

## President's Note

Gary Owens, President  
Brockport Chapter UUP

### Moving Through Change

Since the end of the Spring 2014 semester, it seems that the word **change** has become the operative word on our campus. First, let me say before you become alarmed, change does not have to be bad. The objective is to do all you can to be as much of a part of whatever change is going on around you and to the best of your ability. Probably the most influential change we are faced with is the announced retirement of the College President, Dr. John Halstead, which is to occur at the end of this present academic year. The search for a new president has already begun. I do need to tell you how important it is that everyone becomes as involved as possible in this search process.

In addition, we have the formation of a committee under the leadership of a group of consultants to examine the functions of the Human Resources and Payroll Offices and to make recommendations that are intended to help make the operations both more efficient and affective. Make every effort so that your voice can be heard in the transition of our Human Resources Office. Transition and re-organization are just another word for change.

Then there is the Climate Committee Survey/Committee who has the responsibility to examine your replies to the climate survey and with your assistance, orchestrate your suggestions into constructive changes. So please remember the operative word of this article, be involved and a part of the change.

There is also the opening of a new Liberal Arts building and the renovation of Lathrop Hall to house a new home for the Nursing Department, as well as renewed facilities for Campus Police. All welcomed changes. By the way, this summer we welcomed a new Provost, Dr. Mary Ellen Zuckerman, to our campus, again change.

Now, none of these changes, or those that may await us on the horizon, should be a surprise nor should we let them alarm us. For change is inevitable and like the old songster Sam Cooke said, "Everything Must Change" and if you don't change, you will become "The Same." The important thing I want to echo is to involve yourself in the changes that occur that impact you. Take the initiative even if it means taking a stand. Insist on having a voice. Take the time to understand the truth of what is motivating the changes.

## Professional Performance Programs "What You Should Know"

*By: Gary Owens, President*

Well, here I go. Are you listening? I have something to tell you that's important. It's about a Performance Program (PP). A Performance Program is the layout of the work assigned and the established criteria for measuring the level of quality of success or failure of the professional employees working within SUNY. There is a prescribed form that is to be used by each supervisor in the preparation of the Performance Program, available through the Human Resources Office. It is expected that the initial Performance Program should mirror the job announcement available at the time of the initial appointment. The P.P. should be viewed as the contract between the employee and the College. Each expectation listed in the P.P. must be written in measurable terms clearly indicating how it will be assessed. It must be completed within 30 days after beginning the position and agreed to by the employee. Each subsequent Performance Program is expected to be completed by July 1 of each year thereafter. Let me repeat, the Performance Program is an agreement between the College, which is represented by the supervisor, and the employee.

Each employee must be careful to watch out for workload creep that then changes the contract. Workload creep is presented when more and more duties or responsibilities are added without any comparable duties being removed or exchanged. No one should be expected to do more with less. Remember when the more becomes, "A significant increase in duties and/or responsibilities," that calls for a promotion or salary increase. So pay attention and be careful of re-organization terms such as, "Take one for the team"; get it in writing when you're told, "It is only temporary". Ask the question, can I get extra service? Soon UUP will announce a workshop for both Performance Programs and Evaluations. Stay tuned. There is a lot more to say. Please pay attention.

*Not a Member?*  
Visit [www.uupinfo.org](http://www.uupinfo.org)  
and click "Join UUP"

**BROCKPORT CHAPTER  
OFFICERS  
2013-2015**

President.....Gary Owens  
 VP Academics.....Herbert Fink  
 VP Professionals.....Sharon Belle-Render  
 VP Membership.....Shannon Sauro  
 VP Retiree Concerns.....*Vacant*  
 VP Part-time Concerns.....TBD  
 VP Publishing.....Laurie Smith  
 VP REOC (Academics).....*Vacant*  
 VP REOC (Professionals).....Lisa Gerst  
 Treasurer.....Danny Too

UUP Field Representative  
 Patrick Domaratz, NYSUT  
 30 North Union Street, Suite 302  
 Rochester, NY 14607  
 (585) 454-5550

The UUP Office is located in B4G Cooper Hall.  
 Phone: (585) 395-2208  
 Fax: (585) 395-2138

© Randy Glasbergen  
www.glasbergen.com



"I probably remember 20% of the stuff  
I learned in school and forgot the other 90%."

