

UUP CORTLAND CHAPTER – EXECUTIVE BOARD

MEETING MINUTES

December 2, 2004

Attending: Atkins, Dangler, Feliciano, Galutz, Janik, Kreh, LeLoup, Owens, Pasquarello, Peluso, Schaffer, Steck, Storch, VanHall, McGinnis

Excused: Ashley, Selzner

A. REPORT HIGHLIGHTS

1. President (Galutz on behalf of Ashley)
 - Newsletter – Special pre-election issue published in November; publication of December issue is unlikely due to lack of material and time before semester end.
 - Election Timetable – Chapter election timetable reviewed (see handout).
 - Chapter Meeting – Chapter meeting will be scheduled for end of January.
 - Delegate Assembly – Next DA is January 21-22; response due to Albany by Dec. 15.
 - Website – Ashley and McGinnis will be working together to develop “new and improved” chapter website. Suggestions for links, items to be included, etc., are encouraged. Storch suggested link to current/frequently updated list of local Empire Plan health care providers.
 - Ashley Travel – Ashley will be away from December 31 until January 17. During that time Galutz will be acting chapter executive officer.
2. Vice-Presidents (Galutz & Steck)
 - Promotion/Salary Increase Process – Galutz reported positive feedback and comments about the revised professional promotion and salary increase process.
 - Professionals Survey – Marc Dearstyne is coordinating survey by Professional Issues Committee to solicit input about professional staff needs. Survey will be sent to all campus professionals by e-mail and regular mail. In late January, a chapter meeting for professionals only will be held to review and discuss survey results.
 - Welcome Letters – Steck noted that, despite budget situation, the campus continues to hire. The welcome process for new hires was briefly discussed and it was recommended that UUP continue to send welcome letters to all new hires.
3. Treasurer (Pasquarello)
 - Treasury Turnover – Following Krall’s resignation, Pasquarello is now serving as chapter treasurer through the end of spring semester. McGinnis will work closely with Pasquarello to maintain treasury records using Quicken. The feasibility of using online banking will be explored.
 - Gifts and Donations – UUP policy regarding gifts and donations was reviewed.
4. Other Reports
 - Retiree Representative – Schaffer reported that the Nov. 18 Pre-Retirement Workshop was well- received and well-attended, with 30 participants.
 - Part-Time Concerns – Owens reported that two meetings were recently held (Nov. 10 and 18) to organize and reconstitute the Part-Time Concerns Committee. At the Nov. 18 meeting it was decided that two new academic members representing Education and Professional Studies will be added. Plans for Spring Semester include gathering data on part-timer concerns and demographics. McGinnis agreed to provide Owens with current list of part-timers and other related data available from the chapter membership files. Atkins urged UUP to advocate more strongly for full-time positions.
 - Labor-Management Issues – Galutz asked for items for Labor-Management agenda. Discussion ensued about the impact of technology on workload and teaching, and it was agreed that a future focused discussion with administration would be potentially worthwhile.

B. MOTIONS PASSED (note: all motions passed without dissent)

1. Moved to approve expenditure up to \$150 for cookies/beverages at Chapter Professionals meeting in late January.
2. Moved to establish a “Good and Welfare Fund”, separate from Chapter Treasury, into which Board members may make voluntary contributions in support of costs of gifts, flowers, etc. Guideline of \$5/semester per person was established.
3. Moved to expend \$50 from Good and Welfare Fund to purchase Amazon gift certificate for Thomas Hischak in appreciation for his efforts on behalf of UUP (ten years of holiday plays).
4. Moved to charge McGinnis and Ashley with clarifying further UUP policy regarding gifts and contributions.
5. Moved to authorize expenditure to reimburse H. Lindh for materials for the award he designed and made for T. Hischak.
6. Moved to table discussion of request for financial support for Griffen lecture until January meeting.

Respectfully submitted,
Boodie McGinnis
UUP Cortland Chapter Staff Assistant