

EMPLOYEE RESOURCES

SUPPORT RESOURCES

Child Care Center

Buckham Campus School, C Wing, 878-5335
www.buffalostate.edu/offices/bscchild

The Buffalo State College Child Care Center is conveniently located on campus in the Buckham Campus School (Campus West). The center primarily serves children of Buffalo State students and employees and is open year round for babies and children between the ages of six weeks and 5 years, offering a sliding fee based on household income. At times, there may be a waiting period for enrollment of children in certain age groups.

The Child Care Center also offers a summer school-age program for children ages 5 to 12 years. The center provides a safe, fun environment for each child to develop his or her social, emotional, cognitive, and physical abilities. It offers a developmentally appropriate program with a reputation for excellence.

The Buffalo State College Child Care Center is licensed by the New York State Department of Social Services, is accredited by the National Association for the Education of Young Children, and is the proud recipient of the Child Care Coalition of the Niagara Frontier's 1999 Program of the Year Award. For enrollment information, contact the Child Care Center.

College Relations Office

Cleveland Hall 307, 878-4201
www.buffalostate.edu/collegerelations

The College Relations Office is responsible for image and marketing, advertising and promotion, official Web pages, select publications, and internal communication. Faculty and staff can access the weekly *Bulletin*, the *Daily* (e-mail newsletter), and periodic *Insider* (newsletter) on the College Relations Web site. The Web site also provides the campus with an extensive array of print and Web tools (campus communication policies, official logos, editorial style guidelines, Web templates, electronic letterhead, and more).

College Relations provides direct and consultative services to help campus departments and offices meet their specific communication needs. Services include communication planning; publication coordination and production; Web site development and architecture; public relations planning; and writing, editing, and graphic design. College Relations maintains relationships with vendors (designers, printers, photographers, etc.) and can recommend firms based on clients' needs.

Employee Assistance Program

www.buffalostate.edu/offices/hr/eap.asp

The New York Statewide Employee Assistance Program (EAP) is a free and confidential information, assessment, and referral service available to all state employees and their families. EAP coordinators are trained to identify community services or agencies available to assist with physical or emotional illness, family problems, financial and legal difficulties, alcoholism, and drug abuse. Contact campus coordinators for confidential assistance: They are listed on the above Web site, as well as on a confidential voice mail extension (878-6699).

Human Resource Management Online Policies and Procedures Manual

www.buffalostate.edu/offices/hr/manual/index.htm

Human Resource Management has prepared an online manual to assist all college employees in understanding and implementing Buffalo State and SUNY Human Resource policies and procedures. The format and updated content are designed to provide a complete reference guide to facilitate the proper and timely preparation and execution of personnel actions. Contact Human Resource Management at 878-4822 with any questions regarding the information contained in the online manual. Also see Section 10, “Salaries and Benefits.”

New York State Employee Orientation Manual

www.goer.state.ny.us/orientation

This online resource serves as a supplement to on-campus orientation sessions, featuring an interactive booklet that explains the responsibilities and benefits of state employment.

New York State Employee Resource Information Center

www.ric.goer.state.ny.us

The New York State Employee Resource Information Center (RIC) is an online resource hosted and maintained by the New York State Governor’s Office of Employee Relations. The site provides a guide to New York State employment, policies, retirement information, general government information, and other useful resources.

University Police

Chase Hall 100, (716) 878-6333
www.buffalostate.edu/offices/police

The State University Police Department at Buffalo State is the law-enforcement agency responsible for crime prevention and control, criminal investigations, traffic and parking supervision, physical plant security, disaster coordination, community policing, and the maintenance of public order.

The department offers many special services, including personal-safety awareness education, a motorist assistance program, a safety escort service, a property identification system, and a found-property department.

To make arrangements for lectures or special programs, call 878-6332 or 878-6612, 8:00 a.m.–4:00 p.m.

www.buffalostate.edu,
Developing Office and Department Web sites

College Relations Office, Cleveland Hall 307, 878-4201
www.buffalostate.edu/collegerelations/webhelp.xml

The College Relations Office is responsible for www.buffalostate.edu, the official college Web site. Faculty and staff charged with Web duties are encouraged to use official Web templates for development of office sites; academic departments must use templates . Complete information about Web templates is available at the above URL. College Relations and TASC (Technology and Application Support Collaboration) regularly offer Web development training sessions. Access <http://bscintra.buffalostate.edu/registration/default2asp> for class schedules.

ACADEMIC AND CULTURAL RESOURCES

www.buffalo.com
www.buffalonews.com
www.buffalostate.edu/buffalocityguide.xml
www.buffalostate.edu/aboutbuffalostate.xml

Buffalo is rich in cultural resources, a number of which are right here on the Buffalo State campus. The following is an abbreviated list of resources in which faculty may be interested for instructional and personal enrichment. Access the above Web sites for additional resources.

