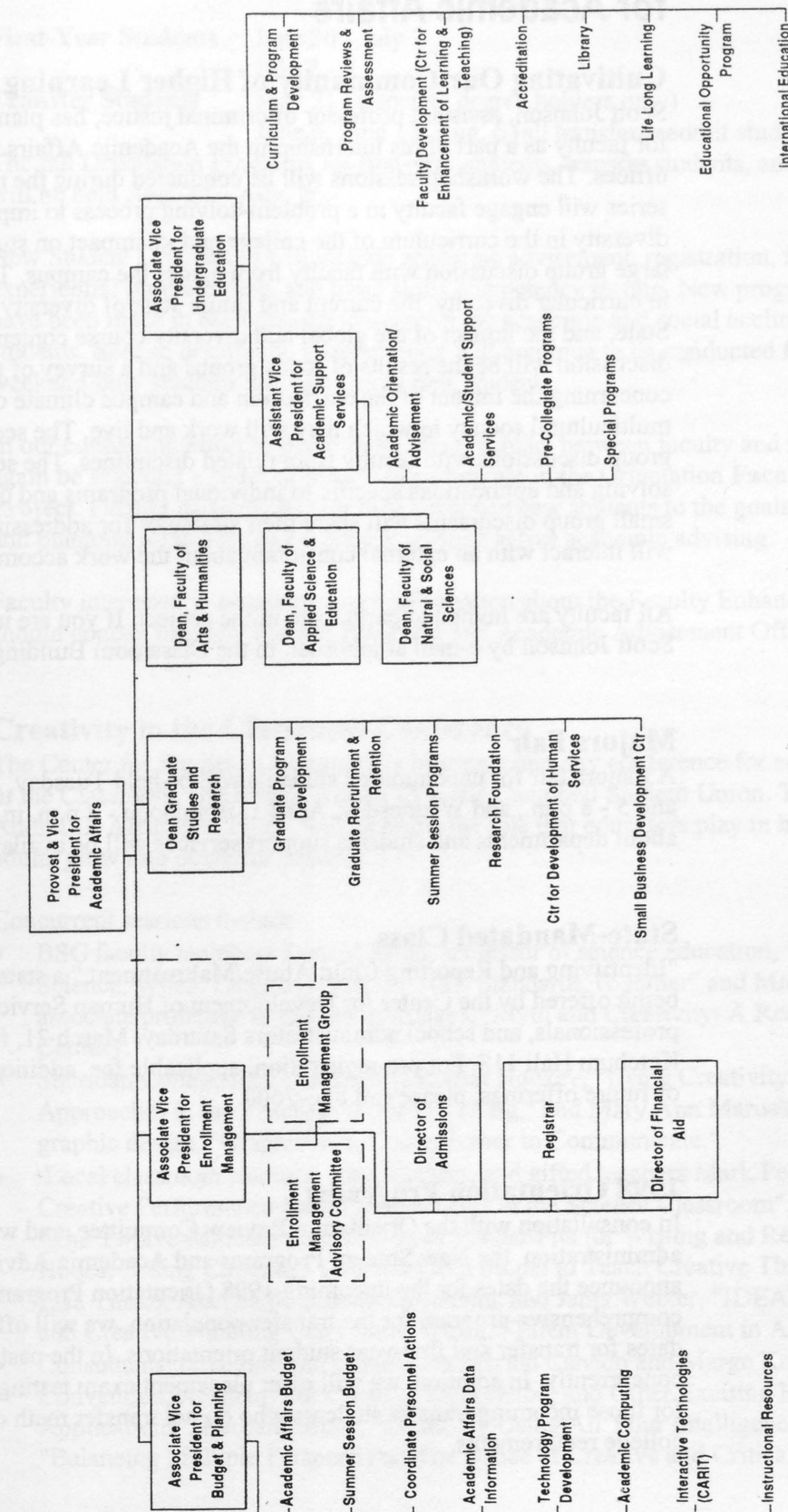
The assistant vice president for academic support services will report to the associate vice president for undergraduate education. The individual in this position will oversee and manage the day-to-day operation of academic support services. An internal search will be conducted for this position.

Dean for Graduate Studies and Research

This person will provide leadership and coordination of new and current graduate programs, research initiatives, and graduate student support services. This individual will maintain close liaison with academic departments that offer graduate programs, and oversee summer sessions, CDHS, Research Foundation, and the Center for Small Business Development. A national search will be conducted for this position.

A revised academic affairs organization chart is attached, and complete position descriptions will be made available as each position is posted.

Organizational Chart Office of the Provost & Vice President for Academic Affairs



From the Provost and Vice President for Academic Affairs

Cultivating Our Community of Higher Learning

Scott Johnson, assistant professor of criminal justice, has planned a series of three workshops for faculty as a part of his internship in the Academic Affairs and Equity and Campus Diversity offices. The workshop sessions will be conducted during the month of April. The workshop series will engage faculty in a problem-solving process to improve multiculturalism and diversity in the curriculum of the college and its impact on students. The first session will be a large group discussion with faculty from across the campus. The focus will be national trends in curricular diversity, the current and future state of diversity in the curriculum and Buffalo State, and the impact of the global and diversity course content on students. Included in the discussion will be the results of focus groups and a survey of more than 300 students concerning the impact of the curriculum and campus climate on their preparedness for the multicultural society in which they will work and live. The second session will consist of small group discussions with faculty from related disciplines. The sessions will focus on problem solving and applications specific to individual programs and disciplines. In the third session small group discussants will share their strategies for addressing diversity in the disciplines and will interact with an external consultant about the work accomplished in the workshops.

All faculty are invited to participate in the project. If you are interested in participating, contact Scott Johnson by e-mail at johnsosl, in the Classroom Building B328, or at ext. 4516.

Majors Fair

A majors fair for uncommitted students will be held Tuesday, March 31, from noon - 2 p.m. and 5 - 8 p.m., and Wednesday, April 1, from noon - 2 p.m. in Butler Library 210. Information about departments and students support services will be available.

State-Mandated Class

"Identifying and Reporting Child Abuse/Maltreatment," a state-mandated two-hour class, is being offered by the Center for Development of Human Services for educators, health care professionals, and school administrators Saturday, March 21, from 10 a.m. to 12:30 p.m. in Ketchum Hall 118. For pre-registration, applicable fee, additional information, and a schedule of future offerings, please call 876-7600.

1998 Orientation Programs

In consultation with the Orientation Review Committee, and with the approval of administration, the New Student Programs and Academic Advisement Office is pleased to announce the dates for the upcoming 1998 Orientation Programs. In a move to provide a more comprehensive program for the transfer population, we will offer completely separate program dates for transfer and first-year student orientations. In the past, both programs were held concurrently. In addition, we will offer placement exam testing on dates other than orientation for those incoming transfer students who do not transfer math or English credits that satisfy the college requirements.

The dates for the 1998 Orientation Programs are:

First-Year Students	June 30 - July 2 July 7 - 9
Transfer Students	May 21 (associate degree holders only) June 6, June 13, Aug. 6 (all transfer/readmit students)

The fall Orientation Programs for first-year students, transfer students, and readmit students will be held Aug. 24 - Aug. 26.

New Student Orientation will include academic advisement, registration, informational and experiential programming, and basic skills competency testing. New programmatic initiatives have been made in each session to improve the academic and social acclimation of our new students. Special orientation programming will continue to be conducted for evening- and weekend-only students and families of new students.

In our continuing effort to foster more direct contact between faculty and new students, we will again be selecting a cadre of faculty to participate in the Orientation **Faculty Enhancement Project**. Faculty participants will help introduce new students to the goals of higher education 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 Academic Advisement Office at ext. 5223.

Creativity in the Classroom Conference

The Center for Studies in Creativity is hosting a one-day conference for educators, "Creativity in the Classroom," on Friday, March 13 in the Campbell Student Union. The keynote speaker, Andrei G. Aleinikov, Ph.D., will examine the role that educators play in helping children and adults grow into powerful creators.

Concurrent sessions include:

- BSC faculty members Donald Birdd, professor of science education, "Put Creativity, Science, Whole Language, and the NYS Standards Together" and Michael Johnson, associate professor of foreign languages, "Myth and Creativity: A Real Bridge for the 21st Century."
- Sheridan College faculty members Robert Hookey, "Using Creativity Tools and Approaches in the Teaching of Story Telling," and Mary Ann Maruska, professor of graphic design, "Graphic Wit: Using Humor to Communicate."
- Local classroom teachers, idea teachers, and gifted teachers Mark Pellegrino, "Using Creative Performance-Based Assessments in the Science Classroom"; Kathleen Holmes, "The Twelve-Minute Poem and Other Forced-Fits for Writing and Reporting"; Barbara Hodes, "Using Children's Literature as a Model to Teach Creative Thinking Strategies"; Lisa Timko, Alan Miller, Sharon Minklein, and Janis Welker, "IDEAS to Spark Critical and Creative Thinking"; and Carol Wittig, "Talent Development in All Students."
- Consultants, directors, and researchers Marion Canedo and Marge Korzelius, "Invention Convention, Academy for Creative Exploration, and Other Exciting Hands-on Creativity Applications"; Barbara Bruce, "Creativity Using All Your Intelligences"; Candice Cliff, "Balancing Multiple Perspectives: The Dance of Creative and Critical Thinking"; Cecilia

Yau, "Writing the Natural Way"; Lori Sosenko, "Exploring Creative Problem Solving Impact Studies"; Susan Rundle, "Building Excellence: An Innovative Learning Styles Inventory"; Susan Chamberlain, Gloria Rapport, and Betsy Baun, "Free Drawing Techniques: Using Artistic Processes to Facilitate Creative Problem Solving"; and Craig Kosinski, Children's Museum of Buffalo, "A Children's Museum for Promoting Creativity."

An "Idea Expo" will highlight the work of educators who have developed creative lessons and materials for the classroom. There will be displays and an opportunity to chat with these creativity experts.

A preconference workshop for those interested in learning the basics of the Creative Problem Solving Process will be held on Thursday, March 12. Conference rates are \$59 each for the conference and preconference workshop if paid by Feb. 28; \$69 each after Feb. 28. For brochures or for more information, please call ext. 6223 or stop by Chase Hall 244.

1998 Adult Learning Symposium

The 1998 Adult Learning Symposium, "Race, Gender, Class, and the Practice of Adult Education," will be held on Wednesday, March 11, from 6 - 8 p.m. in the Buckham Campus School Auditorium.

Phyllis Cunningham, Ph.D. (University of Chicago), will be our speaker. Dr. Cunningham is a professor in the Graduate Studies in Adult Education program of Northern Illinois University. One of the leading voices in the field of adult education, Dr. Cunningham is particularly recognized for her advocacy for continuing education as a democratizing social force. After Dr. Cunningham's presentation the audience will have an opportunity to ask questions and meet the speaker.

The Center for Development of Human Services, the Lifelong Learning Center, and the Educational Foundations Department are sponsoring this program. This program is free and open to the community. Preregistration is suggested. To register, contact the Lifelong Learning Center at ext. 5906.

CDHS Spring Telecast Series

The following telecast presentations are free and open to all BSC faculty and staff. For reservations, please call the Center for the Development of Human Services at 885-2500.

April 22 - Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Eleventh Annual Briefing for Secretaries and Administrative Assistants

This popular live satellite event is designed especially for office support personnel, including secretaries, administrative assistants, office managers, executive secretaries, coordinators, and office assistants. Held each year on Professional Secretaries Day, this program gives your department an opportunity to offer a forum for recognizing their many contributions.

April 28 - Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Working Smart: Managing Change Through Collaboration - presented by Lucy Freedman and Lisa Marshall.

Starting with "Nine Guidelines for the New Workplace," Freedman and Marshall will take participants through a lively and engaging exploration of how to stay afloat and remain effective in a turbulent workplace. They will explore the "Syntax of Collaboration" to provide a framework for addressing change through ensuring mutual understanding. This live, interactive seminar is a must for anyone required to manage change in today's workplace.

April 29 - Registration and Brunch 10:30 a.m.; Telecast 11 a.m. - 5 p.m. in the Oak Room of Moot Hall

Harness Creativity to Make Things Happen - presented by Edward de Bono and Gary Hamel. Do it better ... differently. Come away from Innovation '98 inspired to create value. Innovators are concerned with what can be, with creating value and creating markets, with doing it better by doing it differently.

Dr. Edward de Bono is regarded by many as the leading international authority on creativity and on the direct teaching of thinking skills. He is the inventor of "Lateral Thinking and Six Thinking Hats" and author of "The Textbook of Wisdom," "Parallel Thinking," "Teach Yourself to Think," "Surpetition," and "Serious Creativity."

Gary Hamel has been cited as the "world's reigning guru" by The Economist and as "the most influential thinker on strategy in the Western world" by Peter Senge. He is chairman of Strategos, a firm dedicated to helping other companies create industry revolution, and visiting professor of Strategy and International Management at the London Business School.

June 18 - Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Resolving Conflicts with Ease (Deal with Difficult People and Win) - presented by Sandra Crowe.

This seminar is designed to outline the successful elements of dealing with difficult people and conflict situations of all kinds, whether with customers or colleagues. It will discuss eliminating barriers so that participants may move through difficult situations with ease.

Sandra Crowe is founder of the company Powerlunch and host of her own television show.

From the Vice President for Finance and Management

Postal Savings

The college has an opportunity to achieve significant postal savings by having its first class mail presorted. To expedite sorting and delivery, we request that addresses on all outgoing mail be typed, not handwritten. No markings should appear in the half-inch area along the entire bottom of an envelope. The mail house that is processing our presort mail guarantees same-day delivery to the post office if addresses on envelopes are typed; if handwritten, delivery is not guaranteed until next day. Presorting will save the college approximately \$12,000 annually. We appreciate all you can do to help with this effort. If you have any questions, please call Cheryl Byer, coordinator of business systems, at ext. 6111.

From the Senior Adviser to the President for Equity and Campus Diversity

ACE Adopts Diversity Statement*

On Feb. 4, the American Council on Education released its official statement on diversity. While the statement does not directly address affirmative action, it affirms the educational value of diversity. The statement also has been endorsed by 49 other educational associations.

America's colleges and universities differ in many ways. Some are public, others are independent; some are large urban universities, some are two-year community colleges, others small rural campuses; some offer graduate and professional programs, others focus primarily on undergraduate education. Each of more than 3,000 colleges and universities has a specific and distinct mission. This collective diversity among institutions is one of the great strengths of America's higher education system and has helped make it the best in the world. Preserving that diversity is essential if we hope to serve the needs of our democratic society.

Similarly, many colleges and universities share a common belief, born of experience, that diversity in their student bodies, faculties, and staff is important for them to fulfill their primary mission: providing a quality education. The public is entitled to know why these institutions believe so strongly that racial and ethnic diversity should be one factor among the many considered in admissions and hiring. The reasons include:

- **It enriches the educational experience:** We learn from those whose experiences, beliefs, and perspectives are different from our own, and these lessons can be taught best in a richly diverse, intellectual, and social environment.
- **It promotes personal growth—and a healthy society:** Diversity challenges stereotyped perspectives, encourages critical thinking, and helps students learn to communicate effectively with people of varied backgrounds.
- **It strengthens communities and the workplace:** Education within a diverse setting prepares students to become good citizens in an increasingly complex, pluralistic society; fosters mutual respect and teamwork; and helps build communities whose members are judged by the quality of their character and their contributions.
- **It enhances America's economic competitiveness:** Sustaining the nation's prosperity in the 21st century will require us to make effective use of the talents and abilities of all our citizens in work settings that bring together individuals from diverse backgrounds and cultures.

American colleges and universities traditionally have enjoyed significant latitude in fulfilling their missions. Americans have understood that there is no single model of a good college and that no single standard can predict with certainty the lifetime contribution of a teacher or a student. Yet, the freedom to determine who shall teach and be taught has been restricted in a number of places and come under attack in others. As a result, some schools have experienced precipitous declines in the enrollment of African-American and Hispanic students, reversing decades of progress in the effort to assure that all groups in American society have an equal opportunity for access to higher education.

Achieving diversity on college campuses does not require quotas. Nor does diversity warrant admission of unqualified applicants. However, the diversity we seek and the future of the nation do require that colleges and universities continue to be able to reach out and make a

conscious effort to build healthy and diverse learning environments appropriate for their missions. The success of higher education and the strength of our democracy depend on it.

*Article taken from Black Issues in Higher Education, Feb. 19, 1998, issue.

Mini-Grant Recommendations

The following mini-grants have been recommended for approval by the President's Council on Equity and Campus Diversity:

Rosemary Murray - Elementary Education and Reading, "Creating a Literate Environment." Project will purchase 100 award-winning multicultural/global books to be used in undergraduate and graduate reading courses. They will be housed in the Literacy Center for student use.

Kathlyn Wiggins-Jones, Timothy Ecklund, and Wanda Davis - Educational Foundations, Residence Life, and Academic Affairs, "Building Community from Diversity." Project will support the Success-in-Six-Weeks orientation program with 400-500 students in the residence halls. A series of workshops and video discussions. The video "Skin Deep" will serve as a basis for workshop discussions.

Non-Traditional Student Organization, "Emerge Luncheon." Students will host a luncheon for students in the college preparation program at EOC. Will coordinate with Open House and admissions. Will include follow-up with students to assist in application, registration, and orientation to campus.

African and African-American Interdisciplinary Studies Unit and African-American Students Organization, "Reading Between the Lines." Poet/author Alexis Deveau will present a writing workshop, an open lecture and will make a presentation to an English class.

Lucy Andrus - Art Education, "Reaching Out to Students of Color." Project is to interest non-white students in art careers. Workshops with a presentation by a non-white artist. Focus on uncommitted students, students of color, and freshmen. Will be coordinated with a project supported by the Art Education Program.

Ron George and Anthony Neal - Residence Life and Political Science, "Prejudice Reduction Team." This provides support and additional training for the activities of the Prejudice Reduction Team. Will hold six training sessions and at least two workshops with students and student leaders.

Michael Mashevske and Timothy Oswald - Office of Special Services, "Diversity, Ability, and Leadership." Will provide a program with student leaders on involving students with disabilities in student organizations. Will develop an understanding of the needs of students with disabilities on the campus.

Frederick Howe - Educational Foundations and the Campus Volunteer Center, "Buffalo State Community Day." Extends the successful volunteer program from last year. Project will be conducted on the east side of Buffalo Willert Park Beautification project. Two hundred to 300

students will clean up the area and plant flowers and plants. Good visibility for BSC and will help students gain an understanding of diverse areas of the community.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting is Friday, March 13, at 3 p.m. in Butler Library 210.

Curricular Items

The following courses and programs have been received in the College Senate Office and will be forwarded to the Senate Curriculum Committee for approval:

New Courses:

ECO 505 History of Economic Thought. A study of the attempts of key economic thinkers from Aristotle until the present time to analyze economic phenomena and to provide guidance for economic policy. The history of methodology and methodological controversies in economics will be analyzed to understand their impact on the development of economic theory. Students will have the opportunity to study the writings of the major economic theorists in their original published form.

ECO 507 Applied Microeconomic Theory. This course gives the basic economic theory for both individuals and firms. Students will use the models developed in this course to understand real world examples and learn how to apply economic theory in practice. Topics include the theory of individual choice, with and without uncertainty; the theory of the firm and profit maximization; game theory; applied financial models; and social welfare theory.

ECO 508 Applied Macroeconomic Theory. This course examines macroeconomic theories and their application in specific areas of economic analysis like financial forecasting and policy analysis in the public and private spheres. Numerous analytical techniques will be employed in identifying the nature and scope of macroeconomic problems and in the analysis of macroeconomic policy. Competing explanations and policy suggestions will be considered. Topics include, among others, basic macroeconomic modeling, international and open border macroeconomics, monetary and fiscal policy, labor market institutions, and the determination of wages, prices, interest, inflation and exchange rates, income, and output.

ECO 524 Applied Econometrics and Statistical Methods. This course introduces students to the statistics that are used in economics, government, and business. Students who complete the course will be able to employ statistics to practical problems and present data in a business or governmental setting. Students also will learn to analyze and display data using statistical and computer packages.

ECO 600 Labor Markets and Labor Relations. This course, required for the M.A. in economics, analyzes labor market theory, process, outcomes, and U.S. labor market policies. It also examines labor relations systems (the development of labor unions, labor law, and collective bargaining) in the United States and contrasts it to systems in other industrialized nations.

ECO 612 Urban Economic Analysis. This course examines the political economy of urban and community problems and policy. Numerous analytical techniques will be employed in identifying the nature and scope of urban economic problems and in urban policy analysis. Competing explanations and policy suggestions will be considered. Topics include urban housing, poverty and environment, local government finance, and strategies for the development of urban economies.

ECO 622 Capital Markets. An advanced investigation of the fundamental characteristics of capital market securities, such as bonds, swaps, futures, options, and their combinations. Emphasis is on the understanding, creation, and combination of basic securities to create new securities, (e.g., circus swaps, primes, and scores), new products (e.g., portfolio insurance), and new strategies (e.g., money spreads and hedges).

ECO 624 Risk Management. This course is the study of the measurement of risk for financial securities, portfolios, managers, and firms. Students will learn the various measurements of risk as mandated by the International Basel Accord on Bank Capital Requirement and the U.S. Securities and Exchange Commission. The material in this course will allow students to attempt the Financial Risk Manager (FRM) exam.

ECO 645 Estate Planning and Taxation. A study of the principles, concepts, and techniques of lifetime financial planning for the use, conservation, and efficient transfer of an individual's wealth. Estate planning provides financial security during retirement years and facilitates the intended and orderly disposition of property at disability or death. A critical evaluation of the traditional planning techniques is followed by an analysis of major advanced methods including various living trusts, irrevocable trusts, charitable remainder trusts, and family limited partnership.

ECO 650 Theory and Practice of Public Finance. This course will evaluate the effects of federal, state, and local governments on individuals, corporations, and the economy as a whole. The course will spend a large part of the semester evaluating government programs and the different effects taxes have on the economy.

New Program:

M.A. in Economics (2204)

Course Revisions:

ECO 502 Workshop in Economic Education. This course incorporates new trends in economic education. It is designed to aid teachers in developing pedagogical tools which, when applied with students in secondary education, allow them to effectively understand, analyze, and evaluate economic concepts. Various models of participatory and active learning are surveyed, and an economics curriculum is examined.

MAT 107 Casino Gambling. An intensive encounter with the phenomenon of chance and the theory of probability that governs it, through a critical examination of various casino gambling games including roulette, craps, and blackjack.

MAT 110 Intermediate College Algebra and Trigonometry. A course that provides concepts and skills in intermediate algebra and right triangle trigonometry.

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 401 Introduction to Computability. An introduction to topics in finite automata and Turing Machines: universal Turing Machines, topics in abstract computability theory, and general unsolvability theory.

MAT 404 Applications of Linear Algebra. Eigenvalue problems, diagonalizing matrices, Jordan Canonical form, linear programming, simplex method, game theory, applications in areas such as business, industry, economics, social sciences, and behavioral sciences.

MAT 411 Introduction to Complex Variables. Topics selected from the theory of functions of a real and/or complex variable: axioms of real numbers, geometry of complex numbers, point set topology, differentiation, analytic functions, Cauchy-Reimann equations, power series, integration, special functions, and the calculus of residues.

MAT 461 Numerical Analysis. Fixed-point theorem, Newton-Raphson iteration, error analysis, finite differences, linear interpolation, classical polynomial interpolation, Lagrange's formula, numerical differentiation and integration, differential equations.

MAT 471 Introduction to Topology. Sets and functions, metric spaces, topological spaces, connectedness, compactness, separation.

MED 307 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 developing classroom lessons, and preparation for adoption of future developments will be studied. Students will produce and evaluate projects for use in the mathematics classroom.

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 areas of algebra, geometry, analysis, and recreational mathematics. The course also considers strategies for teaching problem solving, as well as research in this area.

The following course and program have been approved by the College Senate Curriculum Committee and will be forwarded to the president for final review and approval:

New Program:

Meteorology Minor

New Course:

PHI 301 Political Philosophies and Wealth

VACANCY NOTICE

March 5, 1998

Review of
Applications Begins

SUNY/ ALBANY

Vice President

Division of Research

3/16/98*

SUNY/ BINGHAMTON

College Registrar

Academic Affairs

Open

Senior Staff Assistant

Physical Facilities

3/16/98*

Senior Programmer/Analyst

Computing Services

3/16/98*

Assistant to Vice President

Physical Facilities

3/16/98*

SUNY/ BUFFALO

Associate Professor

Medicinal Chemistry

Open

Residence Hall Director

Residence Halls

3/18/98*

Senior Staff Assistant

Student Finances

3/18/98*

Staff Assistant

Health Professions

3/18/98*

SUNY/ HEALTH SCIENCE CENTER STONY BROOK

Senior Counselor

UCC

3/1/98

Academic Advising Assistant

Academic Advising

3/16/98*

Assistant Director

Occupational Therapy

3/16/98

Senior Staff Assistant

Commuter Student Affairs

3/16/98

Staff Assistant

Public Affairs

3/16/98

Associate Director

Human Resource Services

3/1/98

Head Coach Woman's Golf

Physical Education & Athletics

3/16/98

Pharmacist

Pharmacy

3/16/98

Assistant Professor

Mathematics & Statistics

Open

Director of Philanthropy

Public Affairs

3/16/98*

Instructional Support

Vascular Lab

3/1/98

SUNY/ HEALTH SCIENCE CENTER at BROOKLYN

Assistant Professor

Obstetrics & Gynecology

3/11/98*

Staff Financial Analyst (3)

Hospital Business Office

3/16/98*

Staff Assistant

Medical Board

3/16/98*

Assistant

Managed Care

3/16/98*

Staff Assistant

Pharmacy

3/16/98*

SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

Clinical Lab Tech (2)

Clinical Pathology

Open

Purchase Associate

Hospital Purchasing

3/10/98*

CTS Anesthesia Specialist

Anesthesiology

3/10/98*

Senior Staff Assistant

Patient Access Services

3/10/98*

Director

Respiratory Care Services

Open

Medical Records Assistant

Clinical Data Services

Open

Staff Associate

Pediatric Hematology/Oncology

Open

SUNY COLLEGE/ BROCKPORT

Lecturer

Public Administration

3/16/98*

Assistant Professor

Alcohol and Substance Abuse

4/3/98*

Chairperson/Associate Professor

Recreation & Leisure Studies

4/1/98*

Assistant Professor

Public Administration

3/16/98*

SUNY COLLEGE/ CORTLAND

Senior Assistant Librarian

Memorial Library

Open

SUNY COLLEGE/ GENESEO

Assistant Professor

Education

4/1/98

Visiting Assistant Professor

History

3/30/98

SUNY COLLEGE/ OLD WESTBURY

Staff Associate

Library & Information Resources

3/26/98

SUNY COLLEGE/ ONEONTA

Lecturer

Human Ecology

Open

Lecturer

Political Science

Open

Assistant Professor

Education

Open

Assistant Professor

History

Open

Residence Hall Director

Cultural/Regional Geography

Open

Dean

Residence Life

3/23/98

Assistant Professor

Education & Human Services

Open

Assistant Professor

Physics & Astronomy

Open

Assistant Professor

Speech Communication & Theater

Open

Lecturer

Economics & Business

Open

Lecturer

Psychology

Open

SUNY COLLEGE/ OSWEGO

Head Field Hockey Coach/Lecturer

Health, Physical Ed., Athletics

Open

Support Desk Supervisor

Telecommunications

3/30/98

SUNY COLLEGE/ PLATTSBURGH

Assistant Professor

Public Relations/Electronic Media

3/16/98

SUNY COLLEGE/ POTSDAM

Studio Artist or Art Historian

Art

3/25/98

SUNY/ COLLEGE OF TECHNOLOGY at ALFRED

Inst. Support Associate

Engineering Technology

3/30/98

Programmer/Analyst

Information Technology

Open

SUNY/ COLLEGE OF TECHNOLOGY at MORRISVILLE

Academic Advisor

Student Personnel Services

3/23/98

SUNY/ ENVIRONMENTAL SCIENCE AND FORESTRY

Assistant Professor

Mycology

3/27/98

*Deadline for receipt of applications.

For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year and is distributed via campus mail. Submit approved, double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 25

March 12, 1998

From the President

College Council Meeting

The next College Council meeting will be held at 8:30 a.m. on Wednesday, March 18, in Cleveland Hall 518.

Agenda

1. Call to Order
2. Action Items
 - Approval of Minutes: December 4, 1997
3. Council Chairperson's Report
4. President's Report
5. Reports by College Council Committees
 - Facilities Development
 - Governmental Relations/Advocacy
 - Student Affairs
6. Announcements
7. Adjournment

From the Provost and Vice President for Academic Affairs

Establishment of Search Committee

The following committee has been established to screen and recommend candidates for the position of director of the research foundation: Robert Delprino and Robert Spaner, co-chairs; Kimberly Bagley; Ann Colley; Linda Dubrawsky; Florence Johnson; Sarita Samora; John Whelan; and Virginia Wyly, academic affairs liaison.

Spring Open House

Planning continues for spring Open House. On March 6, the first set of invitations was mailed to undergraduate and graduate students. In addition, over 20,000 postcards were sent to undergraduate and graduate prospects who have yet to apply.

(Continued)

The Academic Fair is scheduled in the Houston Gym, the Student Services Fair in the Sports Arena, and student clubs and organizations will be in Campbell Student Union. A brief questionnaire has been sent to each department chairperson, so that admissions can prepare signs and name tags, respond to special needs for space, etc. The three associate deans have offered to coordinate their respective departments' exhibits, experiments, displays, etc., in addition to their participation at the Academic Fair.

An All-College Honors reception will be hosted by the All-College Honors Program board, and a Students of Color reception will be hosted by the Minority Student Services Office.

Feedback from the past several open houses has prompted additional enhancements to this year's program. To name a few, admissions is working with Kate Ward, director of alumni affairs, to create a "wall of fame" in the corridors that connect the Sports Arena and Houston Gym. We are in the process of identifying a group of students who will act as hosts to guide our guests from one venue to another in the athletic complex, and admissions is working with Tom Coates, events manager, to create large signs with the program schedule of events that can be prominently displayed at strategic locations on campus.

Study Abroad Scholarships

Study abroad scholarships are available for meritorious full-time students planning to participate in Buffalo State's overseas study programs in summer 1998, fall 1998, or spring 1999. A cumulative grade point average of 3.0 or greater is required.

The Foreign Language Department Alumni Scholarship will be awarded to a language major, minor, or concentrator to study his or her language on a Buffalo State program abroad.

Applications for these scholarships may be secured from the International Education Office, Cleveland Hall 416. The deadline for receipt of applications is Wednesday, **April 1**.

CDHS/Economics Seminar

The Center for Development of Human Services and the Economics and Finance Department of Buffalo State College will present the second annual seminar in cost-benefit analysis, "The Measurement of Social Benefits."

Topics and dates include:

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| March 12 | Gordon Tullock, "Problems of Majority Voting," presented by Frederick Floss |
| March 19 | Frank Knight, "Some Fallacies in the Interpretation of Social Costs," given by Douglas Koritz. |
| April 2 | C.D. Foster and M. E. Beesley, "Estimating the Social Benefits of Constructing an Underground Railway in London," given by Raymond Waxmonsky. |

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| April 9 | Frank Ramsey, "A Mathematical Theory of Savings," given by Theodore Byrley. |
| April 16 | Pierre Masse and Robert Gibrat, "Applications of Linear Programming to Investments in the Electric Power Industry," given by Alex Ratkowski. |
| April 23 | William Vickery, "Utility, Strategy, and Social Decision Rules," given by Ted Schmidt. |
| April 30 | Jules Dupuit, "On the Measurement of the Utility of Public Works," given by William Ganley. |

Each presentation will take place from 12:15 to 1:40 p.m. in the economics library in the Classroom Building HB 221. Call CDHS special events at 885-2500 for reservations.

The seminar is coordinated by Frederick Floss, Economics and Finance Department.

Vocational Technical Education Honors Dinner

Robert Bennett, regent of New York state and president of the United Way of Buffalo and Erie County, will speak at the sixth annual Student/Alumni Honors Dinner of Buffalo State College's Vocational Technical Education Program on Friday, May 1. Mr. Bennett has been working with the VTE Program and the Association of Vocational Administrators of New York State Region 1. This leadership and support assists the vocational schools to meet Commissioner of Education Richard Mills' proposal for higher graduation standards, particularly those for learning and performance for career subjects at the regents level in the Career Development in Occupational Subjects standard. Regent Bennett will speak on the recent developments in New York state education that affect teacher education and certification, and graduation standards for occupational education. Doug Jank, principal of the Orleans-Niagara BOCES in Medina, will be the master of ceremonies.

The event features dinner and dancing and is expected to draw over 300 Vocational/Technical undergraduate and graduate students, alumni, vocational administrators, and community members. Nancy Kraus, president of the Vocational Technical Alumni Chapter and adviser to the VTE Chapter of the United Students Government, is chairperson of the event.

Two Vocational Technical Education students of excellence, one graduate and one undergraduate, will be honored, as well as some retiring principals and directors from the vocational schools. Honored students will include those who have completed their Bachelor of Science or Master of Science in Education requirements, students who have earned high academic honors, and students who have donated their time to promotion of VTE within the community.

Tickets are \$20. For more information or to purchase tickets, please call ext. 4717.

Dialog Across the Disciplines

We are pleased to invite you to a Dialogue Across the Disciplines from 4 – 6 p.m. on March 18 in the Burchfield-Penney Gallery. Lin Xia Jiang, assistant professor of fine arts, and Aimable Twagilimana, assistant professor of English, will discuss their experiences teaching

their discipline in a foreign country – the United States. George Hole, distinguished teaching professor, will moderate the discussion.

We hope you will join us and share your ideas. A reception will follow the discussion. R.S.V.P. to Joann Seelig at ext. 5903.

CDHS Spring Telecast Series

The following telecast presentations are free and open to all BSC faculty and staff. For reservations, please call the Center for the Development of Human Services at 885-2500.

April 22 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Eleventh Annual Briefing for Secretaries and Administrative Assistants

This popular live satellite event is designed especially for office support personnel, including secretaries, administrative assistants, office managers, executive secretaries, coordinators, and office assistants. Held each year on Professional Secretaries Day, this program gives your department an opportunity to offer a forum for recognizing their many contributions.

April 28 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Working Smart: Managing Change Through Collaboration - presented by Lucy Freedman and Lisa Marshall.

Starting with "Nine Guidelines for the New Workplace," Freedman and Marshall will take participants through a lively and engaging exploration of how to stay afloat and remain effective in a turbulent workplace. They will explore the "Syntax of Collaboration" to provide a framework for addressing change through ensuring mutual understanding. This live, interactive seminar is a must for anyone required to manage change in today's workplace.

April 29 – Registration and Brunch 10:30 a.m.; Telecast 11 a.m. - 5 p.m. in the Oak Room of Moot Hall

Harness Creativity to Make Things Happen - presented by Edward de Bono and Gary Hamel. Do it better ... differently. Come away from Innovation '98 inspired to create value. Innovators are concerned with what can be, with creating value and creating markets, with doing it better by doing it differently.

Dr. Edward de Bono is regarded by many as the leading international authority on creativity and on the direct teaching of thinking skills. He is the inventor of "Lateral Thinking and Six Thinking Hats" and author of "The Textbook of Wisdom," "Parallel Thinking," "Teach Yourself to Think," "Surpetition," and "Serious Creativity."

Gary Hamel has been cited as the "world's reigning guru" by The Economist and as "the most influential thinker on strategy in the Western world" by Peter Senge. He is chairman of Strategos, a firm dedicated to helping other companies create industry revolution, and visiting professor of Strategy and International Management at the London Business School.

June 18 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Resolving Conflicts with Ease (Deal with Difficult People and Win) - presented by Sandra Crowe.

This seminar is designed to outline the successful elements of dealing with difficult people and conflict situations of all kinds, whether with customers or colleagues. It will discuss eliminating barriers so that participants may move through difficult situations with ease.

Sandra Crowe is founder of the company Powerlunch and host of her own television show.

Creativity in the Classroom Conference

The Center for Studies in Creativity is hosting a one-day conference for educators, "Creativity in the Classroom," on Friday, March 13 in the Campbell Student Union. The keynote speaker, Andrei G. Aleinikov, Ph.D., will examine the role that educators play in helping children and adults grow into powerful creators.

Concurrent sessions include:

- Faculty members Donald Birdd, professor of science education, "Put Creativity, Science, Whole Language, and the NYS Standards Together" and Michael Johnson, associate professor of foreign languages, "Myth and Creativity: A Real Bridge for the 21st Century."
- Sheridan College faculty members Robert Hookey, "Using Creativity Tools and Approaches in the Teaching of Story Telling," and Mary Ann Maruska, professor of graphic design, "Graphic Wit: Using Humor to Communicate."
- Local classroom teachers, idea teachers, and gifted teachers Mark Pellegrino, "Using Creative Performance-Based Assessments in the Science Classroom"; Kathleen Holmes, "The Twelve-Minute Poem and Other Forced-Fits for Writing and Reporting"; Barbara Hodes, "Using Children's Literature as a Model to Teach Creative Thinking Strategies"; Lisa Timko, Alan Miller, Sharon Minklein, and Janis Welker, "IDEAS to Spark Critical and Creative Thinking"; and Carol Wittig, "Talent Development in All Students."
- Consultants, directors, and researchers Marion Canedo and Marge Korzelius, "Invention Convention, Academy for Creative Exploration, and Other Exciting Hands-on Creativity Applications"; Barbara Bruce, "Creativity Using All Your Intelligences"; Candice Cliff, "Balancing Multiple Perspectives: The Dance of Creative and Critical Thinking"; Cecilia Yau, "Writing the Natural Way"; Lori Sosenko, "Exploring Creative Problem Solving Impact Studies"; Susan Rundle, "Building Excellence: An Innovative Learning Styles Inventory"; Susan Chamberlain, Gloria Rapport, and Betsy Baun, "Free Drawing Techniques: Using Artistic Processes to Facilitate Creative Problem Solving"; and Craig Kosinski, Children's Museum of Buffalo, "A Children's Museum for Promoting Creativity."

An "Idea Expo" will highlight the work of educators who have developed creative lessons and materials for the classroom. There will be displays and an opportunity to chat with these creativity experts.

A preconference workshop for those interested in learning the basics of the Creative Problem-Solving Process will be held on Thursday, March 12. Conference rates are \$59 each for the conference and preconference workshop if paid by Feb. 28; \$69 each after Feb. 28. For brochures or for more information, please call ext. 6223 or stop by Chase Hall 244.

From the Vice President for Finance and Management

Technology Plan Oversight Committee – Short-Term Plan

In response to SUNY Buffalo's peer review of Computing Services, the president requested that the provost and vice president for academic affairs and the vice president for finance and management create the Technology Plan Oversight Committee (TPOC). TPOC was formed in September with a charge of developing short-term (one- to two-year) and long-term (three- to five-year) technology plans for the BSC campus. TPOC's short-term plan recommendations are listed below.

The recommendations made in this report are based on reviews of the May 1997 "UB Peer Review of Computing Services," the 1995 "Strategic Plan," and the 1997 "Middle States Periodic Review." TPOC conducted "user-group interviews" in November 1997, and the information collected from that process will provide additional data for the development of our long-term planning document. The technology priorities that we recommend here will help complete the goals outlined in previous planning documents and establish foundations necessary for future directions. There is a focus on computing in this interim report, dictated in part by the review documents the committee was asked to consider. A more comprehensive approach to campus technology will be taken in the long-term plan addressing, in addition to computing, issues relating to distance learning, classroom technology, faculty and staff development, remote access, Web initiatives, telecommunications, and others.

The full document can be accessed from the Buffalo State homepage at: www.buffalostate.edu/tpoc

Any questions or comments should be directed to Ted Schmidt, co-chairperson of TPOC, at ext. 6651 or schmidt@buffalostate.edu

Short-Term Recommendations

A. Planning

1. Reorganize and recommend a new technology decision-making and committee structure by April 1.
2. Derive most recent annual estimates of Buffalo State's technology expenditures by April 1.
3. Identify a prioritized list of department and program computing needs by March 15.
4. Assist in the creation of the Teaching, Learning, and Technology Roundtables (TLTR) to facilitate long-term planning and help integrate technology into the curriculum. Implementation to begin in spring 1998.
5. Develop a long-term (three- to five-year) technology plan by May 1.

B. Technology Infrastructure

1. Complete the campus network "backbone":
 - i) Complete the wiring and connections of all administrative and academic buildings;
 - ii) Create a plan for wiring the campus dorms;
 - iii) Purchase the necessary hardware (servers, routers, hubs, etc.) to support a networked campus, and establish a replacement policy for such hardware.
2. In conjunction with the wiring of the campus and to the extent possible, faculty and staff should have connected, network-compatible computers.

3. Establish and implement a campus-wide replacement policy for microcomputers, including all labs.

C. Staffing, Training, and Salaries

1. Create a plan to meet the technology support needs of the campus, consistent and in conjunction with the long-term technology plan, by May 1.
2. Create a plan to retain and hire quality support personnel, to include an analysis of current salary structure, by April 1.
3. Hire two "distributed support" positions for departmental and lab computing needs as soon as possible.
4. Increase training and travel opportunities for technology support staff.
5. Require the inclusion of a support plan for new technology initiatives; e.g., computer labs or administrative initiatives.

D. Administrative Systems

1. An integrated student records system with on-line registration capabilities is the highest administrative priority and should be actively pursued by the administration. A joint committee of TPOC and the Administrative Information Systems Advisory Committee will immediately begin investigating packaged systems and make a decision by May 1.

Empire Plan Claims Deadline

Employees enrolled in the Empire Health Insurance Plan are reminded that the deadline for submitting claims to Metropolitan for expenses incurred in 1997 is March 31. Empire claim forms are available in the Human Resource Management Office, Cleveland Hall 410.

Empire Plan Deductible Amounts for 1998

The Empire Plan Basic Medical Program annual deductible varies by bargaining unit.

For M/C employees, and employees in the UUP, PEF, and Council 82 bargaining units: Effective Jan. 1, the annual deductible increased to \$233 per enrollee, \$233 per enrolled spouse or domestic partner, and \$233 per all dependent children combined. This change reflects the 2.9 percent increase in the medical care component of the Consumer Price Index for Urban Wage Earners and Clerical Workers, all cities (CPI-W) for the period July 1, 1996, through June 30, 1997.

The annual deductible remains at \$161 for employees represented by CSEA.

Empire Plan Maximum Coinsurance (Out-of-Pocket Expense)

Effective Jan. 1, the maximum coinsurance (out-of-pocket expense) for employees represented by UUP increased to \$1,500 to reflect the change in the Consumer Price Index.

The maximum coinsurance for M/C employees and employees represented by PEF is \$1,211, and \$865 for employees represented by Council 82.

The maximum out-of-pocket expense for CSEA employees remains at \$776. **The coinsurance will be reduced to \$500 per calendar year for employees represented by CSEA who earn**

\$20,962 or less in base salary, provided the employee is the head of household and sole wage earner in the family and applies to the Department of Civil Service for this reduction.

Please contact human resource management, Cleveland Hall 410, ext. 4821, to obtain further information or to request claim forms. For 1998 updates, The Empire Plan At-A-Glance is located at web site <http://www.cs.state.ny.us>

GHI Dental Insurance

GHI provides dental benefits for M/C employees and employees represented by PEF and Council 82. We have been advised that GHI dental claim forms now should be submitted to: GHI, P.O. Box 2838, New York, N.Y. 10116-2838. Please call human resource management at ext. 4821 to request a supply of the new claim forms, or contact your dental office with the new address if the dental work is in progress.

Buffalo State College Smoking Policy

Preamble

Smoking has become a controversial, sensitive, and increasingly important issue. Overwhelming scientific evidence shows secondhand smoke poses a grave danger to public health. The 1986 surgeon general's report concluded that secondhand smoke causes lung cancer in otherwise healthy non-smokers.

To reduce the non-smoker's involuntary exposure to tobacco smoke, the New York State Legislature has promulgated Article 13-E, Regulation of Smoking in Certain Public Areas. This law, effective Jan. 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, not only to achieve compliance with the law, but also to 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 took effect Jan. 5, 1990, and was revised effective Feb. 26, 1998. 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 shall be allowed ONLY in private offices and designated areas where the airflow and ventilation are independent of adjacent non-smoking areas and/or the private offices or designated areas are not bordered by a "common space." (A common space is an area that is accessible to the public or an area where office**

equipment is shared.) The following buildings do not comply with these provisions of the law and are therefore designated as SMOKE-FREE BUILDINGS:

Bacon Hall	Clinton Center
Bishop Hall	Houston Gym
Buckham Campus School	Ketchum Hall
Bulger Communication Center	Letchworth Annex
Butler Library	Moot Hall*
Campbell Student Union	Rockwell Hall
Campus House	Science Building
Cassety Hall	Sports Complex
Caudell Hall	Theater Arts Building
Central Receiving	Twin Rise (South & Center)
Chase Hall	Upton Hall
Classroom Building	Weigel Health Center
Cleveland Hall	

*Indicates that although this is a SMOKE-FREE BUILDING, smoking is permitted **ONLY in a limited number of designated areas.**

The vice president for student affairs will designate smoking/non-smoking areas in the residence halls, which include the buildings below:

Moore Complex	Porter Hall
Neumann Hall	Scajaquada Towers
Perry Hall	Twin Rise North

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 good will 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.

Revised March 1998.

Procurement Card Information Session

The Purchasing Department recently has introduced the American Express (AMEX) Procurement Card to selected campus departments for a pilot program. Staff who wish to learn more about this mysterious purchasing tool should come to **one** of the two informational sessions that will be held from 12:30 – 1:30 p.m. in Bulger Communication Center East on Thursday, March 19 and Tuesday, March 31.

Postal Savings

The college has an opportunity to achieve significant postal savings by having its first class mail presorted. To expedite sorting and delivery, we request that addresses on all outgoing mail be typed, not handwritten. No markings should appear in the half-inch area along the entire bottom of an envelope. The mail house that is processing our presort mail guarantees same-day delivery to the post office if addresses on envelopes are typed; if handwritten, delivery is not guaranteed until next day. Presorting will save the college approximately \$12,000 annually. We appreciate all you can do to help with this effort. If you have any questions, please call Cheryl Byer, coordinator of business systems, at ext. 6111.

From the Vice President for Institutional Advancement and Development

"A Night in Nairobi" Scholarship Gala

All members of the college community are cordially invited to the college's primary scholarship event "A Night in Nairobi." The event will be held in the Campbell Student Union on April 18. Dress is black tie. Tickets are \$150 per person or \$1,200 for a table of eight.

The faculty-staff sales committee, under the direction of Chairperson Anthony Neal, has been sending out invitations based on attendance at previous scholarship galas and history of donations to the college. If you would like to receive an invitation, or for more information, please call Carolyn Morris at ext. 3141. Please call soon since less than half of the tables remain unsold.

The 5K Bengal Run & Fun Walk

All members of the college community are invited to help the Alumni Association raise scholarship money by participating in the first annual 5K Bengal Run & Fun Walk. Join Channel 2's Kim Martucci, Assemblyman Sam Hoyt, Senator Anthony Nanula, and Buffalo Common Council Members Byron Brown and Dale Zuchlewski as they speed around the campus to help our students. The first 400 applicants will receive black, long-sleeved Bengal T-shirts emblazoned with the "Running Bengal."

The event will be held March 28 at 9:30 a.m. The start/finish line and post-race party will be held at the Sports Arena. Pre-registration fee is \$14 with a special Buffalo State College student rate of \$8. Day-of-race registration is \$16; \$10 for students. Applications are available in the alumni office or by calling Kandis Fuller at ext. 6001.

Register early to ensure getting one of these fabulous designer T-shirts!

Alumni Scholarship Program

The Buffalo State Alumni Association has over \$9,000 in scholarship funds to award to students on this campus! The scholarships are for undergraduate students in specific areas of study, such as art and technology education. Others are open to graduate students or students whose parents are alumni of this college. The minimum award is \$150. Please encourage any student you know to fill out an application. They are available in Cleveland Hall 214, or call ext. 6001 to request one by mail. The deadline for applications is June 2.

From the Vice President for Student Affairs

Take Back The Night

The Weigel Health Center, through its FIPSE-funded Violence and Substance Abuse Prevention Program (VSAPP), coordinated a Take Back The Night event on Thursday, March 12 at 7 p.m. The event included a rally, candle-lighting vigil, and a "speak-out" against violence. Take Back The Night is an open forum for both women and men to empower each other in the continuing fight against sexual violence. This event helped raise awareness about sexual violence on our campus and in our local community.