THE BEACON

Published by the Brockport Chapter of the United University Professions (UUP), SUNY Brockport, Brockport, New York 14420. The opinions expressed in articles in the newsletter are those of the author or the Brockport Chapter of UUP and are not necessarily the opinions of the United University Professions.

## The College Senate Resolution on Tenure “Grandfathering”

By: Dawn Jones

Over the past few years, academic departments have spent a considerable amount of time and thought on revising and updating their departmental Appointment, Promotion, and Tenure (APT) documents. Throughout this process there were questions as to who the new documents would apply to and when they would apply. Thus, the College Senate Executive Committee developed a resolution to address these issues. This resolution (#39 2013-2014) was approved by the College Senate and was accepted and signed by President Halstead on May 22, 2014.

The resolution states “TENURE TRACK faculty members have the right to elect to be evaluated for renewal or continuing appointment (tenure) under departmental APT guidelines in effect on the date of hire.” The full resolution, including the rationale, is given below. Thus, tenure-track faculty who are being evaluated for renewal or for continuing appointment may choose to be evaluated using the APT guidelines that were in effect on the date of hire, as opposed to any APT guidelines that have been approved by the department after that date.

Over the past few weeks a number of questions have been raised pertaining to this resolution.

Q: Who does this pertain to? Will the College Senate consider a resolution pertaining to promotion to full-professor?

A: This resolution pertains to any tenure-track faculty seeking renewal or continuing appointment and not to those seeking promotion to full-professor. At this time, the College Senate is not considering expanding this resolution. Any department that wishes to can address this issue in their APT guidelines.

Q: When should a faculty member make this decision, and how is it reported?

A: Although the resolution did not address this issue directly, any faculty member being evaluated for renewal or continuing appointment should clearly indicate what version of their Department’s APT guidelines they wish to be evaluated under. This should be done by writing a letter addressed to the APT committee, copying the chair of the department, in the semester under which this evaluation would occur.

Q: Which APT guidelines can a faculty member choose?

A: A tenure-track faculty member, seeking renewal or continuing appointment, may choose the existing APT Guidelines, or the ones in effect on the date of hire. Any guidelines approved between those cannot be selected.

Q: How long is this resolution in effect?

A: Any College Senate resolution that does not have specific implementation date, like this resolution, is on-going. This means that if a department changes their guidelines in the future, tenure-track faculty would still have the option of being evaluated, for renewal or continuing appointment, by those guidelines in effect on the date of hire. Thus, if any department makes changes to their APT guidelines in the future, this policy would still apply.

Although this is an attempt to clarify the issue, if there are more questions, please feel free to contact me, your senator, or your UUP departmental representative.

### EXECUTIVE COMMITTEE RESOLUTION ON TENURE “GRANDFATHERING”

WHEREAS each department is charged with preparing and maintaining its own APT standards/guidelines for tenure, and

WHEREAS changes to APT standards/guidelines can create confusion and difficulties for tenure-track faculty members who were hired under previous APT standards/guidelines, especially those who will be coming up for tenure within a year or two after such changes have been made, and

WHEREAS certain changes to APT standards/guidelines, such as securing grants or outside funding contracts, cannot be completed by tenure-track faculty requirements on short notice with any reasonable or just expectation of their being met.

THEREFORE, BE IT RESOLVED that the College Senate recommends that TENURE TRACK faculty members have the right to elect to be evaluated for renewal or continuing appointment (tenure) under departmental APT guidelines in effect on the date of hire.

## Honoring the Life of William F. Stier Jr. with a Scholarship

By: Bob Schneider

It is with great sadness that I write to let you know that long-time UUP member and retired sport management faculty member here at The College at Brockport, Dr. William (Bill) F. Stier Jr. has entered into eternal rest. On Friday, September 12, 2014 Bill lost his battle with pancreatic cancer. According to Bill's loving wife Veronica, he passed away while in the company of family and friends at the family's Florida home. Although Bill's passing was much too early in his life, we all agree that he lived his life to the fullest with his many professional and personal accomplishments and experiences over his 71 years on this earth. During different phases of his three decades at The College at Brockport, Bill served as the athletic director, chair of the Physical Education and Sport Department, and undergraduate sport management coordinator, not to mention additional leadership roles in the department, across campus and throughout the sport management discipline in the United States and the world. You can read more about Bill's professional life by clicking on the following link <http://www.brockport.edu/pes/faculty/stier.html> which will also provide a hyperlink to his personal website.