Albright-Knox Art Gallery

1285 Elmwood Avenue, Buffalo, 882-8700
www.albrightknox.org

The Albright-Knox Art Gallery, located on Elmwood Avenue directly across from Buffalo State, enjoys a worldwide reputation as an outstanding center of modern art. Its collection has been cited as “one of the world’s top international surveys of contemporary painting and sculpture” and is especially rich in post-war American and European art, acquired through the generosity of its patron, the late Seymour H. Knox. Abstract expressionism, pop art, and art of the 1970s through the end of the century are well represented by exceptional examples.

Buffalo and Erie County Historical Society

25 Nottingham Court, Buffalo, 873-9644
www.bechs.org

Founded in 1862, the Buffalo and Erie County Historical Society is one of the oldest regional historical societies in the country and the largest in Western New York. It preserves more than 80,000 artifacts documenting the cultural heritage of the region. The Research Library cares for more than 20,000 books, 200,000 photographs, and 2,000 manuscript collections. It also is a major repository of genealogical research materials. The museum hosts temporary and permanent exhibitions that illustrate the rich tapestry that reflects the

history of this area. Tours, workshops, lectures, educational programming for adults and children, and periodic publications augment its exhibition schedule.

Burchfield-Penney Art Center

Rockwell Hall, Third Floor, 878-6011
www.burchfield-penney.org

The Burchfield-Penney Art Center at Buffalo State is the only museum dedicated exclusively to the art and design of Western New York. The Burchfield-Penney holds the world's largest collection of artworks by the internationally celebrated watercolorist Charles E. Burchfield (1893–1967) and more than 7,500 artworks by other important Western New York artists. Annually, the museum offers collection and temporary exhibitions, and educational programs feature a broad range of media, both historic and contemporary. Lectures, workshops, concerts, performances, readings, and special events are offered during the year. Museum hours are Tuesday through Saturday, 10:00 a.m.–5:00 p.m., and Sunday 1:00–5:00 p.m. Tour groups of any size are welcome; call 878-3397 to make arrangements. The Burchfield-Penney is part of the Elmwood Museum District and the Olmsted Crescent.

Great Lakes Center

Classroom Building C215, 878-4329
www.buffalostate.edu/orgs/glc

The Great Lakes Center was established to increase the role of the college in environmental research and education, with a focus on the unique ecological issues of the Great Lakes Basin. The center brings together more than 30 affiliate faculty from eight academic departments with particular emphasis in aquatic ecology, fisheries, environmental toxicology and chemistry, urban ecology, watershed science, and environmental education. Students are provided with hands-on training in environmental science.

The center consists of a complex of laboratories, including environmental toxicology, chemistry, microbiology, and soil science, all located on campus. Also, the Aquatic Research Field Laboratory is maintained on a 3.5-acre site at the confluence of Lake Erie and the Niagara River. These modern facilities include flow-through fish and zooplankton culture rooms, tanks and visualization equipment for fish behavioral studies, a data visualization laboratory, experimental laboratories, a conference room, and a variety of computer systems and workstations. The Great Lakes Center is well-equipped for field research and maintains a 40-foot research vessel, R/V Aquarius; the 46-foot R/V Seneca; the 26-foot R/V Pisces; an electroshocking boat; and a fleet of smaller craft for near-shore sampling; and a variety of sampling instruments.

Performing Arts Center at Buffalo State

Rockwell Hall 210, 878-3032
www.buffalostate.edu/pac

The Performing Arts Center (PAC) at Rockwell Hall is a resource for both Buffalo State and the community, serving as a vital link between the college and its metropolitan surroundings. Recent \$1.2 million technical equipment upgrades have made the center one of the most technically advanced theaters in the Northeast. The PAC has become one of the most active

and popular venues for the performing arts in Buffalo. The contemporary 856-seat theater has hosted a spectacular array of performers from around the world, adding depth and variety to the cultural fabric of the college and the Western New York community.

The PAC staff offers support services to college departments and many community organizations. The PAC presents the Great Performers Series, which features world-class performing artists in the intimacy of the center. The Artsplorations series is an innovative series of live performances for Western New York schoolchildren. Faculty interested in using the facility for instructional purposes should contact the center.

Whitworth Ferguson Planetarium

Science Building 115, 878-4911

www.fergusonplanetarium.homestead.com/home.html

The Whitworth Ferguson Planetarium is a unique Buffalo State resource for the Western New York community. Students studying astronomy have the opportunity to use the planetarium as a laboratory. They assist in maintaining, improving, and operating the equipment and in developing presentations about the planets, stars, and constellations. The planetarium schedules a number of public shows and programs during each school year and also arranges educational programs attended by thousands of area schoolchildren and adults annually. The campus community is invited to attend these shows as space permits.

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