From the Chairperson of the College Senate

Curricular Items

The following courses/programs have been received in the College Senate Office and have been forwarded to the Curriculum Committee for review and approval:

New Program:

B.A. – Science Business Administration (0430)

Program Revision:

M.S. – Criminal Justice (6771)

Course Revisions:

BUS 300 International Business. A survey course of concepts, theory, and practices of international business and the multinational corporation. Course provides for a better understanding of the global nature of the world economy. Environmental constraints, regional issues, and functional business operations will be covered. (3, 3/0) Prerequisite: junior standing.

BUS 312 Accounting I – Financial Accounting. An introduction to fundamental accounting theories and methods, underlying financial statements, and the use of accounting information by decision-makers. (3, 3/0) Prerequisites: sophomore standing, math competency.

BUS 313 Accounting II – Managerial Accounting. Managerial accounting focuses on accumulating, processing, reporting, and interpreting decision-relevant financial information that are used in managing an organization. Topics include cash flow analysis, time value of money, cost behavior, budgeting, and elements of cost accounting. (3, 3/0) Prerequisite: BUS 312.

BUS 320 Principles of Marketing. Survey course that provides students with concepts, principles, and strategies used in the marketing of products and services. (3, 3/0) Prerequisite: business major.

BUS 323 Sales Methods and Techniques. This course provides a foundation in sales principles and techniques. Emphasis is on personal development of sales skills; analysis of the characteristics, behavior, and motivation of buyers; and use of the selling process to achieve customer satisfaction. (3, 3/0) Prerequisite: BUS 320.

BUS 324W Business Communication. This course provides students with an understanding of the fundamental principles and tools for effective communication within organizations. Experiential exercises assist in development of skills in written and oral communication. (3, 3/0) Prerequisite: English competency, junior standing.

BUS 325 Human Resource Management. Human resource management is a critical business activity in today's modern multicultural environment. This course provides a theoretical and practical knowledge in the major areas of human resource management including selection, training, developing, evaluating, and compensating employees. (3, 3/0) Prerequisite: business major.

BUS 327 Advertising Concepts and Practices. This introduction to the field of advertising includes discussion of research, target marketing, media selection and evaluation, goal setting and budgeting, and the development of advertising campaigns. (3, 3/0) Prerequisite: BUS 320.

BUS 329 Sales Management. This course examines the sales management function within modern organizations, including sales force operation; sales strategies; leadership; ethics; motivation; and recruitment, selection, and motivation of staff. Presents sales management as a vital business function within the context of a global economy. (3, 3/0) Prerequisite: business major.

Business 334 Business Law. A survey of legal principles applicable to business enterprises and operations, including the advisory and judicial systems, business organizations, contracts and sales, commercial paper, secured transactions, property, torts, and appropriate sections of the Uniform Commercial Code. (3, 3/0) Prerequisite: business major.

BUS 350 Current Practices in Business Technology. This course provides students with instruction in the use of information technology and business computer applications including spreadsheets, graphic presentation, networking, database management, word processing, and office automation. Emphasis is on preparing the student to use computers and computer-based information in the decision-making process. (3, 3/0) Prerequisite: business major.

BUS 360 Principles of Management. Introduces students to the basic functions of management including strategic and operational planning, developing organizational structure and behavior, leadership, motivation, and effective control systems. (3, 3/0) Prerequisite: business major.

BUS 365 Entrepreneurship. The course addresses the functions performed by entrepreneurs such as searching for opportunities and gathering resources to convert the opportunities into growth-oriented, profitable ventures. Students will conduct research, identify opportunities, and prepare a business plan. (3, 3/0) Prerequisite: business major.

BUS 403 Consumer Behavior. The course examines psychological, sociological, and cultural factors that influence consumer behavior and decision making. Emphasis is on the importance of understanding consumer behavior in formulating marketing programs and marketing strategy. (3, 3/0) Prerequisite: BUS 320.

BUS 404 Marketing Research. This course is a study of research methods and techniques used to collect data and provide information for solving marketing problems. The course covers the research process including design, sampling, data collection, analysis and interpretation, and report preparation. The orientation is from the perspective of users of marketing research. (3, 3/0) Prerequisite: BUS 320.

BUS 430 Business Strategy. A study of the methods and techniques commonly used in strategic management decision making. Course provides students with a background in strategic analysis and implementation of strategy in a competitive global environment. Employs competitive simulations, case studies, and applied research projects. (3, 3/0) Prerequisite: business major, senior standing.

BUS 473 International Management. The management of international businesses is becoming an increasingly important skill. Through an approach that blends theory and practical exercises, students will learn the fundamentals of managing in a global economy. (3, 3/0) Prerequisite: business major.

New Courses:

BUS 347 Retail Management. Introduction to trends and developments in retailing and the operation of retail organizations. Major topics include strategic planning, financial control, merchandising, site selection, store organization, pricing, and promotion. (3, 3/0) Prerequisite: business major.

BUS 420 International Marketing. This course will focus on the concepts, theory, and practice of international marketing. The course examines the competitive global environment, trade issues, cultural factors, and global marketing strategy formulation and implementation. (3, 3/0) Prerequisite: BUS 320.

BUS 424 International Business Communication. This course prepares students for the complex communication tasks they will encounter in the world of international business. This course will examine the many cultural aspects that influence communication including language, environment and technology, social organization, contexting, authority conception, nonverbal communication, and temporal conception. Emphasis is on understanding social and cultural differences and developing effective communication strategies for the global corporation. (3, 3/0) Prerequisite: BUS 324.

BUS 425 Organizational Behavior. This course presents concepts and theories that describe organizational behavior. The study of organizational behavior provides the tools managers need to improve, enhance, or change work behaviors so that individuals, groups, and entire organizations can achieve their goals. Major course topics include organizational culture, job decision, group processes, leadership, and organizational development. (3, 3/0). Prerequisite: BUS 360.

BUS 445 Business Ethics. This course deals with ethics and social responsibility in the modern business environment. Students will analyze decisions and problems related to controversial issues facing business leaders and examine the importance of ethics and social responsibility in decision making in the global business environment. (3, 3/0) Prerequisite: business major.

BUS/TEC 460 Production and Operations Management. An overview of the major concepts and models in the production and operations process in manufacturing and services organizations. The course includes a detailed examination of production systems, materials planning, project management, and quality. (3, 3/0) Prerequisite: BUS 360.

College Senate Elections

The elected membership of the College Senate is composed of 36 senators who serve three-year terms. Eighteen college senators represent the three faculties, six represent the professional staff, one represents the library, two represent the College Senate in the SUNY University Senate, two represent the College Senate in the SUNY University Senate as alternates, and nine represent the faculty and professional staff as at large senators.

The three-year terms are arranged so that approximately one-third of the positions are up for election each academic year. Elections of the college senators from each of the three faculties, the professional staff, and the library are conducted in accordance with the bylaws of each of these groups. Election of the two university senators, two university alternate senators, and the nine at large senators are conducted by the College Senate Bylaws and Elections Committee in accordance with the bylaws of the College Senate.

In addition to the 36 senators who serve three-year terms, there are nine student senators with one-year terms.

Nominations for Senators

Nominations for the following seats are being accepted: one at large senator, two professional staff senators, two university senators, and two alternate university senators. Please forward all nominations in writing to E.O. Smith, Chairperson of the Bylaws and Elections Committee, College Senate Office, Cleveland Hall 417C by **April 3**.

Election of College Senate Officers

Following the results of the College Senate elections, an organizational meeting of the College Senate will be scheduled to elect the chairperson and vice chairperson of the College Senate for 1998-99, and to elect the chairpersons of the College Senate Standing Committees for 1998-99.

VACANCY NOTICE

March 12, 1998

Review Of
Applications Begins

SUNY COLLEGE/ BUFFALO

Senior Staff Assistant	Intercollegiate Athletics	Open
Programmer/Analyst	Computing Services	4/20/98*

SUNY/ BINGHAMTON

Academic Advisor	EOP	3/31/98*
Assistant Director	Computing Services	3/31/98*

SUNY/ BUFFALO

Senior Staff Assistant	School of Law	3/31/98*
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SUNY/ HEALTH SCIENCE CENTER STONY BROOK

Assistant Professor	General Dentistry	3/31/98*
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Assistant Director	General Dentistry	3/31/98*
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Assistant Professor	Materials Science & Engineering	3/31/98*
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Community Relations Associate	Communications	3/31/98*
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Academic Advisor	Academic Advising	3/31/98*
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Community Relations Associate	Athletics	3/31/98*
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Senior Development Associate	Career Placement Center	3/31/98*
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Staff Associate	Scientific Affairs	3/31/98*
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SUNY/ HEALTH SCIENCE CENTER at BROOKLYN

TH Associate Administrator	Managed Care	3/31/98*
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Clinical Assistant Professor	Psychiatry	3/19/98*
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TH Staff Assistant	Nursing Services	3/31/98*
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Sr. Financial Analyst	Managed Care	3/31/98*
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Director	Pediatrics	3/18/98*
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SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

TH Social Worker	Social Work Services	3/31/98*
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TH Recreation Therapy Specialist	Nursing	3/31/98*
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TH Medical Radiographer II	Radiology	3/31/98*
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TH Staff Assistant 2	Pharmacy	3/31/98*
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TH Nurse Practitioner (2)	Family Medicine	3/31/98*
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Asst. V.P. of Human Resources	Office of Personnel	Open
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SUNY COLLEGE/ FREDONIA

Assistant Professor	Mathematics & Computer Science	3/30/98*
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SUNY COLLEGE/ GENESEO

Staff Assistant	Purchasing	4/6/98
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Sr. Staff Assistant	Telecommunications	4/16/98
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SUNY COLLEGE/ PLATTSBURGH

Staff Assistant (2)	Sport & Wellness	Open
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SUNY / COLLEGE OF ENVIRONMENTAL SCIENCE AND FORESTRY

Assistant Professor	Forest Measurements	4/15/98
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Assistant Professor	Silviculture & Stand Dynamics	4/15/98
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Assistant Professor (2)	Watershed Mgmt. & Forest Hydrology	4/20/98
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Assistant Facilities Coordinator	Physical Plant	3/31/98*
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Staff Assistant	Physical Plant	3/31/98*
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Assistant Professor	Social Science	4/22/98*
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Assistant Professor	Polymer Science	4/10/98*
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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.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year and is distributed via campus mail. Submit approved, double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 26

March 19, 1998

From the President

Approval of Interim Accounting System

I hereby approve the recommendation of the College Senate Budget and Staff Allocation Committee, passed by the College Senate at its Feb. 13, 1998, meeting: "That the chief financial officer is designated to set up an interim accounting system in the event that Buffalo State College has not received its budget from SUNY, so as to allocate and monitor the college's accounts using the best information about the budget at the time the system is set up. The interim system is to be set up by the beginning of the college's fiscal year and is to simulate all of the budgeting processes that would be in place if the budget had been passed on time." I thank the committee for its efforts and for this recommendation.

Course Approvals

I have approved the following new course, course revision, new minor, and revised minor, which have been recommended by the appropriate dean, the College Senate, and the provost and vice president for academic affairs.

New Course:

SOC 353 Environment and Society

Course Revision:

PHI 301 Political Philosophies and Wealth

New Minor:

Meteorology

Minor Revision:

Criminal Justice (1771)

(Continued)

From the Provost and Vice President for Academic Affairs

Internal Searches

Applications and nominations are invited for the positions of associate vice president for undergraduate education and assistant vice president for academic support services. Internal searches will be conducted for the two positions, both recently established as part of the restructuring in the provost's office. Descriptions of each position follow, and search committee membership will be announced in the next few weeks.

Associate Vice President for Undergraduate Education

The associate vice president for undergraduate education is one of three associate vice presidents reporting to the provost. The associate vice president supports academic deans in their leadership of undergraduate programs, general education, program review and renewal, faculty development, and implementation of academic goals. Specific responsibilities for the appointee include:

- Coordination and management of instructional and academic support programs.
- Supervision of the assistant vice president for academic support services, and coordination of academic appeals.
- Fostering collaboration between support units in academic affairs and student affairs.
- Coordination of institutional and specialized accreditations.
- Supervision of E.H. Butler Library and efforts to assure the centrality of the library in the learning process.
- Guiding campus assessment efforts and the use of assessment outcomes to foster program improvement.
- Interaction with representatives of SUNY Systems Administration and the State Education Department on academic issues and concerns.
- Supervision of Educational Opportunity Program, Lifelong Learning, International Education, and honors programs.

Qualifications

The ideal candidate will have administrative experience in higher education, and have a consultative and inclusive management style. An earned doctorate, experience in collaborating with faculty, staff, and students in the design and delivery of academic programs, and a commitment to excellence in undergraduate education are required. A demonstrated commitment to shared governance and evidence of creativity in addressing issues related to student-centered learning and technology are expected. Academic credentials must include success in teaching, scholarship, and service, and a minimum of three years experience as an associate professor.

Application

Applicants should submit a letter of application, curriculum vitae, and the names, addresses, and phone numbers of three references to the Search Committee, Associate Vice President for Undergraduate Education, Academic Affairs Office, Cleveland Hall 519, **no later than 5 p.m. Monday, April 13**. Nominations and applications of persons from underrepresented racial/ethnic groups and women are encouraged.

Assistant Vice President for Academic Support Services

The assistant vice president for academic support services is responsible for leadership in the provision of quality academic support services that ensure student success in the instructional program. Responsibilities will include direct oversight of academic support programs, Academic Standards, and academic orientation and advisement. The appointee reports to the associate vice president for undergraduate education. Specific expectations for the appointee include collaboration with deans and department chairs to:

- Coordinate and support campus efforts to plan, administer, monitor, and evaluate academic/student support initiatives created to promote student success in the instructional program, and to impact student retention.
- Enhance learner-centered services and programs to support the college's mission and strategic directions.
- Assess and strengthen orientation activities for new students, including increased campus involvement in these experiences.
- Advocate for the centrality of academic advisement in student support and oversee development of an effective student academic advisement program.
- Coordinate data collection, analysis, and dissemination in support of decision making in academic support areas.
- Guide selected campus initiatives including special programs, tutoring and mentoring, and international/national student exchange and related efforts.

Qualifications

Required

- Earned doctorate with experience in administration, teaching, and academic support services.
- Ability to work cooperatively with a broad array of constituencies, including faculty/staff and external agencies.

Preferred

- Involvement with orientation and advisement programs.
- Evidence of ability to manage multiple programs and deadlines.
- Knowledge of funding opportunities for academic support services and experience with grant oversight.

Application

Applicants should submit a letter of application, curriculum vitae, and the names, addresses, and phone numbers of three references to the Search Committee, Assistant Vice President for Academic Support Services, Academic Affairs Office, Cleveland Hall 519, **no later than 5 p.m. Monday, April 13**. Nominations and applications of persons from underrepresented racial/ethnic groups and women are encouraged.

Institutional Research Review Board

In direct response to a request by the president, the Institutional Research Review Board (IRRB) has been revitalized. This advisory board has several objectives:

- Assure the quality of institutional research efforts.
- Advise the campus with regard to participation in off-campus surveys.
- Review off-campus requests for institutional data.

Requests for research or data analysis by an office or department on campus will be submitted to this board for review of the proposed instrument and the data collection design. The IRRB will not conduct the research, but rather review the instrumentation and the process.

This IRRB is not involved with the evaluation of projects proposed by faculty in the pursuit of scholarship or in student projects that are part of their coursework.

When a campus unit intends to conduct research or do an analysis of data, their protocol must be approved by the IRRB. The review process is initiated by the campus unit with a request to the director of institutional research. The director will determine if the protocol requires review by the full board. If a full review is not required, the director will work directly with the campus unit in response to their request. If a full review is required, the board will be convened and the request will be reviewed. The board will respond to the campus unit within a week of receipt of their request for review.

Current board membership: Thomas Kinsey, chairperson; Rosalyn Lindner; Slawko Medinac.

Note: The IRRB is separate from the Institutional Review Board for Human Subjects (IRB).

All research (faculty-, student-, or institutional-based) involving human subjects must pass through an IRB review. The Research Foundation must be contacted for all IRB reviews.

CELT April Events

Journal Editors Session and Reception

hosted by members of Write On!

Tuesday, April 7

3 - 5:30 p.m., Bulger Communication Center 104

Write On! members thought that bringing journal editors to our campus would enhance our understanding of what it takes to publish in refereed journals in our respective fields. We have invited several experienced journal editors to meet with academic writers on our campus. Please join us for an informal reception that will include brief presentations by journal editors on manuscript preparation, publication protocol, and advice for academic writers seeking publication. Following these presentations you will have an opportunity to meet with the editors for questions and discussion.

Developing Short-Term Overseas Programs

with Colleen Frey, Nutrition, Hospitality & Fashion; Lee Ann Grace, International Education; Evelyn Rosario, Educational Opportunity Program; and Gail Wells, Minority Student Services

Thursday, April 9

12:15 - 1:30 p.m., Bulger Communication Center 104

Seasoned organizers of short-term overseas programs will provide practical tips on how to plan and implement them. They also will discuss the importance of short-term offerings to a student body that includes large numbers of first-generation college attendees and those over the age of 25.

Following the Bengal Pause session, presenters will be available for consultation with faculty and staff who wish to discuss their own ideas for short-term programs.

Characteristics of Adult Learners on Campus

with Roswell Park IV, Lifelong Learning

Tuesday, April 14

12:30 - 1:30 p.m., Bulger Communication Center 104

Even though adult students bear an alarming resemblance to you and me, their mysteries endure. For instance, are Buffalo State admissions policies and degree expectations different for evening students? Are the words *adult* and *evening* inter-changeable? What programs and services are available for evening students? Be assured that adult and evening students continually prove to be among the college's very best, by any standard of measurement. Felicitously, adults are a growing population at Buffalo State, now representing almost one-third of our enrollment. Clearly, both understanding and serving them well are critical. This workshop will present specific information about the college's adult and evening students and discuss college policies and mechanisms for servicing and retaining them.

Buffalo State College: A Pictorial History (An Original Film)

created by Charles "Buck" Burdette, Instructional Resources Department

Thursday, April 16

12:30 - 1:30 p.m., Bulger Communication Center West

Bring your popcorn and join us for "Buffalo State College: A Pictorial History." Created by Buck Burdette, this informative and entertaining film will help you discover the rich history and tradition of Buffalo State through archival pictures and music.

Exploring the Transmission of Liberatory Pedagogy: Critical and Creative Conceptualization, Practical Usages, and Presence at a Distance

with Professor Anthony Neal and Professor Sarah Slavin, Political Science Department

Tuesday, April 21

12:15 - 1:30 p.m., Bulger Communication Center N2D

This workshop explores communication technology as it relates to issues of diversity and creative ways to end exclusion. As technology and "technists" race ahead, it becomes increasingly important to consider the content involved in what is being transmitted. The examination of the maldistribution of information becomes as important as the discussion on the maldistribution of wealth and opportunity. A parallel concern centers around whether all the creativity resides in the process of creating new, faster, and more sophisticated ways to transmit old information. This workshop promises to be highly interactive and thought provoking!

CELT Teleconferences

Teaching New Student Seminars

Classroom Strategies for Student Retention

Thursday, April 2

1 - 4 p.m., Bulger Communication Center 147 (Instructional Resources)

This teleconference will focus on teaching new student seminars in order to enhance student retention.

Using the Web to Enhance the Classroom**Thursday, April 16****2 - 3:30 p.m., Bulger Communication Center 104 (CELT Center)**

This teleconference will provide information on what faculty want to know: how to use the Web in course development.

The Changing American College Student**Tuesday, April 21***Implications for the Freshman Year and Beyond***1 - 4 p.m., Bulger Communication Center 147 (Instructional Resources)**

This teleconference will address a variety of questions and issues facing today's students.

Stress Management in Emergency Services

A conference titled "Work and Well-Being in Policing and Public Safety" will be presented, in part, by Buffalo State on April 23 and 24 at the Buffalo Hilton.

Stress is an inherent part of our jobs. For individuals in law enforcement and public safety, the stress they experience on the job also can have an impact on their family members. The purpose of this conference is to offer strategies and identify programs that police, public safety employees, and their organizations can utilize to address the impact that the job can have on the employees and their families. This workshop will be of interest to dispatchers, emergency medical technicians, employee assistance professionals, firefighters, law enforcement officers, correction officers, mental health professionals, administrators, all other emergency service personnel, and their family members. The two-day attendance fee of \$75 includes continental breakfast, buffet luncheon, coffee breaks, materials, and parking for both days of the conference. If interested, please contact Patricia Calhoon at ext. 5638 for more details.

On the Horizon: A Celebration of Ability

The Office of Special Services presents a seminar on the role of extracurricular activities for students with disabilities on March 31. Planned activities include speaker Michael Mashewske, a video presentation, and a panel discussion with representatives from student organizations. The seminar is being held during Bengal Pause (12:15 to 1:30 p.m.) in the Campbell Student Union Assembly Hall and is open to the entire campus community. Food and beverages will be available.

Majors Fair

A majors fair for uncommitted students will be held in Butler Library 210 on Tuesday, March 31, from noon - 2 p.m. and 5 - 8 p.m., and on Wednesday, April 1, from noon - 2 p.m. All uncommitted students are encouraged to attend to explore potential majors with faculty and Career Development Center staff.

Monk on Monk—Final Season Event at the Performing Arts Center

Oct. 21, Hal Holbrook; Feb. 28, The Chenille Sisters; and Hazelle Goodman on March 7. Three Performing Arts Center events, three standing ovations. We are looking for a clean sweep by concluding our 1997-98 season with a fourth standing ovation, making a statement

to the high quality of season events booked at Rockwell Hall Auditorium. Join us to see if we reach our goal as we conclude the Performing Arts Center season with the concert "Monk on Monk, the 80th Birthday Anniversary Tribute to Thelonious Sphere Monk" on March 28 at 8 p.m. in Rockwell Hall Auditorium. Tickets are \$25 and \$20 and are available at the Rockwell Hall Box Office or by calling ext. 3005.

The special 80th birthday anniversary tribute features selections from such legendary concerts as those at Town Hall and Lincoln Center including landmark songs, such as the finale, "Four in One." The concert also will feature a never-before recorded Thelonious Monk composition, "Two Timer." Four guest artists will join T. S. Monk's sextet to offer a unique blend of instruments capable of duplicating every nuance of Thelonious Monk's works. Members of the historic Monk on Monk tour include T. S. Monk, Gary Wang, Ray Gallen, Virgil Jones, Jeff Stockham (from Syracuse, N.Y.), Robert Trowell, Scott Robinson, Dave Schumacher, Willie Williams, and John Gordon (winner of the 1996 International Monk Institute Saxophone Competition). Called "the most intensive jazz experience of the decade," the tribute to Thelonious Monk is a perfect way to end the academic entertainment year at Rockwell auditorium. Join us!

CDHS Spring Telecast Series

The following telecast presentations are free and open to all BSC faculty and staff. For reservations, please call the Center for the Development of Human Services at 885-2500.

April 22 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall*Eleventh Annual Briefing for Secretaries and Administrative Assistants*

This popular live satellite event is designed especially for office support personnel, including secretaries, administrative assistants, office managers, executive secretaries, coordinators, and office assistants. Held each year on Professional Secretaries Day, this program gives your department an opportunity to offer a forum for recognizing their many contributions.

April 28 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Working Smart: Managing Change Through Collaboration - presented by Lucy Freedman and Lisa Marshall.

Starting with "Nine Guidelines for the New Workplace," Freedman and Marshall will take participants through a lively and engaging exploration of how to stay afloat and remain effective in a turbulent workplace. They will explore the "Syntax of Collaboration" to provide a framework for addressing change through ensuring mutual understanding. This live, interactive seminar is a must for anyone required to manage change in today's workplace.

April 29 – Registration and Brunch 10:30 a.m.; Telecast 11 a.m. - 5 p.m. in the Oak Room of Moot Hall

Harness Creativity to Make Things Happen - presented by Edward de Bono and Gary Hamel. Do it better ... differently. Come away from Innovation '98 inspired to create value. Innovators are concerned with what can be, with creating value and creating markets, with doing it better by doing it differently.

Dr. Edward de Bono is regarded by many as the leading international authority on creativity and on the direct teaching of thinking skills. He is the inventor of "Lateral Thinking and Six

Thinking Hats" and author of "The Textbook of Wisdom," "Parallel Thinking," "Teach Yourself to Think," "Surpetition," and "Serious Creativity."

Gary Hamel has been cited as the "world's reigning guru" by The Economist and as "the most influential thinker on strategy in the Western world" by Peter Senge. He is chairman of Strategos, a firm dedicated to helping other companies create industry revolution, and visiting professor of Strategy and International Management at the London Business School.

June 18 – Registration and Lunch 12:30 p.m.; Telecast 1 - 3 p.m. in the Oak Room of Moot Hall

Resolving Conflicts with Ease (Deal with Difficult People and Win) - presented by Sandra Crowe.

This seminar is designed to outline the successful elements of dealing with difficult people and conflict situations of all kinds, whether with customers or colleagues. It will discuss eliminating barriers so that participants may move through difficult situations with ease.

Sandra Crowe is founder of the company Powerlunch and host of her own television show.

State-Mandated Class

"Identifying and Reporting Child Abuse/Maltreatment," a state-mandated two-hour class, is being offered by the Center for Development of Human Services for educators, health care professionals, and school administrators Thursday, April 2, from 7 - 9:30 p.m. in Ketchum Hall 118. For pre-registration, applicable fee, additional information, and a schedule of future offerings, please call 876-7600.

Spring Open Housecleaning

Spring "housecleaning" has begun in preparation for our Open House on April 4. Campus Services is already hard at work to ensure that the first impression of our campus facilities by our prospective students and their families is a favorable one! In the course of your day, if you notice a missing ceiling tile, burned-out light bulb, etc., simply give Campus Services a call at ext. 6111 to alert them. They will complete the tasks in priority order.

From the Vice President for Finance and Management

Appointment of Director of the Burchfield-Penney Art Center

President Muriel Moore and center Council Chairman Peter Fleischmann have announced the appointment of Mr. Ted Pietrzak to the position of center director. Pietrzak will be the center's third director, following founding Director Dr. Edna M. Lindemann and Dr. Anthony Bannon, who served from 1985 through 1996. Donald Metz, who has served as the center's interim director since April 1, 1996, will resume the position of assistant director for administration.

In announcing the appointment, Fleischmann stated, "We are very fortunate indeed to have attracted to Buffalo one of the finest young museum professionals in North America. By virtue of his experience and expertise, Ted is extraordinarily well-equipped to lead the center to even greater levels of achievement and service in the future."

President Moore noted, "The Burchfield-Penney Art Center is a unique and valuable resource to Western New York and to the art world. It has been exciting to watch the Center's national standing advance in recent years, and we all look forward to its continued success under Ted's leadership. We are all impressed with his professional accomplishments and with his vision to expand the center's outreach to the community and to the world at large. So many talented and generous individuals have contributed to the success of the Center over the years, and we look forward to working with Ted as we strive to increase its already impressive reputation."

Pietrzak served as the executive director of the Art Gallery of Hamilton, one of the 12 largest art museums in Canada, since 1992. Like the center, the Art Gallery of Hamilton has a regional focus, although the Canadian museum's is not exclusive. Its nationally important collections include one of the finest, outside the United States, of American art from the first half of the 20th century. The museum also has several works by Charles Burchfield, including the important "December Day," from 1947-55, and the work of many of Burchfield's contemporaries, including John Carrol, Reginald Marsh, and Eugene Speicher, and other American masters including George Bellows and Robert Henri.

Pietrzak has extensive experience in administration, collection development, personnel, finance, facility management, fundraising, marketing and public relations, and strategic planning. He has been an active member of many civic and professional organizations, including the executive committee of the Canadian Art Museum Directors' Organization (CAMDO). He served as the president of the Ontario Association of Art Galleries. He also held membership in the American Art Museum Directors' Association, and regularly lectures and conducts workshops on a wide range of topics, from management, curatorial, and other issues affecting art museums to art appreciation.

Between 1981 and 1991, Pietrzak directed Ontario's Burlington Cultural Centre. While managing this extensive center for exhibiting and teaching about the visual arts, he developed unique program strategies to increase community involvement and support, including establishing the first Canadian contemporary ceramic collection in an art museum. During the 1970s, Pietrzak worked as a practicing artist, exhibiting extensively throughout southwestern Ontario. Pietrzak has more than 25 years of experience in four public art museums and holds a degree in studio art from the University of Guelph in Ontario.

Buffalo State College Policy on Outside Consultant Access to Campus Administrative Information Systems

Because resources for new systems development by Computing Services are limited, it is natural that campus departments have started to look elsewhere for solutions. While Computing Services does not discourage the use of consultants, it is still responsible for the integrity of the data systems developed within the department. A set of guidelines has been developed to govern access to administrative data or systems by consultants in order to ensure the integrity of both the systems and the data.

Extensive controls have been built into the administrative systems to ensure the privacy and accuracy of the data. Under no circumstances can the privacy or integrity of the data be compromised.

Therefore, the following guidelines must be observed:

1. Under NO circumstances should an outside consultant be given data OR access to data unless the consultant has been employed or authorized by a Buffalo State College department director or chairperson. System accounts provided for consultants' use will be active only during the period of employment or official authorization.
2. Consultant access to data residing in AIS systems should always be pre-approved by a representative of the campus office or offices responsible for the data.
3. Whenever possible, consultants should be provided with extracted data files rather than direct access to a production database.
4. Under no circumstances should a consultant be granted access to update a production database. This includes the AIS database used for testing of production routines.
5. All consultant work intended to be put into production must follow the AIS/Operations production standards. Copies of any source code, command files, and operations documentation must reside in the appropriate AIS directories.
6. Computing Services will not be responsible for maintenance of systems developed by consultants.
7. AIS will be responsible for regenerating executable code whenever circumstances make that necessary, providing the consultant has provided all the necessary files per No. 5.
8. All work must be approved by Computing Services prior to being put into production. In addition, Computing Services must have on file a statement of acceptance of this policy, signed by a representative of the department employing the consultant.
9. Computing Services will not be responsible for any information generated by, or as a result of, consultant systems.

Deadlines for Requisitions From 1997-98 Funds

Requisitions for supplies, materials, services, and equipment from fiscal year 1997-98 funds must be received in the Purchasing Office by the following dates:

Dollar limitations:	\$10,001 and more	Friday, March 27
	\$5,001 to \$10,000	Friday, May 1
	\$5,000 and less	Friday, June 5

Important Notice: Final deadline for all requisitions in 97-98 fiscal year is June 5. Any requisition received in purchasing after June 5 will not be processed and will be returned to department. This deadline includes requests for office supplies and paper products through Boise Cascade and/or Alling & Cory, so you must plan ahead.

Campus Services Work Orders Via E-Mail

The Customer Service Center can now accept work orders through campus e-mail. The address is CSCWO. When submitting a work order via e-mail, please include the following information: name and extension of requester, name and extension of contact person, location of work to be done (building, room, or other identifier), and description of work requested. Please be as specific as possible to ensure proper disposition. If you would like the Customer Service Center to verify that your work order has been received, please type PLEASE VERIFY after the work order description or send it using RETURN RECEIPT REQUESTED e-mail function, if available. If you have any questions, please call Cheryl Byer, coordinator of business systems, at ext. 6111.

First Class Mail

The college has re-implemented first-class presorting and our new mail processing company has some tips to ensure that our mail is expedited. The following tips are recommended by the U.S. Postal Service:

1. Envelopes should be typed instead of handwritten.
2. No marking should appear in the bottom one-half inch of the entire envelope. This includes attention lines.
3. Place the attention line above the street address, not below.
4. When folding letters in thirds, fold them into equal parts to ensure a flat envelope.
5. Enclose stapled sheets in an envelope with the staple in the bottom left corner of the envelope.
6. Remember that the postage meter stamp will not show up on pink or reddish papers.

If you have questions or need suggestions or assistance, please call Anna Murphy, mailroom supervisor, at ext. 5515 or Cheryl Byer, coordinator of business systems, at ext. 6111. We appreciate your efforts.

NYS/UUP Individual Development Awards Program (PDQWL)

The campus deadline for receipt of applications for the State of New York/United University Professions Professional Development and Quality of Working Life Committee's (PDQWL) Individual Development Awards Program is **March 30**. Refer to the Feb. 26 issue of the College Bulletin for information on these awards. Applications and guidelines may be obtained from the Human Resource Management Office, Cleveland Hall 410, or call ext. 4821 to have one sent to you. Also, the application may be printed from the Buffalo State Human Resource Management web site (important dates button). Applications should be directed to Human Resource Management, Cleveland Hall 410.

Work on Cleveland Circle

The Cleveland Drive traffic circle has served as a navigational reference for Buffalo State visitors over the last 25 years. More than just a traffic circle, it also has housed plant and floral decorations, adding beauty and warmth to the campus landscape.

Over the years, larger vehicles requiring access to the administrative core have repeatedly damaged the circle. Over the spring break, Campus Services will embark upon a preservation

initiative to enhance the circle's visual appeal, while improving egress for vehicular traffic. During the week of March 23, access to the circle will be precluded, while the Cleveland Hall parking lot will be accessible.

While we are confident that the value of this improvement will outweigh the impact of short-term traffic restrictions, we sincerely apologize for any inconvenience caused by this improvement.

If there are any questions or comments regarding this initiative, please refer them to Gary Kent, director of facilities maintenance, Clinton Center 210, ext. 6653.

Open Forum for Professional Staff

The Professional Evaluation and Promotion Team invites you to an information session regarding professional evaluations and promotions. Does the current system meet your needs? Have you any ideas for improvements? Come share your thoughts and get a progress report on our work on Tuesday, March 24 at 1 p.m. or Wednesday, March 25 at noon in Butler Library 210. Bring a brown bag lunch; soft drinks will be provided.

Procurement Card Information Session

The Purchasing Department recently has introduced the American Express (AMEX) Procurement Card to selected campus departments for a pilot program. Staff who wish to learn more about this mysterious purchasing tool should come to **one** of the two informational sessions that will be held from 12:30 – 1:30 p.m. in Bulger Communication Center East on Thursday, March 19 and Tuesday, March 31.

From the Vice President for Student Affairs

Athletic's Department Position Announcements

Nominations and applications are invited for four positions currently available in the Intercollegiate Athletics Department: Ice Rink manager/women's ice hockey coach, assistant director of athletics for fiscal affairs and recreation, sports information director, and coordinator of marketing and community outreach. Review of applications will begin on April 17 and continue until successful candidates are named. Those wishing to nominate candidates or apply should submit a resume, letter of interest, and the names, addresses, and telephone numbers of three references to Chairperson, Search Committee for (name of position), Vice President for Student Affairs Office, Buffalo State College, 1300 Elmwood Avenue, Buffalo, N.Y. 14222.

Martin Luther King Jr. Scholarship

Applications are being accepted for the Martin Luther King Jr. Scholarship. This scholarship is open to all Buffalo State students regardless of race, creed, or financial need. No income verifications or financial aid forms are required. A minimum cumulative grade point average of 2.5 is required for undergraduate students, and minimum of 3.3 for graduate students. Applications can be obtained in the Minority Student Services Office-Student Life Office, Campbell Student Union 400, or at the Student Union Information Desk. Application deadline is April 1. The scholarship winner will be announced on April 14.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, April 17, at 3 p.m. in Butler Library 210.

Curricular Items

The following courses/programs have been approved by the College Senate Curriculum Committee and will be forwarded to the president for final review and approval.

Program Revisions:

B.A. - Broadcasting (0707)

B.A. - Journalism (0708)

B.A. - Communication (0706)

B.A. - Public Communication (0703)

M.S. - Educational Computing (6950)

C.A.S. - School Administrator and Supervisor (9201)

New Program:

Minor - Hospitality Administration (0437)

Course Revisions:

CIS 111 Introduction to Fortran

CIS 604 Authoring for Educators

COM 304 Broadcast Copywriting

COM 415 Computer-Assisted Reporting

CSP 504 Community College Administration

CSP 616 American Higher Education

CSP 617 Student Development and Learning

CSP 618 Student Personnel Administration

CSP 622 Techniques I: Counseling and Interviewing

CSP 623 Techniques II: Theories of Counseling for a Multicultural Society

CSP 624 Internship/Practicum I

CSP 625 Internship/Practicum II

CSP 650 Student Assessment: Tests and Measurement

CSP 651 The Law and Higher Education

CSP 711 Seminar in Techniques of Counseling and Psychotherapy

New Courses:

CIS 600 Multimedia for Educators

FRE 411 Studies in French Poetry

FRE 412 Studies in the French Novel

FRE 413 Studies in French Theater

EAD 702 Educational Leadership Field Experiences

HIS 399 Junior Seminar in Historiography

ENG 361 Contemporary Literature

CSP 619 Management Systems and Leadership in Higher Education

CSP 620 Planning and Finance in Higher Education

CSP 632 Vocational Development and Career Counseling

CSP 630 Group Counseling

Correction to March 12 Bulletin*New Program:***B.S. - Business Administration (0430)****College Senate Elections**

The elected membership of the College Senate is composed of 36 senators who serve three-year terms. Eighteen college senators represent the three faculties, six represent the professional staff, one represents the library, two represent the College Senate in the SUNY University Senate, two represent the College Senate in the SUNY University Senate as alternates, and nine represent the faculty and professional staff as senators at large.

The three-year terms are arranged so that approximately one-third of the positions are up for election each academic year. Elections of the college senators from each of the three faculties, the professional staff, and the library are conducted in accordance with the bylaws of each of these groups. Election of the two university senators, two university alternate senators, and the nine senators at large are conducted by the College Senate Bylaws and Elections Committee in accordance with the bylaws of the College Senate.

In addition to the 36 senators who serve three-year terms, there are nine student senators with one-year terms.

Nominations for Senators

Nominations for the following seats are being accepted: one senator at large, two professional staff senators, two university senators, and two alternate university senators. Please forward all nominations in writing to E.O. Smith, Chairperson of the Bylaws and Elections Committee, College Senate Office, Cleveland Hall 417C by **April 3**.

Election of College Senate Officers

Following the results of the College Senate elections, an organizational meeting of the College Senate will be scheduled to elect the chairperson and vice chairperson of the College Senate for 1998-99, and to elect the chairpersons of the College Senate Standing Committees for 1998-99.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year and is distributed via campus mail. Submit approved, double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College*State University of New York***Bulletin***A publication for official campus announcements*

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April 2, 1998

From the President**Carriage House Guest Lodging**

I am pleased to announce that the Carriage House at 152 Lincoln Parkway is available as a temporary lodging facility for campus guests. Following is information describing the Carriage House Guest Facility, the amenities provided for the guests, the host department's responsibilities, and the procedures to follow to reserve the facility for a college guest.

Carriage House Guest Facility

The Carriage House on the grounds of the president's residence at 152 Lincoln Parkway has been restored and refurbished to provide short-term lodging for special guests of the college (e.g., campus speakers, members of the board of trustees, chancellor, candidates for faculty or staff positions, and others, such as consultants). To save college departments the expense of housing guests in area hotels, the Carriage House is being offered at a nominal cost. It is hoped it also will provide a unique Buffalo State experience for our guests.

The Carriage House is special but it is not a hotel and there are, therefore, restrictions placed on its use. Because it is on the grounds on the president's official residence, which serves as both the president's home and as a facility for college events, it may not always be available for use as guest lodging. The use of the Carriage House by any and all guests is subject to the final approval of the president.

Description of the Carriage House and Amenities Provided

The Carriage House is both a garage and a residence and is situated at the end of the driveway at 152 Lincoln Parkway. The residential portion of the building is on the second floor and consists of a kitchen, small sitting room, office, bedroom, and bathroom. Parking for one guest vehicle is provided to the left of the entrance to the Carriage House. The residential portion of the Carriage House is not handicap accessible.

The facility contains all necessary linens and will be stocked with self-serve, non-perishable breakfast and snack foods for guests' use. *There is no room service.* The kitchen contains a refrigerator, range, and microwave oven. Telephone, fax machine, and cable television also are provided. Housekeeping chores will be provided by campus personnel.

(Continued)

An informational packet of materials will be available in the facility for guests to use during their stay and also for them to take away as a memento of their visit. The packet will contain brochures and other printed material that describe the college, the president's residence and carriage house, the neighborhood, and the Buffalo-Niagara Frontier.

Public Safety's telephone number will be prominently displayed by all telephones, and guests will be instructed to call in case of an emergency. BSC public safety officers also routinely patrol the area around the president's residence.

The pool and backyard of the president's residence are not available for the guests' use. The Carriage House is a no-smoking facility, and guests will be asked to honor the no-smoking policy.

Host Department's Responsibility

The guest is the responsibility of the host department, and a member of the department should arrange to pick up the keys for the Carriage House from Public Safety and escort the guest to the facility. Because there is no check-in or registration desk, the campus host will need to fulfill these duties for the college guest.

Though the Carriage House will be stocked with non-perishable breakfast and snack food, the host department may want to provide additional food such as orange juice or fresh fruit. Arrangements for this service and its cost are the responsibility of the college host department. *Please remember the guest cannot walk down to the lobby for a newspaper.* The host department may want to provide this as well.

Transportation for guests who do not have their own vehicles is the responsibility of the college host.

Guests should be encouraged to use a personal telephone card when placing long-distance telephone calls.

Reservation Procedure

Requests to reserve the Carriage House will be taken on a first-come, first-served basis. To request use of the Carriage House for a Buffalo State College guest, the host department must complete the Carriage House Reservation Form (sample follows; contact the Finance and Management Office for a copy) and secure all necessary signatures. The reservation will not be considered final until the form is complete and all required copies have been distributed. The host department will receive a copy of the completed, signed Carriage House Reservation Form as notice of a confirmed reservation. Please allow at least 10 days for the form to be processed. Host departments may call Finance and Management at ext. 4311 to determine if the Carriage House is already reserved for a specific date, but a confirmed reservation may be made only through completion and approval of the reservation form.

The cost to the department for the use of the Carriage House is \$25 per night and will be charged directly to the department's account.

If you have questions about the Carriage House, the reservation procedure, or you need to change or cancel a confirmed reservation, please call Barbara Meyer in the Vice President for Finance and Management Office at ext. 4311.

CARRIAGE HOUSE RESERVATION FORM

Host Department _____

Department Contact Person _____

Name _____

Campus Address _____ Campus Phone _____

Department Account Number _____ (\$25 per night charge will be charged to this account)

Guest Information

Name _____

Address _____

Phone _____ Guest's Emergency Phone Number _____

Reason for Guest's Visit to Buffalo State _____

Date(s) for which the Carriage House is requested

Arrival Date _____ Approximate Time _____

Departure Date _____ Approximate Time _____

Required Signatures

Department Chair or Director _____

Dean and/or Vice President _____

President _____

Original to Finance and Management; Copies to President, Host Department, Public Safety Director (Fax 3135), President's Housekeeper (Fax 4425), Custodial Services (Fax 3196), Campus Services (Fax 3030), Accounting

Reservation is not confirmed until all signatures are in place.

Cancellation Policy - If a confirmed reservation is no longer needed, call Finance and Management at ext. 4311 to cancel.

Do not write in this box.

Accounting Office please journal transfer to account 860726 from the account listed below the amount indicated:

Account # _____ \$ _____ for _____ nights.

From the Provost and Vice President for Academic Affairs

In Memoriam

It is with great sadness that we announce the recent death of Narendra Kalia, a faculty member of the Sociology Department from 1977 through 1997. A memorial will be held during Bengal Pause on Thursday, April 9 in the fourth floor penthouse of the Classroom Building. All are welcome to attend this celebration of the life of a remarkable teacher, scholar, and colleague. For more details please contact the Sociology Department at ext. 5411.

Resignation

Dr. Steven Kaplan, dean of the Faculty of Arts and Humanities, has accepted the position as dean of Arts and Sciences at Butler University. The Academic Affairs Office and the college thanks Dr. Kaplan for his service to the college and especially for his contributions to the Faculty of Arts and Humanities. Dr. Kaplan anticipates moving to his new position this summer.

FASE Dean Appointment

I am pleased to announce the appointment of Dan L. King as dean of the Faculty of Applied Science and Education effective June 1. Dr. King previously has served as dean of the College of Education at both the University of Wyoming and Arkansas State University. His doctorate in Educational Administration was earned at Wayne State University and past accomplishments reflect a strong record of teaching, scholarship, and professional service.

Search Committee for Associate Vice President for Undergraduate Education

This position, announced in the March 19 College Bulletin, will be filled with an internal search. The deadline for applicants to submit materials is 5 p.m., Monday, April 13.

The composition of the search committee is as follows:

Chairperson:	Mary Davis, Business
Members:	Karen L. Johnson, Academic Skills Center
	Barbara A. Mattai, Social Work
	William I. Mitchell, History and Social Studies
	Sharon L. Raimondi, Exceptional Education
	Eileen M. Schoaff, Mathematics
	Lucy M. Schwartz, Foreign Language
	Robert L. Wood, Design
	Stephanie B. Zuckerman-Aviles, Career Development Center
Student:	To be named
Administrative Liaison:	Dennis Ponton, Academic Affairs

Albert Gore and William Daley Visit Buffalo CityNet

On Feb. 26, Dr. Donald Jacobs, director of the Center for Applied Research in Interactive Technologies and Herbert Cadle, director of Buffalo CityNet at Buffalo State, were asked to meet with Vice President Albert Gore and Secretary of Commerce William Daley in Washington to discuss the Buffalo CityNet project. Buffalo CityNet was selected as a model community technology initiative to be highlighted at the national conference, "Connecting All Americans for the 21st Century."

Dr. Jacobs and Mr. Cadle invited Vice President Gore and Secretary Daley to participate from Washington in an interactive video connection with Buffalo CityNet partners including Buffalo State College, the Buffalo and Erie County Private Industry Council, and the Cattaraugus-Allegany BOCES. After the network connection with Buffalo CityNet, Vice President Gore offered remarks to the general conference participants.

Buffalo CityNet received national press coverage from the Washington Post, AP Wire Service, America Online, and C-Span.

BSC Faculty in NY Times Book Review

The Provost's Office is pleased to inform the academic community that Francis Kowsky, professor of fine arts, received full-page coverage in the Sunday, March 22, New York Times book review section for his book "Country, Park, and City—The Architecture and Life of Calvert Vaux."

Dialogue Across the Disciplines

We are pleased to invite you to a Dialogue Across the Disciplines from 4 - 6 p.m. on Tuesday, April 21 in the Burchfield-Penney Gallery called "The Jazz Experience." A panel discussion will take place from 4 - 5 p.m. with Charles Mancuso, Peggy Farrel, Al Tinney, and Al Wallack, program director of WNED-AM. The program will be moderated by Don Metz. Al Tinney's Jazz'Group will be featured from 5 - 6 p.m.

A reception will follow. We hope you will join us. R.S.V.P. to Joann Seelig at ext. 5903.

Philosophy Lecture

Jan Narveson, Ph.D., professor of philosophy at the University of Waterloo in Ontario, will present "Morality With and Without God" on April 14, at 12:15 p.m. in Butler Library 210.

According to Dr. Narveson, "It is widely thought that somehow, if there were no God, then morality as a source of real ethical guidance would be down the tubes. The thesis of this talk is that this popular view is the reverse of the truth. The general conclusion is that the basic features of Western religion clash with each other in a way that leaves religious approaches to ethics in the most complete shambles one can readily imagine."

Dr. Narveson has written articles and reviews that have appeared in numerous publications. He is the author, co-author, and co-editor of several books and acts as referee for a number of

journals and book publishers. In 1990 Dr. Narveson was inducted into the Royal Society of Canada, which is Canada's highest recognition of scholarly achievement.

Professional Staff Caucus

The Bylaws and Elections Committee for the Professional Staff Caucus will be mailing nomination forms for the following offices: PSC chairperson, PSC secretary, PSC representative, and Faculty/Staff Association Board representative (all two-year terms). Nominations also are being accepted for two college senators (three-year terms) and one representative on the Intercollegiate Athletics Board (one-year term). Forms are to be returned no later than May 1 to Ms. Bonnie Percival, Chairperson, Butler Library 180. Nominations will be received from the floor at the General Membership meeting on May 5. Self-nominations will be accepted.

From the Vice President for Finance and Management

Receipt of Legal Papers Served on the College

SUNY Counsel's Office advises that all college offices should be notified of the procedures to follow regarding the receipt of legal papers of any kind by a campus employee. Accordingly, Buffalo State's procedures are as follows:

The associate vice president for finance and management/comptroller is the college's official liaison to Counsel's Office for the purpose of receipt of service of legal papers on the college, notification of the area of the college affected (required to respond), and decision about who should notify SUNY counsel, the attorney general, or other parties. When legal papers of any kind are served upon a campus employee, the campus liaison should be contacted immediately and the legal papers should be forwarded to the liaison.