No formal ceremonies will be held until this summer in late July of 2015 at the Stier's Birch Island home in McGregor Bay located 9 miles off-shore in Ontario, Canada. If you wish, you may call Veronica at their Florida home at 941-214-8747 and/or send a card to her at the address below. One way or another, she would love to hear from you.

Veronica Stier  
6800 Placida Road  
Unit 2016  
Englewood, FL 34224

In an attempt to honor Bill's many professional contributions to The College at Brockport Sport Management program, I feel privileged to initiate the "The William F. (Bill) Stier, Jr. Sport Management Scholarship." Our goal is to endow this scholarship in perpetuity in an effort to not only provide students financial help but to also keep Bill's name "alive." In closing, I invite you to donate to this very special scholarship by clicking on the following link:  
<https://securelb.imodules.com/s/1549/index.aspx?sid=1549&gid=1&pgid=771&cid=1596>

### Professionals Workshop Performance Programs

This workshop will focus on  
performance programs.  
We encourage you to attend.  
Remember knowledge is  
empowerment.

**Guest Speakers include:**  
Patrick Domaratz – NYSUT Labor  
Relations Specialist  
Gary Owens – Brockport Chapter  
President

**Thursday, November 3, 2014**  
**220 Seymour**  
**12:00 p.m. – 1:00 p.m.**

### What are YOU Looking For?

By: Shannon Sauro, VP of Membership

This year we would like to incorporate more UUP experiences in an effort to increase membership, get to know one another, and to build solidarity amongst our members. As Vice President of Membership, I'm calling for your thoughts on what type of activities you would like to see us offer you – our members. Please contact me at [ssauro@brockport.edu](mailto:ssauro@brockport.edu) or 585-395-7002 with your ideas.

**"Within each such social group, a feeling of solidarity prevails, a compelling need to work together and a joy in doing so that represent a high moral value."**

~Christian Lous Lange



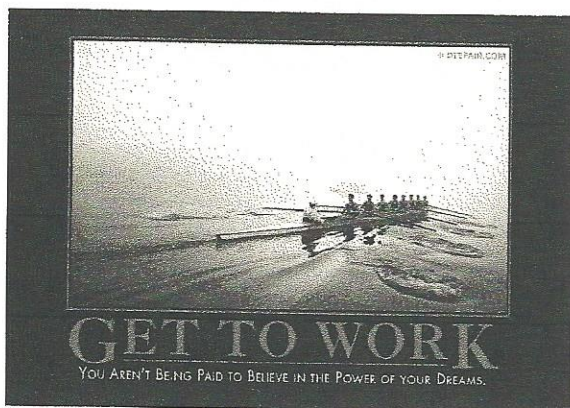
## Changes

By: Shannon Sauro, VP of Membership

2014 has definitely brought some challenges to employees at The College at Brockport. Much of the feedback I've been receiving from employees campus-wide is the unmotivated need to come to work. After spending some time reveling in the amount of feedback received, I wondered what I could do to improve this situation. Let's face it, no one wants to come to work dragging their feet and wishing it was already time to leave when your day has not even started. I know I don't want to feel that way and I remember when I didn't feel that way – when the campus was vibrant and our campus community was more of a family than a place to work.

We are all responsible for our own behavior, so if we start with changing our own behaviors things will automatically begin turning in the right direction. Based on the National Federation of Independent Business (<http://www.nfib.com>) below are "8 Surefire Ways to Demotivate Your Employees":

1. Public criticism
2. Failing to provide praise.
3. Not following up.
4. Giving unachievable goals or deadlines.
5. Not explaining your actions or sharing company data.
6. Implied threats.
7. Not honoring creative thinking and problem solving.
8. Micromanagement.



