



February 7, 2020

To SUNY Poly Faculty and Staff:

As we continue to catalyze successful research efforts at SUNY Polytechnic Institute, I want to provide an update for SUNY Poly faculty and staff members engaged in sponsored programs, pre- and post-awards, procurement, and/or technology transfer.

Susan Head, SUNY Poly's Senior Associate Vice President for Finance will now also serve as SUNY Poly's Research Foundation Operations Manager (OM), focusing on sponsored program administration of academic research, as she continues her current oversight responsibilities for finance, business affairs, student accounts, purchasing, accounts payable, and the mailroom and print shop offices, among other duties. Susan's e-mail address is heads@sunypoly.edu.

Many thanks to Paul Kelly for serving as SUNY Poly's RF Operations Manager over the past three years. This leadership transition will allow Paul, who was recently appointed as Chief Operating Officer of NY-CREATES, to serve as OM over economic development activities for the NY-CREATES team at the Albany site.

We are grateful for Susan's expertise in this important area and her willingness to take on additional responsibilities. I want to emphasize that no other changes are currently being made to research administration functions or to your current contacts who administer grants, grant submissions, and purchasing, among other tasks. For any pre-existing grant that already has a designated contact, please continue to communicate with that designated person. Similar to our current process for all of our pre-existing grants, the same team is also administering new grants. Their contact information is provided below, and you may contact them as needed:

- **Sponsored Programs Administration:** Scott Bateman: sbateman@sunypoly.edu
- **Pre-Award:** Kimberly Pietkiewicz: kpietkiewicz@sunypoly.edu
Carly Brunco: cbrunco@sunypoly.edu
- **Post-Award:** Laura Babcock: lbabcock@sunypoly.edu
Tiffany Torres: ttorres@sunypoly.edu
- **Procurement:** Joseph Schell: jschell@sunypoly.edu
- **Tech Transfer:** Technology Transfer mailbox: technologytransfer@sunypoly.edu
Steven Wood: steven.wood@rfsuny.org
Matthew Mroz: matthew.mroz@rfsuny.org
Tanya Waite: tanya.waite@rfsuny.org

Thank you for your efforts each day, which help sustain SUNY Poly's leadership as a globally recognized research and academic institution.

Sincerely,

Dr. Grace Wang
Interim President
SUNY Polytechnic Institute