



INFORMATION. TIPS. EVENTS.

UC MATTERS

THE SOURCE

JULY 2014

UC PEOPLE

Matt Carr '03, Director of Institutional Research

By Victoria Lamanna '15

Q: What does the Office of Institutional Research do?

A: I would say that we are a support office for all other offices and divisions on campus. We do a little bit of everything, and report to the President's office.

We do many things that are required of the College by the government, like completing and submitting reports on topics such as enrollment, admissions data (like yield figures and SAT scores), or student financial aid. Every college or university is required to submit

NSSE, which is the National Survey of Student Engagement. Both surveys are used by the institution to make decisions about how to provide better services for our students and to make sure they are learning and achieving the outcomes that we hope for.

Outside of that, a lot of things we do are request-specific. Along with the Office of Financial Affairs and the Office of Enrollment Management, I work on creating our enrollment projections so it can be entered into the budget. A lot of times we will get requests from the deans for information about enrollment within their specific schools and programs. We are a data house and we answer the questions that the institution wants to know about itself.

What changes has the office made recently?

Carol Mackintosh was the vice president for planning and analysis, which was the old name for this office. Now, we have modeled this office after

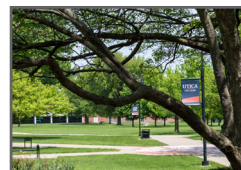
continued on page 3

this data in order for its students to be eligible for federal financial aid.

We also participate heavily in surveys. Every three years, this office distributes and collects data on the Noel Levitz Student Satisfaction Survey and beginning next year we will start the

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-Carr



PAGE 2
HR Notes



PAGE 3
Kudos &
In the News



BACK COVER
Upcoming Events



BACK COVER
Around Campus
(and beyond)



In an on-campus press conference, Utica College announced its designation as a National Center of Academic Excellence in Information Assurance and Cyber Defense Education by the National Security Agency (NSA) and the Department of Homeland Security. See In The News and back cover for more. [6/23](#)

UTICA
COLLEGE

HR NOTES

Welcome

Deborah Wilson-Allam, *Director of Intensive English Program (IEP)*

Chelsea Berns, Ph.D., *Assistant Professor of Biology*

Maria DeGiglio, *Professor of Practice, Director of Healthcare Advocacy & Navigation*

Ashraf Elmarakby, Ph.D., *Assistant Professor of Physical Therapy*

Megan Foster, Ph.D., *Assistant Professor of Special Education*

Austen Givens, *Professor of Practice for Cybersecurity*

Bernard Hyman, *Professor of Practice for ECI*

Jun Kwon, Ph.D., *Assistant Professor of Government & Politics*

Jacquelyn Pickett, *Counselor II*

John Schwoebel, Ph.D., *Assistant Professor of Psychology*

Kathryn Silva, Ph.D., *Assistant Professor of History*

Harry Slife, Ph.D. *Dean for the School of Health Professions and Education*

Carrie Taylor, Ph.D., *Assistant Professor of Wellness and Adventure and Education*

Megan Upcraft, *Purchasing Accounts Payable Specialist*

New Titles

Elizabeth Burbach, *Assistant Professor of Public Relations and Digital Marketing*

Salvatore Capuana, *Adjunct Instructor of Biology*

Anne Carey, *Adjunct Instructor of Theatre*

Robert DeCarol, *Adjunct Instructor of Cybersecurity*

Michael Eckler, *Adjunct Instructor of Cybersecurity*

Kristy Fischmann, *Adjunct Instructor of Economic Crime Management*

Robert Halliday, D. Phil. *Senior Associate Provost and Dean of Graduate Studies*

Emerson Morse, *Adjunct Professor of Biology*

Kamil Rahme, *Adjunct Instructor of Arabic*

Laura Salvaggio, *Adjunct Instructor of Theatre*

Julie Batson Suprenant, *Adjunct Professor of Communication Arts*

Degrees

Jeffery Gates, Ph.D, *Vice President for Enrollment Management, Doctor of Law and Policy from Northeastern University*

Marc Spaziani, B.A., *Sports Information Assistant Organizational Communication, Keuka College*



BOILERMAKER 2014 - UC'S DR. MICHELLE E. HADDAD '81 MEMORIAL WATER STATION

Join members of the Utica College community (alumni, families, and friends) to honor this tradition of community spirit.