There is one item I would add to this list and that would be failure to respect others. So fellow UUP members, I ask that you join me in the fight against an unmotivated workplace by being cognizant of these eight items, and ensuring that you are not partaking in any of them. If we all do our part, our motivation will change dramatically and we will all be in a better place.

## Why Be a Part of UUP?

By: Sharon Belle-Render, VP for Professionals

I'd like to start out by thanking each and every Professional department representative on campus who continues to work to keep their departments informed and up to date on union business—our chapter couldn't do it without you. This being said, we still have many, too many, departments without representatives and we need YOU to help.

The job of a department rep is as follows: The department representative is the bargaining unit member who serves as the link between the union and its members. It is through the departmental rep that the union's message is delivered to the rank-and-file and through whom the concerns of the rank-and-file are delivered back to the union. The rep has a crucial role in establishing a union presence at each work site.

Department reps are invited, but not required, to attend any and all monthly meetings where union business and news are discussed. The executive board meetings consist of officers, delegates and department reps. The labor management meetings consist of the President of the college, anyone he invites (i.e. the Provost, VP Administration and Finance etc.) and anyone that is interested in the agenda item(s).

In order to keep our union force strong, we need our department reps to be active and engaged. Without the help of the reps, our net becomes loose and holes become open. Are you interested in keeping this net together? Are you willing to take a couple of hours out of your schedule each month to serve as your department rep? If you're interested, please let me know, [sbellere@brockport.edu](mailto:sbellere@brockport.edu) or the UUP Secretary, Brittany Profit-Rheinwald ([bprofitr@brockport.edu](mailto:bprofitr@brockport.edu)).

The Professional departments without representatives are: Admissions, Dance, Environmental Health & Safety, REOC, Graduate Studies, Metro Center/Special Sessions, Recreational Services, Small Business Center, Student Health Center and Theatre.

Finally, we invite all Professionals to our next Professional Issues Meeting on November 12<sup>th</sup> at Noon. This is a potluck lunch to get to know each other and an opportunity for you to voice any concerns. If you wish to attend, please email Brittany, [bprofitr@brockport.edu](mailto:bprofitr@brockport.edu). (If your last name is A-H please bring an appetizer, I-R please bring a dessert, and S-Z please bring a salad.) We hope to see you there.

## The DSI, No it's DSA

By: Gary Owens, President

This fall 2014 our campus initiated the (DSA) merit award process for UUP faculty and professional staff. DSA stands for Discretionary Salary Awards. It has been agreed to by the College that we will continue to follow the same procedures and use the same guidelines as was prescribed for the previous DSA, with a few exceptions. One, the amount of the pool for full time faculty and staff has been cut in half by SUNY; therefore, the award scale for full time faculty and staff has also been reduced accordingly. SUNY has also separated the pool for part time faculty/adjuncts and full time faculty and professional employees. A separate formula has been implemented to determine the awards for part-time employees.

As a full time faculty or professional employee, there are two ways your name can be submitted for DSA consideration. Your name can be submitted by your immediate supervisor or department chair or you may nominate yourself and submit your packet to your supervisor. The supervisor is required to submit all nominations to the perspective committee selected by each division including academics. For professionals, all packets must include a 2013 – 2014 Performance Program and Evaluation. If these items are not available as a result of either the appropriate Performance Program or the Evaluation not being completed by the immediate supervisor, the employee can then complete the nomination form and the two page document of their accounts of their performance in 2013 – 2014 related to the areas outlined in the criteria for the DSA as posted by the Human Resources Office. This would also apply to those faculty who do not have an annual report. Individuals from either group can submit their documents to their prospective supervisor or chairs with the expectation that they will be submitted to the assigned DSA committee or review group for evaluation/ranking in their appropriate divisions. Part time employees or faculty/adjuncts will be reviewed and awarded DSA using a separate process. Please note that only those employees full or part time, who were employed during 2013 – 2014, are eligible for DSA. Best wishes to all of you.



This is just a quick reminder that you and your immediate family members have an excellent resource right at your fingertips should you need any help for a personal, work-related or family problem. Just print out and keep this information so that you can access your EAP any time you have the need.