If the associate vice president for finance and management/comptroller is unavailable, the referral should be made to the associate vice president for human resource management. If that individual is unavailable, the referral should be made to the senior assistant to the vice president for finance and management.

This procedure is especially important when legal papers request personnel files or information on students. Various other rights, such as those afforded by FERPA, the Personal Privacy Protection law, and collective bargaining agreements are involved in those situations.

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.

Surplus Property Procedures

It is against SUNY policy to sell any state- or Research Foundation-owned equipment without following surplus property procedures. When an item is being surplus, an equipment surplus form is completed by the person in the department who has stewardship over the property. The completed form is forwarded to Richard Saddleson, director of Business Services & Property Control, Clinton Center 207.

If another campus department or state agency wants the item, it is transferred to that department or agency. In cases where no other department or state agency is interested in obtaining the item, the Office of General Services (OGS) then begins disposition procedures. OGS notifies the Business Services Office with instructions to dispose of the item, sell it through a campus surplus sale, or hold the item so that OGS can conduct its own sale or public auction. It is only then that a purchaser can buy the item. This process takes about 90 days.

If the item is not sold at the college sale, not bid on in an OGS sale, or is not sold in a public auction, OGS will issue the college a Local Disposition Authorization (LDA), which permits the property control officer to dispose of it. If the item is sold at a college sale or sold as scrap and moneys are collected, the money is deposited to a general account accessed by Albany.

The surplus process can be avoided only if an item is traded in for a like item. If you have any questions or need further information, call Richard Saddleson at ext. 3169.

Trademark Licensed Product Promotion

The 5-SUNY Campus Trademark Licensing Consortium, representing the SUNY campuses of Western New York, is sponsoring a promotion of officially licensed collegiate products to kick off its newly established world-wide web site, <http://www.avpc.buffalo.edu/services/trademarks>. Save money on officially licensed consortium products with coupons offered by the Buffalo State College Store and other Western New York retailers. These coupons can be found exclusively on the consortium web site. In addition to the coupons, the site provides current campus trademark licensing information for ordering items that incorporate Buffalo State's logo and/or name for your department. The consortium web site also may be accessed through the Information and Campus Services section of the Buffalo State home page.

Open Forums for Professional Staff

The Professional Evaluation and Promotion Team (PEP) invites you to an information session regarding professional evaluations and promotions.

- Are you growing professionally?
- Do you understand the current system?
- Does the current system meet your needs?
- Have you any ideas for improvements?

Review of your performance program and evaluation ahead of time will be helpful. Come share your thoughts and get a progress report from the PEP team's work:

Monday, April 6, at noon in Butler Library 210;
Tuesday, April 7, at 12:15 p.m. in Butler Library 210;
Wednesday, April 15, at 9:30 a.m. in Butler Library 210;
or Thursday, April 16, at 12:15 p.m. in Bulger Communication Center South.

Bring a brown bag lunch.

Computing Services Training Schedule for April 1998

Unless otherwise noted, all classes will be held in CyberQuad 318. You are expected to bring a 3.5" disk formatted for the PC. Call ext. 4611 to register for any of these classes or send e-mail to reynolap. If you use e-mail, you must include your full name, e-mail username, title, department, and phone number. Incomplete e-mail messages will not be accepted for class reservations. Paul Reynolds will reply to your e-mail only if there is a problem with your request.

Introduction to Windows '95

Monday, April 20 9 a.m. - noon

or

Monday, April 20 1 - 4 p.m.

The new systems being delivered to offices and labs on campus come with Windows '95 as the operating system. If you get a new computer, or are upgrading to Windows '95, you will want to take this class to learn how to navigate in the new operating system.

Introduction to Word

Tuesday, April 21 1 - 4 p.m.

Microsoft Word is the new word processing standard for the campus. Come to this class and learn the basics of Microsoft Word and how to convert your old word processing files to the new standard.

Introduction to Access

Tuesday, April 28 1 - 4 p.m.

Access is the relational database that comes with Microsoft Office '95 or '97. It has replaced most other database applications. Attend this class to learn how simple it is to convert from one database to the new Access.

Surfing the World Wide Web**Wednesday, April 29****9 a.m. - noon**

Come learn the history of the "web." Learn what it means to "surf the web." Find out how to use the web to do serious research or just to find fun and interesting sites and how to download and save all that interesting "stuff" you find out there.

Introduction to Excel**Wednesday, April 29****1 - 4 p.m.**

Excel is the spreadsheet application that comes with Office '95 or '97. Excel is replacing Lotus and other spreadsheet applications as computers are upgraded on the campus. Come learn how to do gradebooks, payroll reports, and much more using Excel.

Mail Merge**Thursday, April 30****1 - 4 p.m.**

This class is designed for the experienced user of MS Word. In this class you will learn how to create form letters, envelopes, and mailing labels using Word and Access.

Nuala Drescher Affirmative Action Leave

The State of New York/UUP Affirmative Action Committee has modified the application deadline for Drescher Affirmative Action Leaves. Eligible employees now may submit applications to the committee for fall 1998 leaves on or before the April 30 deadline. Prior to this change, only employees seeking a leave for both the fall 1998 and spring 1998 semesters would have been eligible to apply by the April 30 deadline.

For further information and application forms, please contact the Human Resource Management Office, Cleveland Hall 410, ext. 4821.

Campus Services Work Orders Via E-Mail

The Customer Service Center can now accept work orders through campus e-mail. The address is CSCWO. When submitting a work order via e-mail, please include the following information: name and extension of requester, name and extension of contact person, location of work to be done (building, room, or other identifier), and description of work requested. Please be as specific as possible to ensure proper disposition. If you would like the Customer Service Center to verify that your work order has been received, please type PLEASE VERIFY after the work order description or send it using RETURN RECEIPT REQUESTED e-mail function, if available. If you have any questions, please call Cheryl Byer, coordinator of business systems, at ext. 6111.

First Class Mail

The college has re-implemented first-class presorting and our new mail processing company has some tips to ensure that our mail is expedited. The following tips are recommended by the U.S. Postal Service:

1. Envelopes should be typed instead of handwritten.
2. No marking should appear in the bottom one-half inch of the entire envelope. This includes attention lines.

3. Place the attention line above the street address, not below.
4. When folding letters in thirds, fold them into equal parts to ensure a flat envelope.
5. Enclose stapled sheets in an envelope with the staple in the bottom left corner of the envelope.
6. Remember that the postage meter stamp will not show up on pink or reddish papers.

If you have questions or need suggestions or assistance, please call Anna Murphy, mailroom supervisor, at ext. 5515 or Cheryl Byer, coordinator of business systems, at ext. 6111. We appreciate your efforts.

From the Vice President for Institutional Advancement and Development**Estelle M. Engel Scholarship Fund**

The Buffalo State College Foundation is pleased to announce the establishment of the Estelle M. Engel Scholarship Fund. Mr. Bernard Engel established the scholarship in memory of his wife, Estelle, who had a passion for writing. Estelle never had the opportunity to earn a degree, but her husband has established this scholarship so that today's students who share Estelle's passion and talent for writing may be recognized for their ability with a scholarship in her name.

Based on the following criteria one award in the amount of \$2,500 shall be made each year:

1. Candidates must be undergraduate English or journalism majors at Buffalo State.
2. Candidates must have completed at least 45 semester hours.
3. Candidates must have achieved a cumulative grade point average of 3.0 or greater.
4. Candidates must exhibit evidence of writing ability by submitting at least three writing samples and/or letters of endorsement from faculty in the English and/or Communication Departments.

Faculty and staff are urged to encourage eligible students to apply for this scholarship by April 30.

The dean of the Faculty of Arts and Humanities will oversee the selection process, which will take place in early May. The award will be made for the 1998-1999 academic year.

Cooper-Santora Scholarship

The first Cooper-Santora Scholarship award will be made for the 1998-99 academic year. The Cooper-Santora Scholarship was established by Jerry Cooper, president of Jime Properties Inc., in honor of his granddaughter, Alexa Lynn Santora, and in memory of Irving Cooper.

Candidates must have completed at least 60 credit hours at Buffalo State College and demonstrate unmet financial need as determined by the Financial Aid Office. The scholarship shall be open to all undergraduate students regardless of academic department. Selection shall be made each spring for the following academic year.

The Financial Aid Office shall identify eligible candidates from among all qualified students applying for financial aid for the 1998-99 academic year.

From the Vice President for Student Affairs

Procedure Regarding Disruptive Individuals

In recent months a number of faculty have reported disruptive students in classroom situations. Procedures for handling the problem of disruptive individuals have long been established and are printed below. Any member of the faculty or staff experiencing disruption should use this statement as a guide.

Our faculty and staff are expected to conduct classes or other activities and to perform their assigned responsibilities without disruption. Accordingly, a faculty or staff member has the right to ask any individual who is disruptive or menacing to leave the classroom or vacate the area in which he or she is misbehaving.

The college maintains a "Code of Rights, Freedoms, and Responsibilities of Students" that governs the conduct of students on this campus. This code, in concert with New York State Education Law, strictly prohibits students from physically harming, verbally abusing, or intimidating anyone, or intentionally interrupting a class for purposes of stopping a speaker. All individuals, students or non-students, also are subject to legal recourse under the New York State Penal Code Articles concerning criminal trespass or disorderly conduct and harassment.

Since considerations of due process and an assumption of innocence pervade our judicial system, faculty and staff should be aware of the precautions and procedures necessary to minimize the risk of personal or college liability for violation of an individual's rights. Formal proceedings are required for students to be prohibited from attending or returning to class or other college functions. Misconduct adjudicated through the college judicial system or the conviction of a criminal charge under the Penal Code may result in temporarily or permanently barring individuals from campus activity.

When a student or other individual is deemed to be acting in a disruptive or threatening manner, the following information provided by the vice president for student affairs and vice president for academic affairs will guide faculty/staff who are faced with asking that person to leave and/or barring return to a class or other campus area:

1. In situations where a person is perceived to be a clear danger to himself/herself or to others, the Public Safety Office, ext. 6333, should be called immediately. The Public Safety Office always should be contacted if one believes that the person displaying the behavior is not a student. The responding officer will determine whether an arrest should be made, or, in the case of a student, whether a medical assistance referral to the Health Center, a consultation directive with the Counseling Center, and/or a formal complaint with the College Judicial Board be filed. If a student is perceived to be a danger to himself/herself or to others, the dean of students has the right, under the Buffalo State Code, to recommend that the president impose an interim suspension until the case can be brought to a hearing.

2. Any student, faculty, or staff member may file a charge and refer a student to the college judicial system with or without intervention by a public safety officer. The College Judicial Board can be contacted through the Dean of Students Office, ext. 4618.

3. A faculty or staff member alleging misconduct of a student should be prepared to document that the student was asked to stop inappropriate behavior. When the faculty or staff member actually files charges of alleged misbehavior through the judicial system, documentation such as a description of the behavior; attempts made, if any, to stop the behavior; and any other relevant corroborating evidence must be prepared.

4. In some cases, a course of action, short of referral to the college judicial system, is through a voluntary referral to the College Counseling Center, Porter Hall, lower level, ext. 4436. Counselor-client information remains confidential unless the student is deemed to be a danger to herself/himself or others.

Additional guidance for members of the college community regarding the procedural and due process considerations outlined above, including advice on documentation, is available from the Dean of Students Office, Campbell Student Union 306, ext. 4618.

Intercollegiate Athletics Board (IAB) Elections

Intercollegiate athletics at Buffalo State College provides programs which allow students to develop a lifelong sense of teamwork, fairness, and personal achievement. Our Bengals and Lady Bengals squads compete in Division III of the National Collegiate Athletic Association (NCAA) and adhere to the rules set forth by that organization for athletic contests.

The Intercollegiate Athletics Board (IAB) monitors, reviews, and recommends policy for all of Buffalo State's Intercollegiate Athletic Programs. IAB aims to provide a broad program of intercollegiate athletics, designed to meet the individual needs, interests, and abilities of those who participate.

The board is composed of five students and five members of the college's faculty, staff, and administration. A sixth person, a chairperson, shall be appointed by the president from the faculty, staff, and administration for a total membership of 11. Each of the academic faculties shall have one representative, and there shall be one representative each from the professional staff and administration.

The board is now seeking nominations from the aforementioned campus constituencies. The board meets approximately once a month, with the potential for increased meetings late in the spring semester. The board is responsible for overseeing the Intercollegiate Athletics Program and advises the college president on all intercollegiate activities, including the planning for certain activities, the funding for sports programs, and adherence to policies and procedures.

Ballots have been distributed in the appropriate areas. If you need a ballot or seek more information, please contact Kathleen O'Brien, IAB chairperson, at ext. 3017.

From the Senior Adviser to the President for Equity and Campus Diversity

Appointment

Monique Rhodes has joined the Equity and Campus Diversity Office as a staff assistant. Ms. Rhodes is a graduate of St. Lawrence University. She joins the college after several years of employment as an admissions counselor at Niagara University and with the Liberty Partnership program at Daemen College. Ms. Rhodes will provide technical assistance to faculty and professional search committees in addition to her other duties in the office.

General Policy on Harassment and Discrimination

It is the policy of Buffalo State College to provide an employment and educational environment free from invidious discrimination on the basis of race, color, national origin, gender, sexual orientation, disability, or marital or veteran status.

Religious Holidays

According to the college policy, no person shall be expelled from, or 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 register for or to attend classes, or to participate in any examination, study, or work assignments 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 assignments.

At Buffalo State College, we sharpen this mandate to state and endorse the policy that administering of evaluative examinations on Good Friday, April 10, will not be permitted.

Faculty also should be aware that Passover begins at sunset on Friday, April 10, with important religious observances also being held on April 11 and 12. Passover is an eight-day celebration marking the deliverance of the Jews from slavery in Egypt. "Seder" ceremonies emphasize the concept of freedom.

Students with Disabilities

Faculty are asked to remind students with disabilities who will require special testing accommodations during the Critique and Evaluation Period to contact the Office of Special Services as soon as possible so that appropriate arrangements can be made for final examinations.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, April 17, at 3 p.m. in Butler Library 210.

College Senate Elections

Nominations for Senators

Nominations for the following seats are being accepted: one senator at large, two professional staff senators, two university senators, and two alternate university senators. Please forward all nominations in writing to E.O. Smith, Chairperson of the Bylaws and Elections Committee, College Senate Office, G.C. 417C by April 3.

Election of College Senate Officers

Following the results of the College Senate elections, an organizational meeting of the College Senate will be scheduled to elect the chairperson and vice chairperson of the College Senate for 1998-99, and to elect the chairpersons of the College Senate Standing Committees for 1998-99.

VACANCY NOTICE

April 2, 1998

Review of
Applications Begins

SUNY COLLEGE/ BUFFALO

Assistant Professor	Sociology	4/30/98*
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SUNY SYSTEM ADMINISTRATION/ ALBANY

Senior Programmer Analyst	Administrative Systems	Open
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SUNY/ ALBANY

Financial Aid Adviser	Financial Aid	4/22/98*
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SUNY/ BINGHAMTON

Counselor	Career Development Ctr.	4/21/98*
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Senior Staff Associate	Dean's Office	4/21/98*
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Coordinator	Career Development Ctr.	4/21/98*
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SUNY/ BUFFALO

Assistant/Associate Professor	Rehabilitation Science	4/10/98
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Assistant Professor	Art History	4/10/98
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SUNY/ HEALTH SCIENCE CENTER STONYBROOK

Instructional Support Tech.	Scientific Affairs	4/21/98*
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Asst. Facilities Program Coordinator	ECPP	4/21/98*
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Librarian	Health Sciences Library	4/21/98*
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Lecturer	Social Welfare	4/21/98*
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Assistant/Associate Professor	General Surgery	4/21/98*
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Assistant Professor	Pediatrics	4/21/98*
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SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

Clinical Lab Tech. IV	Clinical Pathology	4/21/98*
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Staff Assistant I (2)	Patient Access Services	4/21/98*
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CTS Anesthesia Associate	Anesthesia	4/21/98*
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Staff Associate	Medicine	4/21/98*
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Vice President	University Relations	4/21/98*
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SUNY COLLEGE/ BROCKPORT

Assistant Professor	Dance	4/17/98
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Assistant Director	Campus Life	4/20/98
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Director	Campus Life	4/20/98
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SUNY COLLEGE/ CORTLAND

Instructional Support Tech. Media Services Open

SUNY COLLEGE/ OSWEGO

Lecturer Art 4/20/98

SUNY COLLEGE/ POTSDAM

Instructor Tuba/Euphonium Studio Open

SUNY/ COLLEGE OF TECHNOLOGY at ALFRED

Instructor Machine Tool Tech. 4/17/98*

Assistant Professor (2) Imaging/Engineering Tech. Open

SUNY/ COLLEGE OF TECHNOLOGY at COBLESKILL

Director Development 4/21/98*

Academic Computer Coordinator Info. Tech. Services 4/21/98*

Instructional Support Assistant Agricultural/Natural Resource 4/21/98*

SUNY/ COLLEGE OF TECHNOLOGY at MORRISVILLE

Assistant Director Student Activities 4/23/98*

SUNY/ENVIRONMENTAL SCIENCE AND FORESTRY

Assistant Professor Watershed Management 8/20/98

*Deadline for receipt of applications.

For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year and is distributed via campus mail. Submit approved, double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 28

April 9, 1998

From the President**Promotions**

Upon the completion of the review procedures at the department, dean, and vice president levels, I am pleased to announce the following promotions:

Promotions to *professor* effective Sept. 1, 1998: Dr. Donald E. Carter (Educational Foundations); Dr. James A. Gold (Educational Foundations); Dr. John F. Beaver (Elementary Education and Reading); Dr. Sharon F. Cramer (Exceptional Education); Mr. Barry R. Yavener (Design); Dr. Maria L. Assad (Foreign Language); Dr. Carol B. Kirby (Foreign Language); Dr. Jill K. Singer (Earth Sciences and Science Education).

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. If an appeal seems warranted, the President's Office should be notified in writing of the intent to appeal by Monday, April 27, 1998.

Curricular Approvals

I have approved the following new courses, course revisions, new minor program, and program revisions that have been recommended by the appropriate dean, the College Senate, and the provost and vice president for academic affairs.

*New Courses:***CIS 600 Multimedia for Educators****CSP 619 Management Systems and Leadership in Higher Education****CSP 620 Strategic Planning and Finance in Higher Education****CSP 630 Group Counseling****CSP 632 Vocational Development and Career Counseling****EAD 702 Educational Leadership Field Experiences****ENG 361 Contemporary Literature**

FRE 411 Studies in French Poetry
 FRE 412 Studies in the French Novel
 FRE 413 Studies in French Theater
 HIS 399 Junior Seminar in Historiography

Course Revisions:

CIS 111 Introduction to Programming
 CIS 604 Authoring for Educators
 COM 304 Broadcast Copywriting
 COM 415 Computer-Assisted Reporting
 CSP 504 Community College Administration
 CSP 616 American Higher Education
 CSP 617 Student Development and Learning
 CSP 618 Student Personnel Administration
 CSP 622 Techniques I: Counseling and Interviewing
 CSP 623 Techniques II: Theories of Counseling for a Multicultural Society
 CSP 624 Internship/Practicum I
 CSP 625 Internship/Practicum II
 CSP 650 Student Assessment: Tests and Measurement
 CSP 651 The Law and Higher Education
 CSP 711 Seminar in Techniques of Counseling and Psychotherapy

New Minor:

Hospitality Administration

Program Revisions:

Broadcasting (0707)
 Communication (0706)
 Educational Computing (6950)
 Journalism (0708)
 Public Communication (0703)
 School Administrator and Supervisor

From the Provost and Vice President for Academic Affairs

Center for Justice and Applied Public Policy

The Criminal Justice Department of Buffalo State has established a Center for Justice and Applied Public Policy.

The newly formed center, in conjunction with local police and criminal justice agencies and organizations, will conduct applied research in a number of policy areas concerning justice issues, such as domestic violence, drugs and crime, police use of force, and minorities in the criminal justice system, according to Dr. Charles Reasons, chairperson of Buffalo State's Criminal Justice Department.

The center's director, Dr. James Fox, professor of criminal justice, is currently working with the Buffalo Police Department and the Research Institute on Addictions on research concerning domestic violence in Buffalo. The center will conduct vital research that will help improve the quality of life in the community. The new center is located in Bulger Communications Center, room 200.

Named to the Center's Advisory Board are:

- R. Gil Kerlikowske, commissioner, Buffalo Police Department
- Robert T. Russell Jr., judge, City Court of Buffalo
- Crystal D. Peoples, majority leader, Erie County Legislature
- J. Patrick Dexter, chairperson, Social Work Department, Buffalo State College
- Dr. Thomas Kinsey, interim dean of graduate studies and research, Buffalo State College
- Dr. Charles E. Reasons, chairperson, Criminal Justice Department, Buffalo State College

Honors Convocation

The 1998 Honors Convocation will be held in Rockwell Hall Auditorium during Bengal Pause on Thursday, April 23.

Guests are invited to report to the auditorium by 12:15 p.m.; the ceremonies will begin promptly at 12:30 p.m. Faculty who attend the Convocation 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 should wear their academic dress and report to the Burchfield Center lobby, third floor, at noon to line up.

All members of the college community are invited to attend this ceremony, and the informal reception following, to honor the achievements of our outstanding students and their faculty mentors.

Exceptional Education Spring Symposium

The third annual Exceptional Education Department Spring Symposium will take place on April 23, 24, and 25. The symposium is a unique opportunity for students, alumni, and members of the educational community of Buffalo State and Western New York to hear a nationally recognized expert present a topic in depth. A \$20 registration fee for Friday includes breakfast and lunch; Thursday and Saturday are free of charge.

Dr. James R. Patton is the 1998 speaker, and the three-part symposium will address issues related to transitions taking place for individuals with disabilities – in school placements and after graduation. Dr. Patton, a well-known author, is a professor at the University of Texas at Austin.

Faculty interested in attending are encouraged to do so. Deadline for registration is April 15. For more information please call Lorraine at 630-4240.

Dr. Anna P. Burrell Scholarship Program

As of Jan. 1, 1998, the Buffalo State College Empire State Minority Honors Scholarship Program has been named the Dr. Anna P. Burrell Scholarship Program in honor of Dr. Anna P. Burrell.

The purpose and goals of the program are:

- The Dr. Anna P. Burrell Underrepresented Minority Scholarship Program is designed to enhance student diversity at the college by increasing the enrollment and support for academically talented minority students.
- A particular focus of the program is placed on the recruitment and retention of students who are traditionally underrepresented at the college (African-American, Hispanic, and Native American).
- Students in the program receive at least a \$1,000 scholarship per year to demonstrate the college's high regard for their academic performance.

Dr. Burrell was a Fulbright lecturer in India and the author of numerous books on psychology in human relations and child guidance. Dr. Burrell earned her bachelor's degree in chemistry and master's degree in medical science from the University of Pennsylvania. She earned her doctorate in psychology and human relations from New York University. Dr. Burrell was active in the Buffalo Council of the State Commission Against Discrimination, the Buffalo Council of the National Conference of Christians and Jews, the Urban League of Buffalo, the National Council of Women in the United States, and numerous other civic and community groups.

1997-98 Anna P. Burrell Awardees

The following students are the 1997-98 recipients of the Dr. Anna P. Burrell Scholarship: Patrick O'Connor, Moshe' Linise Penceal, Shaniece Roberson, Stephanie McClain, Paul Michalski, Jason Sears, Shanee' Brown, Ilka Diaz, Jennifer Navarro Smith, and Uchenna Smith.

Additional information about the program may be obtained by contacting Dr. Leon Smith, director of academic standards and program coordinator, at ext. 5222 or e-mail smithl.

Conference on Instructional Technologies

The State University of New York and FACT (Faculty Access to Computing Technology) is sponsoring the seventh annual Conference on Instructional Technologies, which is hosted by SUNY Cortland, from May 26 - 29. The Conference on Instructional Technologies of the State University of New York is the largest gathering of faculty, staff, and policymakers dedicated to the successful integration of technology and learning. Exciting things are planned during this conference, including 125 informative sessions, 13 special workshops, and dynamic speakers. For more information contact Lynn Wild at ext. 6939.

Dialogue Across the Disciplines

We are pleased to invite you to a Dialogue Across the Disciplines from 4 - 6 p.m. on Tuesday, April 21 in the Burchfield-Penney Gallery called "The Jazz Experience." A panel discussion will take place from 4 - 5 p.m. with Charles Mancuso, Peggy Farrel, Al Tinney, and Al Wallack, program director of WNED-AM. The program will be moderated by Don Metz. Al Tinney's Jazz Group will be featured from 5 - 6 p.m.

A reception will follow. We hope you will join us. R.S.V.P. to Joann Seelig at ext. 5903.

Deadline for Applications for Associate Vice President for Undergraduate Education and Assistant Vice President for Academic Support Services

Applications for associate vice president for undergraduate education and assistant vice president for academic support services are now being accepted. Applicants should submit a letter of application, curriculum vitae, and the names, addresses, and phone numbers of three references to the Search Committee, Academic Affairs Office, Cleveland Hall 519, **no later than 5 p.m. Monday, April 13.** Nominations and applications of persons from underrepresented racial/ethnic groups and women are encouraged.

From the Vice President for Finance and Management**Computing Services Training Schedule for April 1998**

Unless otherwise noted, all classes will be held in CyberQuad 318. You are expected to bring a 3.5" disk formatted for the PC. Call ext. 4611 to register for any of these classes or send e-mail to reynolap. If you use e-mail, you must include your full name, e-mail username, title, department, and phone number. Incomplete e-mail messages will not be accepted for class reservations. Paul Reynolds will reply to your e-mail only if there is a problem with your request.

Introduction to Windows '95

Monday, April 20

9 a.m. - noon

or

Monday, April 20

1 - 4 p.m.

The new systems being delivered to offices and labs on campus come with Windows '95 as the operating system. If you get a new computer or are upgrading to Windows '95, you will want to take this class to learn how to navigate in the new operating system.

Introduction to Word

Tuesday, April 21

1 - 4 p.m.

Microsoft Word is the new word processing standard for the campus. Come to this class and learn the basics of Microsoft Word and how to convert your old word processing files to the new standard.

Introduction to Access**Tuesday, April 28****1 - 4 p.m.**

Access is the relational database that comes with Microsoft Office '95 or '97. It has replaced most other database applications. Attend this class to learn how simple it is to convert from one database to the new Access.

Surfing the World Wide Web**Wednesday, April 29****9 a.m. - noon**

Come learn the history of the "web." Learn what it means to "surf the web." Find out how to use the web to do serious research or just to find fun and interesting sites and how to download and save all that interesting "stuff" you find out there.

Introduction to Excel**Wednesday, April 29****1 - 4 p.m.**

Excel is the spreadsheet application that comes with Office '95 or '97. Excel is replacing Lotus and other spreadsheet applications as computers are upgraded on the campus. Come learn how to do gradebooks, payroll reports, and much more using Excel.

Mail Merge**Thursday, April 30****1 - 4 p.m.**

This class is designed for the experienced user of MS Word. In this class you will learn how to create form letters, envelopes, and mailing labels using Word and Access.

In the News

The new monthly newsletter for Buffalo State College faculty and staff is making its debut this week, and the College Relations Office welcomes your comments, ideas, and article suggestions. Input for the "Achievement" section was impressive, and college relations is eager to continue communicating employee achievements.

All faculty and staff members are invited to submit, on a continuing basis, information about their recent achievements. If you have recently published a book, received an award, presented a workshop, got elected to an office, or have other information you would like to share, please write to college relations in Cleveland Hall 515 or send e-mail to collrel. Please state your name, title, department, and achievement. Items will be printed on a space-available basis.

From the Vice President for Institutional Advancement and Development

Upcoming Alumni Events**Saturday, April 25**

The 30th annual Spring Fashion Show will take place at the Holiday Inn on Niagara Falls Boulevard from 11:30 a.m. - 2 p.m., featuring fashions from Mabel Danahy, Get Dressed, Gymboree, the Shipyard, the Urban Surf and Snowboard Shop, Uncommon Threads, and Ben Garelick Jewelers. Individual tickets are \$18 each, student tickets are \$14, and a table of 10 is \$150.

Sunday, June 7

Toronto day trip to see the musical "The Wizard of Oz" with legendary actors Mickey Rooney and Eartha Kitt. Tickets are \$80 per person; \$75 for BSCAA dues-paying members.

July 23 - 26

Class years ending in 3 and 8 from 1928-1978 return to Buffalo State to reunite and reminisce.

For more information on these events, please call the Alumni Affairs Office at ext.6001.

From the Vice President for Student Affairs

Campus Bookstore Request for Proposals

In order to accomplish major improvements to the facilities and services of the campus bookstore, Buffalo State has recently issued a Request for Proposals (RFP), seeking proposals from vendors for the operation of its on-campus bookstore and for the design and construction of a new bookstore facility. It is anticipated that the college will enter into a 10-year agreement for the provision of this service. A pre-bid conference and site visit was held on Tuesday, April 7. Bids must be received by April 28. Recommendations from the bid evaluation committee are due by May 13. Commencement of services will be required on July 1, 1998, or upon approval of the state comptroller, whichever occurs later. Construction of the new bookstore is to commence on or about March 1, 1999.

The change in bookstore operations will provide a major capital investment toward invigorating and expanding the Student Union to accommodate a new bookstore facility. Students, faculty, and staff will benefit from a new, more accessible, more attractive bookstore along with an anticipated wider variety of goods and services. The RFP requires the vendor to adhere to certain limits in new and used textbook pricing that include prices no higher than list price for new textbooks and no higher than 75 percent of list price for used texts. We also will be retaining the book buy-back program at 50 percent of the current publisher's selling price for a book in good condition; the textbook deferment program; and bookstore return and refund policies that are at least as good as, or more liberal than, current policies.

The change in bookstore operations will not affect the college's continuing commitment to the Faculty Student Association (FSA). FSA itself may elect to submit a bid for operation of the campus store under the terms of the RFP; however, the college, not FSA, must issue the bid for bookstore services, since FSA cannot be permitted to both bid and evaluate bids submitted by other vendors. The college values its relationship with FSA and seeks to continue that relationship. The college will continue to rely upon FSA to provide certain essential services to the campus community.

The RFP requires the vendor to offer employment on a fair trial basis to those bookstore personnel who are presently employed by the bookstore and to exercise its best efforts to effect a smooth and orderly transition for these employees from their current employer to the new vendor.

Students, faculty, and staff will be actively involved in the bookstore bid evaluation process through appointment of representatives to the bid evaluation committee. Students, faculty, and staff also will participate in decisions regarding the use of funds assigned to the college from profits and commissions from the bookstore operation. We expect the college will use those funds to support student and faculty programs and to address other identified priorities. Since these will be state revenues, use of these funds is limited to expenditure categories and processes as determined by the Office of the State Controller; therefore, the college will identify alternate means of funding those programs previously supported by FSA where state funding is not permitted.

Questions about the change in bookstore operations can be addressed to the Vice President for Student Affairs Office, Cleveland Hall 513, ext. 4704.

Recreation Center "All-Nighter"

The Buffalo State College departments of Recreation and Residence Life are hosting the first-ever Recreation Center "All-Nighter." The event will be held on Friday, April 17, from 10 p.m. to 3 a.m. in the Sports Arena. The "All-Nighter" will feature various sports tournaments, such as three-on-three basketball, volleyball, and racquetball. Participants also will have a chance to get in the ring for sumo wrestling, climb a velcro wall, ice skate, and swim. Additionally, there will be spades and dominoes tournaments. The event is free and open to all Buffalo State students, faculty, staff, and their family members. Food, prizes, and giveaways will be available throughout the night. For more information, please contact the Recreation Office at ext. 6603.

Multimedia Alcohol and Substance Abuse Prevention Programs

The Weigel Health Center's Violence and Substance Abuse Prevention Program (VSAPP) is sponsoring several presentations by Mr. Jim Matthews, author of "Beer, Booze and Books," and special assistant to the vice president for student affairs at Keene State College in Keene, N.H. These programs are directed toward students, faculty, and staff and will address topics including tolerance, addiction, academics, acquaintance rape, violence, and sexual dysfunction.

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| Session 1 | Wednesday, April 15
Campbell Student Union Social Hall
7 - 9 p.m. |
| Session 2 | Thursday, April 16
Bulger Communication Center North
12:15 - 1:30 p.m. |

Mr. Matthews also will appear at the April 15 Student Affairs All-Staff meeting, from 3 - 4:30 p.m., in the Moot Hall Restaurant. This presentation, "Beyond Peer Pressure," is open to the campus community.

Mr. Matthews has been recognized by the New Hampshire Legislature for his work in substance abuse prevention. His recent book provides an examination of contemporary college

drinking practices and strategies to help students avoid alcohol problems. We hope you can join us for one of these sessions. Refreshments will be served.

Mildred Campbell Leadership Award

The Mildred Campbell Leadership Award has been established by the Vice President for Student Affairs Office through the LEAD Center to recognize Buffalo State students in the area of leadership. The award is offered annually to three undergraduate students based upon the evaluation of the nominee's record of leadership at Buffalo State, as demonstrated through personal development, organizational leadership, citizenship, and sense of community.

To be eligible, students must be an undergraduate, have completed 24 credit hours at Buffalo State, and have a 2.50 cumulative grade point average. The due date for applications is April 15, by 5 p.m. Applications are available at: the Student Life Office, United Students Government Office, the LEAD Center and the Student Union Information Desk in the Campbell Student Union, Residence Life in Porter Hall, the Student Affairs Office and Career Development in Cleveland Hall, and the Athletics Office in the Sports Arena.

The division of student affairs recognizes the importance of our student leaders to Buffalo State. The Mildred Campbell Leadership Award is intended to be an honor bestowed on exceptional student leaders in recognition of their achievements.

From the Senior Adviser to the President for Equity and Campus Diversity

The President's Initiative on Race: One America in the 21st Century

In June 1997, President Clinton announced the creation of The President's Initiative on Race, an effort to help us become One America in the 21st Century, where we respect others' differences and, at the same time, embrace the values that unite us.

The president is asking all Americans to join him in this effort, which combines thoughtful study, constructive dialogue, and positive action to address the continuing challenge of how to live and work more productively as One America in the 21st Century.

The month of April has been designated by the President's Initiative on Race as a "Month of Dialogue." During this month, the President's Initiative on Race encourages colleges and universities across the nation to take responsibility for leading the nation in race-related events and laying the foundation for building One America.

The Equity and Campus Diversity Office encourages faculty and staff to support this effort by engaging in one or more of the following suggested activities:

- Campus meetings: Participate in the series of campus climate and focus group meetings with students, faculty, and staff to discuss the complex issues of race and diversity on campus. Discuss issues of race within your department and how they impact on your discipline or on issues specific to your classes. Set aside class time to promote further discussion of racial issues.

To assist you in creating an environment for meaningful discussion, the Equity and Campus Diversity Office has copies of the President's Initiative Dialogue Guide. If you are interested in obtaining a copy, please contact the office at ext. 6210.

- Campus-Community Partnerships: Participate in the activities listed below and any other events involving the campus and community:

BSC Community Service Day, Campus Service Learning Volunteer Center

Saturday, April 25

Volunteers will clean up the area and plant flowers on the east side of Buffalo.

Emerge Luncheon/Orientation

Thursday, April 23

The Non-Traditional Student Organization will host a luncheon/orientation for students in the college preparation program at the Educational Opportunity Center.

- Student Leadership and Involvement: Reach out to students from all races on campus and/or in your department and encourage them to convene meetings to discuss issues of race and how they can work together across racial lines.
- Campus Climate Activities: Participate in scheduled events during the month, including lectures on racial issues, films, cultural festivals, and open discussions.

Please refer to postings on campus for times and locations of the events listed below.

International Film Festival, the Senate International Education Committee, the International Student Affairs Office, and the International Student Organization

Europe - Monday, April 13

Germany: "Veronika Voss"

Italy: "Flight of the Innocent"

Africa - Tuesday, April 14

Nigeria: "Things Fall Apart"

Cameroon: "Sango Malo"

Middle East - Wednesday, April 15

Israel: "Black to the Promised Land"

Egypt: "The Mummy"

Asia - Thursday, April 16

China: "To Live"

India: "Co-Passengers"

The Americas - Friday, April 17

United States: "A Great Wall"

Mexico: "Like Water for Chocolate"

Native American Heritage Celebration, the Native American Student Services

Friday, April 10

Presentation: "Native Films and Filmmaking"

Friday, April 17

Film: "POWER: The James Bay Cree vs. Hydro Quebec"

Monday, April 20

Film/Discussion: "Broken Chain"

Friday, April 24

Traditional Social Dance and Potluck Dinner

International Cultural Fiesta, the International Student Organization

Saturday, April 18

A cultural celebration with music, dance, and arts and crafts.

Caribash '98, the Student Union Board, the Faculty Student Association and the United Students Government

Saturday, April 25

A music affair featuring Main Street Crew, MOB, and the OSHA band.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year and is distributed via campus mail. Submit approved, double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 29

April 16, 1998

From the President

126th Commencement Exercises

I am pleased to invite the campus community to participate in commencement exercises on Saturday, May 16, in the college Sports Arena. Commencement is the most significant event of the academic year, and the full involvement of our Buffalo State College faculty and staff is tremendously important to our graduates, their families and friends, and to the community at large. I strongly encourage all faculty and professional staff to participate in the academic processions, and all members of the campus community to assist with graduation processional lines and to serve as ushers.

This year, for the first time in many years, commencement exercises will be held on a Saturday. This change is intended to accommodate the schedules of our graduates and their families. The rapid rate of student registration for commencement indicates that we can expect record-setting student attendance as a result. Faculty and staff participation, therefore, becomes especially important. Kindly contact Barbara Fago in the College Relations Office at ext. 4201 if you are able to join us at this most important event honoring our 1998 graduates. The College Store is still able to accommodate those who wish to rent a cap and gown; call ext. 5509.

This year's activities promise to be memorable and meaningful. Mr. Avery Brooks, educator and accomplished actor, and Mr. Kevin O'Connell, Emmy award-winning broadcaster and Buffalo State alumnus, will address the graduates at both the 9:30 a.m. and 1 p.m. baccalaureate ceremonies.

We are pleased and very proud to announce that Mr. Carl Hayden, chancellor of the New York State Board of Regents, will deliver the commencement address at the 5 p.m. master's hooding and C.A.S. ceremony.

(Continued)

From the Provost and Vice President for Academic Affairs

Cancellation of CELT Session

Please note that the session "Exploring the Transmission of Liberatory Pedagogy: Critical and Creative Conceptualization, Practical Usages, and Presence at a Distance," with Professor Anthony Neal and Professor Sarah Slavin, scheduled for Tuesday, April 21, has been **canceled**.

Internship Supervisors' Reception

The Buffalo State College Student Personnel Administration graduate program, Faculty Student Association, and Graduate Association of Student Personnel Administration are hosting the fourth annual Internship Supervisors' Reception. The event will be held on Wednesday, April 22, from 5 to 7 p.m. in the Oak Room of Moot Hall. The reception recognizes and shows appreciation for the internship supervisors who have given their time and experience to help guide future professionals. This event is open to all faculty, staff, and students of Buffalo State. We hope you will join us. R.S.V.P. to Alisa Trost at ext. 5925.

Honors Convocation

The 1998 Honors Convocation will be held in Rockwell Hall Auditorium during Bengal Pause on Thursday, April 23.

Guests are invited to report to the auditorium by 12:15 p.m.; the ceremonies will begin promptly at 12:30 p.m. Faculty who attend the Convocation 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 should wear their academic dress and report to the Burchfield Center lobby, third floor, at noon to line up.

All members of the college community are invited to attend this ceremony, and the informal reception following, to honor the achievements of our outstanding students and their faculty mentors.

State-Mandated Class

"Identifying and Reporting Child Abuse/Maltreatment," a state-mandated two-hour class, is being offered by the Center for Development of Human Services for educators, health care professionals, and school administrators Saturday, April 25, from 10 a.m. to 12:30 p.m. in the Center for Development of Human Services office, 1685 Elmwood Ave. For pre-registration, applicable fee, additional information, and a schedule of future offerings, please call 876-7600.

From the Vice President for Finance and Management

Assistant Director of Public Safety Named

I am very pleased to announce the appointment of Roger R. Wisniewski as assistant director of public safety effective April 16. Mr. Wisniewski has been employed at Buffalo State in the Public Safety Department since 1972. He began his career at the college as a public safety officer II and, since 1980, has served with distinction as a lieutenant in the department. Mr. Wisniewski has earned master's degrees in both criminal justice and student personnel administration from Buffalo State and has taught criminal justice at the city campus of Erie Community College. His experience and leadership will serve the department and the college well.

From the Vice President for Student Affairs

Anonymous HIV Testing at Weigel Health Center

On April 23, The New York State Department of Health will offer one day of free, anonymous HIV testing at the Weigel Health Center. The testing will be open to students, faculty, and staff. This will be the third time over a nine-month period that the Weigel Health Center and The New York State Department of Health have collaborated to offer this special initiative program to the Buffalo State community. No names or identifying information will be recorded, and there will be no documentation that testing was requested or performed. If you or anyone you know is interested in HIV testing, please call ext. 6715. An appointment for HIV counseling and testing will be assigned. No names will be used.

From the Senior Adviser to the President for Equity and Campus Diversity

The President's Initiative on Race: One America in the 21st Century

As described in the April 9 issue of the College Bulletin, The President's Initiative on Race has called for all college campuses to engage in constructive dialogue related to issues of race and diversity. The Equity and Campus Diversity Office supports the President's Initiative on Race and encourages faculty and staff to participate in the cultural activities listed below.

Monday, April 20

Film/Discussion: "Broken Chain"

Sponsor: Native American Student Services

Bulger Communications Center North, 7 - 9 p.m.

Thursday, April 23

Discussion: "Ethnicity: You are a Descendant of How Many Races?"

Sponsor: Caribbean Student Organization

Campbell Student Union 419, 7 p.m.

VACANCY NOTICE

April 16, 1998

Review of
Applications Begins**SUNY COLLEGE/ BUFFALO**

Assistant/Associate Professor	Elementary Education and Reading	5/1/98
Engineer	Facilities Planning	5/15/98*
Staff Assistant	Alumni Affairs	5/31/98*

SUNY SYSTEM ADMINISTRATION/ ALBANY

Senior Staff Assistant	International Programs	4/30/98*
Director	Admissions	4/30/98*
Instructional Support Assistant	Art Museum	5/6/98*

SUNY/ BINGHAMTON

Senior Staff Assistant	Nursing	4/8/98*
Professor	Nursing	5/1/98*
Assistant Professor	Nursing	5/1/98*

SUNY/ BUFFALO

Senior Staff Assistant	General Library/Access Services	4/28/98*
Professor	Gynecology	4/24/98*

SUNY/ HEALTH SCIENCE CENTER at BROOKLYN

Instructional Support Technician (2)	Surgery	4/28/98*
Assistant Professors (2)	Psychiatric	3/30/98*
Physical Therapist III (2)	Orthopedic Surgery	4/28/98*
Instructor (5)	Psychology	4/24/98*

SUNY/ HEALTH SCIENCE CENTER at SYRACUSE

Staff Assistant I	Radiology	4/28/98*
Respiratory Therapist II (2)	Respiratory Care Services	Open
Instructional Support Associate	Animal Resources	Open
Staff Assistant	Hospital Purchasing	Open
CTS Cardiology Associate	Cardiology	Open
Instructional Support Specialist	IM&T- Customer Support Services	4/28/98*
Budget Coordinator	Fiscal Services Division	Open
CTS Anesthesia Associate	Anesthesia	Open
Physical Therapist II	PM&R - Physical Therapy	Open
Staff Assistant	Healthcare Teleservices	Open
Director	Respiratory Care Services	Open
Clinical Lab Tech (2)	Clinical Pathology	5/5/98*
Medical Records Assistant	Clinical Data Services	5/5/98*
Instructional Support Specialist	Emergency Medicine	5/5/98*

SUNY COLLEGE/BROCKPORT

Director for Telecommunications	Facilities and Planning	4/24/98*
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SUNY COLLEGE/ GENESEO

Assistant Professor	Piano	5/15/98*
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SUNY COLLEGE/OLD WESTBURY

Counselor	Student Health and Counselor	5/14/98*
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SUNY COLLEGE/ OSWEGO

Acquisition Specialist	Curriculum and Instruction	5/1/98*
Assistant Professor	History/Popular Culture	5/15/98*
Assistant Professor	European/World History	5/15/98*

SUNY COLLEGE/PLATTSBURG

Instructors/Lecturers	Arts and Science	4/24/98
Assistant Professor	History	Open
Provost and Vice President	Academic Affairs	Open
Assistant Professor	Women's Studies	4/24/98
Adjunct Faculty	Center for Lifelong Learning	Open
Assistant Professor	Biological Sciences	Open
Assistant Professor	Theatre	Open
Staff Assistant	Facilities	Open
Assistant Professor	Economics	Open
Assistant to President	President's Office	Open
Vice President	Student Affairs	Open
Assistant Professor	English	Open

SUNY COLLEGE/ POTSDAM

Counselor/Adviser	Admissions/Financial Aid	4/20/98*
Assistant Professor	History	4/30/98*

SUNY COLLEGE/ PURCHASE

Assistant Professor	Chemistry	5/1/98*
Staff Assistant	Finance and Administration	4/28/98*

EMPIRE STATE COLLEGE

Assistant Professor	Business, Management and Economics	4/30/98*
Assistant Professor	Social/Behavioral Science	5/1/98*
Assistant Librarian	Library	5/15/98*

SUNY/ COLLEGE OF TECHNOLOGY at ALFRED

Staff Assistant	Information Technology	4/28/98*
Help Desk Assistant	Information Technology	4/28/98*
Bakery Instructor	Culinary Arts	4/16/98*
Video Technician	Instructional Technologies	5/5/98*

SUNY/COLLEGE OF TECHNOLOGY at CANTON

Admissions Counselor	Admissions	5/5/98*
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SUNY/ OPTOMETRY COLLEGE / NEW YORK

Media Resources Manager	Media Center	4/28/98*
Staff Assistant	Media Center	4/28/98*
Senior Staff Assistant	Learning Disabilities	5/5/98*

SUNY/COLLEGE at MERITIME

Admissions Adviser	Admissions	5/5/98*
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SUNY/COLLEGE at FARMINGDALE

College Registrar	Registrar	5/5/98*
Chief Aircraft Mechanic	Aerospace Technologies	5/5/98*

SUNY/COLLEGE of ENVIRONMENTAL SCIENCE AND FORESTRY

Associate Director
Senior Staff Assistant

Undergraduate Admissions
Development Office

5/5/98*
5/5/98*

*Deadline for receipt of applications.

For further information, detailed notices may be viewed in the Human Resource Management Office, GC 403.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year and is distributed via campus mail. Submit approved, double-spaced copy, accompanied by an IBM disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1997-98 publication schedule: Aug. 28; Sept. 4, 11, 18, 25; Oct. 2, 9, 16, 23, 30; Nov. 6, 13, 20; Dec. 4, 11, 18; Jan. 15, 22, 29; Feb. 5, 12, 19, 26; March 5, 12, 19; April 2, 9, 16, 23, 30; May 7, 14, 21; June 18; July 30.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 30

April 23, 1998

From the President

Transfer Credit Policy Revision

At the March 13 College Senate meeting, the Standards for Students Committee proposed a Transfer Credit Policy Revision. The current policy, published in the Undergraduate Catalog, Page 11, states:

"A maximum of 91 semester hours may be transferred from other accredited institutions, no more than 65 hours of which may be transferred from two-year colleges.

"No credits earned at a two-year institution after a student has earned upper division status (57 credits or more) or earned an associate's degree will be transferred."

The senate passed a recommendation that the current policy be revised to read:

"A maximum of 91 semester hours may be transferred from other accredited institutions with no more than 66 hours transferred from two-year colleges."

The senate also recommended that the next line be eliminated:

"No credits earned at a two-year institution after a student has earned upper division status (57 or more hours) or earned an associate's degree will be transferred."

This policy change would require that the current statement in the Undergraduate Catalog Pages 43 and 44, "Any credits taken at a two-year institution after a student has achieved upper-division status cannot be applied to degree requirements," be revised as well. The senate passed a recommendation to change this statement to:

"No more than 66 hours can be transferred from a two-year college."