Wear your favorite blue and orange t-shirt to highlight your Pioneer pride!

For more details about this year's Boilermaker, visit www.boilermaker.com.

NOTE: Those who have pre-registered (April 2014) with Joe Fariello '80 and the Boilermaker volunteer page will receive free t-shirts.

Contact mkovacs@utica.edu for more information.

BANNERWEB CLIP & SAVE

If you have any questions please contact Stacey Phillips in the Office of Human Resources at saphilli@utica.edu or 792-3063.

EXEMPT EMPLOYEES: MONTHLY LEAVE REPORTS

4th of the month by 5pm: Deadline to submit compensated absence leave reports

10th of the month by 9pm: Deadline for supervisors to approve
Please note the difference between floating holidays/vacation time and scheduled College holidays and enter accordingly. Use the "add comment" section for any unusual situations, such as working on a College holiday.

NON-EXEMPT EMPLOYEES: TIMESHEETS

10 am the Monday before payday: Deadline to submit timesheets
12 noon that same day: Deadline for supervisors to approve.

STUDENT EMPLOYEES: TIMESHEETS

11:59 pm Thursday (according to pay schedule): Deadline to submit timesheets

9 pm Friday (the next day): Deadline for supervisors to approve

All Supervisors - please use the "add comment" section if you return a leave report or timesheet for correction.

Patricia Swann, associate professor of public relations and journalism, recently joined the Zonta Club of Utica, a global organization of executives and professionals working together to advance the status of women worldwide through service and advocacy.

Joe Giordano '81, professor of practice in cybersecurity, received the "Made a Difference-Individual" Award from the Oneida-Herkimer-Madison BOCES School and Business Alliance (SABA).

Steven Specht, professor of psychology, had a piece "Neptune Jelly" featured in the National Collage Association's 2014 Postcard Show.

Lynne Roberts, adjunct lecturer of occupational therapy, was featured in the New Hartford Tech Spotlight newsletter for working with a fieldwork student to create a new series of videos for therapy use within New Hartford Central Schools.

On June 19, the following UC employees volunteered at the Third Annual Graffiti Busters – Day of Action sponsored by the United Way:

Melissa Foote, director of advancement research

Lynn Guca, library technician

Linda Madore, compensation & benefits manager

Kathy Novak, assistant registrar, system and reporting services

Lisa Tehan '91 (pictured at right), coordinator international education

Please send information, and photos, for KUDOS to source@utica.edu.



IN THE NEWS...



- On June 15, **Mary Hayes Gordon '13**, assistant director of the young scholars liberty partnerships program and **Jan DeAmicis**, professor of sociology, were featured on *Time Warner Cable News on Your Hometown: Utica*. Hayes Gordon is a member of the Oneida County Freedom Trail Commission and DeAmicis serves as co-chair of the Oneida County Freedom Trail Commission.
- On June 23, Utica College announced at a news conference that it may be the first college in the country to hold endorsements from the NSA, Department of Homeland Security, and the Defense Cyber Crime Center, a US Department of Defense agency. This news was carried nationally by *PRNewswire*, *Yahoo Finance*, *Dow Jones MarketWatch*, *Reuters* and *Bloomberg Businessweek*, in addition to *WKTV News Channel 2*, *WUTR Eyewitness News*, *WIBX Radio*, *Time Warner Cable News* and the *Observer-Dispatch*. A collaborative effort, the news release included a video clip of program director **Joe Giordano '81** explaining what these endorsements mean to UC and to current and future students, as well as congratulatory remarks from NYS Governor Cuomo and a number of elected officials.

Carr *continued from page 1*

the traditional institutional research office, which is what you might see in institutions across the country. Some things that the office used to be responsible for have been redistributed to other offices on campus. We are focusing and working to the strengths that team has now – which is institutional research.

What are your main responsibilities as the Director of Institutional Research and what do you hope to accomplish in this new role?

Although a lot of what I do is cyclical, like with surveys and enrollment projections, what I do depends on what someone walks in that door that day and asks for – which is what I like about the job! It could be as simple as reviewing the catalog for compliance issues to a dean wanting school information for a board report. Much of our work comes out of the committees that I sit on and the emerging academic programs.