Sign in to your 24/7 self-help Member Resource Center for a wealth of resources:  
[www.theEAP.com](http://www.theEAP.com)

Or call our confidential toll-free number 24 hours a day, 7 days a week, even on holidays.  
800•225•2527 or 800•252•4555

What should you call about? Anything that worries you or anything that keeps you up at night.

No problem is too big or too small.

### Effective Evaluations for Professional Employees

Next to the Performance Program this is the second most important document you can have.

- Learn about the process for an evaluation
- Tentative changes in contractual evaluation requirements
- Best practices for Evaluators and Evaluatees

#### Guest Speakers include:

Patrick Domaratz – NYSUT Labor Relations Specialist

Amy Kahn – The College at Brockport, HR Director

Gary Owens – Brockport Chapter President

**Monday, November 24, 2014**  
**119 Seymour**  
**12:00p.m. – 1:00 p.m.**

## What is This Thing Called Evaluation?

By: Gary Owens, President

Let me start by saying to each of the professionals who were employed at any time during the 2013 – 2014 year, you should have received by now a 2013 – 2014 evaluation. If not, then you should know that the UUP contract has language that makes it necessary and that the immediate supervisor is required to prepare and submit an evaluation on the designated form provided by the Human Resources Office by July 31. Now the actual evaluation should not just happen during the month of June or July, but should be the culmination of **Proper Supervision** that is regular and consistent throughout the year. Remember, the Performance Program set the criteria and the form of assessment required for the actual evaluation. So be careful to review your evaluation very carefully and discuss any areas or issue with your supervisor. Remember, there should be no surprises in the evaluation. Any area of concern should be brought to your attention long before June 30<sup>th</sup> the end of the evaluation period, with the opportunity for correction or improvement. Let me point out that the only person who can submit information for the evaluation is the immediate supervisor. In addition, any contributor to the evaluation process must be listed in the Performance Program and agreed to by the employee. The information to be provided must be clearly outlined and not opinionated or subjective. If there are negative or questionable items or issues listed by the supervisor, the supervisor is expected to provide clear examples. Finally, the evaluation is a tool designed for the supervisor and the employee to communicate information needed in assessing the level of success outlined in the Performance Program and prescribing an agreed to method of approach to increase the level of the performance. Remember, that saying, "Knowledge is Power," learn and become empowered.

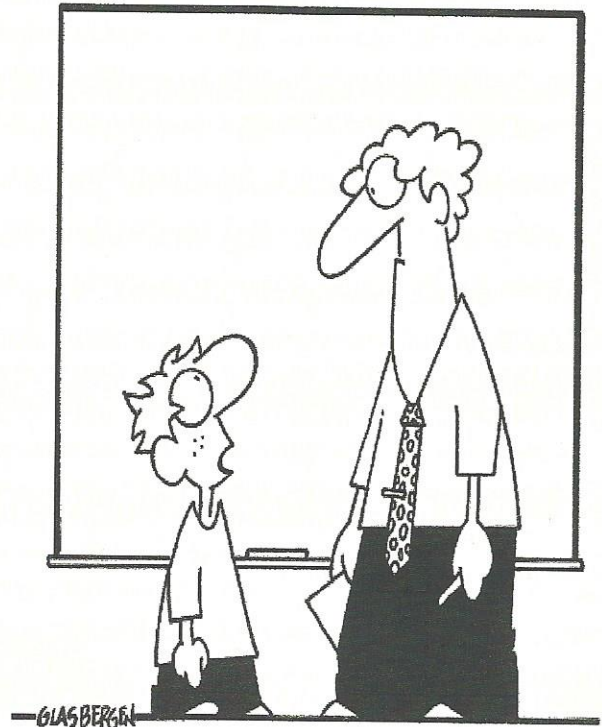
### UUP Individual Development Grant

The UUP Individual Development Grants that support professional development activities for all UUP members (full and part-time) are now available for 2014-15.

The eligibility period is July 2, 2014 – July 1, 2015. There will be two deadlines this year for applications – November 3, 2014 and March 2, 2015. This is a highly competitive program – approximately 30-40% of applicants receive support.

