



February 8, 2024

Dear Ken,

I am pleased to appoint you as a Special Advisor to SUNY for the Clinton Community College transition. This part-time appointment, effective immediately, is expected to last through the planned relocation. It reflects our confidence in your abilities and expertise to assist us during this critical period.

Your appointment is a strategic step toward managing Clinton Community College's planned relocation to the SUNY Plattsburgh campus. While still maintaining your core responsibilities as the Chief of Staff at SUNY Plattsburgh, this additional duty will have core responsibilities that will encompass:

- **Navigating Changes:** Carefully determining the feasibility of proposed changes, grounded in practicality and foresight.
- **Setting Timelines:** Establishing clear milestones for the transition, creating a comprehensive roadmap for all involved parties.
- **Coordinating Locations:** Identifying suitable spaces for Clinton's operations within the new campus, ensuring a balanced integration of functions and services.
- **Developing Shared Services:** Creating shared resource agreements, delineating responsibilities, and establishing clear protocols.
- **Overseeing Communications:** Ensuring clear, timely updates, coordinated among the parties, on the progress of the relocation and sharing of services.

Your role will extend to coordinating crucial conversations, reviews, and decision-making among key stakeholders, including the SUNY system, SUNY Plattsburgh, Clinton Community College, and Clinton County. You will spearhead the formation of any committees or detailed review groups, drawing on the expertise of faculty and staff from each campus. These groups will guide us in identifying the most effective pathways forward for the relocation process, aiming to begin a seamless transition by fall 2025. Your efforts will be pivotal in centralizing public information, creating a cohesive and clear communications approach.

In fulfilling these duties, it will be essential for you to continue working closely with Aaron Gladd, SUNY's Chief Strategy Officer and Jay Urwitz, SUNY's Senior Deputy General Counsel.

We are mindful of your continued position at SUNY Plattsburgh and the perspectives it brings. We trust in your fairness and responsibility to navigate this transition, valuing your ability to balance and advance the plan with the utmost integrity.

The continued academic, financial, and regional success of SUNY Plattsburgh is paramount as planning for a relocation of Clinton Community College gets underway. This effort will also benefit your common region and enhance Clinton Community College's central role in providing important career- and transfer-relevant educational programs. As it maintains its own identity and provides greater value and opportunities for its students, Clinton Community College can build on its own strengths and its unique offerings to maintain and grow enrollment.

Ken, your leadership is instrumental to the success of this endeavor. We eagerly look forward to the insights and direction you will bring to this significant chapter in our institutions' histories.

Thank you for accepting this vital role. Your dedication to the SUNY community and its future is truly appreciated.

Sincerely,

Ian Rosenblum

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Senior Vice Chancellor for Policy Implementation and Chief of Staff