I thank the committee for its recommendation and hereby approve the revisions to the Transfer Credit Policy.

(Continued)

SUNY Mission Review Process

Peter D. Salins, provost and vice chancellor of the State University, has officially launched the Mission Review initiative for all institutions in the SUNY system. Each campus has received a package, including a white paper, describing the purpose of Mission Review and a set of questions about each institution's strengths, educational niche, future plans, and objectives. We have been asked to respond to the provost by May 1, 1998, with preliminary information about Buffalo State College, focusing on those qualities that make the institution distinctive, the challenges the college faces, and what role(s) BSC plays (or might play) within the SUNY system. The final Mission Review document is due in Albany by Sept. 30, 1998.

Even though we have completed several of the significant steps in this process there is still much work to do. I have appointed Dennis Ponton, associate vice president for planning and resources in academic affairs, as the chairperson of the committee that will facilitate this process. The full committee will be announced in next week's Bulletin. I also have asked the College Priorities Task Force to assist with this process by beginning to review the Strategic Directions developed in the vice presidential areas. Considering the deadlines that must be met, much of this work will have to be done in the summer months. I have asked the chairperson of the College Senate to consider convening the senate executive committee over the summer for consultation purposes. Copies of the mission guidance document will be available for the campus community to review by April 27, 1998, in the following locations: Butler Library Reference Desk, department chairpersons' offices, and vice presidents' offices.

Bilingual Certification in Speech Language Pathology

Buffalo State College has received approval from the State Education Department for the addition of bilingual certification for the program in Speech Language Pathology leading to a master of science in education degree. The need for bilingual speech language pathologists is recognized nationally. This will be one of the few speech language pathology programs with bilingual training in the United States and the only one in upstate New York. This program extension is an interdisciplinary effort between the Exceptional Education and Speech Language Pathology departments.

Twenty-five Year Employees Luncheon

I am pleased to invite the college community to a luncheon honoring faculty and staff who are in their 25th year of service at BSC. The luncheon will be held on Thursday, May 7, at 12:15 p.m. in the Moot Hall Restaurant. I sincerely hope that many of you will be able to join me to recognize your colleagues on this milestone in their professional careers. The persons being honored this year are:

Mary Ellen Aquilina, Campus Switchboard; Geraldine E. Bard, English; Shirley A. Bennett-Fenty, Academic Skills Center; Dennis Bernas, Bookstore; Frank P. Diulus, Educational Foundations; William E. Engelbrecht, Anthropology; Gisele C. Feal, Foreign Languages; Emanuel J. Fried, English; Marie S. Geise, Anthropology; Grace Gottlieb, Bookstore; Lee Ann Grace, International Education; Robert E. Horvat, Earth Sciences and Science Education; Frederick C. Howe, Educational Foundations; Francis S. Lestingi, Earth Sciences and Science Education; Nancy J. Lund, Speech Language Pathology; John E. Mack, Earth

Sciences and Science Education; Slawko F. Medinac, Budget and Information Services; Joseph J. Moran, Educational Foundations; John G. Murtaugh, Earth Sciences and Science Education; Carol A. Phillips, Financial Aid; Arthur Pietraszewski, Campus Services; Carol J. Richards, Butler Library; Om P. Rustgi, Physics; Dennis E. Swain, Campus Services; Marianne Vallet-Sandre, Design; David Wegenast, Center for Development of Human Services; Idajean Windell, Exceptional Education.

Please see the following notice for details on reservations.

Twenty-five Year Employees Luncheon Reservations

The cost of the luncheon is \$11.85 per person, which includes choice of entree (filet of sole stuffed with crabmeat, chicken parmesan, prime rib of beef au jus, or vegetarian lasagna), wine, and non-alcoholic beverages.

Those interested in attending the luncheon should deliver a check, payable to the Buffalo State College Foundation, to Ms. Cathy Cook in Cleveland Hall 517 by Thursday, April 30, indicating choice of entree.

From the Provost and Vice President for Academic Affairs**Critique and Evaluation Period (CEP)**

Critique and Evaluation Period for spring 1998 will take place on Monday, May 11; Tuesday, May 12; Wednesday, May 13; and Thursday, May 14. A Study Day will be held on Friday, May 8. CEP definition: The purpose of CEP is to provide a single class meeting during which faculty and students will have an extended period of uninterrupted time to conduct appropriate end-of-course activities. The CEP is designed for classes that meet more than once a week during the semester. Classes (evening or day) meeting only once a week have sufficient time for final evaluation; therefore, they will follow their regular schedule (exams to be scheduled during CEP).

The following regulations govern the Critique and Evaluation Period:

- A. A Study Day will occur the weekday immediately prior to the start of CEP. Evening classes meeting only one time per week will not have a study day.
- B. All instructors are expected to meet their classes at the scheduled time during CEP and to choose an appropriate activity which reflects the academic goals of the course and the intent of CEP: for example, an exam, a review, critique of papers, course summation, individual presentations or demonstrations, etc.
- C. Instructors will not schedule a final exam prior to CEP. Instructors may not change the date and time of their final class period during CEP. In case of emergencies, confer with appropriate dean and notify VPAA.
- D. CEPs will be scheduled for one-hour-and-fifty-minute periods. Instructors are not to increase or decrease the scheduled CEP time.
- E. In case of emergencies that would close the school, CEPs scheduled for the time of the closing will be rescheduled, as appropriate.

- F. Faculty members must post office hours during which they will be available during CEP week to meet with students.

Alive & Well: Faculty/Staff Wellness Program

"Spring Into Health"

Spring is a great time to refresh and recharge yourself. Taking care of yourself should be a priority. Take a one-hour break and enjoy one or several of our spring health and wellness sessions. Please register by calling ext. 5109, e-mail: odonnelj, or send mail to Houston Gym 219, indicating the date, the session, your name, and campus phone.

Tuesday, April 28

12:15 - 1:15 p.m.

Margaret Grant Lounge, Caudell Hall

Cholesterol and Your Heart: The Role of Good Nutrition and its Impact.

Christine Doran, R.D. from Kenmore Mercy Hospital's Wellness Connection, will explore ways to control your cholesterol through healthy eating and increase your understanding of the risks associated with high cholesterol.

Wednesday, April 29

noon - 1 p.m.

Bengal Club Room, Houston Gym 104

Aromatherapy: Opening the Treasure Chest Sense

Joann Tomasulo, certified aromatherapist and educator, will introduce aromatherapy and the role it can play in stress reduction and relaxation.

2:30 - 3:30 p.m.

Clinton Center Cafeteria

Cholesterol - Understanding the Details

Linda O'Donnell and A&W interns will help clarify your questions about the role cholesterol plays as a risk factor for heart disease. Do you understand the difference between HDL and LDL cholesterol? What questions should you be asking your doctor?

Thursday, April 30

12:15 - 1:15 p.m.

Houston Gym 208

Massage Techniques for Relaxation

Maria Kojouharov, massage therapist, invites you to try some relaxing massage techniques that you can learn and utilize to help relieve stress and muscle tension.

12:15 - 1:15 p.m.

Margaret Grant Lounge, Caudell Hall

Homeopathy: Another Approach to Your Health Care

Sally Williams, clinical homeopathy specialist, will look at the resurgence of homeopathy. This ancient medical system offers effective ways to assist the body's natural ability to resist disease.

4 - 5 p.m.

Houston Gym 208

My Aching Back

Dr. Matthew Krieger, chiropractor, will examine the important role a healthy back plays in keeping you free from back pain. Do you know how to avoid back injury? What should you do if you injure your back? What can the chiropractor do for the patient?

State-Mandated Class

"Identifying and Reporting Child Abuse/Maltreatment," a state-mandated two-hour class, is being offered by the Center for Development of Human Services for educators, health care professionals, and school administrators Thursday, May 7, from 7 - 9:30 p.m. at the Center for Development of Human Services Office, 1685 Elmwood Ave. For pre-registration, applicable fee, additional information, and a schedule of future offerings, please call 876-7600.

From the Vice President for Finance and Management

Sale of Surplus College Property

The Business Services Office will conduct a sale of surplus college property on May 9. Items may be viewed only from 9 to 11 a.m. Information regarding the sale may be obtained from Richard Saddleson, director of business services, Clinton Center 207, ext. 3169.

Commencement '98

Commencement ceremonies are approaching quickly, and the excitement is mounting. This year's celebration will be held on Saturday, May 16, in the college Sports Arena.

Some Buffalo State faculty and staff members will be participating in this year's celebrations in dual roles – as marchers or ushers, and as proud relatives of a graduate of the class of 1998.

If you have a son, daughter, or other family member who will be participating in this year's commencement exercises, we'd like to know. Please contact Barbara Fago in the College Relations Office at ext. 4201. Thank you.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, May 8, at 3 p.m. in Butler Library 210.

Resolutions

On March 13 the College Senate passed the following resolutions that have been forwarded as recommendations to the president:

Regarding the Transfer Credit Policy: that the current policy be revised to read: "A maximum of 91 semester hours may be transferred from other accredited institutions with no more than 66 hours transferred from two-year colleges."

The senate also recommended that the following be eliminated from the current policy: "No credits earned at a two-year institution after a student has earned upper division status (57 or more hours) or earned an associate's degree will be transferred."

This policy change would require that the current statement, "Any credits taken at a two-year institution after a student has achieved upper-division status cannot be applied to degree requirements," be changed to, "No more than 66 hours can be transferred from a two-year college."

On April 17, the College Senate passed the following resolutions that have been forwarded as recommendations to the president:

From the Professional Welfare Committee regarding RFP for the College Bookstore: That the committee evaluating the Bookstore be chosen from the constituency of the College Senate; and that the chairperson of the College Senate provide the president with a list of recommended faculty, staff, and students from which (as appropriate) the committee could be chosen.

That the timeline for review of the bids be extended beyond May 13, 1998.

From the Standards for Students Committee: A revision to the current graduate grading policy:

"A graduate course may be repeated only once. A student may repeat a course for which a C-, D+, D, or E grade is earned. A weighted average, one-third original grade and two-thirds repeat grade, will be used to determine the final course grade. Both grades will be reflected in the cumulative G.P.A. This repeat policy excludes grades earned in the culminating courses master's project (690) and master's thesis (695/795)."

Curricular Items

The following courses/programs have been approved by the College Senate Curriculum Committee and will be forwarded to the president for final review and approval:

Course Revisions:

FRE 101-102 Beginning French I-II
FRE 201-202 Intermediate French I-II
GER 101-102 Beginning German I-II
GER 201-202 Intermediate German I-II
ITA 101-102 Beginning Italian I-II
ITA 201-202 Intermediate Italian I-II
SPA 101-102 Beginning Spanish 101-102
SPA 201-202 Intermediate Spanish
ENG 310 Modern European Literature

Program Revision:

Spanish 7-12 (0656) Secondary Education

New Courses:

FRE 110 Accelerated Beginning French
FRE 210 Accelerated Intermediate French
DES 312 History of Craft: Industrial Revolution to the Present
DES 479 Multimedia Computer Design
SLA 608 Neuromotor Speech Disorders and Dysphagia Across the Life Span
SLA 623 Acquired Language Disorders
THA 437 Set Design II
THA 333 Scene Painting
EXE 607 Special Education Law

The following items have been received in the College Senate Office and forwarded to the Curriculum Committee for review:

Course Revision:

CHE 322 Biological Chemistry. Discussion of structure and functions of substances of biochemical interest found in living systems, supplemented by illustrative laboratory work. Classification: Required of dietetics and criminalistics majors and chemistry minors. Elective for all other students except chemistry majors.

Program Revision:

Geology (0727)

Student Learning Symposium

The University Faculty Senate has identified the theme "Fifty Years of Making a Difference: Keeping and Renewing the Promise" as part of the celebration of the 50th anniversary of the State University of New York. In keeping with this theme, the Student Life Committee of the University Faculty Senate is presenting a "Student Learning Symposium: The Integration of Academic and Student Life" on Nov. 12 and 13.

"A Preliminary Announcement and Call for Presentations" for the symposium has been released and is available for your review in the College Senate Office. All proposals received from SUNY faculty and staff by June 12 will be considered.

The Student Life Committee feels that student learning is an ideal topic for a celebration of the University's 50th anniversary. This symposium also represents a unique collaboration among governance groups, professional organizations, system administration, and the board of trustees.

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Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 31

April 30, 1998

From the President

Bookstore Proposals

I hereby accept the April 17, 1998, recommendation of the College Senate Professional Welfare Committee regarding the College Store, "That the committee evaluating the bookstore be chosen from constituencies of the College Senate; and that the chair of the College Senate provide the president with a list of recommended faculty, staff, and students from which (as appropriate) the committee could be chosen."

I appreciate the suggestion of the Professional Welfare Committee, "That the timeline for review of bids be extended beyond May 13, 1998." The review process, however, is regulated by state purchasing law, which determines the procedures for issuing and responding to Requests for Proposals.

I thank the committee for its recommendations.

From the Provost and Vice President for Academic Affairs

1997-98 President's Awards for Excellence: Extension of Deadline for Nominations

Following consultation with the deans, we wish to extend the deadline for nominations for the 1997-98 President's Awards for Excellence in Teaching; Excellence in Librarianship; Excellence in Service to the College; Excellence in Academic Advisement; and Excellence in Research, Scholarship, and Creativity. Committees are being established to review nominations for these various awards.

Those interested in nominating someone for the President's Awards for Excellence are referred to the Directory of Policy Statements (DOPS), VI:15, available in departmental offices or the Butler Library reserve room. DOPS contains a complete set of policies and procedures that govern the criteria and requirements for these awards. Information and

(Continued)

guidelines also may be obtained from each of the dean's areas or the Academic Affairs Office, Cleveland Hall 519. Please note that the President's Award for Excellence in Service to the College is open to all full-time college employees.

Nominations for the President's Awards for Excellence will be accepted in the Academic Affairs Office until Wednesday, May 6. Announcement of the award recipients will be made in late spring.

Preliminary Announcement and Call for Presentors for "The Student Learning Symposium: The Integration of Academic and Student Life"

The Student Life Committee of the senate is presenting a "Student Learning Symposium: The Integration of Academic and Student Life" on Nov. 12 and 13, in Utica/Rome. The theme for this symposium supports the University Faculty Senate theme "Fifty Years of Making a Difference: Keeping and Renewing the Promise." Sponsors invite faculty and staff to submit abstracts for presentation that describe strategies to enhance student learning in all aspects of college and university life.

Submission of Abstracts

Abstracts may be submitted by June 12 to:

David L. Anderson, Chairperson

Student Life Committee

University Faculty Senate

Binghamton University

Couper Building, Room 220

P.O. Box 6000

Binghamton, N.Y. 13902-6000

The format for presentations will be:

Papers - Papers selected for presentation at the symposium will be published in symposium proceedings. Sessions are scheduled for 45 minutes with adequate time for question and answer discussions. Use of handouts is encouraged.

Demonstrations - Presenters will demonstrate or discuss innovative and/or highly successful initiatives that promote student learning. Audience participation and handouts are encouraged. Sessions are scheduled for 75 minutes.

Posters - A poster session will be conducted at a reception during the evening opening of the symposium. Presenters will offer demonstrations, displays, and handouts, and be available for discussion of their topics.

Abstracts - A compendium of presentation abstracts submitted for consideration will be published following the symposium. Therefore, it is imperative that authors follow the specific format requirements to permit publications with no necessary editing. Abstracts will be considered by a committee selected from the faculty and staff members of the sponsoring organizations. The deadline for submission is June 12. Authors will be notified by July 10.

Symposium proceedings, including all abstracts submitted and papers selected for presentation, will be published and made available to members of the sponsoring organizations. For more information please contact Mr. Anderson at (607) 777-4789 or e-mail: anderson@binghamton.edu.

Student Art and Design Show and Sale

The Buffalo State Art Education, Fine Arts, and Design departments are hosting the first year-end Student Art and Design Show and Sale. This event is planned as part of graduation weekend festivities and will be held in Upton Gallery on Friday, May 15, from noon - 8 p.m. and on Saturday, May 16, from 11 a.m. - 4 p.m. This event will feature exciting works in a variety of media. Here is a great opportunity to find that unusual gift at a reasonable price and help support our students at the same time.

From the Vice President for Finance and Management

Environmental Protection Agency Certificate of Achievement

Once again, Buffalo State has been awarded the Green Lights Certificate of Achievement from the United States Environmental Protection Agency. Mr. Gary Kent, director of facilities maintenance, who has headed the college's participation in this voluntary program for many years, accepted the 1997 award on behalf of the college. The award is presented in recognition of the college's voluntary commitment to energy efficiency that has resulted in lower operating costs for the college and cleaner air for the region.

Computing Services Training Schedule for May 1998

Unless otherwise noted, all classes will be held in CyberQuad 318. You are expected to bring a 3.5" disk formatted for the PC. Call ext. 4611 to register for any of these classes or send e-mail to reynolap. If you use e-mail, you must include your full name, e-mail username, title, department, and phone number. Incomplete e-mail messages will not be accepted for class reservations. Paul Reynolds will reply to your e-mail only if there is a problem with your request.

Introduction to Windows '95

Tuesday, May 5 9 a.m. - noon

or

Wednesday, May 13 1 - 4 p.m.

The new systems being delivered to offices and labs on campus come with Windows '95 as the operating system. If you get a new computer or are upgrading to Windows '95, you will want to take this class to learn how to navigate in the new operating system.

Introduction to Word

Wednesday, May 6 9 a.m. - noon

Microsoft Word is the new word processing standard for the campus. Come to this class and learn the basics of Microsoft Word and how to convert your old word processing files to the new standard.

Introduction to Excel**Thursday, May 7 9 a.m. - noon**

Excel is the spreadsheet application that comes with Office '95 or '97. Excel is replacing Lotus and other spreadsheet applications as computers are upgraded on the campus. Come learn how to do gradebooks, payroll reports, and much more using Excel.

Introduction to Access**Monday, May 11 1 - 4 p.m.**

Access is the relational database that comes with Microsoft Office '95 or '97. It has replaced most other database applications. Attend this class to learn how simple it is to convert from one database to the new Access.

Creating Web Pages**Tuesday, May 12 9 a.m. - noon**

This class will show you how to use HTML to create a web page. You also will create a second page using the web editor built into Netscape Gold 3.01.

Surfing the World Wide Web**Thursday, May 14 9 a.m. - noon**

Come learn the history of the "web." Learn what it means to "surf the web." Find out how to use the web to do serious research or just to find fun and interesting sites and how to download and save all that interesting "stuff" you find out there.

Intermediate Windows '95**Monday, May 18 9 a.m. - noon**

This class will review moving around in the window's environment, including how to create folders, rename files, and how to find files and folders once they've been created. You also will learn how to use the briefcase function of Windows '95. This session will show you how to create shortcuts and add applications to your Start and Start-Up menus.

Advanced Excel**Wednesday, May 20 9 a.m. - noon**

This class will review some of the basic operations of Excel. You will learn how to use macros and other built-in functions of worksheets, including linking to other sheets and linking a worksheet to a Word document.

Mail Merge**Thursday, May 21 9 a.m. - noon**

This class is designed for the experienced user of MS Word. In this class you will learn how to create form letters, envelopes, and mailing labels using Word and Access.

Sale of Surplus College Property

The Business Services Office will conduct a sale of surplus college property on May 9. Items may be viewed from 9 to 11 a.m. Information regarding the sale may be obtained from Richard Saddleson, director of business services, Clinton Center 207, ext. 3169.

From the Vice President for Institutional Advancement and Development

Academic Convocation Speaker's Honorarium Endowment Established

Dr. Vern Bullough, former dean of the Faculty of Natural and Social Sciences, has established an endowed Vern and Bonnie Bullough Academic Convocation Speaker's Honorarium Fund at Buffalo State. Annual interest from the fund will make possible a stipend for speakers featured at the fall convocation each year. The first sponsored speaker will be honored in September 1998.

During his years at Buffalo State, Dr. Bullough also had established endowed award funds in each of the departments in the Faculty of Natural and Social Sciences at the college in memory of his son, David.

"Night in Nairobi" Recap

An African motif, complete with blazing torches and drumming tribal rhythms, set the mood at the Buffalo State College Foundation's annual scholarship fundraiser gala, "A Night in Nairobi."

The event, which took place on Saturday, April 18 in the Mildred Campbell Social Hall on the Buffalo State campus, was a complete success, raising over \$50,000 for the BSC Scholarship Fund.

Kevin O'Connell, chief weather anchor for WGRZ-TV Channel 2, served as the master of ceremonies for this exciting event that was hosted by Buffalo State President Muriel A. Moore and the college's Foundation Chair James Brandys, '71, '73.

Following an hour-long cocktail reception, guests enjoyed dinner prepared by Just Pasta. The real excitement started after dinner with the live auction. A variety of items were available for bid, including a walk-on role in the NBC television drama *Homicide: Life on the Street*, donated by Tom Fontana, Buffalo State graduate and writer/producer of the television program; a 15-foot Weekend Skiff; a cocktail party for 12 aboard the Great Lakes Center research vessel Aquarius; and a dinner party for 12 at President Moore's residence. Afterward, the lucky bidders and guests alike celebrated and danced the night away to the sounds of the band Special Edition.

Don't miss out on the fun at next year's gala when the theme will be "A Night on the Nile." Mark Saturday, April 17, 1999, on your calendar and plan to be a part of this exciting event.

For more information, contact the Buffalo State College Foundation Office at ext. 4318.

"Fore" a Good Cause!

Golf anyone? Mark Sept. 14 on your calendar and plan on heading to the Wanakah Country Club in Hamburg for the first Buffalo State College Foundation Scholarship Golf Classic. This event will raise much-needed scholarship funds for deserving Buffalo State students.

The cost per golfer is \$250 or \$1,000 per foursome. This includes green fee, power cart, barbecue lunch, cocktails, steak and lobster dinner, and prizes. For an additional \$50 per golfer, you also can participate in the Bengal Club Golf Tournament to be held at Chestnut Ridge Park on July 21.

If you would like more information about this fun and exciting event, contact the External Development Office at ext. 4318.

From the Vice President for Student Affairs

Two Buffalo State Athletes Earn National Academic Honors

Two Buffalo State athletes have earned national recognition for their academic efforts. Buffalo State hockey player Brian Hannigan (Troy, Mich.) was selected to the 1997-98 GTE Academic All-America Men's Fall/Winter At-Large Third Team for the College Division. Men's soccer player Rich Paige (Bay Shore, N.Y.) was named to the Arthur Ashe Jr. Sports Scholars Men's Soccer Second Team in "Black Issues in Higher Education" magazine April 16 issue.

Brian Hannigan is a senior business major with a 3.95 grade point average. On the ice, he was the Bengals' leading scorer this season, with 13 goals and nine assists for 22 points in 23 games. He also topped the Bengals with five power play goals. Mr. Hannigan was a member of the SUNYAC Commissioner's List/All-Academic Team in 1997 and 1998.

The GTE Academic All-America College Division Men's Fall/Winter At-Large Team is composed of athletes representing seven different sports (swimming, cross country, hockey, soccer, wrestling, water polo, and fencing) in NCAA Division II, NCAA Division III, and NAIA. Mr. Hannigan was one of three hockey players chosen to the list of 45 honorees. He is the second Buffalo State athlete to earn GTE Academic All-America status this year. Football player Craig Dana was selected to the GTE Academic All-America College Division Football Second Team in December. All GTE Academic All-America teams are voted on by members of the College Sports Information Directors of America (CoSIDA).

Rich Paige is a senior with a 3.42 grade point average in secondary education at Buffalo State. He was the Bengals' second leading scorer in 1997 with nine goals and four assists. Paige was an All-SUNYAC Honorable Mention selection in 1996 and 1997. This past season, he also received the SUNYAC's Fred Holloway Award as the All-SUNYAC player with the highest grade point average. Mr. Paige was a member of the SUNYAC Commissioner's List/All-Academic Team for the past three seasons.

The Sports Scholars Awards were established six years ago by "Black Issues in Higher Education" to honor undergraduate students of color who exemplify the standards set by tennis great Arthur Ashe Jr. Male and female athletes in 28 different sports from all college levels were recognized by the magazine. To qualify, athletes needed to compete in an intercollegiate sport, maintain at least a 3.2 grade point average, and be active on their college campuses.

From the Chairperson of the College Senate

Next College Senate Meeting

The next College Senate meeting will be Friday, May 8, at 3 p.m. in Butler Library 210.

Senate Reorganization Meeting

A senate reorganization meeting has been scheduled for Friday, May 15, at 10 a.m. in Butler Library 210.

VACANCY NOTICE

April 30, 1998

Review of
Applications Begins

SUNY COLLEGE/ BUFFALO

Dean	Graduate Studies & Research	6/5/98*
Associate Vice President	Enrollment Management	6/5/98*
Dean	Arts & Humanities	6/5/98*
Director	Financial Aid	Open
Staff Assistant	Alumni Affairs	5/31/98

SUNY SYSTEM ADMINISTRATION/ ALBANY

Associate Provost	Office of Provost	Open
Staff Assistant	Physical Plant	5/20/98

SUNY/ BINGHAMTON

Purchase Associate	Business Office	5/12/98
Associate Counsel	University Council	Open
Senior Programmer/Analyst (2)	Computing Services	5/18/98*
Lead Programmer/Analyst	Computing Services	Open
Coordinator/Lecturer	Wellness	6/12/98*
Counselor	Health Service	5/22/98*

SUNY/ BUFFALO

Lead Programmer	Computing & Information Technology	5/12/98*
Instructional Support Specialist (2)	Public Service & Urban Affairs	5/19/98*
Lead Programmer/Analyst	University Services	5/19/98*
Staff Associate	Public Service & Urban Affairs	5/19/98*
Senior Admissions Adviser	Admissions	5/19/98*
Staff Assistant	Instructional Technology	5/19/98*

SUNY/HEALTH CENTER at STONY BROOK

Research Assistant	Preventive Medicine	5/12/98*
Professor	Marine Sciences Research Center	5/12/98*
Instructional Support Tech.	Physiology/Biophysics	5/12/98*
Instructional Specialist	Electrical Engineering	5/12/98*
Senior Staff Assistant	Materials Science & Engineering	5/12/98*
Staff Assistant	Harriman School	5/12/98*
Assistant Professor	Marine Sciences Research Center	5/12/98*
Visiting Assistant Professor	Marine Sciences Research Center	5/12/98*
Clinical Nutritionist	Nutritional Services	5/12/98*
Medical Radiographer	Radiology	5/19/98*
Supervising Programmer-Analyst	Computer Science	5/19/98*

Instructional Specialist	DLAR	5/19/98*
Financial Aid Adviser	Financial Aid	5/19/98*
Instructional Support Specialist	Music	5/19/98*
Assistant Professor	Marine Sciences Research Center	5/19/98*
SUNY COLLEGE/CORTLAND		
Counselor	Student Development	Open
Academic Tutor (2)	Academic Support & Achievement	Open
Director	Counseling & Student Concern	Open
Career Resource Specialist	Career Service	Open
SUNY/ HEALTH SCIENCE CENTER at BROOKLYN		
Assistant Professor	Physiology	5/5/98*
Staff Financial Analyst	Hospital Business Office	5/12/98*
Senior Staff Associate	Academic Affairs	5/12/98*
Physician Assistant	Medicine	5/7/98*
Assistant Professor	Vascular	5/5/98*
Physical Therapist	Orthopedic Surgery	5/12/98*
Therapy Physicist	Physics	5/13/98*
Supervising Programmer Analyst (2)	Information Services	5/19/98*
SUNY/ HEALTH SCIENCE CENTER at SYRACUSE		
Clinical Lab Technologies	Clinical Pathology	5/12/98*
Assistant Administrator	Quality Management	Open
Social Worker (2)	Social Work Services	5/12/98*
Senior Programmer/Analyst	Operations and Networking	5/12/98*
Associate Technical Director	Pathology	5/12/98*
Staff Associate (4)	Case Management	5/19/98*
Senior Staff Assistant	Patient Access Services	5/19/98*
Assistant Director	Radiology	Open
Occupational Therapist II	Occupational Therapy	5/19/98*
SUNY COLLEGE/BROCKPORT		
Associate Library Director	Library	5/8/98
Assistant Librarian	Library	4/18/98
Personnel Associate	Affirmative Action/Human Resources	4/27/98
SUNY COLLEGE/ GENESEO		
Assistant Professor	Performing Arts	5/15/98*
Staff Associate	Administration & Finance	5/27/98*
Database Administrator	Computing & Information Technology	5/29/98*
SUNY COLLEGE/PLATTSBURG		
Bursar	Bursar's Office	Open
Visiting Assistant Professor	Sociology	Open
Programmer Analyst (2)	Computing Systems Center	Open
SUNY COLLEGE/ POTSDAM		
Assistant Professor	Employment Relations	Open
Assistant Professor	Psychology	5/9/98*
SUNY COLLEGE/ PURCHASE		
Assistant Professor (2)	Music	Open
SUNY/ COLLEGE OF TECHNOLOGY at ALFRED		
Instructor	Electrical/Electronics	5/6/98*
Instructor	Welding	5/6/98*

SUNY/COLLEGE OF TECHNOLOGY at CANTON

Assistant Football Coach Athletics 5/19/98*

SUNY/COLLEGE OF TECHNOLOGY at DELHI

Assistant Librarian Library Open

SUNY/ OPTOMETRY COLLEGE/NEW YORK

Accounting Specialist Bursar 5/19/98*

SUNY/COLLEGE at FARMINGDALE

Chairperson, Associate Professor Food and Nutrition 5/25/98*

Staff Assistant Athletics 5/19/98*

Assistant Professor Aerospace Technology 5/30/98*

SUNY INSTITUTE OF TECHNOLOGY / UTICA/ROME

Financial Aid Assistant Financial Aid 5/17/98*

*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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Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIII, No. 32

May 7, 1998

From the President

Course Approvals

I have approved the following new courses, course revisions, and program revision, which have been recommended by the appropriate dean, the College Senate, and the provost and vice president for academic affairs.

New Courses:

DES 312 History of Craft: Industrial Revolution to the Present
DES 479 Multimedia Computer Design
EXE 607 Special Education Law
FRE 110 Accelerated Beginning French
FRE 210 Accelerated Intermediate French
SLA 608 Neuromotor Speech Disorders and Dysphagia Across the Life Span
SLA 623 Acquired Language Disorders
THA 333 Scene Painting
THA 437 Set Design II

Course Revisions:

ENG 310 Modern European Literature
FRE 101 - 102 Beginning French I-II
FRE 201 - 202 Intermediate French I-II
GER 101 - 102 Beginning German I-II
GER 201 - 202 Intermediate German I-II
ITA 101 - 102 Beginning Italian I-II
ITA 201 - 202 Intermediate Italian I-II
SPA 101 - 102 Beginning Spanish I-II
SPA 201 - 202 Intermediate Spanish I-II

Program Revision:

Spanish 7 - 12 (Secondary Education) (0656)

(Continued)

From the Provost and Vice President for Academic Affairs

Business Department Seminar

The Business Department is proud to host presentations on "Management in Mexico" and "Recent Developments in Mexican Business." The distinguished speakers will be Dra. Victoria E. Erosa Martin from Universidad Anáhuac, Mexico and M.E.S. L.C.A. Joel Luis Jiménez Galán from Universidad Autónoma de Tamaulipas, Mexico.

This seminar, open to the campus community, will be held on May 13 in the Oak Room of Moot Hall. A complimentary lunch will be served from 11:45 a.m. to 12:30 p.m., and the seminar will run from 12:30 to 1:30 p.m. Please call ext. 3009 or e-mail sackmabd@buffalostate.edu for reservations.

Funding is provided by a grant from the Business and International Education Program of the U.S. Department of Education, the Faculty-Student Organization of Buffalo State, and the Business Department.

Student Art and Design Show and Sale

The Buffalo State Art Education, Fine Arts, and Design departments are hosting the first year-end Student Art and Design Show and Sale. This event is planned as part of graduation weekend festivities and will be held in Upton Gallery on Friday, May 15, from noon - 8 p.m. and on Saturday, May 16, from 11 a.m. - 4 p.m. This event will feature exciting works in a variety of media. Here is a great opportunity to find that unusual gift at a reasonable price and help support our students at the same time.

From the Vice President for Finance and Management

Buffalo State Face to Face: The Second Annual Faculty and Staff Open House

All campus employees are invited to the second annual Faculty and Staff Open House to be held in the Campbell Student Union Social Hall on Tuesday, May 19 from 10 a.m. to 1 p.m.

Stop in for refreshments and an opportunity to learn more about the many departments on campus that provide valuable services to faculty, staff, and students. At last year's Open House, 55 departments shared information about their operations and services with 300 employees who attended the event.

You need not stay for the entire Open House. The schedule should allow all staff in a department to visit and still maintain their services and office hours.

Introduce yourself, ask a question, or gather information from at least 10 department tables and you will be eligible to enter a raffle for door prizes. The grand prize will be a reserved parking space for 1998-99!

Attendees will be asked to vote for their choice of the best department exhibits: the most informative, most creative, and most enthusiastic/friendly staff.

Don't be left out! Attend the Open House and you'll have a chance to meet co-workers in person and catch up with friends you haven't seen lately (including local emeriti). You'll come away with a much better understanding of all that Buffalo State has to offer and a feeling of pride that lasts all year!

To register for the Open House, please call the Human Resource Management Office at ext. 4821 or register by e-mail to: ryanma; give your name and department.

Note: If your department has not signed up to participate, it's not too late. Contact Susan Earshen at ext. 4821 to reserve an information table or request additional information.

Employee Assistance Program

The Employee Assistance Program (EAP) is available to all Buffalo State College employees, families, and retirees. EAP helps faculty and staff cope with personal problems such as balancing work and family, coping with grief, and dealing with stress. EAP is a confidential information, assessment, and referral service. For confidential assistance, please contact one of the following trained EAP coordinators: Dave Cummings, ext. 5233; Rob Delprino, ext. 6669; Ann Ellement, ext. 4811; or Elaine Henzler, ext. 6110. You also may obtain free EAP literature from our display racks, which are located on the fourth floor of Cleveland Hall and on the first floor of the Classroom Building (near the Credit Union - HA 105).

New York State Employee Suggestion Program

Do you have a suggestion for improvement in government services? In an attempt to increase economy and efficiency in state government, the New York State Department of Civil Service Subcommittee on Merit Awards is looking to New York state employees and retirees for suggestions. This could be your opportunity to voice your ideas for a more efficient state government. If you and your co-workers would like to work as a team, the subcommittee will accept joint suggestions.

For those ideas approved and put into effect, Certificate of Merit awards are given. If the suggestion will result in significant benefits to the state, the suggester(s) will normally be eligible for a monetary award, determined by the Civil Service Commission.

Pre-printed employee suggestion forms and additional information are available in the Human Resource Management Office, Cleveland Hall 410.

Pre-Commencement Celebration - Fish Fry Friday

We're counting on Buffalo State faculty and staff to give the Class of 1998 the proper send-off at the Pre-Commencement Celebration Fish Fry from 4 - 8 p.m. on Friday, May 15, in the Student Union Quad.

Enjoy great company and delicious food at this all-you-can-eat-buffet featuring:
*piping hot-off-the-grill haddock ... prepared traditionally or Cajun style

SED 308 Methods and Materials in Teaching Secondary School Science. The components of an effective teaching-learning situation in a science (grades eight through 12) classroom. The interrelationships of secondary science programs. Includes micro-teaching experience and field component. Prerequisites: Minimum 2.75 grade point average (GPA) in science major, SED 307, and EDU 416 (may be concurrent).

SED 408 Practice Teaching Science in the Secondary School II. Teaching under supervision at least five days a week for one quarter in a high school science classroom; individual and group instruction; planning unit teaching; classroom management and routine classroom procedures; audio-visual aids; computer technology; evaluation and assessment of student progress; participation in total school program. Students also will attend a series of student-teaching seminars. Prerequisites: SED 308 with a grade of B- or better; minimum cumulative 2.75 grade point average (GPA) in the student's major field of study (GPA requirement may vary by science department); successful completion of the NYSTCE LAST exam; successful completion of English and mathematics basic skills competencies; if referred, satisfactory completion of, or exemption from, SLA 100 Student Speech Clinic.

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Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIV, No. 26

March 18, 1999

From the President

SUNY Public Hearing

Thomas Egan, chair of the SUNY board of trustees, has announced a public hearing for the purpose of receiving testimony and statements about universitywide issues only. The hearing will be held in Albany in the State University Plaza, Large Courtroom, from 1:30 – 2:30 p.m.

Persons wishing to present prepared testimony to the board are instructed to write to John J. O'Connor, vice chancellor and secretary of the university, State University Plaza, Albany, N.Y. 12246. Letters must be received in Mr. O'Connor's office no later than Monday, March 22 and should briefly state the subject of the testimony and provide the writer's address and telephone number. Testimony will be limited to five minutes, and speakers will be asked to provide six copies of their written testimony to the Hearing Registration Office on the day of the hearing.

Those who wish to make brief extemporaneous comments of no more than three minutes are asked 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 individuals will be called upon in the order in which they register.

College Council Meeting

The next meeting of the Buffalo State College Council will be 4 p.m. Wednesday, March 24 in Cleveland Hall 518.

Agenda

1. Call to Order
2. Action Items
 - Approval of Minutes: Nov. 18, 1998
3. Council Chairperson's Report
4. President's Report
5. Reports by College Council Committees
 - Facilities Development
 - Governmental Relations/Advocacy
 - Student Affairs
6. Announcements
7. Adjournment

(Continued)

From the Interim Provost and Vice President for Academic Affairs

Admissions Director

I am pleased to announce that Lesa Loritts has accepted appointment as director of admissions at Buffalo State. At present, Ms. Loritts is associate director of transfer admission at Boston College and has previously served as associate director of admissions at the University of New Haven. She will join Buffalo State April 1.

Sandra Swinford, associate director, will be officer in-charge of admissions for the remainder of this month.

Buffalo News Article

A recent Buffalo News article about faculty salaries prompts this update regarding Buffalo State.

The average salary of the 113 full-time, tenure-track, female faculty members is \$48,982; the average salary of the 236 full-time, tenure-track, male faculty members is \$53,559; and the average salary of all 349 full-time, tenure-track faculty members is \$52,077. These figures were calculated using the contracted 3.5 percent raise due this month, as were some of the salaries in the Buffalo News report.

Academic Affairs will continue to examine faculty salaries within the context of local, SUNY, and national data.

FAST/TLTR Listserv

The Faculty and Staff Technology (FAST) Development Center has set up a listserv to promote, support, and discuss the use of instructional technologies in the curriculum. The listserv also will support the mission of the Teaching, Learning, and Technology Roundtables (TLTRs) established in each faculty area. The functions of the listserv are:

- To provide a forum for discussion on the use of instructional technologies in the curriculum;
- To provide a network for information sharing;
- To provide a campuswide "user support" mechanism for instructional technology.

To subscribe to the listserv, send an e-mail message to listserv@ls.suny.edu and type "subscribe FAST_TLTR" in the body of the message. Any questions about the listserv should be directed to Ted Schmidt, ext. 6651.

All College Honors Program Recruitment

The All College Honors Program is seeking three or four currently enrolled freshmen students to enter the program in September 1999. Selected students will be eligible for scholarship funding of \$1,000 per semester for their first two semesters in the program, and \$500 per semester for the following four semesters. Eligibility for scholarship funding is

contingent upon participation in honors program courses and activities, and maintenance of a 3.5 or higher grade point average (GPA).

Requirements

At the time of application, the student must be a freshman at Buffalo State and have a minimum 3.5 GPA in letter grade courses at the college. The student must have had a high school average of 90 or better and have been in the top 10 percent of his or her high school class. Students who have been out of high school for more than five years may waive the high school requirements.

Applications are available in South Wing 130. Application deadline is Friday, March 26. Please think of students who might be encouraged to apply. For further information, contact Andrea Guiati at ext. 6220 or by e-mail at guiatia.

1999 Undergraduate Summer Research Fellowships

The Buffalo State College Research Foundation will award six summer fellowships to students interested in pursuing scholarly and research interests. It is expected that two fellowships will be awarded in each of the three faculties, Applied Science and Education, Arts and Humanities, and Natural and Social Sciences. All types of proposals will be considered: traditional research, performance, exhibits, and other forms of creative scholarly endeavors.

The fellowships provide an opportunity for undergraduate students and their faculty mentors to engage in approximately eight weeks of full-time scholarly activity. Each fellowship will provide a \$2,500 student stipend, a \$500 faculty honorarium, and up to \$500 for equipment and supplies.

Eligibility

1. Only one proposal per faculty mentor will be accepted;
2. Students must hold sophomore, junior, or senior status. Seniors must be graduating in December of the year of the award;
3. The faculty mentor cannot have any outstanding reports due to the SUNY Research Foundation.

Applications are available in the deans' offices and the Research Foundation, Bishop Hall 17. Applications should be returned to the Research Foundation no later than Wednesday, March 24. Decisions will be made after Monday, April 12.

Hospitality Ambassador's Awards Dinner

The Nutrition, Hospitality, and Fashion Department is pleased to announce the fifth annual Western New York Hospitality Ambassador's Awards Dinner on Thursday, March 25 in the Campbell Student Union Social Hall. Tickets are \$20. All faculty, staff, students, and friends

are welcome. This year's theme is "Time Capsule: The 20th Century in Retrospect." Mark Goldman, restaurateur, entrepreneur, and local historian, will deliver the keynote address. Nominations for the Ambassador's Awards were received from the Hospitality

Administration Advisory Board and submitted to department faculty by anonymous ballot. The 1999 Ambassador's Award recipients are:

- Richard S. Geiger, president and CEO, Buffalo Convention and Visitors Bureau
- Robert E. Rich Jr., president and CEO, Rich Products Corporation
- Donald Spasiano, chair, Department of Foodservice Administration, Erie Community College North

Tickets are limited. Contact the Nutrition, Hospitality, and Fashion Department at ext. 5913, or send e-mail to obrienkm to reserve tickets or for more information.

Alive & Well: Faculty/Staff Wellness Program

March is National Nutrition Month. As a highlight, the Alive & Well Program will sponsor several free "Lunch & Learn" sessions. Please call Linda O'Donnell at ext. 5109 if you plan to attend.

Thursday, March 25

12:15 – 1:30 p.m. Houston Gym 207

Digest This! The Digestive System and Its Health Implications

Patti Vucic, R.N. and member of the American Holistic Nurses' Association, will explore the importance of the digestive system as the body's first line of defense against the development of chronic disease. Learn how certain lifestyle practices, good nutrition, and exercise can enhance the functioning of the digestive system and improve health.

Wednesday, March 31

noon – 1 p.m. Houston Gym 207

Vitamins ... What are You Buying?

Diana Monaco, R.D. and public affairs specialist for the U.S. Food and Drug Administration in Buffalo, will examine the latest surge in consumer health products — vitamins. Are you really getting a good product? Do you know what to look for on a vitamin label before you buy? Is it hype or good health? Bring in your own vitamins for a check.

Tuesday, April 13

12:15 – 1:30 p.m. Houston Gym 207

So You Want to be a Vegetarian

Nan Simpson, R.N., health consultant, and long-time practicing vegetarian, has counseled patients and groups for years about the correct way to make a healthy switch to a vegetarian or plant-based diet. She will cover the pros and cons and answer questions.

Friday, April 23

noon – 12:50 p.m. Houston Gym 208

Weight Watchers at Work

Our inaugural session of Weight Watchers at Work was so successful that we will sponsor another 10-week session starting Friday, April 23. New members are welcome. For \$89, employees can sign up and get started on a nutritionally sound weight loss program that

emphasizes lifestyle change as its nutritional focus. Our 25 participants have done an outstanding job over the last eight weeks, and have lost a combined total of more than 275 pounds. Keep up the great work!

State-Mandated Class

"Identifying and Reporting Child Abuse/Maltreatment," a state-mandated two-hour class, will be offered by the Center for Development of Human Services for educators, health care professionals, and school administrators from 7 to 9:30 p.m. Thursday, April 8 in Rockwell Hall 202. For preregistration, applicable fee, additional information, and a schedule of future offerings, please call 876-7600.

1999 Adult Learning Symposium

The Adult Education Program of the Educational Foundations Department, in collaboration with the Center for Development of Human Services, is pleased to announce the 1999 Adult Learning Symposium, "The Five Generations of the Training Field: Past, Present, and Future. What Do They Mean for Adult Education and Workforce Development?" The guest speaker will be William J. Rothwell, Ph.D., professor of human resources development in the Department of Adult Education and director of the Institute for Research in Training and Development at Pennsylvania State University. The symposium will be held from 6 – 8 p.m. Wednesday, March 24 in the Buckham Campus School auditorium.

Dr. Rothwell will address issues related to training and development, focusing on the field's five generations: (1) training and development, (2) human resources development, (3) human performance improvement, (4) workplace learning and performance, and (5) the workplace learner. Dr. Rothwell will focus on the role of adult educators as facilitators to the development of workers in business, industry, government, and nonprofit settings. He will cover the implications that these generations have on preparing adult educators for the future, describing key assumptions about the roles of teacher, learner, and organization; assessing needs; planning and delivering programs; and evaluating results.

This program is free; registration is required. Please call Derek Mulenga at ext. 6647.

From the Vice President for Finance and Management

Employee Assistance Program

The Employee Assistance Program (EAP) provides confidential help for employees with personal problems that negatively affect their lives and might intrude upon their jobs.

EAP is an information, assessment, and referral service. Our campus EAP coordinators are trained to refer employees and their family members to the most appropriate community resource providers for services related to problems such as emotional stress, depression, family disintegration, financial or legal difficulties, alcoholism, drug abuse, or marital disruption. Coordinators can provide information on community resources for issues such as child care, elder care, and legal and financial support services.

If you need help with a personal or family problem, please contact one of our campus coordinators. Remember, all discussions with coordinators are strictly confidential.

David Cummings ext. 5122
Ann Ellement ext. 4811
Elaine Henzler ext. 6110

You may prefer to leave a confidential voice mail message at ext. 6699. Coordinators check for messages daily, and will return your call according to the instructions you leave.

Reading Circle

The Buffalo State Reading Circle book selection for March is "Where the Heart Is" by Billie Letts. This book was reviewed by the San Francisco Examiner-Chronicle as follows: "Quiet zaniness ... (with) warm, quirky conversations, mischievous humor ... Letts' writing shines." The Reading Circle will meet at 2:30 p.m. Friday, April 9 in the Buffalo State Bookstore. The next Reading Circle selection will be the Pulitzer Prize-winning novel "Angela's Ashes" by Frank McCourt. Both books are available in the bookstore at 20 percent off the cover price. If you are interested in attending, please sign up in the bookstore or call Kathy Hanaka at ext. 5509.

Faculty/Staff Club Survey

The Faculty/Staff Club Committee is pleased to report findings of the survey that was distributed to all faculty and staff in December 1998. A mission statement will be drafted based on committee reports, survey findings, and faculty and staff comments. For a copy of the survey results, please contact Kathleen O'Brien, faculty intern, at ext. 3017 or by e-mail at obrienkm.

From the Senior Adviser to the President for Equity and Campus Diversity

Equity and Campus Diversity Mini-Grants

The following Equity and Campus Diversity Mini-Grant Programs have been approved for spring 1999. Each project will receive \$500 - \$1,000 to defray the cost of the event. Funds for the mini-grant program have been made available to improve campus climate for equity and diversity. Funding is contingent on final approval by the SUNY Research Foundation.

Community Building Through Applied History

Jean Richardson, History and Secondary Social Studies Education Department
The History and Secondary Social Studies Education Department and the Buffalo and Erie County Historical Society will present a two-day academic conference on local African-American archival development and historic site preservation. The conference will feature professional historians, archivists, preservationists, educators, and community activists who have a special interest in African-American history and the work of faculty emeritus Monroe Fordham.

National Women's Hall of Fame and National Women's Rights Historical Park Visit

Michelle Witthuhn, Student Life Office

The Student Life and Residence Life offices will host a trip for students to visit and explore the National Women's Hall of Fame and the National Women's Rights Historical Park in Seneca Falls, N.Y. Students will learn of the significance this area has played in the women's rights movement, as well as the influence the abolitionists and Iroquois women had on the movement.

Succeeding in Academia: A Panel Discussion and Networking Tea

College Senate Women's Issues Committee

In recognition of Women's History Month, the Women's Issues Committee of the College Senate will host a panel discussion on the theme "Succeeding in Academia," followed by a networking tea. The panel discussion and tea are a continuation of the Women's Leadership Symposium and tea hosted by President Moore and the Equity and Campus Diversity Office during Women's History Month in 1998.