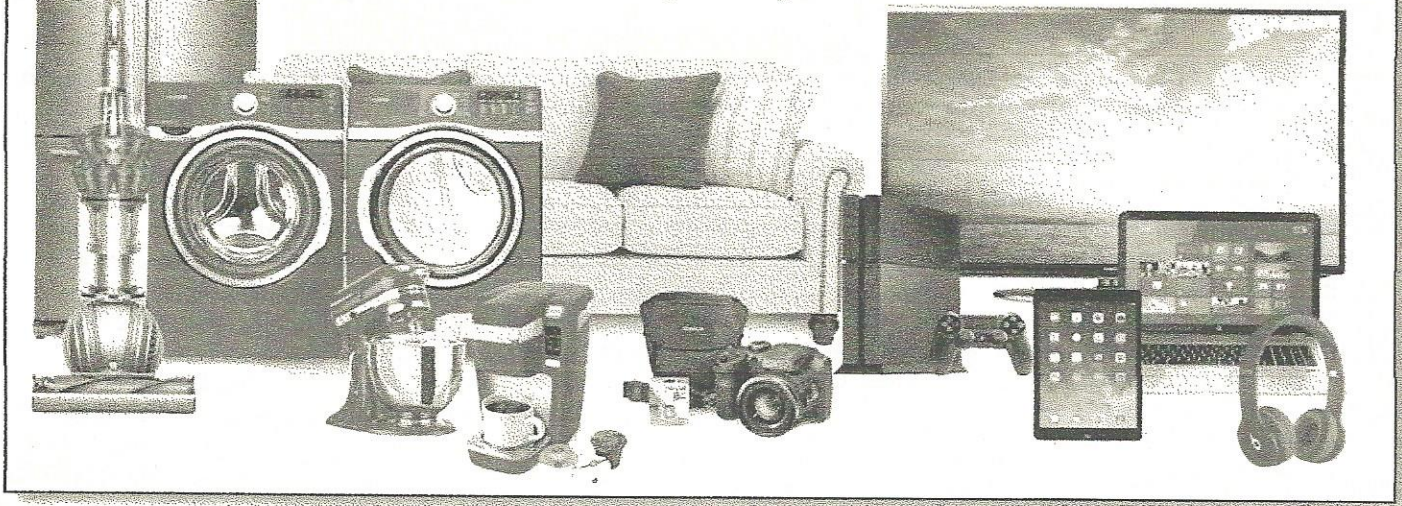
Please contact Brittany Profit-Rheinwald [bprofitr@brockport.edu](mailto:bprofitr@brockport.edu) in the UUP office or Colleen Donaldson [cdonalds@brockport.edu](mailto:cdonalds@brockport.edu) in the Grants Development Office for an application

© Randy Glasbergen / [glasbergen.com](http://glasbergen.com)



"If my mind wanders during class, think of me as part of a distance learning program."

## Member Shopping Program powered by PayCheck Direct



**As NYSUT members, you work hard every day!  
Shouldn't buying what you want be easy?**

**Well, now it can be...** The Member Shopping Program powered by PayCheck Direct allows eligible NYSUT members to purchase what they want now and pay interest-free over 12 months. Choose from either 12 or 26 payments via automatic checking account withdrawals.

Through PayCheck Direct, all eligible NYSUT members have access to thousands of name-brand products such as appliances, computers & tablets, electronics, furniture, jewelry & watches, home & garden items, children's toys, and recreation & fitness items.

PayCheck Direct offers a 30-day in-home trial on many products; flexible return policy; no interest fees, credit checks, down payments, or finance charges; and toll-free customer service representatives located in the U.S.

*NYSUT members are encouraged to shop and compare prices before making a purchase with this program and consider it as an alternative to using their credit card. Please note that PayCheck Direct will have access to certain information from NYSUT's membership files to verify levels of eligibility for those NYSUT members that choose to participate in this program.*

**For more information about PayCheck Direct,  
call toll-free 866-441-9160 or visit [memberbenefits.nysut.org](http://memberbenefits.nysut.org).**



For information about contractual endorsement arrangements with providers of endorsed programs, please contact NYSUT Member Benefits. Agency fee payers to NYSUT are eligible to participate in NYSUT Member Benefits-endorsed programs.