Brandy Gray, institutional research assistant, works extensively with IITS to ensure that our data for the state and federal governments is accurate and meets industry standards. She is the point of contact for faculty across campus who have data questions and needs. She is the engine that keeps our office running.

We are really proud that recently, with the help of IITS, we put the student course and teacher evaluations into an online system for easy access. A lot of what we do is about efficiency

in order to make it easier for people to access the information they need for decision-making and provide more information than ever before. We are always looking for new and enhanced ways to provide information.

You have served many roles here at UC and at other schools over the years. What makes UC different?

I was a student here at UC from the undergrad class of 2003 and I had an exceptional experience. I was fortunate enough to be heavily involved as a student, as an athlete, in student government and ASA Gray Biological Society. Working in the Admissions Office gave me an opportunity to share my great experience with prospective students.

The reason that I came back to the College is because of the people. My colleagues are smart, driven, motivated, and they want to provide a good experience for the students at Utica College. To me, there is nothing better than working in an institution where the people are as committed as they are here.

Q: Tell us a little bit about yourself.

A: I grew up in the area and I went to Whitesboro High School. After, I went to Utica College and then earned my master's degree from Syracuse University. I like outdoor activities, like golf, volleyball and soccer. I really enjoy the Adirondacks – I have hiked several of the high peaks up there.

UPCOMING EVENTS/TRAINING

Please visit utica.edu/hr/training for updates and to register.

July

- 07/11/14 Google Drive.** 10:00 a.m.; TBA
- 07/11/14 Online Surveys (30-45 Min).** 3:00 p.m.; TBA
- 07/14/-07/19/14 Summer Orientation.**
- 07/16/14 What Are All Those Extra Marks in My Word Document? Word Track Changes (30 Min).** 10:00 a.m.; TBA
- 07/16/14 Interviewing and the Search Process.** 3:00 p.m.; Rhoads Drive Conference Room
- 07/16/14 Tips for Scheduling Meetings (15-30 Min).** 3:00 p.m.; TBA
- 07/23/14 Information Security 101 (1 hr).** 10:00 a.m., 3:00 p.m., TBA
- 07/24/14 Situational Mastery.** 8:30 a.m. - 9:30 a.m.; Bell Hall - Bull Family Board Room.
- 07/25/14 How to Encrypt a Document for Safe Internet Travel (15 Minutes).** Webinar. 2:00 p.m.
- 07/26/14 H&W - Hike Bald Mt./Potluck at Doreen Murray's Camp.** Old Forge
- 07/29/14 Interviewing and the Search Process.** 2:00 p.m.; IITS Training Room
- 07/29/14 H&W - Beach Volleyball Game Against GKG and Masonic.** Utica College
- 07/30/14 Excel Level II (1 hr).** 10:00 a.m.; TBA
- 07/30/14 Google Hangouts (45-60 Min).** 3:00 p.m.; TBA



UC NIGHT AT SARANAC THURSDAYS

Thursday, July 24. 5:30 p.m.

Matt Brewing Company, 811 Edward Street, Utica.

What better way to celebrate summer? All 21 and over are invited to mix and mingle and enjoy some live music as members of the Utica College community serve cold Saranac beverages. Don't forget to wear your blue and orange!

Parking is available in the lot behind the Brewery on Columbia Street, and in the lot across the street from the Brewery Courtyard on Court Street.

Music by The Crazy Fools

Cost: Admission is \$5 and benefits our local United Way

AROUND CAMPUS (and beyond)



AT LEFT: The Laura Dorow Read Again Book Project, organized by the Utica College Education Office, donated approximately 800 children's books to Kernan Elementary School on June 18. The program makes two to three donations a year, which are timed so that the children who receive the books can develop their reading skills during the school breaks. The project also aims to foster parent-child reading relationships. **06/18**

AT RIGHT: From cover; UC is only the seventh institution of higher learning in the country to earn a National Center for Digital Forensics Academic Excellence (CDFAE) from the Defense Cyber Crime Center (DC3).

CLOCKWISE: 1. Joseph Giordano '81, professor of practice and chair of cybersecurity programs speaks at the press conference on campus announcing the new designation. 2. President Todd S. Hutton being interviewed by the media regarding the news. 3. Members of the community and media in attendance. **06/23**