The following mini-grant programs were funded in the fall:

"Smoke Signals," viewing and discussion

Susan Hill, Native American Student Services and Michael Niman, Communication Department

Date: Thursday, March 25

"War Stories: Violence in Our Schools"

Terence McDonald, Performing Arts Department

Dates: April 13 - 18

Co-sponsored by the Center for the Application of Drama to Education and Technology and the Center for Development of Human Services

Diversity and Equality in Politics: Thoughts From Community Leaders

Political Science Youth Caucus

Date: to be announced

Diversity Weekend at College Camp

Gail Wells, Minority Student Services

Co-sponsor: United Students Government

Date: to be announced

There will be limited funds available to support similar mini-grant projects for fall 1999.

From the Chair of the College Senate

Next College Senate Meeting

The next College Senate meeting will be 3 p.m. Friday, April 16 in Butler Library 210.

Actions of the Senate

On Friday, March 12, the College Senate voted to accept the report of the Ad-Hoc General Education Review Committee and forward the following 11 recommendations regarding general education at Buffalo State College to the president:

Recommendation 1

The Math Competency Oversight Committee should be reconstituted and charged with the task of making specific recommendations on both the form and content of the math competency test and on the implementation of the requirement to the College Senate Curriculum Committee.

Recommendation 2

All proposals for Writing Intensive courses should be submitted for approval to the College Senate Curriculum Committee, and all existing Writing Intensive courses should be reviewed by the College Senate Curriculum Committee to ensure conformity with the existing guidelines for Writing Intensive courses.

Recommendation 3

The Writing Programs Oversight Committee should be reconstituted and charged with completing its review agenda for the college's writing programs pursuant to sending a report to the College Senate Curriculum Committee.

Recommendation 4

Academic deans are encouraged to consult with their respective academic units to determine the appropriateness of utilizing department-based options, including writing portfolios, to meet the Writing Intensive requirement.

Recommendation 5

Academic departments should be encouraged to develop additional courses for Global and Diversity designations, and the number of courses and course sections in each of these categories should be monitored, at the appropriate administrative level, to ensure a balanced availability to our students.

Recommendation 6

Academic departments should be encouraged to incorporate, in as many courses as possible, references and applications involving global and diversity issues as a means of reinforcing student awareness of, and sensitivity to, global and diversity issues.

Recommendation 7

The college should continue to expand its offerings of workshops through the Center for Teaching, Learning, and Assessment on teaching global and diversity issues.

Recommendation 8

Expanding and revitalizing the General Education Subcommittee with the following charges (charges that are similar, in principle, to those recommended by the General Education Review Committee in May 1994 and approved by the College Senate at that time):

- a. Conducting a review of the requirements on an ongoing basis and making any recommendations for change or modification through the College Senate Curriculum Committee. This ongoing review should utilize, among other things, data and other relevant information from a continuous assessment program. Adequate resources, including at least the campus assessment coordinator, and adequate support to collect and compile assessment data and information should be made available by the college. The components of the assessment program must be approved by the College Senate consistent with the principle of faculty ownership of program assessment. (The periodic five-year review of the General Education Program would, therefore, have access to a five-year assessment information base.)
- b. Review of the Goals of General Education that were developed from separate lists of General Education Goals submitted by the Oversight Committees for each of the Core areas from the three faculties at the college. This review should produce a recommendation from the College Senate Curriculum Committee on Goals of General Education stated in terms of specific learning outcomes.
- c. Reviewing proposals and revisions for Core courses to ensure that their rationales contain reference to the specific Goals of General Education that are relevant to each particular course proposal or course revision (a provision similar to this is already part of the Guidelines for Selection of Courses for the Core Component, but is not currently enforced). The Goals of General Education should also provide the primary basis for the college's assessment program for General Education.
- d. Reviewing and reassessing those General Education courses that currently have restricted access and low availability.
- e. Addressing the need to develop General Education courses that would integrate two or more disciplines within a Core area, and/or providing for common or shared experiences in groups of courses in two or more disciplines within a Core area or in groups of courses in two or more Core areas.

Recommendation 9

There should be communication and coordination, on an ongoing basis, among the General Education Subcommittee of the College Senate Curriculum Committee, the campus assessment coordinator, the General Education Oversight Committees in each faculty area, and academic affairs. Data relevant to General Education (such as course-taking patterns, availability of sufficient sections of Core courses, etc.) must be made available in a useful form, on a regular basis, and used in this communication and coordination process. The number of courses and course sections in each of the Core areas should be monitored, at the appropriate administrative level, to ensure a balanced availability to our students.

Recommendation 10

General Education, Global and Diversity, and Writing Intensive courses should have a separate listing (in addition to the current listings by department) within, or perhaps separate from, each semester's course schedule. These separate listings also should include a statement of the purposes and goals of these requirements.

Recommendation 11

The college must reaffirm its commitment to the principle of a General Education Core Requirement for all students completing undergraduate degree programs at Buffalo State College. Toward this end, articulation agreements with community colleges should be reviewed in terms of their consistency with our commitment to the General Education Core Requirement.

Curricular Items

The following program and courses have been received in the College Senate Office and have been forwarded to the Curriculum Committee for review and approval:

*Program Revision:***M.S. in Childhood Education***New Courses:*

AED 318 Art Education and Multiculturalism. This course will provide an overview of multiculturalism as it relates to the theory in training for cultural competence in preparation for working with diverse populations. Students will have the opportunity to design what are culturally relevant lessons as well as increase their awareness of and appreciation for the arts and life ways of various peoples and their cultures.

EDU/EDF 201 Introduction to Elementary Education. A required course offering the student an overview of the applications of major theories to elementary school teaching; a consideration of developmentally appropriate practices; an introduction to classroom organization, classroom management, and discipline; experience in planning and assessment consistent with New York state learning standards; and participation in the reflective writing process. The course introduces the student to the nature of the teaching profession. Each student will be involved in a field experience.

EDU 211 Introduction to Literacy Instruction. The course introduces students interested in elementary education to current literacy theories and practices supportive of diverse populations and congruent with New York State Learning Standards. Students are required to participate in school-based activities that support course objectives.

EDU 310 Critical Issues in Teaching Social Studies in the Elementary School. This course will provide an opportunity for preservice educators to critically examine current trends and issues in social studies education. It will focus on developing a critical pedagogy as well as examining existing standards for social studies education. It will provide an opportunity for students to develop and implement creative extensions of social studies through the visual and performing arts.

Course Revisions:

EDU 311 (formerly EDU 314) The Teaching of Reading and the Other Language Arts in the Elementary School. Builds methodological practice from the theoretical scaffold of literacy knowledge and teaching established in EDU 211 and the survey course EDU/EDF 201W. Students will participate in classroom practice while exploring in-depth curricular, theoretical, and practical educational frameworks.

EDU 312 (formerly EDU 315) The Teaching of Social Studies, Science, and Mathematics. A basic curriculum course for elementary teachers. Students will participate in classroom practice while exploring in-depth curricular, theoretical, and practical educational frameworks. Students will plan, implement, and evaluate lessons incorporating the New York state standards for mathematics, science, and technology; practice and evaluate assessment tools and processes; become reflective practitioners; and demonstrate effective techniques for instructional organization.

The following have been approved by the Curriculum Committee and will be forwarded to the president for final review and approval:

New Courses:

AED 398 Computer Applications for Art Educators
SLP 606 Fluency Disorders and Cleft Palate
SLP 622 Language Disorders of School-Aged Individuals

Program Revisions:

Speech Language Pathology (6322)
Speech Language Pathology B.S. (0325)
B.F.A. Painting (0155)
B.F.A. Photography (0165)
B.F.A. Printmaking (0170)
B.F.A. Sculpture (0160)

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Articles submitted for publication must be approved by the president, provost, senior adviser to the president for equity and campus diversity, or vice president governing your area. Submit approved, double-spaced copy, accompanied by an IBM-formatted disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1998-99 publication schedule: Aug. 27; Sept. 3, 10, 17, 24; Oct. 1, 8, 15, 22, 29; Nov. 5, 12, 19; Dec. 3, 10, 17; Jan. 14, 21, 28; Feb. 4, 11, 18, 25; March 4, 11, 18; April 1, 8, 15, 22, 29; May 6, 13, 20; June 17; July 29.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIV, No. 27

April 1, 1999

From the President

Academic Department Name Change Proposal

A proposal to change the name of the Speech Language Pathology Department to the Speech-Language Pathology Department has been submitted by the Academic Affairs Office with the recommendation by the department faculty and endorsement of the dean of applied science and education. Current accepted practice in the field is to use the hyphen when describing the program. The American Speech-Language-Hearing Association (ASHA) and the New York State Speech-Language-Hearing Association have established this.

I invite comments from the campus community regarding this proposed name change. Please forward your comments to the Academic Affairs Office, Cleveland Hall 519, by Saturday, May 1.

Response to College Senate Recommendations

On Feb. 12, the College Senate approved the following:

That the College Senate recommend to the president that the unified fee not be implemented and student's fees maintain disclosure.

I accept the recommendation of the College Senate approved at the Feb. 12, 1999, meeting.

On Feb. 26 the College Senate voted to accept the report of The Professional Welfare Committee (Restructuring Academic Support Services) and forward it to the president, and at its March 12 meeting the College Senate voted to accept the report of the Academic Plan Committee and forward it to the president with its endorsement of the committee's recommendations.

I thank the College Senate for a thorough and deliberative review of the Academic Support Services reorganization. I accept the reports of both the Professional Welfare Committee and the Academic Plan Committee.

On March 12, the College Senate voted to accept the report of the Ad Hoc General Education Review Committee and forward to the president 11 recommendations regarding General Education at Buffalo State College:

(Continued)

Recommendation 1

The Math Competency Oversight Committee should be reconstituted and charged with making specific recommendations on both the form and content of the math competency test and on the implementation of the requirement to the College Senate Curriculum Committee.

Recommendation 2

All proposals for Writing Intensive courses should be submitted for approval to the College Senate Curriculum Committee, and all existing Writing Intensive courses should be reviewed by the College Senate Curriculum Committee to ensure conformity with the existing guidelines for Writing Intensive courses.

Recommendation 3

The Writing Programs Oversight Committee should be reconstituted and charged with completing its review agenda for the college's writing programs pursuant to sending a report to the College Senate Curriculum Committee.

Recommendation 4

Academic deans are encouraged to consult with their respective academic units to determine the appropriateness of utilizing department-based options, including writing portfolios, to meet the Writing Intensive requirement.

Recommendation 5

Academic departments should be encouraged to develop additional courses for Global and Diversity designations, and the number of courses and course sections in each of these categories should be monitored, at the appropriate administrative level, to ensure a balanced availability to our students.

Recommendation 6

Academic departments should be encouraged to incorporate, in as many courses as possible, references and applications involving global and diversity issues as a means of reinforcing student awareness of, and sensitivity to, global and diversity issues.

Recommendation 7

The college should continue to expand its offerings of workshops through the Center for Teaching, Learning, and Assessment on teaching global and diversity issues.

Recommendation 8

Expanding and revitalizing the General Education Subcommittee with the following charges (charges that are similar, in principle, to those recommended by the General Education Review Committee in May 1994 and approved by the College Senate at that time):

- a. Conducting a review of the requirements on an ongoing basis and making any recommendations for change or modification through the College Senate Curriculum Committee. This ongoing review should utilize, among other things, data and other relevant information from a continuous assessment program. The college should make available adequate resources, including at least the campus assessment coordinator, and adequate support to collect and compile assessment data and information. The component of the assessment program must be approved by the College Senate consistent with the principle of faculty ownership of program assessment. (The periodic five-year review of

the General Education Program would, therefore, have access to a five-year assessment information base.)

- b. Review of the Goals of General Education that were developed from separate lists of General Education Goals submitted by the Oversight Committees for each of the Core areas from the three faculties at the college. This review should produce a recommendation from the College Senate Curriculum Committee on Goals of General Education stated in terms of specific learning outcomes.
- c. Reviewing proposals and revisions for Core courses to ensure that their rationales contain reference to the specific Goals of General Education that are relevant to each particular course proposal or course revision (a provision similar to this is already part of the Guidelines for Selection of Courses for the Core Component, but is not currently enforced). The Goals of General Education should also provide the primary basis for the college's assessment program for General Education.
- d. Reviewing and reassessing General Education courses that have restricted access and low availability.
- e. Addressing the need to develop General Education courses that integrate two or more disciplines within a Core area, and/or providing for common or shared experiences in groups of courses in two or more disciplines within a Core area or in groups of courses in two or more Core areas.

Recommendation 9

There should be communication and coordination, on an ongoing basis, among the General Education Subcommittee of the College Senate Curriculum Committee, the campus assessment coordinator, the General Education Oversight Committees in each faculty area, and Academic Affairs. Data relevant to General Education (such as course-taking patterns, availability of sufficient sections of Core courses, etc.) must be made available in a useful form, on a regular basis, and used in this communication and coordination process. The number of courses and course sections in each of the Core areas should be monitored, at the appropriate administrative level, to ensure a balanced availability to our students.

Recommendation 10

General Education, Global and Diversity, and Writing Intensive courses should have a separate listing (in addition to the current listings by department) within, or perhaps separate from, each semester's course schedule. These separate listings also should include a statement of the purposes and goals of these requirements.

Recommendation 11

The college must reaffirm its commitment to the principle of a General Education Core Requirement for all students completing undergraduate degree programs at Buffalo State College. Toward this end, articulation agreements with community colleges should be reviewed in terms of their consistency with our commitment to the General Education Core Requirement.

I accept the report of the Ad Hoc General Education Review Committee and thank the committee members for devoting their time, energy, and insight in developing recommendations for this very important initiative.

Curricular Approvals

I have approved the following new courses, course revisions, and prefix change that have been recommended by the appropriate deans, the College Senate, and the interim provost and vice president for academic affairs:

New Courses:

SLP 300 Introduction to Speech Pathology
SLP 502 Language Analysis Laboratory
SLP 606 Fluency Disorders and Cleft Palate
TEC 100 Rapid Visualization

Course Revisions:

AED 398 Computer Applications for Art Educators
SLP 511 Neural Processes of Communication
SLP 515 Clinical Practicum
SLP 516 Diagnostic Principles and Procedures
SLP 541 Language Disorders: Birth to Five
SLP 580 Research Methods in Speech Language Pathology
SLP 609 Disorders of Voice
SLP 610 Evaluation and Treatment of Phonological Disorders
SLP 615 Aural Rehabilitation
SLP 621 Augmentative and Alternative Communication
SLP 622 Language Disorders of School-Aged Individuals

Prefix Change:

from SLA to SLP for all speech language pathology courses

From the Interim Provost and Vice President for Academic Affairs

Position Announcements

The following positions are being announced in preparation for restructuring within Academic Affairs:

Director of Enrollment Support and Retention Programs

Academic Affairs is searching for a staff member to direct the new Enrollment Support and Retention Programs (ESRP) unit. This position reports to the associate vice president for enrollment management.

The director of enrollment support and retention programs manages the programs and staff within the ESRP unit: academic advisement, academic standards, new student programs,

orientation, transfer advocacy and articulation agreements, and adult and evening student programs. The director is expected to work with the staff and the associate vice president for enrollment management to bring a unified vision regarding enrollment support and retention to these diverse programs. This includes development, implementation, and assessment of a retention plan for the unit; management of budget; and oversight of the day-to-day operations of the unit. The director is responsible for developing a plan to collect data and coordinate research for the unit. The director also serves on the Enrollment Management Directors Group, which coordinates activities among the various enrollment management units.

Required Qualifications

- Experience in management or supervision
- Experience in and knowledge of enrollment management, recruitment, or retention programs
- Consultative management style and strong oral and written communication skills
- Master's degree

Preferred Qualifications

- Terminal degree
- Involvement in research projects involving student retention
- Experience with data collection and reporting

To apply, send a cover letter, current curriculum vitae, and the names and telephone numbers of three references to Director of Enrollment Support and Retention Programs Search, Academic Affairs Office, Cleveland Hall 519. Screening of applications begins Thursday, April 15.

Coordinator of Transfer Relations

The Academic Affairs Office and the Enrollment Support and Retention Programs unit are searching for a coordinator of transfer relations. The coordinator is responsible for outreach to other colleges, coordinating articulation agreements and joint admission programs, and facilitating the transfer of students to Buffalo State. The coordinator should take a leadership role on the campus and in the community to promote the interests of transfer students and the development of new initiatives between departments at Buffalo State and other colleges and universities. The position requires travel to other campuses.

Required Qualifications

- Very strong interpersonal skills; oral and written communication skills
- Ability to travel
- Master's degree

Preferred Qualifications

- Experience in enrollment support services: retention, recruitment, and/or admissions

To apply, send a cover letter, current curriculum vitae, and the names and telephone numbers of three references to Transfer Coordinator Search, Academic Affairs Office, Cleveland Hall 519. Screening of applications begins Thursday, April 15.

Assistant Registrar—Degree Audit

The Registrar's Office has assumed responsibility for the degree audit system. The position of assistant registrar has been created to support this function. The assistant registrar will be responsible for the administration and coordination of the degree audit system; maintenance of the audit database files and ensuring their accuracy; coordination of training, documentation, and conversion of the audit system to a new system to be purchased by the college. The assistant registrar will assist with officewide functions, including registration, and act as part of the Registrar's Office team in service delivery and improvements.

Required Qualifications

- Bachelor's degree
- Experience with student records systems
- Computer literacy
- Ability to work as an effective member of a team
- Skills to communicate and work effectively with all constituencies including staff, students, faculty, and administrators
- Excellence in work requiring attention to detail
- Ability to plan and implement without constant supervision

Preferred Qualifications

- Supervisory experience
- Demonstrated analytical and problem-solving skills
- Working knowledge of collegewide degree requirements
- Working knowledge of Buffalo State student audit system
- Demonstrated creative problem-solving abilities

Applicants should send a cover letter relating qualifications to requirements of the position, résumé; and the names, addresses, and telephone numbers of three references. Transcripts need not be submitted in advance, but will be required. Review of applications begins Thursday, April 15 and continues until a successful candidate is named. Anticipated hire date is Saturday, May 1, 1999.

Send applications to: Chair, Search Committee for Assistant Registrar, Registrar's Office, Cleveland Hall 204, Buffalo State, 1300 Elmwood Avenue, Buffalo, N.Y. 14222-1095.

Buffalo State is an equal opportunity/affirmative action employer. Women and minorities are especially encouraged to apply for these positions.

Distance Learning Committee

Continuing to build on the goals outlined in the Technology Plan Oversight Committee's final report, Academic Affairs, in conjunction with the Technology Council, formed a Distance Learning Committee. The committee's charge is to:

- Assist in the creation of a campus vision for distance learning
- Provide a forum for discussion and development of recommendations relating to policy guidelines, administrative procedures, and institutional practices regarding distance learning

- Serve in an advisory function and as a resource to inform the campus community of decisions on distance learning initiatives

Committee Membership:

Charles Adair, Faculty of Arts and Humanities representative, Communication Department
 Judith Basinski, director, Computing Services
 Susan Davis, president, United University Professions
 Lawrence Flood, associate dean, Faculty of Natural and Social Sciences
 Donald Jacobs, director, Center for Applied Research on Interactive Technology
 Maureen Lindstrom, senior assistant librarian, E.H. Butler Library
 Slawko Medinac, director, Budget and Information Services
 Emile Netzhhammer, interim associate vice president for enrollment management, academic affairs
 Andrew Nicholls, Faculty of Natural and Social Sciences representative, History and Social Studies Education Department
 Anthony Nowakowski, Faculty of Applied Science and Education representative, Computer Information Systems Department
 Frank Pascarella, College Senate representative, Health and Wellness Department
 Ted Schmidt, chair, Technology Council, and interim director, FAST Center
 Margaret Shaw, coordinator of general studies, Lifelong Learning

Academic Affairs convened the committee and, for the present, Ted Schmidt will coordinate activities.

Estelle M. Engel Scholarship Fund

The dean of the Faculty of Arts and Humanities urges faculty and staff to encourage eligible students to apply for the Estelle M. Engel Memorial Scholarship. This is a \$2,500 scholarship for the 1999-2000 academic year. Bernard Engel established the scholarship in memory of his wife, who had a passion for writing.

One award will be made based on the following criteria:

- Undergraduate English or journalism major
- Completed at least 45 semester hours
- Minimum cumulative grade point average of 3.0
- Evidence of writing ability demonstrated by submitting at least three writing samples and/or letters of endorsement from faculty in the English and/or Communication departments.

All entries must be submitted in triplicate to the Dean of Arts and Humanities Office, Rockwell Hall 222, by Friday, April 16.

Presentation on Critical Thinking

"Strategies for Student Success: Integrating Critical Thinking and Active Learning Into the College Curriculum" will be presented by guest lecturer Linda Best from 11 a.m. - 1 p.m. Friday, April 16 in Butler Library 210. Dr. Best is an associate professor of English and the director of developmental studies at Kean University in Union, N.J. Her presentation will address issues related to the transfer of knowledge into the college curriculum, such as how to

incorporate reflection and response into fixed bodies of knowledge, as well as strategies for student-centered learning. For further information, please contact Laura Brown in Academic Support Services at ext. 5226.

Student Research and Creativity Celebration

The Student Research and Creativity Celebration is the time to showcase our students' scholarly and creative accomplishments. It will take place on the weekend of May 1, and is sponsored by the Research Foundation, the Academic Affairs Office, the Research Council, and the Buffalo State Chapter of Sigma Xi.

All types of scholarly and creative activities will be featured, including individual and class projects, talks, poster sessions, art exhibits, and performances. Applications are available in the Research Foundation, Bishop Hall B14; the deans' offices; department offices; or from Jill Singer at ext. 4724. Applications must be received by Wednesday, April 7.

Award-winning storyteller Vicki Juditz will conduct two workshops for students at 10:30 a.m. and 2 p.m. on Saturday, May 1 in Butler Library. The 90-minute workshops will include an introductory story followed by a discussion of the art of storytelling. Ms. Juditz will talk about her writing and performing and how she uses life experiences to create memorable stories to be read or told. The workshops are open to all Buffalo State students and should be of special interest to students majoring in education, English, communication, or performing arts.

A grand finale event is planned for 7 p.m. Sunday, May 2 in Rockwell Hall Auditorium when Ms. Juditz will perform "Teshuvah, Return." The show received a Drama-Logue Award, an LA Weekly nomination for Best Female Solo Performance in 1994, and an Ovation Award nomination for Best Writing of a World Premier. This event is free and open to the public, but a ticket is required. Contact the Rockwell Hall Box Office at ext. 3005 for ticket information.

Community Service Committee

Buffalo State volunteers will work with community residents to help build three park areas in Buffalo, as well as clean up Martin Luther King Jr. Park on Saturday, April 24. Volunteers will meet at the college at 9 a.m., where buses will transport them to the work sites and back. Lunch and raffle prizes will follow. To volunteer or for more information, please call Fred Howe at ext. 5637.

From the Vice President for Finance and Management

Deadlines for Requisitions From 1998 - 99 Funds

Requisitions for supplies, materials, services, and equipment from fiscal year 1998 - 99 funds must be received in the Purchasing Office by the following dates:

\$10,001 or more	Wednesday, April 28
\$5,001 to \$10,000	Wednesday, May 19
\$5,000 or less	Wednesday, June 16

Please note: The deadline for all requisitions for fiscal year 1998 - 99 is June 16. Any requisition received in purchasing after June 16 will not be processed and will be returned to the department. This includes requests for office supplies and paper products through Boise

Cascade and/or Alling & Cory. 1998 - 99 purchases through American Express (AMEX) Procurement Card also must stop as of June 16. Please plan accordingly.

Spring Open "Housecleaning"

Spring housecleaning has begun in preparation for our Open House on Saturday, April 10. Campus Services is already hard at work to ensure that the first impression of our campus facilities by prospective students and their families is a favorable one! In the course of your day, if you notice a missing ceiling tile, burned-out light bulb, etc., please call Campus Services at ext. 6111 to alert them. Tasks will be completed in priority order.

Spring Semester Textbooks

The Buffalo State Bookstore will start to return overstocked textbooks from the spring 1999 semester. Faculty are asked to remind their students to purchase their textbooks as soon as possible to avoid the return of textbooks that may still be needed for ongoing classes. If you have questions or special needs, please call the bookstore at ext. 5509.

Computing Services Training Schedule for April 1999

Unless otherwise noted, all classes will be held in CyberQuad 318. Please bring a 3.5" IBM-formatted disk. Call ext. 3361 or send e-mail to reynolap to register for any of these classes. If you use e-mail, you must include your full name, e-mail username, title, department, and telephone number. Incomplete e-mail messages will not be accepted. You will receive a reply to your e-mail only if there is a problem with your registration request.

Introduction to Windows '95

Monday, April 12 1 - 4 p.m.

The new systems being delivered to offices and labs on campus come with Windows '95 as the operating system. This hands-on class will guide you through the process of creating files and folders, saving and moving documents, and customizing your desktop.

Introduction to Access

Wednesday, April 14 9 a.m. - noon

Access is the relational database that comes with Microsoft Office '95 or '97. It has replaced other databases used at Buffalo State. Learn how simple it is to convert from another database to Access. You will learn how to create tables, forms, reports, labels, and much more.

Introduction to Excel**Monday, April 19 1 – 4 p.m.**

Excel is the spreadsheet application that comes with Office '95 or '97 and is replacing other spreadsheet applications as computers are upgraded on the campus. Learn how to create grade books, payroll reports, and much more using Excel.

Introduction to Word**Wednesday, April 21 9 a.m. – noon**

Microsoft Word is the new word processing standard for the campus. Come to this class and learn the basics of Microsoft Word and how to convert your old word processing files to Word.

Creating Web Pages — HTML**Thursday, April 22 1 – 4 p.m.**

This hands-on session will cover the basics of Web page design and layout. You will create three Web pages using Claris Home Page for the PC. Basic HTML commands also will be covered.

E-Mail on the Net**Friday, April 23 1 – 4 p.m.**

This hands-on session will show you how to use Netscape Mail over the World Wide Web to send and receive messages and images. **You must have a Buffalo State alpha account to attend this class.** Bring some Word documents and bit-mapped images to send around the room and around the world.

Introduction to PowerPoint**Tuesday, April 27 9 a.m. – noon**

PowerPoint is the presentation application in the Microsoft Office suite. Learn how to create slide shows that include images, graphs, and sounds. Learn how to sort slides and animate the text and images in them.

Intermediate Word**Thursday, April 29 1 – 4 p.m.**

Learn how to create and edit headers and footers, set up and use tables of contents, use and edit graphics, and create and manipulate columns. If time permits, you also will learn how to convert Word documents to HTML documents for Web publishing.

Mail Merge Using Word**Friday, April 30 1 – 4 p.m.**

Learn how to use Microsoft Access in conjunction with Microsoft Word to create data files for mail merges. You also will learn how to create form letters and mailing labels.

Macintosh Training – CyberQuad 316**Intro to Creating Web Pages****Monday, April 19 9 a.m. – noon**

Learn how to create Web pages using Claris Home Page for the Mac. You will learn the basics of Web page design and layout, the basics of linking pages, and how to insert images

into pages. **You must currently use a Macintosh and have experience surfing the Web to take this course.**

Intermediate Web Page Design**Wednesday, April 28 9 a.m. – noon**

This is a continuation of Intro to Creating Web Pages. Learn advanced concepts, such as tables, animated images, and forms. You will surf the Web and download images for your pages. **You must have attended the intro course to attend this session.**

From the Vice President for Institutional Advancement and Development

Upcoming Alumni Events**Alumni Night With the Buffalo Philharmonic Orchestra**

From the humble beginnings of a cross-country bus tour to the world's No. 1 soul group, The Temptations take the stage with the BPO Friday, April 16. Original member Otis Williams and his four R&B soulmates celebrate the best of Motown sounds. The concert begins at 8 p.m. in Kleinhans Music Hall. Tickets are \$30.90 per person. Call the BPO at 885-5000 to purchase your tickets today! Please indicate that you are with the Buffalo State Alumni Association.

"Cruising in Buffalo State Style"

Enjoy a delightful display of sensational outfits from Buffalo State's own Fashion Technology Department and local stores at the 31st annual Spring Fashion Show from 11:30 a.m. – 2 p.m. Saturday, May 1 in the Campbell Student Union Social Hall.

Catered by Rich Renaissance Niagara, the luncheon will include a large julienne salad with ham, turkey, and swiss and American cheeses; a platter of assorted desserts; tea and coffee. Lisa Flynn, '86, and Mylous Hairston, '86, news anchors and reporters at WIVB-TV Channel 4, will be commentators.

Tickets are \$20 for general admission, \$12 for students. Contact the Alumni Association at ext. 6001 for more information.

From the Vice President for Student Affairs

Program for School-Age Children

The Buffalo State College Child Care Center will run a program for 5- to 9-year-old children from June 28 to Aug. 25 with full- and half-day slots available. Tuition is based on a sliding-fee scale.

The center provides quality, affordable child care for the families of students, faculty, and staff of the college, as well as families of other New York state employees and community members. Licensed by the New York State Department of Social Services, the center is open Monday through Thursday from 7:30 a.m. – 5:30 p.m. and Friday from 7:30 a.m. to 5 p.m.

The Buffalo State College Child Care Center is accredited by the National Academy of Early Childhood Programs, a division of the National Association for the Education of Young Children, the nation's largest organization of early childhood educators.

Please call ext. 5335 for further information or to arrange for a tour of the center.

Legal Counsel Visit

Nancy Burritt, associate counsel from SUNY Central, will be on campus Thursday, April 8 during Bengal Pause in Butler Library 210 to speak with faculty internship coordinators and any interested members of the campus community. Ms. Burritt will address legal and liability issues regarding internships and field placements.

Ms. Burritt also will be available from 2 – 3 p.m. in Cleveland Hall 418 for an informal drop-in session. Contact Bob Orrange in the Career Development Center, ext. 5811, for more information.

From the Chair of the College Senate

Next College Senate Meeting

The next College Senate meeting will be 3 p.m. Friday, April 16 in Butler Library 210.

Actions of the Senate

At the Feb. 26 meeting, the College Senate voted to accept the report of the Professional Welfare Committee regarding the proposed reorganization of Academic Support Services and to send it to the president:

After many discussions with the members of the Professional Welfare Committee of the College Senate and other members of the faculty and professional staff, it has been determined that the following activities have contributed to the confusion, unease, alienation and general loss of morale that currently exists in Academic Support Services. The committee recommends that the administration correct those items that still can be changed; redress for the persons affected should be considered. It further recommends that the administration take all of the following factors into account when similar changes are contemplated to try to avoid some of the problems that arose. Many of these concerns cross various organizational lines within the college, thus indicating their pervasive importance. It should be emphasized that no direct evidence exists for some of the following perceptions. However, the perceptions are very real and affect the performance and comfort of the staff involved. Perhaps some of these concerns need to be addressed by United University Professions.

1. People perceived as unqualified were placed in supervisory and personal assistant positions at several levels in the Academic Skills Center. The perception is that they were "liked" and were thus given the responsibilities that had previously been entrusted to permanent or term contract employees. There were no proper searches for the positions.

2. Temporary and part-time employees were recognized as worthy to receive support, in the form of travel to conferences, while those regarded by some as much better prepared and experienced employees were not so supported.
3. People were called about work-related issues while at home or on vacation. Some people perceived a threat of job action if they did not conform to the concerns of the caller.
4. Requests for résumés, job descriptions, and performance programs (including the number of minutes spent on each task) were made before there was any agreement that there was to be a change of performance programs. The result was confusion and apprehension about the future of certain members by the support services staff.
5. Interviewed staff members were asked to describe their responsibilities and were told that they would not be performing all of those responsibilities in the future. No rationale for the changes was given nor was there clear communication regarding the expectations for the administration. It is unclear who would be performing these responsibilities.
6. Academic freedom and freedom of speech appeared to be violated when staff members were told they should not go to the union but should take their complaints to the administration. They were told their jobs would change by July 31. These attitudes contributed strongly toward job insecurity.
7. There was a perception of age discrimination when the administrative representative discussed the "fine young talent" of some of the student personal assistants who have been promoted to jobs without being interviewed or without allowing veteran staff to bid.
8. Certain staff who expressed negative opinions about the changes were labeled "hot spots" and were accused of "causing problems." Administrative representatives were perceived to talk negatively about staff during staff meetings. Staff members were fearful of job repercussions if they spoke against these degrading discussions.
9. There were arbitrary changes of job titles (from directors to coordinators). These changes were perceived to be a negative development that would place coordinators in a weaker position when reacting with similar representatives from other institutions.
10. Questions arose about the transfer of faculty lines to administrative use.
11. Confusion about the floating of several plans about the reorganization of the facility before proper consultation resulted in a great deal of anxiety and distrust.

At the March 12 meeting, the senate voted to accept the report of the Academic Plan Committee regarding the proposed reorganization of Academic Support Services and endorse its recommendations:

The Academic Plan Committee met again on March 9 to complete its report to the senate on the reorganization of the Academic Support Services area (see interim report presented to the College Senate, Feb. 26, 1999). Representatives from administration Dennis Ponton, Mel Netzhammer, and Virginia Wyly, and members of the Academic Services Committee had met with the Academic Plan Committee on March 4 to further discuss the proposed

reorganization in response to the additional questions raised by the Academic Plan and Academic Service committees.

The Academic Plan Committee supports the goal of the reorganization of Academic Support Services and the Enrollment Support and Retention Program to provide better services for students. The Academic Plan Committee agrees that there is a need for restructuring related to problems in the delivery of services to students, overloads, unequal distribution of responsibilities, and duplication of services. The need for restructuring is based on the goal of providing better service for students and this goal must be kept in the forefront of any changes.

However, the committee wishes to convey to the administration its dissatisfaction with the way that this procedure has been conducted to this point. As this reorganization was being structured, little communication or discussion were undertaken with individuals now providing services. Future steps should be conducted in a more open and collaborative manner. Special attention should be given to the responsibilities of developmental courses so that appropriately trained persons teach them. The people being shifted in this restructuring have not been fully advised as to what the plan is, and have had insufficient communication with the administration concerning this action, yet they are the ones providing services and they are the ones who will need to shift their positions.

Based on the goal of providing better support services, there is a need to measure and evaluate the reorganization process as it progresses, and to assess its effectiveness after it is completed. Identifiable criteria to assess the improvements in services and assignment of responsibility for data collection and analysis must be determined. As the reorganization progresses, there must be a system in effect to monitor its development.

Accountability is required because these issues are relevant to all employees of Buffalo State.

Assessment should include a self-study of the process and an external review of the new structure after a reasonable period of time (e.g., one year). Rather than struggle on our own, we need to look to other, similar institutions, and to follow the models of institutions that we hold in high regard. We do not exist in a vacuum; other models will assist in this ongoing effort to improve student services.

The Academic Plan Committee recommends proceeding with the proposed reorganization with the inclusion of the following specific actions:

1. The people involved in the reorganization should be encouraged to provide more input into the restructuring because they are currently providing the services. They should participate in the development of roles and responsibilities. The listings of FTEs that have been provided to the Academic Plan Committee should have descriptions and identified responsibilities that ultimately evolve for each position. The performance should be a clear understanding of responsibilities for the professional employees. We would anticipate through this next step in the reorganization some additional revisions that will further assure functionality in the delivery of services. The process should be dynamic, not static, with follow through and collaborative adjustments as the new structure is put in place. While we do not feel that the Academic Plan Committee needs to be involved, we do feel that the Professional Welfare Committee should be apprised of the process.

2. The internal searches for the positions of director of academic support and services, and director of enrollment support and retention programs must be conducted in a professional manner. The job descriptions, responsibilities, and qualifications for the directorships must be listed with adequate notice. Encouragement of application for all qualified candidates needs to be done before the positions are filled.
3. Assessment measures need to be defined, organized, and used. Collection of data and responsibility for processing must be priority items, and the subsequent analysis of the data should be appropriate to assist in improving the system. The Academic Plan Committee suggests that a report on the successes and difficulties of this reorganization, as measured by the assessment indicators, be submitted to the College Senate one year after the reorganization is in place.

The success of the student is the highest priority and the Academic Plan Committee will be happy to assist in monitoring the completion of this goal if the College Senate chooses to give it that charge.

On March 12, the College Senate passed a resolution that the senate endorse a resolution passed by the Faculty of Natural and Social Sciences and that (the senate) request that the president endorse it and forward it to the board of trustees:

The Faculty of Natural and Social Sciences requests the College Senate to endorse this resolution protesting the board of trustees violation of Policies of the Board of Trustees (Article X, Section 4, Article VI, Section 3, and Chapter 552, Laws of 1985) in its unilateral imposition of a core curriculum without the appropriate consultation with the faculty.

Article VI, Section 3 of the policies assigned to the faculty of the university responsibility "for the conduct of university instruction, research, and service programs."

Article X, Section 4 of the policies give to the faculty of each college the obligation to "participate significantly in the initiation, development, and implementation of the education program," and Chapter 552 of the Laws of 1985 subvert the mission of the university, which requires it to be a "comprehensive system" made up of "diverse campuses which shall have differentiated and designated missions."

College Senate Elections

The elected membership of the College Senate is composed of 36 senators who serve three-year terms. Eighteen college senators represent the three faculties; six represent the professional staff; one represents the library; two represent the College Senate in the SUNY University Senate; two represent the College Senate in the SUNY University Senate as alternates; and nine represent the faculty and professional staff as senators at large.

The three-year terms are arranged so that approximately one-third of the positions are up for election each academic year. Elections of the college senators from each of the three faculties, the professional staff, and the library are conducted in accordance with the bylaws of each of these groups. Election of the two university senators, two university alternate senators, and the nine senators at large are conducted by the College Senate Bylaws and Elections Committee in accordance with the bylaws of the College Senate.

In addition to the 36 senators who serve three-year terms, there are nine student senators with one-year terms.

Nominations for Senators

Nominations for the following seats are being accepted: four at-large seats (two of the senators currently holding seats are eligible for re-election); two university senators; and two alternate university senators. Please forward all nominations in writing to E.O. Smith, Chair of the Bylaws and Elections Committee, College Senate Office, Cleveland Hall 417C, by Friday, April 16.

Election of College Senate Officers

Following the results of the College Senate elections, an organizational meeting of the College Senate will be scheduled to elect the chair and vice chair of the College Senate for 1999 – 00, and to elect the chairs of the College Senate Standing Committees for 1999 – 00.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Articles submitted for publication must be approved by the president, provost, senior adviser to the president for equity and campus diversity, or vice president governing your area. Submit approved, double-spaced copy, accompanied by an IBM-formatted disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1998-99 publication schedule: Aug. 27; Sept. 3, 10, 17, 24; Oct. 1, 8, 15, 22, 29; Nov. 5, 12, 19; Dec. 3, 10, 17; Jan. 14, 21, 28; Feb. 4, 11, 18, 25; March 4, 11, 18; April 1, 8, 15, 22, 29; May 6, 13, 20; June 17; July 29.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIV, No. 28

April 8, 1999

From the President

Provost Search

The Provost Search Committee has extended and renewed its efforts. I thank the many members of the campus community who have participated in the process thus far, and remind everyone that this institution faces a number of critical academic challenges that make this undertaking especially important. Among these is the implementation of the SUNY trustees' new General Education Policy. It is critical for us to rebuild and develop our central academic structure. We must work together expediently and with renewed vigor and enthusiasm to complete the search for an excellent provost to provide academic leadership at Buffalo State College. I am pleased, therefore, to reiterate a message from the Provost Search Committee that recently was circulated on campus via e-mail.

From the Provost Search Committee

We would like to thank the more than 100 members of the Buffalo State College community who participated in the provost search activities in late January and early February. We were disappointed that our interviews did not lead to the hiring of a new provost. This month, we analyzed the process used to date. As a result, we have new optimism about extending the search. In March, we began a new phase of the search process, and want to communicate with you what we are doing and how we seek your involvement.

We realized that we needed to achieve a better match between our expectations and the candidates we interview. To that end, we hired the Educational Management Network (EMN). This highly respected firm will act as consultants, and use its specific expertise to widen the pool of candidates for the position of provost. EMN came to the campus March 22 – 23 and met with members of upper-level administration, College Senate leaders, and the search committee. These meetings clarified to EMN issues related to our search process to date. Faculty and staff members helped EMN to appreciate the college's mission and the specific characteristics and qualifications we seek in a provost.

The Provost Search Committee will remain the primary body that reviews applications, interviews candidates, and makes recommendations to President Moore. Several changes should improve this phase of the search:

First, EMN will work with us to extensively review candidates prior to campus visits. This will ensure that the time spent by members of the campus will be highly productive.

(Continued)

Second, our cooperation with EMN will enable us to communicate in new ways with people who previously did not apply for the position, e.g., people who are currently successfully employed. EMN's network can extend the reach of this search beyond the previous scope.

Third, the time frame will be unusual. We realized that many necessary decisions (e.g., curricular) would be aided considerably if our new provost were on board in the fall. Therefore, in agreement with constituencies named above, we concurred with EMN that we should be flexible in the hiring process. Ideally, we will identify highly qualified people, in part, through the use of preliminary two-hour interviews in mid-June. If all goes well, we plan to bring candidates to campus in mid-July, before the end of Session B (July 24). Although this time table is not ideal, those who met with EMN reasoned that, with adequate notice, campus constituencies could plan accordingly to be represented in the process. We realize that many members of the campus community have already made plans for mid- and late July. However, we are convinced that if qualified candidates are identified, it is urgent that we move as expeditiously as possible.

We believe these changes will help us put new, more effective energy into this process, and will lead to the successful completion of this search.

We will know before the end of the semester whether a sufficient pool is available for the July visits. If candidates have not been identified by the end of May, we will postpone the on-site visits until mid-September.

We continue to welcome your comments and will continue to keep you apprised of information as it becomes available. We seek your involvement in the process and trust that you will continue to work with us in attracting the best candidates for this very important position. Thank you.

From the Interim Provost and Vice President for Academic Affairs

Financial Aid Director Appointed

I am pleased to announce that Kent McGowan has accepted appointment as director of financial aid at Buffalo State. Mr. McGowan joined the campus community this week, following a recent appointment as director of financial aid at Colorado Christian University. His appointment resulted from a national search conducted over the past few months.

Honors Convocation

The 1999 Honors Convocation will be held during Bengal Pause Thursday, April 22 in Rockwell Hall Auditorium. Guests should report to the auditorium by 12:10 p.m. Faculty who attend as guests of honor students are encouraged to wear their academic attire and sit with their students. Department representatives who will participate in the procession should wear their academic regalia and report to the Burchfield-Penney Art Center lobby (third floor) by noon.

All members of the college community are invited to attend this ceremony and the informal reception afterward to honor the achievements of our outstanding students and their faculty mentors.

Web Teleconference

The Instructional Resources and FAST centers will co-sponsor a live video conference titled "Innovative Uses of the Web to Enhance Learning" from 1:30 – 3 p.m. Friday, April 16 in Bulger Communication Center 104 (Teaching, Learning, and Assessment Center conference room). An internationally recognized panel of experts will focus on issues such as:

- How can faculty facilitate meaningful learning among students with limited technological equipment or experience?
- How can faculty handle the unique challenges of online interaction among students from diverse backgrounds?
- What innovative, Web-based techniques can be used to meet the needs of students in rural or isolated areas?
- How can multimedia and animation be used to capture interest and improve learning?

To register, contact Ted Schmidt at ext. 6651 or send e-mail to schmidtpt. Refreshments will be served.

Conference on Instructional Technologies — CIT99

The eighth annual SUNY FACT Conference on Instructional Technologies (CIT) will be held at the SUNY Institute of Technology at Utica/Rome June 9 – 11. CIT is SUNY's most prominent event on instructional technology in education. The title of this year's conference is "Supporting Instructional Development: What Really Works." Sessions will focus on how SUNY should assess, plan, and transform itself to better prepare students for successful careers in the information age.

For conference and registration information, contact Maureen Lannen at the FAST Center, ext. 3289, or visit the CIT Web site at <http://cit.suny.edu/>

Writing Across the Curriculum

The Teaching, Learning, and Assessment Center (TLAC) will present "Writing Across the Curriculum," a workshop with Susan M. Leist, professor of English, from 10 a.m. to 4 p.m. May 24 – 28 in Bulger Communication Center 102. If you want more effective writing in your classroom, this workshop is for you. Participants will learn how to construct writing assignments in content areas, improve student writing, use ungraded writing effectively, and fairly evaluate student writing. Upon successful completion of the workshop, participants will receive a \$375 stipend and a copy of "A Guidebook for Using Writing to Teach Across the Curriculum." Enrollment is limited. You must complete a preworkshop survey to attend. Please contact TLAC at ext. 6939 or send e-mail to messinp. Application deadline is Monday, May 3.

Alive & Well: Faculty/Staff Wellness Program

Tuesday, April 13

12:15 – 1:30 p.m. Houston Gym 207

So You Want to be a Vegetarian

Nan Simpson, R.N., health consultant, and long-time practicing vegetarian, has counseled patients and groups for years about the correct way to make a healthy switch to a vegetarian or plant-based diet. She will cover the pros and cons and answer questions.

Thursday, April 22

12:15 – 1:30 p.m. Houston Gym 207

Digest This! The Digestive System and Its Health Implications

Patti Vucic, R.N. and member of the American Holistic Nurses' Association, will explore the importance of the digestive system as the body's first line of defense against the development of chronic disease. Learn how certain lifestyle practices, good nutrition, and exercise can enhance the functioning of the digestive system and improve health.

Friday, April 23

noon – 12:50 p.m. Houston Gym 208

Weight Watchers at Work

Our inaugural session of Weight Watchers at Work was so successful that we will sponsor another 10-week session starting Friday, April 23. New members are welcome. For \$89, employees can get started on a nutritionally sound weight-loss program that emphasizes lifestyle change as its nutritional focus. Our 25 participants have done an outstanding job over the last eight weeks, and have lost a combined total of more than 275 pounds. Keep up the great work!

From the Vice President for Finance and Management**Changes to Payroll Process**

Introduction of the state's new payroll system, PaySR, has brought about several significant changes in how appointments and subsequent payroll transactions are processed. One of the most significant changes involves the need to identify any current or previous state employment (including part-time work) before appointing an employee to our payroll. Failure to capture current or previous state service results in late and/or incorrect payments to employees. Additional errors are created in our employee database and payroll system.

To facilitate the collection of information regarding current or prior state service, the personal data collection form, commonly known as HRMS-2, has been modified. Please begin to use this form immediately and dispose of any current inventory. You may print this form from the Human Resource Management Web page. Please contact the Human Resource Management Office at ext. 4822 if you have any questions.

From the Vice President for Institutional Advancement and Development**Alumni Event Correction**

Outfits for the 31st annual Spring Fashion Show are being displayed by students from the Fashion Technology Program within the Nutrition, Hospitality, and Fashion Department, not the Fashion Technology Department.

From the Vice President for Student Affairs**Anonymous HIV Testing**

The New York State Department of Health will offer free, anonymous HIV testing for students, faculty, and staff on Thursday, April 8 at the Weigel Health Center. The health center and the health department have cooperated to offer this special program to the Buffalo State College community on several occasions over the past 18 months. Please call ext. 6715 to schedule an appointment; no names will be used.

From the Chair of the College Senate**Next College Senate Meeting**

The next College Senate meeting will be 3 p.m. Friday, April 16 in Butler Library 210.

Discretionary Award Survey

The College Senate Ad Hoc Committee on Women's Issues distributed a short survey to faculty and professional staff to determine the current level of knowledge about the discretionary awards process policy and practices.

The committee's goal is to gather information about the variety of practices used across campus, and faculty and staff's understanding of these practices. The committee will use this information to demystify the recommendation process. We encourage all faculty and professional staff to participate. A report of the responses will be given at the May 7 Senate meeting and published in the Bulletin the following week. Additional copies of the survey can be obtained from the College Senate Office, Cleveland Hall 417.

Curricular Items

The following courses and programs have been approved by the Curriculum Committee and will be forwarded to the president for final review and approval:

New Courses:**CHE 300 Medications: Chemicals for Your Health****Chinese 101/102 Beginning Chinese I and II****Chinese 201/202 Intermediate Chinese I and II****CRJ 626 Gender Issues in Justice**

ENG 317 Shakespeare for Future Teachers
 MUS 113 Brass Techniques
 MUS 114 Percussion Techniques
 MUS 115 String Techniques
 MUS 116 Woodwind Techniques
 MUS 318 Sight Singing and Ear Training III
 MUS 319 Sight Singing and Ear Training IV
 PHI 106 Critical Thinking
 PHI 202 Philosophy of Human Nature
 PHI 316 Freedom and the Self
 SLP 605 Contemporary Issues in Clinical Interactions: Families and Culture
 VTE 350 School/Community Relations Field Experience

Course Revisions:

MUS 218 Sight Singing and Ear Training I
 MUS 219 Sight Singing and Ear Training II
 MUS 330 Music Theory III
 MUS 331 Music Theory IV
 PHI 309 Knowledge and Truth
 REL 105 Introduction to Christian Thought
 SLP 411 Introduction to Language Disorders
 SLP 501 Clinical Methods

Program Revisions:

Philosophy

B.F.A. in Design: Concentration in Interior Design (0180)
 B.F.A. in Design: Concentration in Ceramics, Fiber, Furniture, and Jewelry (0180)
 B.S. in Design: Concentration in Ceramics, Fiber, Furniture, and Jewelry

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Buffalo State College

State University of New York

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April 15, 1999

From the President

Twenty-Five Year Employees Luncheon

I am pleased to invite the college community to a luncheon at 12:15 p.m. Tuesday, May 4 honoring faculty and staff who are in their 25th year of service at Buffalo State College. This annual event serves to honor our colleagues on a milestone in their professional careers, and to thank them for their dedication to Buffalo State. The 20 employees crossing the 25-year mark this year are:

Catherine M. Boehm, exceptional education; Suzann P. Denny, design; Maryruth F. Glogowski, Butler Library; Andrew J. Joniak, business; Carole E. Knuth, English; Thomas Laudico, campus services; Rosalyn A. Lindner, sociology; Donald D. Mitchell, anthropology; Jill Nash, anthropology; Gary J. Phillips, Comptroller's Office; Allen H. Podet, philosophy and religious studies; John N. Popovich, educational foundations; Sheila K. Prigel, computing services; Stephen E. Schwartz, health and wellness; Lee R. Snyder, philosophy and religious studies; Peter J. Sowiski, fine arts; Richard A. Stempniak, technology; F. Christopher Tahk, art conservation; and James J. Yager, facilities planning.

The cost of the luncheon is \$14 per person, which includes choice of entrée (filet of sole stuffed with crabmeat, chicken Parmesan, prime rib of beef au jus, or vegetarian lasagna), wine, and nonalcoholic beverages.

Those interested in attending the luncheon should deliver a check, payable to the Buffalo State College Foundation, to Ginny Bolz, Cleveland Hall 517, by Friday, April 23. Please indicate choice of entrée.

Adult Education Advanced Certificate Program Approved

Buffalo State has received approval from the State Education Department to offer an advanced certificate program in adult education. The program will serve students who have terminal degrees in related fields and want to develop professional skills and credentials in adult education. It will be administered through the Educational Foundations Department, the Faculty of Applied Science and Education, and the Graduate Studies and Research Office.

(Continued)

Curricular Approvals

I have approved the following new courses and course revisions, which have been recommended by the appropriate dean, the College Senate, and the interim provost and vice president for academic affairs.

New Courses:

CHE 300 Medications: Chemicals for Your Health
CHI 101-102 Beginning Chinese I and II
CHI 201-202 Intermediate Chinese I and II
CRJ 626 Gender Issues in Justice
ENG 317 Shakespeare for Future Teachers
MUS 113 Brass Techniques
MUS 114 Percussion Techniques
MUS 115 String Techniques
MUS 116 Woodwind Techniques
MUS 318 Sight Singing and Ear Training III
MUS 319 Sight Singing and Ear Training IV
PHI 106 Critical Thinking
PHI 202 Philosophy of Human Nature
PHI 316 Freedom and the Self
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VTE 350 School and Community Relationship Field Experience

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MUS 219 Sight Singing and Ear Training II
MUS 330 Music Theory III
MUS 331 Music Theory IV
PHI 309 Knowledge and Truth
REL 105 Introduction to Christian Thought
SLP 411 Introduction to Language Disorders
SLP 501 Clinical Methods

From the Interim Provost and Vice President for Academic Affairs

Thank You

Thanks to everyone who participated in Spring Open House on Saturday, April 10. Buffalo State welcomed more than 1,700 people, including 729 prospective students, making this one of our larger open houses. Faculty and staff sponsored more than 50 events and activities during the day. Special thanks to Paul Bink, who coordinated the event for the Admissions Office. The success of Spring Open House is due to the overwhelming support of the campus community.

Critique and Evaluation Period

The Critique and Evaluation Period (CEP) for spring 1999 will be Monday, May 10; Tuesday, May 11; Wednesday, May 12; and Thursday, May 13. A Study Day will be held on Friday, May 7.

The purpose of CEP is to provide a single class meeting during which faculty and students will have an extended period of uninterrupted time to conduct appropriate end-of-course activities. CEP is designed for classes that meet more than once a week during the semester. Classes (evening or day) meeting only once a week have sufficient time for final evaluation; therefore, they will follow their regular schedules, with exams to be scheduled during CEP. The following regulations govern CEP:

- A study day will occur the weekday immediately prior to the start of CEP. Evening classes meeting only once a week will not have a study day.
- All instructors are expected to meet their classes at the scheduled time during CEP and to choose an appropriate activity that reflects the academic goals of the course and the intent of CEP, e.g., an exam, a review, critique of papers, course summation, individual presentations or demonstrations, etc.
- Instructors will not schedule a final exam prior to CEP. Instructors may not change the date and time of their final class period during CEP. In case of emergencies, confer with appropriate dean and notify the vice president for academic affairs.
- CEPs will be scheduled for one-hour-and-fifty-minute periods. Instructors are not to increase or decrease the scheduled CEP time.
- In case of emergencies that would close the school, CEPs will be rescheduled, as appropriate.
- Faculty members must post office hours during which they will be available to meet with students during CEP week.

Learning Communities Teleconference

"Learning About Learning Communities: Taking Student Learning Seriously," a teleconference sponsored by the Student Affairs Office and the Teaching, Learning, and Assessment Center, will be presented from 1 – 4 p.m. Monday, April 19 in Bulger Communication Center 104. Learning communities are exciting, flexible structures for accomplishing many objectives of student academic, social, and personal successes. This presentation by John N. Gardner, Jodi Levine, Barbara Leigh Smith, and Vincent Tinto will show how and why learning communities are increasing student academic performance and retention while facilitating faculty development. For further information, call the Teaching, Learning, and Assessment Center at ext. 6939.

Exceptional Education Spring Symposium

The Exceptional Education Department will host its fourth annual Spring Symposium on April 29 and 30. The keynote speaker is David Edyburn, University of Wisconsin, Milwaukee. Dr. Edyburn is editor of "Teaching Exceptional Children," and author of "The Electronic Scholar: Enhancing Research Productivity With Technology." He also is past president of the Technology and Media Division of the Council for Exceptional Children. His presentations are designed to help all preservice teachers think differently about using technology as a resource.

On Thursday, April 29, the symposium will be held from 7 – 9 p.m. in Butler Library 210. Dr. Edyburn will speak on "Special Education Technology in the New Millennium" and departmental awards will be given. Refreshments will be provided by students in the nutrition and hospitality programs. All members of the campus community are invited. Please register by Wednesday, April 21; there is no fee.

On Friday, April 30, the symposium will be at Salvatore's Italian Gardens. Dr. Edyburn's presentation topic will be "Fifteen Things Every Teacher Needs to Know About Technology to Help Students Achieve High Academic Standards." The registration fee is \$10 for students and \$25 for others, and includes continental breakfast and lunch. Registration is required by Wednesday, April 21.

Contact Sharon Cramer, ext. 4334 or e-mail [cramersf](mailto:cramersf@buffalo.edu), for details.

Museums in the 21st Century — Art Conservation Lecture

What changes are museums undergoing as they move into the next century? Are they becoming more entertainment centers and less places for viewing artistic and other cultural treasures? What will the changes mean with respect to the use of museum collections and their preservation?

These will be among the subjects of an hour-long, free public lecture and panel discussion, "Museums in the 21st Century: Two Perspectives," at 7:30 p.m. Thursday, April 22 in the Pan American Building of the Buffalo and Erie County Historical Society (BECHS) on Nottingham Court. The two perspectives will be presented in short talks by Ross Merrill, chief of conservation, National Gallery of Art; and Inge-Lise Eckmann, former deputy director, San Francisco Museum of Modern Art and chair of Heritage Preservation, Washington, D.C. Joining the speakers will be directors of leading Buffalo museums: William Siener, BECHS; Ted Pietrzak, Burchfield-Penney Art Center; Douglas Schultz, Albright-Knox Art Gallery; and Michael Smith, Buffalo Museum of Science. Christopher Tahk, director of Buffalo State's Art Conservation Department, will serve as moderator. The audience will have an opportunity to direct questions to the panel. The Art Conservation Department, BECHS, and the American Institute for Conservation are sponsoring the event.

Mr. Merrill and Ms. Eckmann are fellows of the American Institute for Conservation, the national organization of professionals dedicated to preserving the art and historic artifacts of our cultural heritage. Heritage Preservation, a national organization, includes museums, libraries, archives, historic preservation organizations, historical societies, conservation organizations, and other professionals and groups concerned with saving the past for the future. Heritage Preservation, formerly named the National Institute for Conservation, has helped preserve the nation's public outdoor sculpture, including Buffalo's, through its Save Outdoor Sculpture (SOS) initiative. As chair of Heritage Preservation, Ms. Eckmann accompanied First Lady Hillary Rodham Clinton last year on a tour highlighting Save America's Treasures, an initiative of president and Mrs. Clinton's White House Millennium Council. The initiative is a partnership program of Heritage Preservation, the National Trust for Historic Preservation, and the National Park Foundation.

For details, call the Art Conservation Department, ext 5025, or BECHS, 873-9644.

Alive & Well: Faculty/Staff Wellness Program

"Spring Into Health" — Employee Wellness Week

Monday, April 26 – Friday, April 30

Spring is the season of rejuvenation and the start of new life cycles. It's also the time to take stock of your own health and wellness needs and "spring into health" during Buffalo State's Employee Wellness Week. All Buffalo State employees are invited to participate, free of charge, during this educational and fun week of health and wellness programs. The event is the result of the collaborative efforts of the Health and Wellness Department, the Weigel Health Center, the Counseling Center, several faculty and staff contributors, the Alive & Well Program, and community health professionals.

Please register for all sessions by calling ext. 5109, or return the R.S.V.P. portion of the "Spring Into Health" brochure (watch for it in your mail box) to Alive & Well Program, Houston Gym 219.

Monday, April 26

The Healing Power of Humor

noon – 12:50 p.m. Houston Gym 207

Catherine Ansuini, Health/Wellness Department

You owe it to yourself to be happy. There are proven health benefits in humor and Dr. Ansuini will show you how to put joy and laughter back into your daily routine. Put a smile on your face and watch positive changes occur.

Self-Talk and Stress

noon – 12:50 p.m. Classroom Building B108

Joan McCool, director of the Counseling Center

This workshop is for anyone who talks to himself! Most of the time, our own perspective and what we "tell ourselves" about events influences our stress levels. Learn ways to change automatic negative, catastrophic thinking into positive, realistic cognition to help cope with daily hassles.

Stress Reduction — Relaxation

4:45 – 6 p.m. Weigel Health Center 203

Alice Hillery Sullivan, assistant director, Student Health Services, Weigel Health Center
Stress is ever-present in our lives today. Participants will be given an opportunity to identify daily stressors and learn skills necessary to incorporate relaxation techniques, at home or at work, to combat the negative health effects of stress.

Tuesday, April 27

Cholesterol Screening

11 a.m. – 2 p.m. Houston Gym, second floor foyer

Joan Clewell, R.N., Health Care Plan

Have you had your cholesterol checked in the past two years? Cholesterol is one of the leading indicators of heart disease, and it is vital that you know your cholesterol count. This is a total cholesterol screen and is set up by 10-minute appointments. Call to register, note the best time, and you will receive a confirmation. Free to all Health Care

Plan subscribers, \$5 for others; payable at time of screening. No fasting required. Repeated Thursday, April 29.

Blood Pressure and/or Health-Risk Assessment

12:15 – 1:30 p.m. Houston Gym, second floor foyer
Health and Wellness Department and health and wellness majors
Stop by for a free blood pressure screening. High blood pressure is a silent killer and one of the leading risk factors in the development of heart disease. Do you know your number? You also can have your own health-risk assessment completed using the Health-Risk Systems 3000 computer, which will generate a confidential, personal health report. Repeated Thursday, April 29.

Nutrition and Your Health

12:15 – 1:30 p.m. Houston Gym, second floor foyer
Renee Sykes, Independent Health
Good nutrition and healthy eating are central to reducing the risk of developing chronic disease. Stop by for important nutrition information that will get you started on an improved healthy eating plan.

Nurse Practitioners in Health Care Today

12:15 – 1:30 p.m. Houston Gym, second floor foyer
Susanne Wilk-Schank, N.P., Weigel Health Center
Nurse practitioners are increasingly being utilized to provide health services to college populations, including our own Weigel Health Center, as well as the public sector. Participants will learn about the important role today's nurse practitioner plays in delivering quality health care.

The Spiritual Dimensions of Health

12:15 – 1:30 p.m. Bishop Hall 242
Marianne Ferguson, Philosophy and Religious Studies Department
Health involves the whole person. Spiritual growth is integral to vibrant physical, emotional, intellectual, and social development. A discussion on the spiritual element of wholeness is critical to human happiness.

Living With Menopause

12:15 – 1:30 p.m. Houston Gym 208
Maureen McCabe, R.N., Expressly for Women, Sisters of Charity Hospital
From age 35 until menopause, women ride a hormonal roller coaster through what is now termed perimenopause. Once menopause occurs, women face another set of physical changes and decisions about their long-term health. This workshop will attempt to shed light on some of the many issues and questions regarding this circle of life change.

Wednesday, April 28

Spring Into Health Wellness Fair

11 a.m. – 1:30 p.m. Campbell Student Union lobby
Health and Wellness Department and health and wellness majors

Visit the many health and wellness vendors on hand for the annual spring wellness fair. Health and wellness majors will provide educational information, healthy foods to sample, and a host of other wellness activities in the union.

He/She Who Laughs — Lasts!

noon – 12:50 p.m. Ketchum Hall 211
Bruce Baum, Exceptional Education Department
The message is simple: Take pleasure in the little things life has to offer, laugh a little more each day, and you'll live a healthier, happier life. Humor is often missing from our day-to-day routine. Find out how easy it is to add a little humor to your life and experience the positive effects of laughter.

Sleep Matters

noon – 12:50 p.m. Houston Gym 208
Steve Chris, senior psychologist, Counseling Center
Quality sleep is essential to being at our best. This workshop will focus on the causes of, and remedial strategies for, disturbed sleep.

Learning How To Say "No"

1 – 1:50 p.m. Classroom Building C116
Modupe Akin-Deko, senior psychologist, Counseling Center
The ability to say "no" is a very difficult task for some individuals, yet this skill is an essential stress management tool, promoting individual health and well-being. This presentation will include identifying and practicing techniques to improve the ability to say "no," follow through with it, and experience less guilt.

Thursday, April 29

Cholesterol Screening

11 a.m. – 2 p.m. Houston Gym, second floor foyer
See announcement for Tuesday, April 27. By appointment only.

Blood Pressure and/or Health Risk Assessment

12:15 – 1:30 p.m. Houston Gym, second floor foyer
See announcement for Tuesday, April 27.

Homeopathy

12:15 – 1:30 p.m. Classroom Building C116
Sally Williams, H.M.C., WNY Healing Arts Association
Homeopathy is an ancient healing science that assists the body's natural ability to resist disease. Symptoms are an expression of the body's effort to overcome stress and bring it into balance. The symptom picture shows us why the condition exists. Through homeopathy, the causation is addressed, not merely the symptoms.

Emergency First Aid: What To Do in the First Five Minutes

12:15 – 1:30 p.m. Houston Gym 208
Scott Roberts, Health/Wellness Department
Faced with a serious emergency, would you know what to do in the first five minutes? Heart

attacks, stroke, choking, burns, heat exhaustion, and allergic reactions can all be life-threatening situations. Knowing a few simple emergency first-aid steps could help save a life.

Athletic Training for the Weekend Athlete

12:15 – 1:30 p.m. Sports Arena Training Room

Paul Marvar, assistant trainer, Intercollegiate Athletics Department

Even well trained athletes must deal with athletic injuries, but the weekend athlete faces still greater risks because proper conditioning is often lacking. If you enjoy exercise or compete athletically at some level, you probably have questions about nagging physical ailments or injuries. This workshop will attempt to answer some questions on the prevention and treatment of "common weekend athlete" injuries.

Friday, April 30

I'm the Boss, Applesauce!

noon – 1 p.m. Houston Gym 223

Pamela Yax, Family Focus Program, Prevention Focus Inc.

Parents and teachers alike face many challenges working with teens today. Do you effectively communicate with your teenager? Are there consequences, positive or negative, associated with behaviors? Are you a good listener or a nag? Join this session and discover ways to better understand your teen and cut the stress that results from the conflicts.

Weight Watchers at Work

noon – 12:50 p.m. Houston Gym 208

Taina Hoffman, program leader, Weight Watchers Program

Session two begins today. Our inaugural group of 25 faculty and staff lost more 300 pounds during its 12-week program. Here is your opportunity to make a significant positive health change. This is a proven dietary lifestyle program that focuses on healthy eating using your own food choices. The cost for this 10-week program is \$89.

Foreign Languages Lecture

Binghamton University Professor R. Kevin Lacey will speak on "Connecting Foreign Languages and Cross-Cultural Understanding: The Needs, the Challenges, and Some Suggested Leading Initiatives for Students, Faculty, and Staff" from 12:15 – 1:30 p.m. Thursday, April 29 in Bulger Communication Center West. Refreshments will be provided. This lecture is funded by the Faculty-Student Association and co-sponsored by the Women's Studies Interdisciplinary Unit and the Foreign Language Department.

For additional information, contact Rafika Merini at ext. 4830 or ext. 6403

Honors Convocation

The 1999 Honors Convocation will be held during Bengal Pause Thursday, April 22 in Rockwell Hall Auditorium. Guests should report to the auditorium by 12:10 p.m. Faculty who attend as guests of honor students are encouraged to wear their academic attire and sit with their students. Department representatives who will participate in the procession should wear their academic regalia and report to the Burchfield-Penney Art Center lobby (third floor) by noon. All members of the college community are invited to attend this ceremony

and the informal reception afterward to honor the achievements of our outstanding students and their faculty mentors.

From the Vice President for Finance and Management

Fire Evacuation Drill Schedule

In compliance with New York State Education Law 807, fire evacuation drills will be held in various buildings April 27 – April 30. Department heads and/or faculty will be responsible for complete evacuation of areas under their control.

Procedure for Occupants

- When alarm is sounded, proceed by the most direct means, in keeping with equitable distribution of traffic, to the nearest exit and stand at least 25 yards outside the building
- Leave lights on
- Close all doors
- Turn off room fans; leave hood fans on
- Turn off all electrical and gas appliances
- Close doors to the corridors; in the event of actual fire, leave doors in the immediate areas unlocked
- Re-enter the building when "all clear" is announced by college personnel conducting the drill

Exceptions to Evacuation During Fire Drills Only

- Persons involved in critical experiments or lab processes that cannot be left unattended may remain
- Persons using wheelchairs or crutches may remain; however, one able-bodied person who would be responsible for said persons also is required to remain should evacuation become necessary.

To assure the safety of our faculty, staff, and students, all fire safety equipment will be examined for proper operation during the drills. A minimum amount of extra time will be needed to perform this operation.

Please contact David Miller at ext. 6113 with questions. Thank you for your cooperation in this matter.

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 designed to identify internal control weaknesses and implement changes 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 questions pertaining to the Internal Control Act, please contact Gary Phillips at ext. 4312.

Extra Service

A reminder to faculty and staff: If you are teaching on an overload basis or performing work as extra service, it is essential that you sign an Extra Service Voucher form (AC 873) before

payment can be processed. If you have any questions, please call the payroll office at ext. 4124.

Year 2000 Salary Factor

The year 2000 is a leap year, and Feb. 29 will affect the salary factor for fiscal year 1999 – 2000. Beginning with paychecks issued April 28, 1999, salaries will be calculated using a different salary factor (14/366 or .038251). This will cause a slight decrease in biweekly earnings during the fiscal year for most full-time employees. We will return to the normal factor (14/365 or .038356) at the beginning of the state's next fiscal period, April 2000.

Technology in Higher Education Videoconference

The FAST Center and Finance and Management Office will sponsor a live, interactive satellite video conference titled "Cost-Effective and Appropriate Use of Technology in Higher Education" from 1 – 2:30 p.m. Thursday, April 22 in Bulger Communication Center 104 (the Teaching, Learning, and Assessment Center conference room).

A panel of experts will examine the successes and disappointments of technology initiatives undertaken by campuses and systems around the country. Speaking from experience, panelists will share what works and what doesn't, how to determine what's appropriate for individual institutions, and which factors must be considered to make wise choices.

To register, call Maureen Lannen at the FAST Center, ext. 3289, or send e-mail to lannenml. Refreshments will be served.

From the Vice President for Student Affairs**Moot Hall Dining Service Catering Functions**

Due to the anticipated renovation of Moot Hall into the Enrollment Management Center, dining service catering functions in that building will terminate July 30. Campus departments wishing to make arrangements for catering functions occurring after July 30 should contact the Sodexo-Marriott office at ext. 4433 or ext. 5214.

Child Care Center Fundraiser

Please join us in celebrating the Week of the Young Child. The Buffalo State College Child Care Center will host a chicken barbecue, silent auction, and Chinese raffle from 4 – 7 p.m. Friday, April 23 in the Campbell Student Union quadrangle to benefit the children at our center. Last year's relocation of the center to the Buckham Campus School necessitated the installation of a new playground. Funds raised from this event will support the purchase of new play equipment. There is no charge to participate in the auction or raffle. Tickets for the chicken barbecue are available at the door or from the Child Care Center, ext. 5335; from the Vice President for Student Affairs Office, Cleveland Hall 513; and from members of the board of directors, listed below. Ticket are \$8 general admission; \$6 for students; and \$4 for children ages 3 – 12. Children under 3 are free.

Tickets for the chicken barbecue and raffle tickets will be sold in the Student Union on April 19, 20, 21, and 23 from 11 a.m. to 2 p.m., and are also available by calling ext. 5335 or ext. 6912. You also will have an opportunity to bid on auction items during these times.

A large number of beautiful theme baskets will be raffled and several items have been donated for the silent auction, including:

- a hand-held personal computer
- a hotel get-away package at the Amherst Marriott hotel
- a signed and numbered lithograph by Dr. V. Roger Lalli
- an Ellicottville weekend get-away package
- a beautiful area rug
- use of a moonwalk for a children's party
- a gift certificate for Sweeney's Garage in Tonawanda
- a season subscription to the Rockwell Hall Performing Arts Center
- a season pass to all 1999 – 2000 Buffalo State Bengals home athletic events

Entertainment for children will include face painting, a display from the Children's Museum and more. Plan to attend the barbecue and join in the fun to support this very worthwhile cause.

Board members: Charles Kenyon, chair; Michael Daley, first vice chair; Judith Basinski, second vice chair; Rebecca Schenk, treasurer; Cheryl Burns, secretary; Modupe Akin-Dekor; Patricia Chambers Alessandra; Ann Ellement; Carolyn Fusco; Stephanie Grim; Susan Keller; Mathers; Martin Lacayo; Marina Moscato; Rahsanica Mulkey; Karen Press; Amy Rockwell; and James Thor.

From the Chair of the College Senate

Next College Senate Meeting

The next College Senate meeting will be 3 p.m. Friday, April 16 in Butler Library 210.

Discretionary Awards Survey

The College Senate Ad Hoc Committee on Women's Issues has distributed a short survey to faculty and professional staff about their knowledge of practices and policy regarding the recommended discretionary awards process. A related survey has been distributed to department chairs and directors.

The committee's goal is to gather information about the variety of practices used across campus, and faculty and staff's understanding of these practices. The committee will use this information to demystify the recommendation process. We encourage all faculty and professional staff to participate. Please blacken out the mailing label on the back of Page 3 to ensure confidentiality, otherwise it will be done upon receipt.

A report of the survey findings will be given at the May 7 senate meeting and published in the Bulletin the following week. Additional copies of the survey can be obtained from the College Senate Office.

Please contact Kelly Gaddis at ext. 6319 if you have any questions.

Take Your Daughter to Work

The following events take place on April 22. Please contact either Maria Pacheco at ext. 5101 (e-mail pachecmd) or Irene Sipos at ext. 4042 (email siposis) for information.

A Visit With the President

Muriel Moore, President, Buffalo State College

9:30 a.m., lobby of Cleveland Hall

Come and see what a college president really does. Dr. Moore will kick off the activities for the day by welcoming a group of children to her office.

Fun With Chemistry

Dr. Maria Pacheco

Session I, 10:30 – 11 a.m.; Session II, 11 – 11:30 a.m.

Chemistry Department, Science Building 404

Make your own Slime and Silly Putty, examine acids and bases, solve a chemical mystery, and find the fun of chemistry in our everyday lives. Appropriate for the elementary-school crowd.

Wellness Workshop

Linda O'Donnell

10:15 – 10:45 a.m., Houston Gym dance studio

Health and Wellness Department

Stretch your body and relax your mind. This workshop is not designed for toddlers.

Comfortable clothing is recommended.

New England Cheese-Making Workshop

Sandra Flynn, chef and instructor

Kathleen M. O'Brien

Session I, 12:15 – 1 p.m.; Session II, 1 – 1:45 p.m.

Nutrition, Hospitality, and Fashion Department

Caudell Hall 118/foods lab

A bowl, some rennet tablets, citric acid, flake, salt, and a thermometer will be the tools for this interesting and fun science lesson. The end result will be cheese, cheese, and more cheese! Our young visitors will then prepare delectable treats with the various cheeses they make. Voila! Lunch is served.

The Study of DNA

Beverly Dow

Session I, 2 – 3 p.m.; Session II, 3 – 4 p.m.

Biology Department, Science Building 306

In an activity geared to children at the junior-high level or older, participants will isolate DNA from animal cells. The structure and function of DNA will be discussed briefly.

Print Your Own T-Shirt

Lori Christmastree

Continuous sessions 2 – 4 p.m.

Design Department, Upton Hall 211

Bring a T-shirt (no pocket) to silk-screen with nontoxic inks, and have something special to wear to school the next day!

Curricular Items

The following minor, courses, and programs have been approved by the Curriculum Committee and will be forwarded to the president for final review and approval:

*Minor:***Athletic Coaching***New Courses:***PSY 381 Psychology of Culture****BUS 500 Marketing of Services****AED 318 Art Education and Multiculturalism****ENG 694 Teaching Literature****CRJ 410 Organized Crime****ENG 307 (formerly ENG 308) Tutoring and Teaching Writing****ENG 308 (formerly ENG 307) Peer Tutoring Practicum***Course Revision:***ENG 463 Methods, Materials, and Professional Development for Teachers of English***Program Revisions:***B.A. in History (0716)****B.A. in Psychology (0723)**

The following course has been received in the College Senate Office and will be forwarded to the Curriculum Committee for approval:

New Course:

VTE 311 Career Mentoring Internship. This course provides an overview of career awareness for exploration, guidance, and workplace skills. Classroom pedagogy and field experiences provide mentoring opportunities with middle school students and/or with adults seeking retraining for new careers. VTE students will obtain teaching skills while providing this service to the community at off-campus locations during class time. Demonstrations of various trade skills and career fairs will be a part of this course. Classes will be held on campus to start and then move to off-campus sites.

College Senate Elections

The elected membership of the College Senate is composed of 36 senators who serve three-year terms. Eighteen college senators represent the three faculties; six represent the professional staff; one represents the library; two represent the College Senate in the SUNY

University Senate; two represent the College Senate in the SUNY University Senate as alternates; and nine represent the faculty and professional staff as senators at large.

The three-year terms are arranged so that approximately one-third of the positions are up for election each academic year. Elections of the college senators from each of the three faculties, the professional staff, and the library are conducted in accordance with the bylaws of each of these groups. Election of the two university senators, two university alternate senators, and the nine senators at large are conducted by the College Senate Bylaws and Elections Committee in accordance with the bylaws of the College Senate.

In addition to the 36 senators who serve three-year terms, nine student senators serve one-year terms.

Nominations for Senators

Nominations for the following seats are being accepted: four at-large seats (two of the senators currently holding seats are eligible for re-election); one university faculty senator; and two alternate university faculty senators. Please forward all nominations in writing to E.O. Smith, chair of the Bylaws and Elections Committee, College Senate Office, Cleveland Hall 417C, by Friday, April 16.

Election of College Senate Officers

Following the results of the College Senate elections, an organizational meeting of the College Senate will be scheduled to elect the chair and vice chair of the College Senate for 1999 – 00, and to elect the chairs of the College Senate standing committees for 1999 – 00.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Articles submitted for publication must be approved by the president, provost, senior adviser to the president for equity and campus diversity, or vice president governing your area. Submit approved, double-spaced copy, accompanied by an IBM-formatted disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1998-99 publication schedule: Aug. 27; Sept. 3, 10, 17, 24; Oct. 1, 8, 15, 22, 29; Nov. 5, 12, 19; Dec. 3, 10, 17; Jan. 14, 21, 28; Feb. 4, 11, 18, 25; March 4, 11, 18; April 1, 8, 15, 22, 29; May 6, 13, 20; June 17; July 29.

Buffalo State College
State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIV, No. 30

April 22, 1999

From the Interim Provost and Vice President for Academic Affairs

Mission Review Dialogue with SUNY Continues

Representatives from the college are scheduled to meet with a team from SUNY System Administration Friday, April 30 to dialogue on the Buffalo State mission review document. Final arrangements are being made for participants and for the day's activities. For your information, a copy of questions/dialogue points that will be addressed follows. The list comes from the Office of the Provost and Vice Chancellor for Academic Affairs, System Administration, State University of New York.

The college is also identifying additional questions and subject areas to pursue with the SUNY team, and all members of the campus community are invited to submit suggestions for these to: Dennis Ponton, Academic Affairs Office, Cleveland Hall 519.

"Questions/Dialogue Points — Buffalo State College

Buffalo State College is the largest of the 13 comprehensive colleges in the state university system. Offering 71 undergraduate majors and almost 40 graduate programs, it provides students a wide range of choices in applied science and education, arts and humanities, and natural and social sciences. Founded in 1871 as a normal school, the college enjoys national recognition for the quality of its teacher preparation programs.

As the only SUNY comprehensive college located in a metropolitan center, Buffalo State emphasizes community service in the form of applied research, local internships, placements, and volunteer activities by faculty and students. Several centers provide formal mechanisms for the integration of service, research, and learning in human services, environmental research, technology, business development, performing arts, health and social research.

Despite its largely local character, Buffalo State's student population is among the most diverse in the university system.

Mission/Identity

- Together, the Buffalo State Mission Review Summary, Strategic Directions document, and Statement of Core Values evidence strong commitments to both access and quality. What are the factors that you consider critical to obtaining these goals simultaneously?

(Continued)

- The first section of the Mission Review Summary points out that Buffalo State suffers in the comparison of its outcomes to those of other SUNY institutions that have differing student profiles and mission characteristics, and identifies seven non-SUNY institutions as more appropriate peers. Please share the results of your own comparisons with these institutions.
- You cite the need to "create an internal and external institutional identity campaign" for purposes of image building, marketing, and enrollment management. What are to be the principal elements of this identity? In what ways will it differ from the present campus image?
- How has the presence of the full range of SUNY institutions and a number of private colleges in your immediate area shaped your mission and identity?
- Has there been further progress in the identification of potential aspirational peers?

Enrollment/Student Demographics

Consistent with Buffalo State's emphasis on broad access, its enrollment includes significant proportions of nontraditional, first-generation, under-prepared, and "at-risk" students. Many of these students, as well as those fitting more "traditional" profiles, pursue their studies as commuter, part-time, and evening-only students. The college is currently in the Group 3 or "Very Selective" admissions category and plans no change in selectivity level.

Between 1993 and 1997 the college experienced a 6 percent decline in headcount enrollment. This decrease appears to have been distributed evenly across all categories of students (e.g., full-time/part-time, first-time/transfer, undergraduate/graduate). Though the campus reports increased enrollment in fall 1998 and increased applications for fall 1999, it has negotiated an enrollment target for 2001-02 that is 549 AAFTE lower than originally planned.

- What recruitment initiatives have been undertaken to strengthen enrollment? Which among them show the most promise? Are there other components of your enrollment management plan that you expect to have substantial effects?
- Has the college engaged in any "early intervention" partnerships with local high schools? Could such an approach serve both as a recruitment aid and as a method to improve the skills of incoming freshmen?
- In addressing the multiple challenges of enrollment management, what degree of relative weight would you place upon effective recruitment/enrollment of new students and upon increasing retention of existing students?
- Given the regional population decline and the proximity of a number of both public and private institutions, has the effort to maintain enrollment affected the academic profile of incoming students? If yes, what internal strategies have you undertaken to address this change?
- Are there specific issues or dynamics in the collaborative/competitive relationship among local institutions that impact on your ability to meet enrollment goals?

- Almost half the full-time undergraduates at Buffalo State are transfers. What schools are the primary sources of these students? What will be the effect of changes in General Education requirements on the transfer population?
- Adult, commuter, and part-time students constitute significant proportions of your enrollment. Have you examined the patterns of retention and graduation particular to these groups? If so, how do these patterns relate to traditional outcome models in which graduation, for example, is measured at four-, five-, and six-year points?
- What strategies have you undertaken to increase the rate of graduation among the student groups above and/or your overall student population?
- Your Mission Review Summary points out the centrality of access to your mission and states that the degree to which you serve under-prepared students exceeds that of most other SUNY colleges. In addition to the 900+ students currently enrolled through the Educational Opportunity Program, what proportion of your student population would you characterize as under-prepared? What particular issues and resource needs do these students present?
- A high percentage of Buffalo State's enrollment is drawn from the local area—an area experiencing a decline in the college age population. Do the college's acknowledged strengths in teacher preparation and its unique offerings, such as art conservation, creative studies, and fashion textile technology, offer opportunities to increase the number of students from outside the immediate geographical area?
- Your expressed desire to make the admission process easier and more flexible is an appropriate response to the demography of your students. At the same time, you plan to make orientation mandatory. Could this present a hardship for adult students? Will the fees associated with the orientation be "aidable"? If not, might they be prohibitive to low-income students?
- You describe a number of ways in which you have made the campus more accessible to part-time and nontraditional students, among them the Evening Student Assistance Center. Does this philosophy of accommodation extend to the full range of student services?
- While programs such as the Educational Opportunity Program and the federally funded Student Support Services Program provide additional resources to address special needs, their enrollment capacity is limited. How do you provide support to under-prepared students for whom no special funding is available?

Academic Programs

Though offering a broad range of majors, Buffalo State has maintained a strong emphasis in teacher preparation, which accounts for approximately 30 percent of the college's enrollment. The next largest undergraduate programs are business, technology, psychology, and English. Offerings unique within the state university include fashion textile technology (3+1 with FIT), engineering technology, forensic chemistry, dietetics, and urban regional analysis and planning. Notable among graduate programs are elementary and exceptional education, art conservation, creative studies, bilingual special education, and speech language pathology.

Buffalo State has acknowledged strengths in teacher preparation. It is the only SUNY institution accredited by the National Council for Accreditation of Teacher Education

(NCATE), the only New York state institution with national approval for bilingual special education, one of two with national approval in English education, and one of three with national approval in mathematics and social studies education. The college plans to establish focus on urban education through partnerships with local schools.

- In your response to question 6a of the Mission Review Guidance, you list several new program proposals and a number of programs for which you seek additional resources. Have you established priorities among these programs? If so, what were the criteria used? Have you taken into account regional employment projections or patterns of demand among prospective students?
- Please be more specific on short-and long-term priorities for the restoration of positions to programs listed on pp. 9-10, including principles to be applied in effecting such restorations.
- Your Mission Summary document describes teaching as "a commanding priority" in tenure and reappointment reviews. Please be more specific on the college's procedures for tenure and promotion, including relative weights assigned to teaching, service, and research, and how these areas of faculty endeavor are assessed (e.g., are outside evaluators utilized to judge the quality of scholarship?).
- How will Buffalo State adapt its general education curriculum to meet the intent and requirements of the Board of Trustees' Resolution on General Education?

Teacher Education

- Despite anticipated growth in demand for teachers in New York state during the next decade, the overall supply of teaching graduates continues to exceed available openings. Has the college carried out an analysis of the current and projected demand for graduates in various teaching fields as an aid to program and enrollment planning?
- How will the college insure that transfer students accepted into teacher education programs have an adequate foundation in liberal arts and general education?
- To what degree have you incorporated technology and its pedagogical applications into the teacher education curriculum?
- As the only NCATE- accredited campus in SUNY, Buffalo State is well positioned to adapt to prospective changes in the Regents' teacher certification requirements. Please comment on the probable effects of the Regents' plan, especially with regard to changes in faculty staffing and the campus' overall programmatic mix.
- Please describe your plans for establishing statewide leadership in urban education.
- The college's urban location provides opportunities for practica and experiential learning that are unique among SUNY institutions. Are there possibilities for collaboration with other schools that lack such access but are undertaking urban education initiatives?
- How has your involvement in the Holmes Partnership influenced your approach to teacher education?

Assessment

- The Mission Review Summary provides a detailed description of the assessment process for academic programs. Has responsibility for specific oversight, monitoring, and ongoing development of assessment activities been assigned to a particular individual or committee?
- What methods do you use to measure learning in General Education? The SUNY 2000 Strategic Plan from the campus indicated the possibility of using the California Critical Thinking Skills test for this purpose. Has this or another such standardized method been implemented?
- How has assessment data been used in planning?
- What role does your Office of Institutional Research play in assessment activities?
- How do offices providing student support services assess their effectiveness?

Research

Buffalo State has shown dramatic increases in the level of externally funded activity since the early 1990s. Its ratio of research dollars per full-time faculty member is approximately three times the average for comprehensive colleges. The college emphasizes applied research and identifies much of this funding as falling into that category or as associated with sponsored programs.

- What are the primary activities, disciplines, or foci that account for the current level of funding?
- What do you see as the appropriate role of scholarly research in the context of your stated mission?
- How will the planned urban education initiative affect research priorities?

Fiscal

- The campus has prioritized a comprehensive plan, focusing on five strategic directions. One of the five is to "increase non-tuition revenue." Can you provide more detail on the estimated impact?
- The campus has indicated that some "meaningful programs" receive no recognition through the mission-specific RAM funding because they were initiated with campus resources. RAM does provide program-related mission adjustments to campuses with unique and extraordinary resource needs. What are these programs? Do they meet the mission adjustment criteria (significant proportion of enrollment and costs much greater than the average cost at a campus)?
- Given the significant numbers of local commuter students and the consistent history of residence hall utilization between 70 and 80 percent, what do you judge to be a reasonable goal for increased occupancy? What are some of the challenges the campus will need to address to meet this occupancy goal?
- One of the projects identified in the campus' Master Plan is a conversion of the Moore Housing Complex. Within the campus planning process, what were some of the issues the campus addressed to meet the changing lifestyle priorities of future students?

How does the campus plan to fund the rehabilitation and does the campus have any plans to further integrate student living arrangements?

Other

- The Middles States evaluation of seven years ago identified a number of issues of governance, planning, communication, and trust. Since then, improvement is evident. What structures or methods have been employed to address these issues? Which among them have been most effective?"

State-Mandated Class Offered

"Identifying and Reporting Child Abuse/Maltreatment," a state-mandated two-hour class, will be offered by the Center for Development of Human Services (CDHS) for educators, health care professionals, and school administrators from 7 - 9:30 p.m. on Thursday, April 29 in Rockwell Hall 202. For pre-registration, applicable fee, additional information, and a schedule of future offerings, please call 876-7600.

Free Lecture Features Chinese Legal Expert

"Chinese Criminal Law in a Time of Change" will be the topic of free lecture given by Yalm Huang, a visiting professor in Buffalo State's Department of Criminal Justice. The lecture will be held from 12:15 - 1:30 p.m., Tuesday, April 27, in Classroom Building C122.

The featured speaker, an associate professor in the School of Law at Hainan University in the Peoples Republic of China, was recently an invited participant in a conference entitled "Contemporary Chinese Legal Development" at the Harvard Law School.

Orientation Dates Set

The Office of New Student Programs and Academic Advisement is pleased to announce the following dates for the 1999 Orientation and Early Registration Programs. To provide a more comprehensive program for transfer students, separate programs will be held for transfer and first-year students.

Transfer/Readmit Early Registration

Associate degree holders, all transfers and readmits
All transfers and readmits

Monday, May 24
Saturday, June 12
Friday, July 9
Wednesday, Aug. 4
Monday, Aug. 23

First Year Students (all freshmen)

Wednesday and Thursday, July 7-8
Monday - Tuesday, July 12 - 13
Thursday - Friday, July 15 - 16
Thursday - Friday, Aug. 5 - 6
Tuesday - Wednesday, Aug. 24 - 25

Evening Orientation

Evening-only majors, part-time, and
nontraditional students

Tuesday, Aug. 3
Wednesday, Aug. 25

The programs will include academic advisement, registration, informational and experiential programming, and basic skills competency testing. New programmatic initiatives have been made to each session to improve the academic and social acclimation for new students. Special orientation programming will continue to be conducted for families of new students.

Library Reserves Will End for Semester

Faculty members are advised that, according to Butler Library Reserve Policy, print materials are not kept on reserve for more than one semester. Exceptions to the policy are: 1) books that show a record of being circulated, and 2) articles that have the publisher's permission for reserve use. All other materials will be removed from the reserve collection at the end of each semester.

Faculty members will receive a letter by campus mail notifying them of the specific items being removed from reserve. The materials can be picked up from the circulation/reserve counter within two weeks of receipt of the letter. Any materials that have not been picked up will be returned to faculty offices by campus mail. Contact Bonnie Percival, head of Circulation Services, at ext. 6303 or e-mail percivbj, for more information.

From the Vice President for Finance and Management

Buffalo State to Host May Technology Symposium

The information revolution is dramatically changing our society, and all institutions are struggling to make the transition to the information age. Higher education is trying to address the significant challenges and changes information technology (IT) is creating for both teaching and learning, and for providing student services. In addition, the rising demand for continuous or lifelong learning has led to the creation of new institutional forms to meet the demand for "anytime, anywhere learning."

How are public colleges and universities responding to the conflict between declining state support and rising demand for IT resources? How are these dramatic changes in technology affecting the learning environment? How are some institutions and communities trying to provide access to resources and level the technology playing field?

To explore these issues and more, Buffalo State invites the college and Western New York communities to participate in a week-long symposium on information technology and its impact on higher education. "Moving Buffalo State into the 21st Century: Implications of Technology for Higher Education" will be held May 3 - 7 on campus.

The symposium, sponsored by Bell Atlantic, features nationally-recognized speakers, who will discuss distance learning models, access models for providing IT resources, and access issues for under-represented minorities. The keynote speaker, Dr. Christopher Dede of George Mason University, is an internationally recognized expert on emerging technologies for learning, and leadership in education innovation. (See full schedule on page 8.)

Monday, May 3				
Time	Room	Speaker	Topic	Audience
3 - 4:30 p.m.	Comm Center S2	Dr. John E. Stinson, Professor of Management Ohio University	OU's On-line MBA Program	Open
		Eric E. Fredericksen - Assistant Provost for Advanced Learning Tech SUNY Learning Network	An Overview of SUNY Learning Network	Open
Tuesday, May 4				
12:15 - 1:30 p.m.	Butler 210	Dr. Janet Potter Assoc. Provost/ Library and Information Services	Technology Round Table Discussion	TLTRs & Registration Only
2 - 3 p.m.	Butler 210	Dr. Janet Potter Assoc. Provost/ Library and Information Services	Universal Access - SUNY Oneonta's Model for Distributed Technologies	Open
Wednesday, May 5				
9:30 - 10:30 a.m.	Bacon 123	Jerold Barnard, Manager IRT Lehman College	A Symposium to Explore Challenges and Solutions for Ensuring Access to Technologies for Under-represented Minorities"	Open
3 - 5 p.m.	Cyber Quad 315	FAST Open House	The Year in Review	Open
Thursday, May 6				
12:15 - 1:30 p.m.	Comm Center S2	Dr. Christopher Dede, George Mason University	Keynote Address - New Media for Creating, Sharing, and Mastering Knowledge	Open
1:45 - 3 p.m.		Dr. Christopher Dede, George Mason University	Lunch with Vice President Council	Invited
3 - 4 p.m.	Butler 210	Dr. Christopher Dede, George Mason University	Technology Round Table Discussion	TLTRs & Registration Only
Friday, May 7				
10:30 - 11:30 a.m.	Bacon 123	Dr. Christopher Dede, George Mason University	Transitioning K-12 to Higher Education Over Interactive Video Network	Open

For more information, or to register for one of the roundtable discussions, contact Maureen Lannen, Faculty And Staff Technology (FAST) Development Center, ext. 3289.

From the Vice President for Student Affairs

Program Funding Applications for 1999-2000 Due April 30

The Bookstore Resource Allocation Advisory Committee is now accepting applications for funding of program proposals for the 1999-2000 academic year. Proposals should support the mission of the college and contribute to the following strategic directions:

- strengthen the academic program and all student support services to promote success in teaching and learning,
- increase recruitment, retention, and graduation of a diverse population of students, and
- create a nurturing environment for a diverse campus community.

Programs and events funded must be open to all students, faculty, and staff at Buffalo State and result in a direct educational experience. All Buffalo State students, faculty, and staff are eligible to apply. Application packets are available in the Vice President for Student Affairs Office, Cleveland Hall 513; the United Students' Government Office, Campbell Student Union 401; the Student Life Office, Campbell Student Union 400; and the Student Union Information Desk. Proposals are due at the close of business on Friday, April 30, 1999.

Bengal Tackle Signs as Free Agent with New York Giants

Offensive tackle Dan Lauter (Amherst/Sweet Home), the first Buffalo State player to try out with the National Football League, has agreed to terms on a free agent contract with the New York Giants. Lauter completed his career as a Bengal this past fall, collecting First Team All-America honors from the American Football Coaches Association. He was also selected as a Second Team All-American by *Don Hansen's Football Gazette* and was a First Team All-ECAC Division III Upstate New York performer.

During his career at Buffalo State, Lauter started his final three seasons and was a member of three NCAA III playoff squads and one ECAC Northwest Championship team. The Bengals compiled a 34-9 (.791) record during his four years at the school. As a senior, Lauter was a co-captain on a Bengal team that rushed for more 2,000 yards and scored 27 rushing touchdowns, while passing for a team-record 2,103 yards.

Lauter was worked out by five NFL teams, including the Giants, before last weekend's draft. The Giants contacted him about an hour after the draft ended on Sunday. "It was a great feeling to get that phone call," Lauter said. "I'm just glad to have the opportunity to pursue a lifelong dream. I would not have had this chance if it weren't for the efforts of (head) Coach (Jerry) Boyes, Coach (Eugene) Zinni, Coach (Terence) Bitka, and the rest of the staff. I also want to thank my teammates for all of their support."

"This is obviously a great honor for Dan and our program," Boyes said. "Dan has worked tremendously hard to afford himself this opportunity. He was certainly dominant at our level and I think he'll represent himself very well at the professional level." We congratulate Dan Lauter on this outstanding achievement.

Reminder: Child Care Center Barbecue and Auction is April 23

The Child Care Center's auction and chicken barbecue takes place from 4 - 7 p.m., Friday, April 23 in the Campbell Student Union Quad (rain site: Student Union Social Hall). Entertainment for children will include face painting, a display from the Mud Pies Children's Museum, and more. Don't miss this chance to win great prizes and support a worthy cause!

- Featured auction items are:
- Compaq hand-held personal computer (value: \$700; minimum bid: \$210)
 - hotel get-away package at the Amherst Marriott (value: \$130; minimum bid: \$40)
 - signed and numbered lithograph of the Albright Knox Art Gallery by Dr. V. Roger Lalli (value: \$175; minimum bid: \$55)
 - Ellicottville weekend get-away package (value: \$125; minimum bid: \$40)
 - beautiful area rug (value: \$75; minimum bid: \$25)
 - tax preparation service for 1999 (value \$125; minimum bid: \$40)
 - use of a Moonwalk for a children's party (value \$165; minimum bid: \$50)
 - \$100 gift certificate for Sweeney's Garage in Tonawanda (minimum bid: \$30)
 - season subscription to the Rockwell Hall Performing Arts Center (value: \$160; minimum bid: \$50)
 - season pass to all 1999 - 2000 Buffalo State Bengals' home athletic events (value: \$100; minimum bid: \$30)
 - Treat Yourself Well package: one hour professional body massage plus assorted, exotic soaps, lotions, salves, etc. (value: \$125; minimum bid: \$40)
 - Sports package: three signed Buffalo Bills plaques, Bills Yearbook, Bills media book, two autographed hockey pucks, Sabres hockey stick and certificate of authenticity, windbreaker, and children's bike helmet (value: \$125; minimum bid: \$40)

There is no charge to participate in the raffle and auction. Raffle tickets are only \$1 each, \$5 for seven, or \$10 for 15, offering you plenty of chances to win.

To enter the raffle, bid for items in the silent auction, or purchase barbecue tickets, simply stop by the Child Care Center's table in the Student Union from 11 a.m. - 2 p.m. on April 19, 20, 21, and 23. Auction bidding continues until 6 p.m. on Friday, when the winners will be announced.

Barbecue and raffle tickets can also be obtained by calling the Child Care Center at ext. 5338 or ext. 6912. Barbecue tickets (\$8 general admission, \$6 students, \$4 children ages 3 - 12, \$2 for children under 3) are also available at the door, or from the Vice President for Student Affairs Office (Cleveland Hall 513), or from the following board of directors members: Chair: Kenyon, chair; Michael Daley, first vice chair; Judith Basinski, second vice chair; Rebecca Schenk, treasurer; Cheryl Burns, secretary; James Thor, Karen Press, Ann Ellement, Tricia Chambers-Allessandra, Susan Keller Mathers, Amy Rockwell, Modupe Akin-Deko, Carolyn Fusco, Marina Moscato, Stephanie Grim, Martin Lacayo and Rahsanica Mulkey.

From the Chair of the College Senate

College Senate Meeting

The next College Senate meeting is Friday, May 7 at 3 p.m. in Butler Library 210.

Senate Actions: Fees

At its April 16 meeting, the College Senate accepted the Budget Staff and Allocation Committee report, and voted to forward the following recommendations to the president:

1. That the three fee increases be accepted, but applied over two years as follows:

	1999-00	2000-01
Athletics	\$17	\$17
Health	20	10
Technology	20	20

2. That, in the first year, \$10 of the health fee be allocated to the Counseling Center (to help make up the deficit caused by the reduction in state support for the center).
3. That the definition of technology for fee purposes be expanded to include advanced technologies other than computing. The new definition should be made after appropriate consultation with all those who will be affected by this change.
4. That each group continues to produce five-year planning documents and updated priority lists. These documents should be made available to the College Senate to facilitate overall planning for the college.
5. That the enrollment management committee review the effects of fee increases on enrollment and present a report to the College Senate by May 2000.
6. That no additional fees be implemented in school years 2001-2002 and 2002-2003.

Resolution

The Buffalo State College Senate unanimously passed a resolution to endorse, approve, and adopt the Joint Statement of the University Faculty Senate and UUP and the No Confidence in the SUNY Board of Trustees Resolution.

The Buffalo State College Bulletin contains official announcements and other information of importance to the college community. It is published most Thursdays during the academic year. Articles submitted for publication must be approved by the president, provost, senior adviser to the president for equity and campus diversity, or vice president governing your area. Submit approved, double-spaced copy, accompanied by an IBM-formatted disk labeled for identification and return, to Bulletin Editor, Cleveland Hall 515, no later than 4:30 p.m. on Monday of publication week. 1998-99 publication schedule: Aug. 27; Sept. 3, 10, 17, 24; Oct. 1, 8, 15, 22, 29; Nov. 5, 12, 19; Dec. 3, 10, 17; Jan. 14, 21, 28; Feb. 4, 11, 18, 25; March 4, 11, 18; April 1, 8, 15, 22, 29; May 6, 13, 20; June 17; July 29.

Buffalo State College
State University of New York

Bulletin

A publication for official campus announcements

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April 29, 1999

From the President

1999 President's Medal Winners Announced

Yolanda M. Solis has been selected to receive the President's Medal for Outstanding Undergraduate Student during Buffalo State College commencement ceremonies May 15. Solis, from Buffalo, N.Y., participated in the Educational Opportunity Program (EOP) and majored in both Spanish and theater. She earned an overall grade point average (GPA) of 3.92 after attempting 166 credit hours at Buffalo State. Solis has a proven record of academic achievement, citizenship, college and community service, leadership, and creativity. She has received several academic awards, including membership in the All-College Honors Program and the EOP award for highest GPA. She has appeared in numerous theater productions at Buffalo State and in the community.

Finalists for the 1999 Undergraduate President's Medal were Craig M. Dana, Karen E. Edmond, Jill M. Gonzalez, and Sara E. Virtuoso.

The President's Medal for Outstanding Graduate Student will be awarded to Tammi Sue Rogers, who will receive her master of science degree in criminal justice. Rogers has the distinction of being the first Buffalo State student to graduate in her program with a perfect 4.0 GPA. She was named Top Student in Master's Program, and received an Outstanding Service Award as well as a Certificate of Achievement from the U.S. Probation and Pretrial Services. While earning her degree, Rogers continued to be involved in helping youth, serving as a coach and volunteer for the girls' junior varsity soccer team at Cheektowaga Central High School.

Finalists for the 1999 Graduate President's Medal were Maureen Lannen, John Lloyd, Kim Meissner, Christine Napper, and Sabrina Redwing-Saunders.

From the Vice President for Finance and Management

FAST Open House Features "Year in Review"

The Faculty And Staff Technology (FAST) Development Center invites the campus community to an Open House on Wednesday May 5, from 3 - 5 p.m. during the Technology Symposium week. Events include:

(Continued)

- presentations of faculty/staff TIP and FAST projects (CyberQuad, Butler Library 318);
- faculty and staff presentations of Web pages created through participation in the United University Professions technology training grant (Butler Library 316); and
- on-going demonstrations of Web-based technologies in the FAST project development center (Butler Library 315).

A complete schedule of events can be found on the FAST homepage (www.buffalostate.edu/~fast). Join us for this festive pre-Y2K event! Refreshments will be served.

Computing Services /Faculty And Staff Development Center Training Schedule — May 1999

Unless otherwise noted, all classes will be held in CyberQuad 318. Bring a 3.5" disk formatted for the PC. To register for any class, call ext. 3361 or send e-mail to: reynolap. If you use e-mail, you **must** include your full name, e-mail username, title, department, and phone number. Incomplete e-mail messages will not be accepted for class reservations. You will receive a reply to your e-mail only if there is a problem with your request.

Introduction to Outlook Wednesday, May 12 9 a.m. – noon

To attend this class, you **must** have an NT account, know your username and password, and have experience with Windows '95. You will learn how to set up and customize Outlook for your desktop, and how to use e-mail and attachments.

Introduction to Windows '95 Thursday, May 13 9 a.m. – noon

This hands-on class will guide you through the process of navigating Windows '95, creating files and folders, saving and moving documents, creating shortcuts, and customizing your desktop.

Introduction to Word Friday, May 14 9 a.m. – noon

Microsoft Word is the new word processing standard for the campus. Learn the basics in this class: moving through files, editing text, inserting graphics. Also learn how to convert your old word processing files to the new standard.

Introduction to PowerPoint Wednesday, May 19 1 – 4 p.m.

PowerPoint is the presentation application in the Microsoft Office suite. Learn how to create slide shows that include images, graphs, and sounds. Learn how to sort slides once they have been created and then animate text and images in those slides.

Introduction to Excel Thursday, May 20 1 – 4 p.m.

Excel is the spreadsheet application that comes with Office '95 or Office '97. Excel is replacing Lotus and other spreadsheet applications as computers are upgraded on campus. Learn how to produce grade books, payroll reports, and much more using Excel.

Introduction to Access Friday, May 21 9 a.m. – noon

Access is the relational database that comes with Microsoft Office '95 or '97. It has replaced other databases used at Buffalo State. Attend this class to learn how simple it is to convert from one database to the new Access. You will learn how to create tables, forms, reports, labels, and much more.

Creating Web Pages-HTML Wednesday, May 26 9 a.m. – noon

This hands-on session will cover the basics of Web page design and layout. You will create three Web pages using Claris Home Page for the PC. Basic HTML commands will also be covered.

Mail Merge Using Word Thursday, May 27 1 – 4 p.m.

Learn how to use Microsoft Access in conjunction with Microsoft Word to create data files for mail merge. Also learn how to create form letters and mailing labels.

Election of Delegates to Annual NYSTRS Meeting Scheduled

Pursuant to the provisions of Section 505 of the Education Law, we are seeking nominations for a delegate and an alternate to the Annual Meeting of the New York State Teachers' Retirement System. Delegates would serve a one-year term beginning Aug. 1, 1999. This year, the Annual Meeting of Delegates to elect a member to the New York State Teachers' Retirement Board will be held in November. The location and specific dates are being finalized; typically the meeting is held in Albany.

The election of a delegate and an alternate will be held on Thursday, May 13, 1999 from 9 a.m. – 4 p.m. in Cleveland Hall 410. If no nominations are received, or the number of nominees equals the number of delegates (one delegate and one alternate), no election will be held.

Employees of Buffalo State who are members of the NYS Teachers' Retirement System are eligible for nomination. Nominations must be received in the Human Resource Management Office by **Friday, May 7**. Nomination forms and additional information may be obtained from Susan J. Earshen, Cleveland Hall 410, ext. 4821.

From the Vice President for Student Affairs

Child Care Center Announces Auction and Raffle Winners

The board of directors and staff of the Child Care Center are extremely grateful for the support and enthusiasm shown by the campus community during the center's fundraising auction and raffle April 23. More than \$3,000 was raised to help purchase new playground equipment, making this the center's most successful fundraiser.

Members of the board and the fundraising committee wish to apologize to persons of Chinese origin for the inappropriate use of the term "Chinese raffle" to describe the fundraising event initially. Regrettably, this descriptor was borrowed from raffle announcements used by other organizations. The Child Care Center is committed to providing equal access and treatment for all children, regardless of gender, race, national origin, or disability. We sincerely regret any offense that may have resulted from this oversight.

The following are the winners of the auction and raffle prizes:
Silent Auction:

1. Marriott weekend getaway - Dennis McCarthy
2. Forestal Moonwalk - Diane Picard
3. Tax preparation service - Michael Daley
4. Sweeney Garage gift certificate - Carole Woodlock
5. Lali lithograph - Jim Shea

6. Compaq handheld personal computer - Sharkia Meredith
7. Oriental area rug - Judy Miller
8. Sports Memorabilia Package - Marina Moscato
9. Treat Yourself Well Package - Gail Wells
10. Ellicottville weekend getaway - Karen Press
11. Rockwell Performing Arts Center season pass - Becky Schenk

Raffle:

1. Pasta Lover's Basket - Mary Ellen Aquilina
2. Boise Office Supplies, featuring a personal shredder - Maxine Smith
3. Avon Winnie the Pooh Basket - Bridget Eichel
4. Gardener's Basket - Mel Netzhammer
5. Children's Craft Basket - Lance Dahn
6. Picture Perfect Basket - Betty Spencer
7. Ceramic Bunny Basket - Jean Francis Gounard
8. Office Supply Basket - Barb Marszalek
9. Backpack with books - Martha Cunningham
10. Plaid book bag with children's books and tapes - Dan Thiel
11. Duffle Bag Plus! - Stephanie Hagglund
12. Family Stationery Basket - Barb Meyer
13. Shel Silverstien Basket - Lance Dahn
14. Buffalo State sweatshirt (navy) with Mr. Pizza gift certificate - Pat Goeller
15. Wegman's Gourmet Basket - Carole Woodlock
16. Tumble Bee Summer Fun Kit - Bridget Eichel
17. Romance Basket - candles and chocolates - Linda Delaney
18. Sauce Lover's Baskets - Susanne Schank
19. Breakfast Basket - jams, jellies, etc. - Joanne Austin
20. Heart Basket - Phillip Agloiler
21. Gourmet Basket - Craig Fusco, Jr.
22. Salon Basket with curling iron - Terry Locher
23. Notebook computer case - Alfonso Scandrett
24. Family Entertainment Basket - Judy Stolzman
25. Rub-A-Dub-Dub Dinosaur Stamp Basket - Dick and Jean Schenk
26. Rub-A-Dub-Dub Bugs and More Stamp Basket - Penny Kirk
27. Entertainment Basket - Judy Phillips
28. Car wash bucket and supplies - Barb Marszalok
29. Don't Sweat the Small Stuff Basket - R. Schenk
30. Everything Elmwood Basket - George Olmsted
31. Scholastic Children's Book Basket - Lee Ann Grace
32. Birthday Party Basket - R. Schenk
33. Adult Craft Basket - Sue Keller Mathers
34. M&T golf sweater - Mike Daley
35. K'nex computer game - Craig Fusco, Jr.
36. Riviera Theatre Package - Wurlitzer Organ Concert Series tickets - R. Schenk
37. La Riviera Restaurant gift certificate - Mike Daley
38. Mister Pizza gift certificate - Jennie Silverman
39. Buffalo Pizza gift certificate - Dick Lee
40. Dan Majeski Nurseries gift certificate - Linda Kaczmarek
41. Pro Collision - basic interior detail - Amy Mazurk
42. Pro Collision - tape pinstriping and door edge guards - Tina Sutherland
43. The Blackthorn Restaurant gift certificate - Maxine Smith

44. Louis Anthony Salon gift certificate - B. Suka
45. Deer Head Inn gift certificate - Carol Schaus
46. Aquarium Family Pass - Judy Stolzman
47. Elmwood Cinema tickets - Celeste LaBruna
48. Buffalo Bisons - two game tickets - Adam Garfinkel
49. One-month pass to Village Glen Tennis - Pat Rease
50. Graser Florist gift certificate - Lee Ann Grace
51. Mary Kay Basket - Philippe Aquiler
52. Vegetable Basket - Colleen Meeks
53. Elizabeth's Coffees and Teas Basket - Lori Mabry
54. Carmine's Restaurant gift certificate - Tina Scibetta
55. Snack Basket - Tammy Burns

From the Chair of the College Senate**College Senate Meeting**

The next College Senate meeting is Friday, May 7 at 3 p.m. in Butler Library 210.

Curriculum Items

The following programs/courses were approved by the Curriculum Committee and will be forwarded to the president for final review and approval:

New program: Bachelor of Music in Music Education

Program revisions:

Bachelor of Science in Physics (0778)

Bachelor of Fine Arts in Design: Graphic Design

Bachelor of Science in Design: Graphic Design

Computer Information Systems 0702 (admissions requirements)

Art Education (0100)

Minor: Geology (1727)

Courses—new:

MED 309 - Teaching Mathematics in the Middle School

PLN 360 - Environmental Impact Assessment

PHY 306 - Modern Physics II

PHY 323 - Statics

PHY 324 - Electric Circuit Analysis

DES 474 - Advertising II

DES 480 - Illustration II

AED 518 - Art Education and Multiculturalism

ANT 375 - Humanistic Anthropology

PSY 440 - Addictive Behaviors

SLA 210 - An Introduction to Sign Language

Courses—revised

DES 270 - Visual Communication I

DES 277 - Computer Graphics I

DES 380 - Illustration I

REL 121 - Introduction to Jewish Thought

PHY 305 - Modern Physics I
PHY 410 - Advanced Physics Laboratory

The following programs have been received in the College Senate Office and forwarded to the Curriculum Committee for review and approval:

New minors:

Minor in Business Economics
Minor in International Economics
Minor in Economic Policy Analysis

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Buffalo State College

State University of New York

Bulletin

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May 6, 1999

From the President

Fee Increases Approved

I have received the following recommendations made at the April 16 College Senate meeting:

- **Recommendation #1:** That the three fee increases be accepted, but applied over two years as follows:

	1999-00	2000-01
Athletics	\$ 17	\$ 17
Health	\$ 20	\$ 10
Technology	\$ 20	\$ 20

- **Recommendation #2:** That, in the first year, \$10 of the health fee be allocated to the Counseling Center (to help make up the deficit caused by the reduction in state support for the Counseling and Health Centers).
- **Recommendation #3:** That the definition of technology for fee purposes be expanded to include advanced technologies other than computing. The new definition of technology should be made after appropriate consultation with all those who will be affected by this change.
- **Recommendation #4:** That each group continues to produce five-year planning documents and updated priority lists. These documents should be made available to the College Senate to facilitate overall planning for the college.
- **Recommendation #5:** That the enrollment management committee review the effects of fee increases on enrollment and present a report to the College Senate by May 2000.
- **Recommendation #6:** That no additional fees be implemented in school years 2001-2002 and 2002-2003.

I am pleased to approve recommendations #1 and #2. I will take recommendations 3, 4, 5, and 6 under advisement; they will be reviewed with the college's planning and assessment process as appropriate. I thank the members of the College Senate and of the college community at large who devoted time and expertise to this issue.

(Continued)

College Council to Meet May 12

The next meeting of the Buffalo State College Council will begin at 8:30 a.m. Wednesday, May 12 in Cleveland Hall 518. The agenda is as follows:

1. Call to Order
2. Action Items
 - Approval of Minutes: March 24, 1999
3. Council Chair's Report
4. President's Report
5. Reports by College Council Committees
 - Facilities Development
 - Governmental Relations/Advocacy
 - Student Affairs
6. Announcements
7. Adjournment

From the Interim Provost and Vice President for Academic Affairs

Student Art Show/Sale Set for May 14-15

The Departments of Art Education, Fine Arts, and Design are hosting the second annual year-end Student Art and Design Show and Sale as part of graduation weekend festivities. The event will take place in Upton Gallery from noon – 8 p.m. Friday, May 14, and from 11 a.m. – 4 p.m. Saturday, May 15. An exciting variety of works will be featured, including ceramics, jewelry, textiles, paintings, sculptures, prints, and more. Find that unusual gift at a reasonable price and help support Buffalo State students. All are welcome and admission is free.

Butler Library Offers Summer Quick Classes

Quick Classes offer introductions to the tools and technology of Butler Library. Students, faculty, and staff are invited to attend any or all of these 50-minute sessions in CyberQuad, Butler Library 314. Listed below are descriptions and a schedule of Quick Classes for summer 1999. Register early, and also encourage your students to sign up.

To register:

- Call the Reference Desk at Butler Library at ext. 6313
- Stop in the library and sign up at the Reference Desk
- Send an e-mail message to QCLASS@buffalostate.edu with your name and the title, date, and time of the requested class

Summer 1999 classes are as follows:

- **SHERLOCK:** Learn to navigate E. H. Butler Library's on-line catalog, the gateway to resources in the library and beyond.
- **LEXIS-NEXIS:** LEXIS-NEXIS Academic Universe, available via Butler Library's Web pages, provides full-text access to a wide range of news, business, and legal information.
- **ERIC on CD-ROM:** Search for citations and summaries of articles from more than 750 professional journals and from microfiche documents in the field of education.

- **Expanded Academic ASAP:** This periodical index, available via the Butler Library Web pages, provides the full text of magazine and journal articles on a wide variety of topics.
- **Microsoft Word – Basic Survival Training:** Word processing beginners will receive enough hands-on practice to be able to "type" a research paper. Learn how to create, edit, print, and save a document on a floppy disk.
- **Introduction to the World Wide Web:** Learn to surf the Web using Netscape. Learn basic steps for searching, examine some of the resources available on the Butler Library Web pages, and look for information using a search engine.
- **Beginning the Research Process:** From formulating your topic to choosing the best databases, learn how to identify steps to better research and find out more about available library resources.
- **Pine E-mail:** Learn to communicate via electronic mail with colleagues on campus and around the world.
- **APA Style:** Learn how to format your research paper according to the *Publication Manual of the American Psychological Association*, fourth edition.

Summer 1999 Butler Library Quick Classes — Schedule

	Session A	Session B	Session C
SHERLOCK	June 8 – 9 a.m. June 10 – 5 p.m.	July 5 – 9 a.m. July 12 – noon	July 28 – 1 p.m.
LEXIS-NEXIS	June 22 – 4 p.m.	July 14 – 3 p.m.	Aug. 4 – 2 p.m.
ERIC on CD-ROM	June 3 – 3:30 p.m. June 14 – 5 p.m.	July 1 – 1 p.m. July 7 – 5 p.m.	Aug. 3 – noon
Expanded Academic ASAP	June 15 – 10 a.m.	July 8 – 2 p.m.	Aug. 4 – 9 a.m.
Microsoft Word	June 9 – 3 p.m.	June 29 – 9 a.m.	---
Introduction to the Web	June 7 – noon June 16 – 4 p.m.	June 30 – 4 p.m. July 6 – 2 p.m.	July 29 – 11 a.m.
Beginning the Research Process	June 2 – 11 a.m.	July 1 – 3 p.m.	---
Pine E-mail	June 23 – 2 p.m.	July 13 – 1 p.m.	Aug. 3 – 3 p.m.
APA Style	June 14 – 11 a.m.	July 19 – 1 p.m.	---

State-Mandated Class Offered

"Identifying and Reporting Child Abuse/Maltreatment," a state-mandated, two-hour class, will be offered by the Center for Development of Human Services (CDHS) for educators, health care professionals, and school administrators from 10 a.m. – 12:30 p.m. on Saturday, May 8 at CDHS, 1685 Elmwood Ave. For pre-registration, applicable fee, additional information, and a schedule of future offerings, please call 876-7600.

From the Vice President for Finance and Management

Summer and Fall Book Orders Due

If you have not submitted your book information for fall or summer courses, please do so as soon as possible. Submitting your requests now allows the Buffalo State Bookstore to deal with common problems, such as shipping delays and out-of-stock titles. Most importantly, this information is necessary because students who sell back books at the end of the current term are able to receive 50 percent of the selling price for books that will be used next term. Your prompt response helps the bookstore to have the materials students need on the shelf before classes begin next term.

Timely book requests also enable the great number of students who receive financial assistance to purchase their textbooks on a deferment program. When books and course-related materials are ordered through an alternate source, many students don't have the funds available to make these purchases.

For assistance preparing the Course Book Information Request form, additional forms, questions, or comments, contact Lynn Horan, Buffalo State Bookstore manager, ext. 5509, FAX: 3063, e-mail: bksbuffalo@bncollege.com.

Professional Staff Caucus Announces Election Results

The Nominations and Elections Committee for the Professional Staff Caucus (PSC) is pleased to announce the 1999 election results:

- PSC Vice Chair/Treasurer: Bonita Percival
- PSC Representative: Valerie Anastasi
- College Athletic Board (IAB): To Be Announced
- College Senate: 1) Sandra Weatherbee
2) To Be Announced

Contact committee chair Wendy Mistretta, at ext. 4620 or e-mail mistrews@buffalo.edu, with any questions.

Keep Your Health Insurance Information Up-to-date

If you carry New York State Employee Health Insurance, it's important to keep your records up-to-date. Be sure to notify the Human Resource Management Office if:

- your dependent(s) lose(s) eligibility (e.g., your child reaches age 19 and is not a full-time student; your child graduates, leaves college, or marries)
- your home address changes
- you marry or divorce
- you acquire new dependents (e.g., you have a new baby, a child between age 19 and 25 returns to full-time-student status)
- you have a disabled dependent
- you or a covered dependent under age 65 becomes eligible for Medicare benefits because of a disability
- a dependent dies
- you plan to retire
- you take a leave without pay
- you become disabled

Certain deadlines apply for coverage for new dependents, and some of the above changes may result in a higher or lower health insurance premium. Dependents who lose eligibility for coverage (i.e., a spouse after a divorce, a child who turns 19 and is no longer a full-time student) may maintain coverage by paying the full cost through federal COBRA provisions, but **must** do so within 60 days from the date the coverage ends.

Promptly notifying human resource management will help you avoid unnecessary arrears or overpayment of health insurance premiums, as well as waiting periods for late enrollment of new dependents. It may also allow you to continue coverage for family members who are no longer eligible to be covered as dependents. Also, updated health insurance information can be mailed to your correct home address.

To report changes or for more information, contact human resource management, Cleveland Hall 410, ext. 4821. (This article was submitted by Eileen L. Marino.)

College Savings Program Available

New York state has implemented a college savings program. Employees may contribute directly through regular installment payments or through payroll direct deposit. Contribution amounts can be deducted when computing state taxable income (up to \$5,000 per person, or \$10,000 per married couple annually), and earnings on the money contributed are deferred from federal and state taxes. Withdrawals used for qualified education expenses are exempt from New York state taxes. Information and forms for enrolling in the program and participating via payroll direct deposit may be obtained by calling 1-877-NYSAVES, visiting New York state's Web site at www.nysave.org, or stopping by the Payroll Office, Cleveland Hall 408.

Prescription Drug Coverage Changes for CSEA Employees

As of April 29, the CSEA Employee Benefit Fund no longer provides a prescription drug plan for employees represented by CSEA and their dependents. Affected employees may no longer use their CSEA Employee Benefit Fund cards.

Those who participate in the New York State Health Insurance Program will receive prescription drug coverage through their health insurance plans. Each carrier will be informing their members if they are to receive new identification cards, as well as other information to help them understand the details of their new coverage. Also included will be the change in rates, which was reflected in April 28 paychecks.

Employees who have individual health insurance coverage and family coverage in the CSEA Prescription Drug Plan must enroll dependents in their health insurance plan to continue their dependent's prescription drug coverage. Enrollment changes will be retroactive to April 29, but must be made by May 28. After May 28, the usual 10-week late enrollment period for previously eligible dependents will apply. If both spouses/domestic partners work for the state, they may have only one family plan in the NYS Health Insurance Program.

Employees currently enrolled in the CSEA Employee Benefit Fund for prescription drug coverage who declined to participate in the NYS Health Insurance Program must enroll for health insurance before May 28 to be eligible for continued prescription drug coverage. The state does not provide a "prescription drug only" option. After May 28, the late enrollment period will apply unless a qualifying event (e.g., marriage, divorce, employment change, etc.) occurs.

To enroll or change your health insurance, or for additional information, contact the Human Resource Management Office, Cleveland Hall 410, ext. 4821.

Computing Services /Faculty And Staff Development Center Training Schedule — May 1999

Unless otherwise noted, all classes will be held in CyberQuad, Butler Library 318. Bring a 3.5" disk formatted for the PC. To register for any class, call ext. 3361 or send e-mail to: reynolap. If you use e-mail, you **must** include your full name, e-mail username, title, department, and phone number. Incomplete e-mail messages will not be accepted for class reservations. You will receive a reply to your e-mail only if there is a problem with your request.

Introduction to Outlook **Wednesday, May 12** **9 a.m. – noon**
To attend this class, you **must** have an NT account, know your username and password, and have experience with Windows '95. You will learn how to set up and customize Outlook for your desktop, and how to use e-mail and attachments.

Introduction to Windows '95 **Thursday, May 13** **9 a.m. – noon**
This hands-on class will guide you through the process of navigating Windows '95, creating files and folders, saving and moving documents, creating shortcuts, and customizing your desktop.

Introduction to Word **Friday, May 14** **9 a.m. – noon**
Microsoft Word is the new word processing standard for the campus. Learn the basics in this class: moving through files, editing text, inserting graphics. Also learn how to convert your old word processing files to the new standard.

Introduction to PowerPoint **Wednesday, May 19** **1 – 4 p.m.**
PowerPoint is the presentation application in the Microsoft Office suite. Learn how to create slide shows that include images, graphs, and sounds. Learn how to sort slides once they have been created and then animate text and images in those slides.

Introduction to Excel **Thursday, May 20** **1 – 4 p.m.**
Excel is the spreadsheet application that comes with Office '95 or Office '97. Excel is replacing Lotus and other spreadsheet applications as computers are upgraded on campus. Learn how to produce grade books, payroll reports, and much more using Excel.

Introduction to Access **Friday, May 21** **9 a.m. – noon**
Access is the relational database that comes with Microsoft Office '95 or '97. It has replaced other databases used at Buffalo State. Attend this class to learn how simple it is to convert from one database to the new Access. You will learn how to create tables, forms, reports, labels, and much more.

Creating Web Pages-HTML **Wednesday, May 26** **9 a.m. – noon**
This hands-on session will cover the basics of Web page design and layout. You will create three Web pages using Claris Home Page for the PC. Basic HTML commands will also be covered.

Mail Merge Using Word **Thursday, May 27** **1 – 4 p.m.**
Learn how to use Microsoft Access in conjunction with Microsoft Word to create data files for mail merge. Also learn how to create form letters and mailing labels.

From the Vice President for Student Affairs

Bengal Club Golf Tournament Set

The Buffalo State athletic booster club is sponsoring its annual golf tournament to benefit the athletic program at the college. It is the only Bengal Club fund-raising activity. This year, the tournament takes place on Tuesday, July 20 at the Chestnut Hill Country Club, 1330 Broadway (Route 20) in Darien Center.

The cost of the tournament is \$75 per person. This includes greens fee, cart, beverages, lunch, a steak dinner, and prizes. Non-golfers can enjoy the beverages, dinner, and prizes for \$35.

Golfing is limited to 120 participants, but plenty of additional seating is available for dinner guests. To join the fun and support all intercollegiate sports on campus, or for more information, contact club President Phil SantaMaria at ext. 4618 or email: SANTAMP, or Secretary Paul Andruczyk at ext. 4104 or email: ANDRUCPA. Or visit the Bengal Club Web site at www.buffalostate.edu/~bengal/.

From the Chair of the College Senate

College Senate Meeting

The next College Senate meeting is Friday, May 7 at 3 p.m. in Butler Library 210.

Curriculum Items

The following programs/courses were approved by the Curriculum Committee and will be forwarded to the president for final review and approval:

Course revisions:

ANT 381 - Religion, Magic, and Culture
MAT 103 - Introduction to Contemporary Mathematics
MAT 417 - Introduction to Real Analysis I
DES 377 - Computer Graphics II
DES 242 - Fibers I
DES 342 - Fibers II
DES 344 - Fibers - Junior Studio
DES 444 - Fibers - Senior Studio

Program revisions:

Bachelor of Science in Design: Fiber Design (0175)
Bachelor of Fine Arts in Design: Fiber Design (0180)
Bachelor of Arts in Mathematics (0718)
Bachelor of Science in Mathematics (0719)

New courses:

CRJ 635 - Criminal Justice Ethics
CRJ 625 - Race and Ethnicity in Criminal Justice
HIS 307 - History of India
HIS 373 - Vietnam and the Vietnam War
HIS 338 - Modern History of China

The following have been received in the College Senate office and forwarded to the Curriculum Committee for review and approval:

New minors:

Minor in Economic Policy Analysis
Minor in International Economics
Minor in Business Economics

The following have not been approved, and have been returned to the department:

Fine Arts Department: Minor in Printmaking
Minor in Sculpture
Minor in Painting
Minor in Photography

Mathematics Department: MAT 270 - Discrete Mathematics I

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Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

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May 13, 1999

From the President

Below please find an update on the work of the Provost Search Committee from committee co-chair Ken Mernitz. Please note the dates planned for on-campus interviews with candidates. We will post reminders of these dates in upcoming editions of the Bulletin.

From Ken Mernitz, Co-chair, Provost Search Committee

Subsequent to meeting with members of the campus community, including College Senate leaders, the consultants working on the provost search constructed a position specification booklet, which they are using to interest promising candidates.

They hope to have developed a good pool of candidates by the end of this month, enabling the Provost Search Committee to interview six or seven semifinalists during June. We then anticipate hosting three finalists on our campus from July 12-16. Please mark your calendars.

If the search consultants find that satisfactory applicants won't be available for interviews until the fall, we will notify the campus community through the June Bulletin and by e-mail.

Many thanks to all for your continued cooperation and participation in this important process.

From the Interim Provost and Vice President for Academic Affairs

Academic Department Changes Name

Effective immediately, the name of the Speech Language Pathology Department is changed to Speech-Language Pathology Department. Insertion of the hyphen is in keeping with professional association recommendations. This change is made following the comment period announced in the April 1 Bulletin.

Student Art Show/Sale Set for May 14-15

The Departments of Art Education, Fine Arts, and Design are hosting the second annual year-end Student Art and Design Show and Sale as part of graduation weekend festivities. The event will take place in Upton Gallery from noon - 8 p.m. Friday, May 14, and from 11 a.m. - 4 p.m. Saturday, May 15. An exciting variety of works will be featured, including ceramics, jewelry, textiles, paintings, sculptures, prints, and more. Find that unusual gift at a reasonable price and help support Buffalo State students. All are welcome and admission is free.

(Continued)

Conference Highlights Policing/Public Safety Work Quality Issues

Buffalo State presents the third annual Work and Well-being in Policing and Public Safety Conference. The event takes place June 24-25 at the Adam's Mark Hotel, 120 Church St. in downtown Buffalo. Co-sponsored by the Western New York Stress Reduction Program, the conference is designed to help law enforcement and emergency professionals and their families adjust to special on-the-job issues they face. For more information, call Robert Delprino, associate professor of psychology and conference coordinator, at ext. 6669.

Butler Library Offers Summer Quick Classes

Quick Classes offer introductions to the tools and technology of Butler Library. Students, faculty, and staff are invited to attend any or all of these 50-minute sessions in CyberQuad, Butler Library 314. Listed below are descriptions and a schedule of Quick Classes for summer 1999. Register early, and also encourage your students to sign up.

To register:

- Call the Reference Desk at Butler Library at ext. 6313
- Stop in the library and sign up at the Reference Desk
- Send an e-mail message to QCLASS@buffalostate.edu with your name and the title, date, and time of the requested class

Summer 1999 classes are as follows:

- **SHERLOCK:** Learn to navigate E. H. Butler Library's on-line catalog, the gateway to resources in the library and beyond.
- **LEXIS-NEXIS:** LEXIS-NEXIS Academic Universe, available via Butler Library's Web pages provides full-text access to a wide range of news, business, and legal information.
- **ERIC on CD-ROM:** Search for citations and summaries of articles from more than 750 professional journals and from microfiche documents in the field of education.
- **Expanded Academic ASAP:** This periodical index, available via the Butler Library Web pages provides the full text of magazine and journal articles on a wide variety of topics.
- **Microsoft Word – Basic Survival Training:** Word processing beginners will receive enough hands-on practice to be able to "type" a research paper. Learn how to create, edit, print, and save a document on a floppy disk.
- **Introduction to the World Wide Web:** Learn to surf the Web using Netscape. Learn basic steps for searching, examine some of the resources available on the Butler Library Web pages, and look for information using a search engine.
- **Beginning the Research Process:** From formulating your topic to choosing the best databases, learn how to identify steps to better research and find out more about available library resources.
- **Pine E-mail:** Learn to communicate via electronic mail with colleagues on campus and around the world.
- **APA Style:** Learn how to format your research paper according to the *Publication Manual of the American Psychological Association*, fourth edition.

Summer 1999 Butler Library Quick Classes — Schedule

	Session A	Session B	Session C
SHERLOCK	June 8 – 9 a.m. June 10 – 5 p.m.	July 5 – 9 a.m. July 12 – noon	July 28 – 1 p.m.
LEXIS-NEXIS	June 22 – 4 p.m.	July 14 – 3 p.m.	Aug. 4 – 2 p.m.
ERIC on CD-ROM	June 3 – 3:30 p.m. June 14 – 5 p.m.	July 1 – 1 p.m. July 7 – 5 p.m.	Aug. 3 – noon
Expanded Academic ASAP	June 15 – 10 a.m.	July 8 – 2 p.m.	Aug. 4 – 9 a.m.
Microsoft Word	June 9 – 3 p.m.	June 29 – 9 a.m.	---
Introduction to the Web	June 7 – noon June 16 – 4 p.m.	June 30 – 4 p.m. July 6 – 2 p.m.	July 29 – 11 a.m.
Beginning the Research Process	June 2 – 11 a.m.	July 1 – 3 p.m.	---
Pine E-mail	June 23 – 2 p.m.	July 13 – 1 p.m.	Aug. 3 – 3 p.m.
APA Style	June 14 – 11 a.m.	July 19 – 1 p.m.	---

From the Vice President for Finance and Management**TIP Grant Project 'CommonSpace' Seeks Participants**

You and your summer 1999 writing project are invited to apply for an extra-service training program using CommonSpace 3.0. This network-independent, cross-platform software will facilitate a collaborative writing process. Avoiding dreaded "red ink," CommonSpace bypasses chaos and pressure by means of synchronicity, and simultaneously creates ongoing links as well as a lasting record.

Program participants will work individually as well as take part in three group meetings. Besides producing an electronic version of a written paper this summer, 10 previously untrained, committed faculty and staff will engage in peer critique of a colleague's work, take a dialogic approach to revision in a whole-group meeting, undertake revision by critique, complete a manuscript, and receive a stipend of \$200 each on completion. Applications will be peer reviewed.

For information and an application, contact Sarah Slavin, political science department, ext. 6205/6116, e-mail: SLAVINS@BUFFALOSTATE.EDU, by Friday, May 21. The CommonSpace project is funded by a Transformative Technology Initiatives to Invigorate Instructional Practices (TIP) challenge grant.

Surplus Sale Set for May 22

The Business Services Office will conduct a sale of surplus college property on Saturday, May 22. The sale takes place and items may be viewed from 10 a.m. to noon only. For more information, contact Richard Saddleon, Clinton Center, ext. 6835.

From the Vice President for Institutional Advancement

Join in Upcoming Alumni Events

Friday, June 4

Alumni Night with the Buffalo Philharmonic Orchestra

Pops Series X: Doc Severinsen, Principal Pops Conductor, with Mariachi Cobre

It's fiesta time on the Niagara Frontier, as Doc sizzles with a little south-of-the-border flavor. The night will be hot, as Mariachi Cobre, from Tucson, Arizona, brings its special blend of Mexican music northward. The concert begins at 8 p.m. in Kleinhans Music Hall.

Tickets: \$25.50/person from the Buffalo Philharmonic Orchestra, (716) 885-5000. Indicate you are with the Buffalo State Alumni Association.

Saturday, July 10

Alumni Day at Six Flags Darien Lake, Darien Center, N.Y.

You're invited to a summer picnic for the entire Buffalo State community. Join alumni, faculty, and staff — and bring your family and friends — for a fun-filled adventure at Western New York's premier resort destination. Enjoy more than 100 rides, shows, and attractions, featuring the Superman Ride of Steel™ megacoaster, a water park, and Bugs Bunny and his Looney Tunes friends. Plan a full day, then stay for the grand finale — a laserlight fireworks extravaganza at 10:15 p.m.

- **Cost:** \$25 for park admission and picnic from noon-5 p.m. (Park admission alone normally costs \$25.99, so this full-day package, including the picnic, represents a special discount.)
- **Picnic menu:** unlimited beverages, charbroiled quarter-pound hamburgers, barbecued chicken, plump hot dogs, two side dishes, and dessert.
- **Transportation options:**
On-your-own: an additional parking fee is charged
Round-trip bus transportation from Buffalo State's Moot Hall (departing at 9:30 a.m. and returning at 9 p.m.): add \$5 to the above charge (for a total of \$30)
- **Tickets/Information:** Alumni Affairs Office, Cleveland Hall 214, ext. 6001

From the Chair of the College Senate

Senate Announcements:

From the By-laws and Elections Committee: The results of the recent All College Election are:

- At-large: Marianne Savino, Lee Ann Grace, Ellen Kennedy, and Maurine Baker-Stein
- University Faculty Senate: John DeNisco

Senate Actions:

At the May 7 meeting, the Senate voted to accept the report of the Academic Plan Committee and send it to the president:

The Academic Plan Committee is one of three Senate committees that have reviewed various aspects of the reorganization of Academic Support Services. Each committee reported on a number of concerns regarding both the structure and process of reorganization. A central concern was the process which appeared to be very insensitive to staff, causing unnecessary distress.

The committee recommended in its March 12, 1999 report to the College Senate, that: "The people involved in the reorganization should be encouraged to provide more input into the restructuring because they are currently providing the services. They should participate in the development of roles and responsibilities. The listings of FTEs that have been provided to the Academic Plan Committee should have descriptions and identified responsibilities that ultimately evolve for each position."

It has come to the attention of the Academic Plan Committee that there is continuing difficulty in the reorganization of Academic Support Services. Of particular concern is that a position announcement was released for a position that is currently filled by a permanent employee, with no prior discussion regarding the description or the fact that a search would be opened. This action raises the same concern identified above — a process that is very insensitive to staff and causes unnecessary distress. It has been acknowledged that the position announcement was a mistake, but that does nothing to ease the distress.

The Academic Plan Committee recommends that a more formal process be followed regarding the reorganization. Another "mistake" cannot be tolerated. Specifically, we, the Academic Plan Committee, recommend that instead of a cc memo, the provost approve and sign any communication regarding reorganization. This added step should ensure accurate information and prevent further distress.

Approvals:

The Senate approved the following two motions:

- That the Senate request F, G, and M student parking lots to be paved over the summer, if money is available.
- That the words "Thank You" be added to the end of the next tuition bills printed.

Curriculum Items:

The following programs/courses were approved by the Curriculum Committee and will be forwarded to the president for final review and approval:

- Minor - Psychology
- **Global:** PSY 381 - Psychology of Culture

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From the President

127th Commencement

Many thanks to all those who contributed their time to help make Buffalo State College's 127th commencement activities on Saturday May 15 so very successful. It was a day for the college to shine in every way. The ceremonies were well-attended and ran smoothly, thanks to the dedicated faculty, staff, and alumni who were on hand to help throughout the planning and on Saturday. We created a meaningful and memorable day for the graduates and honorees, as well as for their families and friends. Commencement is the most important celebratory occasion at this institution. Congratulations and thank you to all involved!

Responses to College Senate Recommendations

Academic Calendars

I accept the recommendation of the College Senate and approve the academic calendars as follows:

<u>Fall Semester</u>	<u>Final</u> <u>1999/2000</u>	<u>Tentative</u> <u>2000/2001</u>	<u>Tentative</u> <u>2001/2002</u>
Classes Begin	Mon., Aug. 30	Tues., Sept. 5	Tues., Sept. 4
Labor Day (no classes)	Mon., Sept. 6	Mon., Sept. 4	Mon., Sept. 3
Columbus Day (no classes)	Mon., Oct. 11	Mon., Oct. 9	Mon., Oct. 8
Veterans Day (no classes)	Thurs., Nov. 11	Sat., Nov. 11	Sun., Nov. 11
Thanksgiving Recess (no classes)	Wed. – Sat. Nov. 24 – Nov. 27	Wed. – Sat. Nov. 22 – Nov. 25	Wed. – Sat. Nov. 21 – Nov. 24
Study Day	Fri., Dec. 10	Thurs., Dec. 14	Thurs., Dec. 13
Critique and Evaluation Period	Mon. – Thurs. Dec. 13 – Dec. 16	Fri. – Wed. Dec. 15 – Dec. 20	Fri. – Wed. Dec. 14 – Dec. 19
Final Day (Fall)	Thurs., Dec. 16	Wed., Dec. 20	Wed., Dec. 19

(Continued)

Intersemester 1999/2000	Final 2000/2001	Tentative 2001/2002	Tentative
Class Session	Jan. 3 – Jan. 21	Jan. 3 – Jan. 19	Jan. 3 – Jan. 18
Martin Luther King Jr. Day (no classes)	Mon., Jan. 17	Mon., Jan. 15	Mon., Jan. 21
Spring Semester			
Classes Begin	Mon., Jan. 24	Mon., Jan. 22	Tues., Jan. 22
Presidents Day (no classes)	Mon. – Tues. Feb. 21 – Feb. 22	Mon. – Tues. Feb. 19 – Feb. 20	Mon. – Tues. Feb. 18 – Feb. 19
Spring Recess (no classes)	Mon. – Sat. Mar. 20 – Mar. 25	Mon. – Sat. Apr. 9 – Apr. 14	Mon. – Sat. Mar. 25 – Mar. 30
Study Day	Fri., May 5	Fri., May 4	Fri., May 3
Critique and Evaluation Period	Mon. – Thurs. May 8 – May 11	Mon. – Thurs. May 7 – May 10	Mon. – Thurs. May 6 – May 9
Final Day (Spring)	Thurs., May 11	Thurs., May 10	Thurs., May 9
Commencement	Sat., May 13	Sat., May 12	Sat., May 11

Paving of Student Parking Lots F, G, and M

I support the senate's request to pave student parking lots F, G, and M if money is available. The cost to pave each parking lot is currently being calculated.

Tuition Bill

The words "Thank You" will be added at the end of the next tuition bill to be printed.

I thank the College Senate for its recommendations and congratulate its members on a most productive academic year.

From the Interim Provost and Vice President for Academic Affairs

Academic Affairs Administration

There are two changes in administrative appointments within Academic Affairs: M. Virginia Wyly has resigned the appointment as associate vice president for undergraduate education effective May 31. Dr. Wyly, a professor of psychology and a recipient of the Chancellor's Award for Excellence in Teaching, has been at Buffalo State since 1972. She also has served, during the past three years, as interim dean of graduate studies and research and has provided leadership to the college's enrollment management efforts from January 1997 to August 1998. I thank Virginia for her many contributions to Buffalo State, and especially for her recent service as part of the academic affairs administration.

Gail Dinter-Gottlieb, dean of the Faculty of Natural and Social Sciences, has accepted appointment as dean of Arts and Sciences at Pace University in New York City. Dr. Dinter-Gottlieb joined Buffalo State in 1996, following an associate provost position at Drexel University. Her leadership to natural and social sciences has advanced that faculty's instructional, scholarship, and service efforts. I wish Gail the best in her new appointment and thank her for the many contributions to the academic affairs administration during her tenure as dean. She will start her new appointment at Pace in mid-July.

New Faculty Appointments

Twelve faculty recruitment initiatives were approved last fall. These are in various stages with offers pending in a number of programs. Appointments, when finalized by completion of contract, will be announced in the Bulletin.

I am pleased to announce that Dennis G. Mike has accepted appointment as associate professor in exceptional education effective Sept. 1, 1999. Dr. Mike received his doctorate from the State University of New York at Albany and has most recently served on the faculty at SUNY Geneseo. Prior experience includes faculty appointments at the University at Buffalo and Russell Sage College, and professional service with public schools and the New York State Higher Education Department. Dr. Mike is a member of three editorial boards, is active on committees for professional organizations, and maintains a productive scholarship program.

State-Mandated Class

"Identifying and Reporting Child Abuse/Maltreatment," a state-mandated two-hour class, will be offered by the Center for Development of Human Services for educators, health care professionals, and school administrators from 7 to 9:30 p.m. Thursday, June 10 in Rockwell Hall 202. For pre-registration, applicable fee, additional information, and a schedule of future offerings, please call 876-7600.

From the Vice President for Finance and Management

Technology Fee Allocations 1998 – 99

During the fall 1998 semester, the Technology Council, working with the Academic Technology Advisory Committee (ATAC) and the Administrative Information Technology Advisory Committee (AITAC), requested proposals for both Technology Fee and Student Computing Access Program (SCAP) funds. Proposals from academic departments were coordinated through ATAC, and all other proposals were coordinated through AITAC. Each committee forwarded prioritized lists to the Technology Council, which forwarded final recommendations to the vice presidents of academic affairs and finance and management.

Approximately \$1.25 million was allocated for spring and summer 1999: \$690,000 from ATAC requests (including replacement of general purpose labs in Twin Rise); and \$560,000 from AITAC requests. A more detailed list of this year's allocations (as well as a history of previous year's allocations) will be posted on the "Information Technology" link on Buffalo State's home page.

The next round of "requests for proposals" will be sent out at the beginning of the fall 1999 semester. Questions and comments should be referred to Ted Schmidt at ext. 6651, or via e-mail to schmidtpt.

Central Clock System

The central clock system on campus has served most academic and administrative buildings since the 1960s and has gradually declined in reliability due to many factors, all of which would be costly to correct. For now, problems with specific clocks should be reported to Campus Services, Customer Service Office at ext. 6111. Further questions regarding systemwide issues may be referred to Terry Harding, director of campus services and facilities, ext. 6112.

Workers' Compensation Program Reminder

As a reminder, employees represented by CSEA, Council 82, MC Classified Service, and PEF have two new programs for work-related injuries or illnesses: ARS (Accident Reporting System) and ONECARD Rx, the workers' compensation/health insurance prescription drug program. The ARS ensures that workers' compensation benefits are available as soon as possible and reduces administrative costs associated with managing the process. We encourage you to use this system.

If you sustain a work-related injury or illness, please:

- Call 1-888-800-0029 (ARS Call Center). Your injury or illness report will be taken quickly and confidentially. Your supervisor, co-worker, or family member also may report the injury to the Call Center.
- Write down the incident number the ARS Call Center gives you. You will need this number to obtain prescription drugs under ONECARD Rx.
- Get medical help if needed. Tell your doctor that your injury or illness is work-related.
- Report your injury or illness to your supervisor as soon as possible. He or she will need to complete the Employee Personal Injury/Illness Form and forward it to Human Resource Management.

The workers' compensation/health insurance prescription drug program, ONECARD Rx, is also easy to use and involves no copayments or claim forms:

- You will not need a new benefit card when you use ONECARD Rx. Simply fill prescriptions for work-related injuries or illnesses with the same enrollee identification card you already use for your health insurance prescription drug benefits.
- ValueRx Inc., the same company that now manages your health insurance prescription drug benefits, will administer ONECARD Rx claims.
- To fill a prescription, go to a participating ValueRx pharmacy. Many ValueRx pharmacies that participate in your health insurance prescription drug program also participate in ONECARD Rx. You also may use the ValueRx mail service pharmacy.
- ONECARD Rx is voluntary. You may fill your prescription at any pharmacy, pay the pharmacist, and send a claim for reimbursement to The State Insurance Fund.

All unclassified employees (United University Professions, Management Confidential, graduate assistants) should continue to report work-related injuries and illnesses using the Employee Personal Injury/Illness Form.

If you have questions about these new programs or workers' compensation, please contact Michael Daley at ext. 4822.

Sale of Surplus Property

The Business Services Office will conduct a sale of surplus college property on Saturday, May 22. The sale takes place and items may be viewed from 10 a.m. to noon only.

The following items are available for campus departmental use:

Blueprint Cabinets	Metal Bookcases, 3' and 6'
Cafeteria Tables	Portable Chalkboard, 6' x 4'
Chalk Board	Portable Lectern
Desks	Printer Stands
Drafting Tables, 3' x 3'	Projection Screens
File Cabinets	White Board
Folding Tab Arm Chair	

To claim an item or request one not listed, contact Richard Saddleson, Business Services, Clinton Center, ext. 6835

From the Senior Adviser to the President for Equity and Campus Diversity

Adapting Emergency and Educational Procedures for Persons With Disabilities

The Conference on Adapting Educational Procedures for Students and Other Persons With Disabilities will be held from 1:30 to 4:30 p.m. Wednesday, May 26 and from 8:30 a.m. to 3 p.m. Thursday, May 27 in Rockwell Hall. The conference is free and open to all members of the campus community.

The keynote speaker, Jeanne Kincaid, Esq., has an international reputation for her lively presentations and expertise in dealing with students with learning disabilities in higher education. Her topic, "Who is Disabled and Who Isn't," is particularly relevant in the light of two cases before the Supreme Court. She will deliver the keynote speech from 8:30 to 11 a.m. on May 27; a workshop will follow that will specifically address students with learning disabilities in higher education.

Other programs for the conference include technological and adaptive equipment, including ongoing adaptive demonstrations from the Center for Assistive Technology at the University at Buffalo and accessible Web pages. Other sessions are related to advising, selection of majors, internships, and off-campus placements.

You may register by e-mail at lloydjj@buffalostate.edu. Please indicate whether you will be joining the conference for lunch on May 27 and/or the reception in the Burchfield-Penney Art Center on May 26.

From the Chair of the College Senate

College Senate Standing Committees

The College Senate always needs faculty and staff representation on its standing committees. Below are the names of senate standing committees with a brief description of their basic missions. If you are interested in serving on a committee for the 1999 – 2000 academic year, please place a check next to the name of the committee, and return this form to the College Senate Office, Cleveland Hall 417C.

Curriculum

Receives, reviews, and recommends approval or nonapproval of all courses and programs offered by the college, consistent with senate policies and procedures.

Instruction and Research

Concerns itself with aspects of policy that relate to the improvement of instruction and the development of services and resources necessary to carry out or enhance instruction and research.

Standards for Students

Reviews and recommends policies dealing with admission, readmission, retention, and probation, as well as with the standards for undergraduate and graduate graduation.

Professional Welfare

Is responsible for matters concerning faculty and staff welfare and well-being.

Budget and Staff Allocation (BSAC)

Gathers, analyzes, and recommends criteria for all data and policies needed to determine budget and staff allocations.

Bylaws and Elections

Conducts necessary elections provided for in the bylaws to ensure proper representation on the College Senate. Responsible for recommending changes in the bylaws designed to facilitate the democratic governance of the college.

Student Welfare

Examines matters and recommends policy concerning aspects of student life.

Academic Plan

Assumes leadership in the intermediate and long-range planning of the overall academic function of the college. Some important areas are the mission of the college, master plan, regionalism, enrollment projections, and accreditation.

Public Service Activities

Helps make college faculty, staff, and students aware of public service activities available at the college.

Academic Services

Recommends policies designed to make academic support services more useful and available to the academic program.

International Education

Develops the content of overseas academic and faculty exchange programs, and makes recommendations regarding admission of and services to foreign students attending Buffalo State College.

Buffalo State Chancellor's Award Committees

I am not interested in serving on any of the College Senate standing committees, but I would be willing to serve on a Chancellor's Award Committee.

_____ Excellence in Teaching and Distinguished Teaching Professor

_____ Excellence in Librarianship

_____ Excellence in Service

_____ Excellence in Distinguished Service Professor

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Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

Vol. XLIV, No. 35

June 3, 1999

Special Edition

From the Interim Provost and Vice President for Academic Affairs

Department Chair Appointments

I am pleased to announce the following department chair appointments, effective for the 1999 – 2000 academic year:

Appointments

Randal J. Snyder, biology, 1999 – 2002

Stephen F. Saracino, design, 1999 – 2002

Kevin J. Railey, English, 1999 – 2002

Sarita C. Samora, exceptional education, 1999 – 2000 (interim)

Reappointments

Michael E. Parks, art education, 1999 – 2002

Edward O. Smith Jr., history and social studies education, 1999 – 2002

Dwayne A. Beery, physics, 1999 – 2002

Jerry F. Cataldo, psychology, 1999 – 2002

Peter S. Pawlik, technology, 1999 – 2000

Pending appointments will be announced in future issues of the Bulletin.

I extend my appreciation to these members of the faculty for accepting these important appointments.

Pre-Collegiate Programs

Oversight of the college's pre-collegiate programs will be transferred from academic affairs to student affairs effective June 15. Pre-collegiate initiatives include services for underserved and underrepresented students to enhance their progress through the educational system. Examples of programs at Buffalo State that are externally funded include the Science and Technology Entry Program (STEP), Upward Bound, and Talent Search.

(Continued)

From the Vice President for Student Affairs

Director of Student Life Appointment

I am pleased to announce that we have concluded a national search for a new director of student life with the appointment of David H. Milberg, effective Aug. 15. Mr. Milberg is currently director of student life at Eastern Illinois University in Charleston, Ill., a position he has held since July 1988. Previously, he served as director of student affairs/campus center at Pace University in Pleasantville, N.Y., and as director of student activities/campus center at Elmira College in Elmira, N.Y. Mr. Milberg has earned a master of science degree in higher education/student personnel and a bachelor of science degree in horticulture, both from Iowa State University in Ames, Iowa.

At Eastern Illinois University, a campus of more than 11,000 students, Mr. Milberg oversees Greek Affairs, student volunteer and service learning, and the multicultural affairs area, comprising the Black Student Union, Black Greek Council, and the Latin American Student Organization. He provides support for the new student orientation program and advises the student government, the homecoming committee, and the University Program Board. During his tenure at Eastern Illinois, Mr. Milberg was responsible for the development and implementation of the student life strategic plan to guide the department using appropriate benchmarking data. Mr. Milberg teaches a student leadership course and has been an active member of the National Association for Campus Activities (NACA).

Director of Intercollegiate Athletics Resigns

Alfonso Scandrett Jr., director of intercollegiate athletics, has resigned to accept a position as director of athletics at North Carolina A&T University in Greensboro, N.C. His resignation is effective July 1.

During his tenure, Dr. Scandrett instituted a number of initiatives that have extended the reach of Buffalo State intercollegiate athletics into the Buffalo community, including the highly successful National Youth Sports Program (NYSP), and the "Lunch Bunch" and "Bengal Buddies" programs, which introduced community youth to our athletics facilities and programs. Under Dr. Scandrett's leadership, athletics embarked on an effort to increase departmental revenues through corporate partnerships with area businesses and assumed responsibility for administering the college's recreation and intramural programs, co-sponsored by the United Students Government.

I thank Dr. Scandrett for his leadership and many contributions to the college's Intercollegiate Athletics Program and wish him well in his new position.

An internal search will be conducted to fill the director of intercollegiate athletics position. This position reports to the vice president for student affairs and is the principal administrator responsible for providing leadership to the Intercollegiate Athletics Program at the college. The director administers personnel, planning, and budgeting for the department and executes institutional, conference, and NCAA policies. The director coordinates with the College Foundation and the Bengal Booster Club for fund raising and marketing of the athletics programs and the sport complex facilities of the college, and participates in public relations activities, as required, to promote the college and its athletics program. The director will facilitate the recruitment and retention of student athletes and will work with the Residence

Life Office to implement conferences, summer sports camps, and other athletics-related events. The director will ensure that sports complex facilities are fully utilized by students, faculty, and staff for intramural and recreational purposes and will serve, ex officio, on the college's Intercollegiate Athletics Board.

Required Qualifications

A master's degree in a related field (e.g., athletics administration, physical education) with significant experience in an athletics-related administrative position, including experience with personnel supervision; knowledge and understanding of athletics issues as they relate to the administration of college athletics programs.

Preferred Qualifications

Commitment to both men's and women's athletic programs and demonstrated skills in personnel management, budgeting, and planning; an ability to develop and implement long-range plans and to raise funds through the marketing of athletics facilities and programs; ability to communicate effectively through oral and written expression with administrative staff, faculty, and the general public; a demonstrated commitment to achieving the goals of the college community through programs and services appropriate for students from diverse backgrounds is essential.

To apply, send a cover letter, current résumé, and the names and telephone numbers of three references to Director of Intercollegiate Athletics Search, Vice President for Student Affairs Office, Cleveland Hall 513. Screening of applications begins June 15 and will continue until a successful candidate is named.

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Buffalo State College

State University of New York

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June 17, 1999

From the President

Provost Search

Below please find an update on the work of the Provost Search Committee from committee co-chair Ken Mernitz. Please note the dates planned for on-campus interviews with candidates.

From the Co-Chair of the Provost Search Committee

The Provost Search Committee will interview several promising candidates on June 21 and 22. We anticipate having finalists on campus July 12 – 16. Please mark your calendars. The campus community will be advised of the schedule for on-campus interviews via e-mail and the Bulletin as soon as it is available. Copies of the provost position description are available in E.H. Butler Library.

New Trustees Appointed

The New York State Senate has confirmed Gov. George E. Pataki's appointments of Nelson A. Rockefeller Jr. and Bernard F. Connors to the State University Board of Trustees and his reappointments of board Chairman Thomas F. Egan and trustee Edward F. Cox.

Mr. Rockefeller was a domestic policy adviser to former Senate Majority Leader Bob Dole after working as a special assistant to the White House Office of Management and Budget from 1990 to 1993. Since then, he has been chairman of Hacienda Campo Alegre Management Inc. of Raymondville, Texas, and New York City. The company manages cattle and non-native wildlife. Mr. Rockefeller is the son of the former governor, the late Nelson A. Rockefeller.

Mr. Connors is the former publisher of The Paris Review and the owner of British American, a multifaceted firm that includes enterprises in real estate development, film and television production, book publication, and the manufacture and sale of Canada Dry and other soft drinks. A native of Albany and a Loudonville resident, Mr. Connors is a best-selling novelist, Golden Gloves boxing champion, and former FBI agent.

The Senate also gave seven-year terms to trustee Egan, who has served as chairman since 1996, and to trustee Cox. The new appointments bring the SUNY Board of Trustees to full strength, filling all 16 seats. Mr. Rockefeller and Mr. Connors replace Miles Lasser and Arnold Gardner.

(Continued)

Curricular Approvals

I have approved the following new courses, course revisions, addition to Global, and minor program revisions, which have been recommended by the appropriate dean, the College Senate, and the interim provost and vice president for academic affairs.

New Courses:

AED 318 Art Education and Multiculturalism
 AED 518 Art Education and Multiculturalism
 ANT 375 Humanistic Anthropology
 BUS 500 Marketing of Services
 CRJ 410 Organized Crime
 CRJ 625 Race and Ethnicity in Criminal Justice
 CRJ 635 Criminal Justice Ethics
 DES 474 Advertising Design II
 DES 480 Illustration II
 ENG 307 Tutoring and Teaching Writing
 ENG 308 Peer Tutoring Practicum
 ENG 694 Teaching Literature
 HIS 307 History of India
 HIS 338 Modern History of China
 HIS 373 Vietnam and the Vietnam War
 MED 309 Teaching Mathematics in the Middle School
 PHY 306 Modern Physics II
 PHY 323 Statics
 PHY 324 Electric Circuit Analysis
 PLN 360 Environmental Impact Assessment
 PSY 381 Psychology of Culture
 PSY 440 Addictive Behaviors
 SLP 210 An Introduction to Sign Language

Course Revisions:

ANT 381 Religion, Magic, and Culture
 DES 242 Fibers I
 DES 270 Visual Communications
 DES 277 Computer Graphics I
 DES 342 Fibers II
 DES 344 Fibers – Junior Studio
 DES 377 Computer Graphics II
 DES 380 Illustration
 DES 444 Fibers – Senior Studio
 ENG 463 Methods, Materials, and Professional Development for Teachers of English
 MAT 103 Introduction to Contemporary Mathematics
 MAT 417 Introduction to Real Analysis I
 PHY 305 Modern Physics I
 PHY 410 Advanced Physics Laboratory
 REL 121 Introduction to Jewish Thought

Global:

PSY 381 Psychology of Culture

Minor Program Revisions:

Geology (1727)
 Psychology (1724)

Dr. Bulger Welcomes Correspondence

Former Buffalo State College President Paul Bulger has not been feeling well in recent weeks. He has maintained his characteristically affirmative attitude despite his current health situation, however, and would enjoy hearing from colleagues and friends in the college community. Paul and Marion Bulger can be contacted at 4481 South Buffalo St., Orchard Park, N.Y., 14127-2912.

From the Interim Provost and Vice President for Academic Affairs**Vacancy Announcements****Earth Sciences and Science Education Instructor**

Temporary, full-time position available at the instructor rank for the academic year 1999 – 2000 to teach introductory geology, geomorphology, and fluvial geomorphology. Ph.D. or ABD in a field related to the earth sciences, knowledge of the course materials to be taught, and a demonstrated ability to teach undergraduate students are required. The successful candidate also is expected to participate in student-faculty research and other department activities.

Applicants should forward a curriculum vitae, official transcripts, and statement of teaching and research interests, along with the names, addresses, and telephone numbers of three references to: Dr. Stephen Vermette, Earth Sciences and Science Education Department, Buffalo State College, 1300 Elmwood Ave., Buffalo, N.Y., 14222-1095. Application deadline is July 15. For additional information, send e-mail to: vermettsj@buffalostate.edu or call (716) 878-6731.

Director of Sponsored Programs

The director of sponsored programs is responsible for managing the college's \$22 million pre- and post-grant award functions of the Research Foundation of the State University of New York (SUNY). The director represents the college in interactions with the central offices of the SUNY Research Foundation in Albany, N.Y.; oversees compliance with all federal and state grant regulations; and works with deans and faculty of the college to develop funding initiatives.

In leading the Sponsored Programs Office, the director identifies and disseminates information on potential funding sources and assists the college's academic administration and faculty in developing funding proposals. In the grants management process, the director initiates and conducts faculty and development activities related to proposal submissions, maintains grant award records, and reports requirements to sponsors.

Required: Master's degree; five years experience in grant/sponsored projects administration in a college, university, or state or federal agency; and demonstrated success as a grant writer and project director.

Salary commensurate with experience. Screening of applications will begin July 31. Please submit résumé and three letters of recommendation to: Robert N. Spaner, Chief Administrative Officer, Center for Development of Human Services, Buffalo State College, 1300 Elmwood Ave., Buffalo, N.Y., 14222-1095.

Buffalo State is an affirmative action, equal opportunity employer.

Conference Highlights Policing/Public Safety Quality of Work Issues

Buffalo State presents the third annual Work and Well-Being in Policing and Public Safety Conference June 24 – 25 at the Adam's Mark Hotel, 120 Church St., in downtown Buffalo. Co-sponsored by the Western New York Stress Reduction Program, the conference is designed to help law enforcement and emergency professionals and their families adjust to special on-the-job issues they face. For more information, call Robert Delprino, associate professor of psychology and conference coordinator, at ext. 6669.

State-Mandated Class

"Identifying and Reporting Child Abuse/Maltreatment," a state-mandated, two-hour class, will be offered by the Center for Development of Human Services (CDHS) for educators, health care professionals, and school administrators from 10 a.m. to 12:30 p.m. Saturday, July 17 at CDHS, 1685 Elmwood Ave. For pre-registration, applicable fee, additional information, and a schedule of future offerings, please call 876-7600.

From the Vice President for Finance and Management

Electric Power Consumption

The college has been advised by the State University Construction Fund and Niagara Mohawk to temporarily reduce electric power consumption. This advisory was made in response to extreme volatility in the "spot" electricity market. The state's electric costs can fluctuate due to varying market conditions, which include the weather and other regional demands for electricity.

Last week, market volatility affected Buffalo State in the form of a 30-cent-per-kilowatt-hour price, as opposed to the 8-cent price we generally pay. A short-term increase of this magnitude obviously can cost many thousands of dollars in a very short period of time.

It is possible that such price spikes may occur throughout the summer. Our response will be to reduce consumption in every way possible. The greatest single energy demand is for air conditioning. Accordingly, we will trim our consumption with the least possible disruption to ongoing activities or academic programs. Air conditioning systems may endure slightly abbreviated operating hours, operate at slightly higher room temperatures, or draw from

cooler outside air, depending upon the weather. Ideally, the results should be comfortable or, at least, tolerable.

Please join us in the spirit of weathering this short-term condition and continue to report concerns or untoward conditions, if any, to the Customer Service Office at Campus Services at ext. 6111. We will continue to keep you apprised of any further developments in this matter. Thank you in advance for your cooperative spirit and cost-saving suggestions.

Jan. 4 Snowstorm

At its April 26 meeting, the Civil Service Commission voted not to suspend the attendance rules in connection with the Jan. 4, 1999, snowstorm in Erie County. In announcing its decision, the commission reaffirmed its long-standing policy not to suspend the attendance rules for weather conditions that have a one-day impact on attendance.

Independence Day Holiday Observance

Reminder: Independence Day, July 4, 1999, will be observed on Monday, July 5. Employees working alternate summer schedules must consider July 5 accordingly. If you are scheduled to work more than your regular seven and one-half or eight hours on Monday, July 5 due to an alternate summer schedule, you may take the day off with pay, but must charge the balance of the day to any leave accruals other than sick leave. If you are not scheduled to work July 5, you will accrue holiday leave equal to your regular seven-and-a-half- or eight-hour workday. Please call the Human Resource Management Office at ext. 4822 if you have any questions.

Faculty and Staff Open House

The Human Resource Management Office wishes to thank all employees who attended Face-to-Face, the third annual Faculty and Staff Open House, on May 19. The event was a great success, due to the enthusiastic participation of approximately 60 departments and 450 employees.

This year, there were so many excellent department exhibits it was difficult to select the best in each category. Employee votes have been tallied, and the results were very close. The following departments received the most votes:

- **Most Informative:** Great Lakes Center, Weigel Health Center, Student Accounts, and Computing Services
- **Most Innovative:** Registrar, Weigel Health Center, Butler Library, and New Student Programs
- **Most Enthusiastic/Friendly Staff:** Registrar, Weigel Health Center, and Student Accounts.

Congratulations to these and all departments who worked hard to showcase their contributions to Buffalo State and to share a wealth of information with their colleagues.

Congratulations to our grand-prize winner, Donna Brooks of the Registrar's Office, who won a reserved parking space for the 1999 – 2000 academic year! Other prize winners were: Josie Adamo, Elizabeth Ashman, Kelly Aures, Kelly Boos, Monica Brown, Beverly Dow, Sharon Dziejman, Kandis Fuller, Michele Gallant, Penelope Krebs, Adrienne Leech, Wilma Molisse,

Lisa Murray, Karyn Peckey, Josie Pellicane, Monique Rhodes, Cheryl Schoenhardt, Peg Schrembs, Rosemarie Senker, Margie Truesdale, and Robert Wood.

Thanks to the following departments who contributed prizes: the Alumni Affairs Office, the Buffalo State College Bookstore, the Burchfield-Penney Art Center Museum Store, Institutional Advancement, Intercollegiate Athletics, and the Performing Arts Center.

Feedback from Open House participants was very positive, with the vast majority of respondents rating it "very effective" at helping them learn more about other departments. Others commented on the creative displays, useful information, and great opportunities for learning and networking. We hope all participants share these opinions, and we look forward to continuing this new tradition to conclude and celebrate the successful academic year.

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Buffalo State College

State University of New York

Bulletin

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July 29, 1999

From the President

Curricular Approvals

I have approved the following new courses and addition to Diversity, which have been recommended by the appropriate dean, the College Senate, and the interim provost and vice president for academic affairs.

New Courses:

HIS/SSE/SST 363 American Identity in Transition: Diversity and Pluralism in the United States

SSE 402 Historical and Philosophical Foundations of Social Education

Diversity:

HIS/SSE/SST 363 American Identity in Transition: Diversity and Pluralism in the United States

Public Service Activities and Community Service Surveys

The Public Service Activities and Community Service survey project is well underway. By now, every employee of the college should have received a survey to complete. This is an important undertaking, as the information we gather will be used in numerous ways, including as a tool for assessment and planning. If you have not received the survey or require further clarification, please contact Ellen Kennedy, special assistant to the president for community outreach, at ext. 4008.

From the Special Assistant to the President for Community Outreach

If you have not yet responded to the Public Service Activities or Community Service survey, please take a few moments to complete one of the following. Please photocopy, complete, and return the appropriate survey to Cleveland Hall 517 by Aug. 13. We have extended the deadline to offer all members of the campus community another opportunity to share with us their involvement in public service, applied research, and volunteer activities.

Do not feel limited by the space provided; additional sheets may be added if necessary. The success of this project depends on the participation of everyone in our academic community who is involved in public service or volunteer activities. Thank you for your time and cooperation.

(Continued)

Public Service Activities Survey (faculty and professional staff)

NAME _____

Please describe all the public service activities that you are or have been involved with **since 9/1/97**. These activities include technical assistance; research projects; seminars, conferences, and training institutes; direct volunteer support of community organizations; policy analysis; scientific, artistic, cultural, or creative projects; community or program development; public information; and program evaluation. If in doubt about an activity, include it.

Part I

Please list any one-time or discrete service activities below. Examples include speaking engagements, workshops, or other instances using your expertise in the community.

DATE _____

ORGANIZATION

ACTIVITY

[illegible]

Part II

Applied Research Activities

NAME _____

Describe any **applied research activities**, funded or non-funded, in which you have been engaged (since 9/1/97). **Do not** include activities connected with a mini-grant from the Center for Development of Human Services or from the Equity and Diversity Office, as these are summarized in other documents.

Name of community organization/group

Starting date _____ Ending date _____

Source of funding, if applicable

What is the nature of your research? What is its impact for the organization/group?

[illegible]

Description of student involvement, if applicable:

Type of student participation:

Class requirement (course #_____)

____ Internship credit (course #____)

Thesis/Master's project

Other (please explain)

Assistantship

Work/study

(Please make additional copies if needed.)

Part III Service Activities

NAME _____

Please describe any ongoing **service activities** in which you have been or are involved (since 9/1/97). Examples would be board membership, training programs, ongoing consultation, or responsibility in professional organizations.

Name of community organization/group _____

Which of the following categories most aptly describe the organization?

_____ Arts and Culture	_____ Government	_____ Scientific
_____ Business Services	_____ Health Services	_____ Industry
_____ Communication	_____ Legal Services	_____ Vocational
_____ Economic Development	_____ Social Services	
_____ Education	_____ Other (please specify) _____	

How long have you been working with this organization/group?

_____ less than 1 year
 _____ 1 - 2 years
 _____ 3 - 5 years
 _____ more than 5 years

What is/was the nature of your involvement? What type of support or service is/was provided?

If this is a joint project, please identify other departments or colleagues who are involved.

(Please make additional copies if needed.)

Community Service Survey (classified staff)

NAME _____

Please describe any volunteer work you do in the community. Some examples are tutoring, Meals on Wheels, volunteering at a soup kitchen, participating in a block club.

Name of organization/group _____

Description of your activity

Name of organization/group _____

Description of your activity

(Please make additional copies if needed.)

From the Interim Provost and Vice President for Academic Affairs

Administrative Appointments

I am pleased to announce the following administrative appointments in academic affairs for the 1999 – 2000 academic year.

Dennis McCarthy has accepted the position of interim associate vice president for enrollment management. A member of the Buffalo State community and the Performing Arts Department since 1977, McCarthy has most recently served as associate dean and, on two occasions, as interim dean of the Faculty of Arts and Humanities. His appointment becomes effective Aug. 16.

Emile C. Netzhhammer III will be appointed dean of the Faculty of Arts and Humanities, effective Aug. 16. Netzhhammer, a member of the Communication Department since 1987, has held appointments as department chair and, currently, as interim associate vice president for enrollment management. The appointment results from the national search conducted this past year. Kerran L. Sanger of the Communication Department will continue as interim associate dean of arts and humanities for the coming academic year. She has been with the college since 1988.

Lawrence G. Flood will serve as interim dean of the Faculty of Natural and Social Sciences. Flood is a professor of political science and currently serves as associate dean of natural and social sciences. He joined the college in 1977 and assumed interim dean responsibilities on July 19. Rita Karen O'Quin, professor of psychology, will join the Natural and Social Sciences Dean's Office as interim associate dean, effective Aug. 9. She has been a member of the college faculty since 1982.

New Faculty Appointments

Searches completed by academic departments resulted in additional new faculty appointments for 1999 – 2000.

Lisa R. Brooks has accepted appointment as assistant professor in the Psychology Department. Brooks earned a doctorate in experimental psychology at the University of Montana. She has held a faculty appointment at Montana State University for the last three years.

Cheryl M. Hamilton will join the Art Education Department as assistant professor. Hamilton's doctorate is in art education from the University of Wisconsin, Milwaukee. She has held faculty appointments at the University of Wisconsin, Oshkosh and at Wichita State University.

Two faculty will join the Elementary Education and Reading Department: Coralee S. Smith has accepted appointment as associate professor. She has held faculty appointments at the University of Alabama, Tuscaloosa and at Dakota State University and has experience as an elementary school teacher. Her doctorate was awarded by the University of Missouri. David Henry also will join the department as assistant professor. He is completing his doctorate in

science education at the State University of New York at Buffalo. Henry's experience includes teaching positions with Frontier Central Schools and the University at Buffalo.

Deborah M. Insalaco is a new member of the Speech-Language Pathology Department. Deborah has experience as a speech pathologist and as a teacher in the Schuylerville Central School District. She is completing her doctorate at the University of Arizona.

From the Vice President for Finance and Management

Project SABRE: New Student Record System

Project SABRE (Student Admissions, Billing, Registration, and Enrollment) will be inaugurated this summer to replace the major student record systems at Buffalo State. The goal is to create an integrated student system that will deliver full functionality for all strategic student service areas; provide self-service Web applications for students, faculty, and staff; and provide more current and useful management information. Functions affected by SABRE include admissions, enrollment management, registration and records, student accounts, financial aid, and recruiting. SABRE will use the Oracle Student System software integrated with administrative applications, decision support tools, and data servers. Oracle is a major software and database developer.

To implement this important multi-year project, a team of Buffalo State faculty and staff has been assembled to work with experts from Oracle. Leading the project are Sharon Cramer, executive director, and Carole Schaus, associate director. Other SABRE team members who will be reassigned to the project full time are Paul Bink, Michael Broderick, Connie Cooke, Mary Lou Hartnett, Carol Kisinski, Colleen Meeks, Sharon Spagnoli, Gwendolyn Wooten, and Marcy Zulawski. Cheryl Carnevale and Yves Gachette are also involved with the project. Members of the steering committee, who will continue as advisers to the project, are Stanley Kardonsky, Judith Basinski, Dennis McCarthy, Emile Netzhhammer, Ronald Rabin, and Charles Wertz. A new member of the advisory committee is Rita Karen O'Quin, interim associate dean, Faculty of Natural and Social Sciences.

Project SABRE is the result of consideration of options by more than 75 faculty and staff over the past 18 months. Key players in the evaluation phase of the project were Dennis McCarthy, chair of the committee, and Richard Augustine, Judith Basinski, Mark Bausili, and Robert Clark.

As the project team's work progresses, the college community will be informed and consulted regarding SABRE through a variety of formats: meetings, formal and informal presentations, a campus Web-site, e-mail, and college publications.

SABRE Staff Assistant

The SABRE Project seeks a staff assistant for a 12-month professional staff, time-limited (two- to three-year) position. The staff assistant will serve as the administrative assistant to the executive director of the project. Call the Vice President for Finance and Management Office at ext. 4311 for a job description and application information.

Campus Changes

Faculty and students returning to campus this fall will notice changes to some dining services and a new entrance behind Coyer Field.

Moot Hall will remain closed while being converted to the new student-centered Enrollment Management Center. Work should be completed in August 2001. Dining services previously offered at Moot Hall will move to the second floor of the Campbell Student Union, in the Social Hall, at the start of the fall semester. The Undergrounds Café will move to the first floor of the Student Union (next to The Cookery) Nov. 1. Catering services will not be available until further notice and must be contracted off campus.

Crews are constructing a new campus road near Grant Street and the Scjajaquada Expressway, behind Coyer Field. The road will allow traffic to enter the campus, heading south.

Frank Lloyd Wright Exhibition

Frank Lloyd Wright: Windows of the Darwin D. Martin House, organized by the Burchfield-Penney Art Center and the Martin House Restoration Corporation, will be on view July 31 - Nov. 28 at the Burchfield-Penney Art Center. The exhibition presents a unique opportunity for viewers to experience the genius of one of the greatest American architects of the 20th century through an innovative installation of some of Wright's most beautiful art glass windows, doors, and skylights. The exhibition has been curated by Ted Lownie, president of Hamilton Houston Lownie Architects, P.C. and includes approximately 70 windows suspended within a structural system that emulates the key spatial elements of the Darwin D. Martin House on a scale of one to one. Visitors experience the windows in their original spatial relationships to one another and discover the windows' role in defining the space. A close examination of one of Wright's windows suggests that, while the rest of the building may have reflected the architect's innovative uses of brick, wood, and concrete, it was the jewel-like windows, some containing more than 750 individual pieces of glass, into which the architect poured his passion.

There is a nominal fee for admission to the exhibition, although Buffalo State faculty, staff, and students, and members of the Burchfield-Penney Art Center and the Martin House Restoration Corporation are admitted free. Call ext. 6011 for more information.

Campuswide E-mail

As a service to the campus community, the College Relations Office will distribute campuswide e-mail messages to all faculty and staff on behalf of individuals, offices, or departments. We encourage you to take advantage of this service, and send e-mail announcements of campuswide concern to college relations, where staff will edit for style and distribute. Please clearly identify the sender of the message. Announcements may be delivered to 515 Cleveland Hall, accompanied by an IBM-formatted disk, labeled for identification and return, or sent via e-mail to collrel@buffalostate.edu. In most instances, messages will be distributed the same day they are received, but please allow up to 24 hours.

NYS Employees' Pre-retirement Seminars

Members of the New York State Employees' Retirement System who are within five years of retirement are invited to attend a Pre-retirement Seminar. Seating is limited and will be reserved on a first-come, first-served basis, as follows:

Tier 1 and Tier 2 (joined on or before July 26, 1976), Friday, Sept. 10 at the University of Buffalo.

Tier 3 and Tier 4 (joined on or after July 27, 1976), Friday, Sept. 17 at the Radisson Airport Hotel.

Both seminars run from 9 a.m. to 4 p.m. To attend, please contact the Human Resource Management Office at ext. 4821 immediately. Registration begins Aug. 2.

Computing Services Training Schedule for August

Unless otherwise noted, all classes will be held in CyberQuad 318. Please bring a 3.5" IBM-formatted disk. Call ext. 3361 or send e-mail to reynolap to register (leave voice mail if necessary). If you use voice mail or e-mail, you must include your full name, e-mail username, title, department, and telephone number. Incomplete e-mail messages will not be accepted. You will receive a reply to voice mail or e-mail only if there is a problem with your registration request.

Introduction to Windows

Tuesday, Aug. 3 9 a.m. - noon

Windows '95 is the operating system installed on all new computers on campus. This hands-on session will guide you through the process of creating and editing files and folders, saving and moving documents, and customizing your Windows '95 settings.

Introduction to Excel

Wednesday, Aug. 4 9 a.m. - noon

Excel is the spreadsheet software that comes with Office '95 or Office '97. Learn how to create payroll ledgers, grade books, and graphics. If you use a Macintosh, you can learn to use Excel on the PC and transfer your skills to the Mac.

Introduction to Word

Thursday, Aug. 5 1 - 4 p.m.

Microsoft Word is the campus standard for word processing and has replaced WordPerfect. This hands-on session will show you how to create and edit documents, how to move through your document efficiently, and other tips and tricks to make using Word a little easier.

Introduction to Access

Friday, Aug. 6 1 - 4 p.m.

Access is the database application in Office '95 and '97 that is replacing dBase III and IV and FoxPro. You will learn how to create a database, tables, forms, and reports.

Introduction to Claris Home Page**Monday, Aug. 9 9 a.m. – noon**

This hands-on session will teach you how to create a Web page using HTML code. You also will learn how to create another page using a Web-editing tool such as Netscape or Claris Home Page. Claris Home Page works on both IBM and Macintosh computers.

Introduction to PowerPoint**Tuesday, Aug. 10 9 a.m. – noon**

PowerPoint is the presentation application that is part of Microsoft Office '95 and '97. This hands-on session will teach you how to create a presentation, including graphics, animation, transitions, and sounds. If possible, bring your own material to class to start building a useable presentation.

Intermediate Windows**Wednesday, Aug. 11 9 a.m. – noon**

In this session you will learn how to attach to network drives and install printers. You will learn how to create short cuts and add items to the Start and Start-Up menus. You also will learn how to use the system Briefcase.

Intermediate Word**Thursday, Aug. 12 1 – 4 p.m.**

In this hands-on session, you will learn how to create tables of contents, headers, footers, and columns. You also will learn how to modify styles, add tables, and insert graphics into Word documents.

Intermediate Access**Friday, Aug. 13 9 a.m. – noon**

In this session you will learn how to import Excel worksheets, merge multiple tables and delete duplicate records, use multiple tables to create forms within forms, and customize reports. Other topics will be covered as time allows. **You must have attended the**

Introduction to Access course to attend this course!

Intermediate Claris Home Page**Monday, Aug. 16 9 a.m. – noon**

This is a continuation of the introductory course and will cover linking pages; using existing HTML documents with Claris; and image maps, tables, and forms. **You must have attended Introduction to Claris to attend this session!**

Intermediate Excel**Tuesday, Aug. 17 9 a.m. – noon**

This hands-on session will cover creating worksheet templates, using multiple sheets for grade books or budgets, renaming and organizing worksheets, naming cells to use in calculations, pivot tables, and other topics of interest as time allows.

Introduction to Outlook**Wednesday, Aug. 18 1 – 4 p.m.**

This hands-on session will cover the basic set up of Outlook, using the calendar, journal function, and e-mail. **You must have an NT account on the Buffalo State server as well as an Exchange account to attend this session!**

Surfing the World Wide Web**Thursday, Aug. 19 1 – 4 p.m.**

There is a lot of "stuff" out there on the Web. This hands-on session will explain what the World Wide Web is and how to navigate it to find useful and current information. The class covers search engines, URLs, and other Web-related topics.

From the Vice President for Institutional Advancement and Development

1999 SEFA Campaign News

Dr. Muriel A. Howard will lead the way for the United Way in her role as the 1999 campaign chair for the Western New York region. Buffalo State's kickoff event, the "Day of Sharing," will be held Sept. 1 in Butler Library 210. The event will highlight guest speakers and informational displays from SEFA/United Way agencies. Attendees will have an opportunity to learn first hand how their contributions make a difference and what volunteer opportunities are available. Mark the date on your calendar and plan to attend, then watch for upcoming news on related events including an exciting raffle!

The college also will play a major role in this year's campaign by participating in the 1999 United Way Day of Caring. More than 100 Buffalo State faculty, staff, and students have volunteered to join the more than 6,000 volunteers from Erie and Niagara counties to participate in this event on Aug. 18. The Day of Caring links volunteers with United Way agencies to complete hands-on projects such as painting, gardening, or participating in social events for seniors. It enables volunteers to learn first hand about the valuable services provided by United Way agencies and to make a difference in the community. For more information or to volunteer for Day of Caring, please contact Kelly Boos at ext. 6674.

From the Vice President for Student Affairs

Director of Intercollegiate Athletics Appointed

I am pleased to announce the appointment of Jerry Boyes to the position of director of Intercollegiate Athletics, effective immediately.

He replaces Alfonso Scandrett Jr., who resigned to take a position as director of athletics at North Carolina A&T University in Greensboro, N.C.

As director of Intercollegiate Athletics, Jerry will serve as the college's principal administrator responsible for providing leadership to its 19-team intercollegiate athletics program. He also will be responsible for administering personnel, planning, and budgeting for the department and executing institutional, conference, and NCAA policies. Conferences, summer sports camps, and other athletics-related events and outreach programs for area primary and secondary school athletes also will fall under his auspices, as well as the fund-raising and marketing activities of the athletic programs and sport complex facilities and recruitment and retention of student athletes.

Jerry holds a bachelor's degree and a master's degree in physical education from Ithaca College. He has been with Buffalo State College since 1986, serving as assistant athletics director for academics, interim athletics director, and head coach of the football team, a position he has held for 13 years. As head coach, he led Buffalo State College teams to NCAA III East Region Qualifiers in six of the last seven years and posted a 75-55 win-loss record. Last year, he and his staff were named Eastern College Athletic Conference Upstate New York Coaching Staff of the Year. He will continue as coach for the upcoming season.

I have enjoyed working with Jerry over the years. He has been an outstanding coach, and I know he will excel in his new role. Please join me in extending my sincere congratulations to him.

Child Care Center Board of Directors

The Buffalo State College Child Care Center Board of Directors Nominating Committee seeks faculty, staff, and students who are interested in serving as members of the 1999 - 2000 board of directors. Interested individuals should call or write to Charles Kenyon, chair of the Child Care Center board, Cleveland Hall 513, ext. 4704, by Aug. 4.

Program Funding Applications

The Bookstore Resource Allocation Advisory Committee is accepting applications for funding of program proposals for the 1999 - 2000 academic year. Proposals should support the mission of the college and contribute to the following strategic directions:

- strengthen the academic program and all student support services to promote success in teaching and learning
- increase recruitment, retention, and graduation of a diverse population of students and
- create a nurturing environment for a diverse campus community

Proposed programs and events must be open to all students, faculty, and staff at Buffalo State and result in a direct educational experience. All Buffalo State students, faculty, and staff are eligible to apply. Application packets are available in the Vice President for Student Affairs Office, Cleveland Hall 513; the United Students Government Office, Campbell Student Union 401; the Student Life Office, Campbell Student Union 400; and the Student Union Information Desk. Proposals are due at the close of business Sept. 17.

From the Senior Adviser to the President for Equity and Campus Diversity

Call for Papers

Urban Girls and Young Women: Entering the New Millennium

The SUNY Graduate School of Education, in conjunction with the Institute for Research and Education on Women and Gender, will host a major national conference April 14 - 15, 2000 at the Adams Mark Hotel and Conference Center in downtown Buffalo. The conference will target the experiences and practices of girls and young women, ages 12 to 20, in central cities. It will focus on the strengths of these young women, as well as ways their lives can be improved as we move into the new millennium.

The conference is aimed at scholars, educators, social workers, health care professionals, counselors, administrators, parents, and urban girls and young women themselves. Conference organizers are seeking papers, presentations, poster sessions, and projects in the following areas: health and addictions; sexuality and reproduction; violence and abuse; schooling; technology; sport and physical activity; the arts; and opportunities outside of and beyond high school.

Proposals are due by Sept. 15. A copy of the call for papers and further information can be obtained from the Equity and Campus Diversity Office at ext. 6210, Cleveland Hall 415. Because the conference is so strongly related to our college mission, I urge your full consideration and participation so that Buffalo State College will be well-represented.

The President's Initiative on Race: One America in the 21st Century

In June 1997, President Bill Clinton announced the creation of The President's Initiative on Race, an effort to help us build One America in the 21st Century — a nation of people who respect diversity and embrace the values that unite them. Since then, this campus has had several initiatives to engage the campus in issues related to educating our students about the value of diversity and bridging racial divides. The campus's involvement has been vital to the success of the efforts begun by the national initiative, which now continues through the President's Initiative for One America. Buffalo State efforts related to diversity have been included in "Pathways to One America in the 21st Century: Promising Practices for Racial Reconciliation," which is distributed to all colleges and universities participating in the program.

This year, from Oct. 4 to 8, the President's Initiative for One America will engage colleges and universities across the nation in the second annual Campus Week for Dialogue. The week will consist of campus events designed to foster understanding among the many cultures that comprise our nation's learning institutions. The President's Council on Equity and Campus Diversity is planning a series of special events, including a campus Town Meeting on Race. President Howard, Interim Provost Ponton, and I strongly urge all faculty and staff to present other activities and events during this historic week, such as faculty lectures on racial and diversity issues related to the discipline or curriculum, specific topics in courses, film showings, or other activities.

College Policy on Religious Observances

The SUNY policy on religious observances states that "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." At Buffalo State, we sharpen the state mandate and endorse the policy that administering evaluative examinations on Rosh Hashana (Sept. 11, 1999*), Yom Kippur (Sept. 20, 1999*), or Good Friday (April 21, 2000) will not be permitted. *All Jewish holidays begin at sunset of the previous day. Full text of the policy appears on Page 51 of the 1999 - 2001 undergraduate catalog.

Guidance for Employees on Supervisory Harassment

On June 21, the U.S. Equal Employment Opportunity Commission (EEOC) issued sexual harassment guidance for employees based on recent U.S. Supreme Court rulings on workplace harassment. The guidance outlines and interprets the court's opinions, offering employers tips on how to comply with the law. The decisions were based on two employment harassment cases: Burlington Industries vs. Ellerth (524 U.S. 742) and Faragher vs. City of Boca Raton (524 U.S. 775). In both cases, the court ruled that employers will be vicariously liable under Title VII for a supervisor's harassment of a subordinate if that employee suffered a tangible employment action, such as a demotion or firing. If the employee did not suffer such action, but was still harassed, an employer will be liable for the misconduct but can lessen or eliminate that liability by offering two defenses: 1) that the employer took steps to prevent or promptly correct harassment, which can be done by implementing effective harassment policies and complaint procedures; and 2) that the employee failed to take advantage of the employer's preventive or corrective measures.

A copy of the EEOC guidance is available at <http://www@eeoc.gov> or from the Equity and Campus Diversity Office. The Buffalo State policies on harassment and discrimination are available at the Equity and Campus Diversity Web site at www.buffalostate.edu/~equity/. They also will be published in the September editions of the College Bulletin. Campus procedures for addressing allegations of discrimination and harassment are available on request from the Equity and Campus Diversity Office.

UUP/Labor Management Conference on Disabilities

One hundred and seventy-one people from 20 SUNY and other campuses attended the UUP conference Adapting Education and Emergency Procedures for Persons with Disabilities in Higher Education held May 26 - 27. The keynote address was broadcast via satellite to several SUNY campuses. Videotapes of all conference presentations are being prepared for distribution throughout the SUNY system.

The success of the conference was largely because of the diligent work of several members of our campus community. The conference steering committee consisted of Linda Gleckel, Lisa Hartnett, John Lloyd, Laurie McCarty, Casey Sacca, Marianne Savino, Stephanie Zuckerman-Aviles, and Bob Zuercher. The committee thanks the following people for their contributions: Paul Andruczyk, Buck Burdette, Bill Cran, Frank Hengerer, Slava Khaykin, David Ross, Art Schaefer, Paul Smith, and Pat Trinkley from instructional resources; Bill Menshon and Don Metz from the Burchfield-Penney Art Center; Tom Kostusiak from Rockwell Hall; Tom Coates and Karen Jurewicz from events management; Donna McCarthy from the Performing Arts Department; Sam Lunetta and Roger Wisniewski from University Police; Kim Connolly from Sodexho-Marriott; Marilyn Gasak, Wendy Higgins, and Monique Rhodes from UUP and equity and campus diversity; John Whelan from accounting; and Lily Bink, Ellen DeWind, Christine Dulski, Tami Goodgain, Hurculine Guthrie, Karen Johnson, Michael Mashewske, Emma McFayden, Lisa Murray, Rosemarie Senker, Laurie Shaffer, and Irene Sipos, who assisted with registration, ushering, and other tasks.

Buffalo State College

State University of New York

Bulletin

A publication for official campus announcements

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Special Issue

From the President

Dr. Quatroche Resigns as Provost

I hereby notify the Buffalo State College community that I have received the resignation of Thomas J. Quatroche from his position as provost and vice president for academic affairs. On behalf of the faculty, staff, students, and alumni of Buffalo State, I thank Tom for his service to the college. After 33 years with this institution, he has made a singularly extraordinary contribution. We wish him all the best and look forward to his return as a member of our faculty after a leave of absence and, to working with him on special projects.

Dennis Ponton, executive vice provost for budget and planning, will become interim provost and vice president for academic affairs, pending an immediate national search to fill the position permanently. The activities of academic affairs will continue without delay or hesitation under Dr. Ponton's leadership. Indeed, we intend to go forward with plans developed and initiatives begun during Dr. Quatroche's tenure and to begin the 1998-1999 academic year with renewed energy and intellectual rigor, as planned.

The academic year begins officially with the first day of instruction on Monday, Aug. 31, 1998, and ceremonially on Sept. 24, 1998 with our annual Academic Convocation.

From the Provost and Vice President for Academic Affairs

To The Campus Community

After thoughtful consideration, I have decided to step down as provost and vice president for academic affairs effective Sept. 1, 1998. I have appreciated the opportunity to serve the college as provost under President Moore's leadership. While considering my options, I have discussed my thoughts with her over the past

(Continued)

several weeks. She has been very understanding and supportive of my decision to return to the faculty for issues related to personal concerns, my family, and my commitment to the college I have served for 33 years.

When I first assumed this position, I promised President Moore that I would serve for at least two years. That time has passed, and now, having weighed a number of factors, I have determined that this is the best possible time for me to make this important move.

I am pleased to be able to say that I have attained the goals I initially set for myself as provost, making this a most favorable moment to affect a smooth transition. Working with an excellent staff and faculty, we have in two years undergone a rigorous process of evaluation, goals assessment, and strategic planning. The college is now poised to embrace its academic future energetically with a sense of purpose and direction.

Indeed this is not a decision I have made lightly, and this is certainly not goodbye. I will begin a leave of absence in September and will return to the faculty for a period of time. I also have agreed to continue to work with President Moore in the future on special projects.

I extend my deepest appreciation to the vice presidents, my administrative staff, the deans, and all of the faculty and staff who have provided support and encouragement during my tenure as provost. I take great satisfaction in the accomplishments that we have achieved during the past two years. We worked hard to create an environment that is conducive to open communication, teamwork, and trust and have supported initiatives that have strengthened the academic programs of this institution.

Buffalo State is a great college. I feel that its future has never looked brighter, and I am proud of the role I have played here. It has been an honor and a privilege to serve the Buffalo State community in so many capacities, culminating in my role as your provost. I am confident that with your continued support of President Moore's initiatives and your commitment to the college's strategic directions, we will continue to offer the highest quality educational experience for our students. Thank you.

Position Announcements

Virginia Wyly, interim associate vice president for undergraduate education, will assume the position on a permanent basis, effective Sept. 1, 1998.

Emile Netzhammer III, chair and associate professor, Communication Department, will be appointed interim vice president for enrollment management, effective Sept. 1, 1998. The search for a permanent associate vice president for enrollment management is closed. The position has been posted, and the search will be re-opened this fall.

The search for an assistant vice president for academic support services is closed. A reorganization of academic support services is currently in progress. The assistant vice president's position and responsibilities are being reviewed within this reorganization. An interim will be appointed to replace Wanda M. Davis, who returns to her faculty role this fall.