

**UNITED UNIVERSITY PROFESSIONS - BROCKPORT CHAPTER  
EXECUTIVE COMMITTEE MEETING  
MINUTES**

**Wednesday 4<sup>th</sup>, September 2024  
4:30 PM - 6:00 PM via ZOOM**

**Attendance:** Susan Orr, Jennifer Wood, D'Arcy Gaisser, Garrett Roe, Pam Setek, Matthew Althouse, Joesph Cochran, Elizabeth Gregory, Thomas McDermott, Frank Knoll, Tracy Feaster, Sara DiDonato, Mike Smith, David Abwender, Anne Panning, Jamie Guillian, Jie Zhang, Brittany Profit-Rheinwald, Brigitte Meskell, Rachel Schultz, Tamara Wilcox, Kelly Cary, Michael Smith, Michael Ray, Michelle DeMonte, Joe Torre, Sheryl Gonzalez, Kristine Rudgers, Bek Orr, Debra Faria, Adita Kulkarni, Emily Morton, Matt Kotula, Heidi Rademacher, Danny Too, Patrick Walter, Jacqueline Slifkin, Frances Dearing, Scott Haines

**I. Opening Introductions**

- a. Brief overview of UUP for new dept. reps

For those unable to attend information can be found at the statewide web page <https://uupinfo.org/history/whoweare.php>

The key points made were that our local chapter is supported by statewide officers, a research team, organizing professionals, govt. relations team, benefits staff, and Labor Relations Specialists. What you see on campus is a small part of a much bigger team working to advocate for, and support members. UUP is also affiliated with NYSUT and NEA

Locally we have 1) elected officers and chapter staff assistant; 2) an Exec Board to which every department is entitled to a representative that meets monthly (the decision-making body for the chapter); and also delegates to the statewide Delegate Assembly who represent Brockport Chapter interests etc. (the DA votes on statewide concerns and elects statewide officers.

- b. Brief discussion of role of dept reps

The most critical role of department reps is to be a conduit of information. We would like department representatives to share at our monthly meetings anything of concern or interest that is happening in their department. We will also ask that department reps bring information that we share at our monthly meetings back to the department. Also, department reps can request workshops to help members understand contract issues or deal with workplace concerns, join advocacy efforts (eg. Meet with local legislators) and promote/join/suggest social events like the holiday dinner and spring picnic.

There are many other opportunities to become involved with UUP if dept. reps wish to do so – just let us know of your interest and we can find share

## II. Break out rooms – Hello, What’s Happening?

The following points were raised in the discussion after the break-out intro’s:

- a. Pam Setek: noted, benefits for adjuncts, its important to let them know if they qualify for benefits, and how to go about taking advantage of them. (PT employees who teach 6 semester hours or equivalent are eligible)
- b. Tracy Feaster: noted, the new contract has been very helpful for Part Timers – one PT member explained that they were motivated to join due to the contract.
- c. Matt Kotula: shared that strategies for engaging contingent faculty are underway, Pam’s point about benefits eligibility is a good one. We hope to do some programming targeted at chairs re. benefits. Tracy Feaster said she would be interested in helping organize – thank you Tracy!
- d. Michelle DeMonte : Shared that she does presentations for benefits eligible PT hires. She just completed one – all new benefits eligible employees are invited. Recently there was a good orientation turn out for Part Time adjuncts, these orientations are a great way for part timers to hear about the benefits from UUP contract, and how to take advantage of them. Many thanks to Michelle and HR colleagues for doing these.
- e. Debra Faria introduced herself as the retiree representative, if anyone has any questions about retirement or has a colleague in their department looking to retire connect them with Deb! [dfaria@brockport.edu](mailto:dfaria@brockport.edu)
- f. Garrett Roe: highlighted the new policy that union posters cannot be hung in outside facing windows per the SUNY system guidelines. If anyone wants new posters for their designated areas contact chapter office.
- g. We had a discussion about the policy to focus tutoring at the ASC on lower division course – we will place this on the LM agenda.

## III. Old Business - none

## IV. Reports and Introductions

- a. Officers
  - i. VP for Academics: Sara DiDonato
    1. New Hire Orientation in August went well, all new hires joined the union.
    2. Reminder that if you have Adjuncts or Part timers in your departments to engage with them about joining UUP. An incentive could be that the Individual Development Awards (these are career development awards up to \$2000) can go to them as well!
  - ii. VP for Professionals: Brittany Profit Rheinwald
    1. Professionals workshop is being held on Monday 9/9 via Zoom on Performance, Programs and Evaluations. This is a very good workshop to take as a professional, or as a supervisor of professionals.

Register here:

[https://docs.google.com/forms/d/11d\\_X4k9i0oFlkOaDAesXsrMmg8zh7cORBxNPtWodHdw/edit](https://docs.google.com/forms/d/11d_X4k9i0oFlkOaDAesXsrMmg8zh7cORBxNPtWodHdw/edit)

- iii. Membership Development: Kelly Cary
    - 1. Our Full-Time employee enrollment is at 96%, our Part-Time is at 29% - this is why we will be focusing on PT non-member engagement THIS semester.
  - iv. REOC: Sheryl Gonzalez
    - 1. Sheryl is taking over for Steven Fugle! Welcome Sheryl!
  - v. Treasurer: Danny Too
    - 1. August Audit is underway once we get our bank statements.
  - vi. VP for Contingents: Matt Kotula
    - 1. There is action being taken on contingent faculty membership, anyone interested in helping with outreach can contact Matt: [mkotula@brockport.edu](mailto:mkotula@brockport.edu)
- b. LRS Jamie Guilian Report
- i. Jamie reported that three workshops are scheduled for this year – see below for details and sign-up links. She has also been in regular contact with chapter officers, and assisting members as needed. She is also working with chapter leaders on projects as needed.
- c. Presidents Report
- i. Flyers and Posters

Per the contract we should have a notice board space in each department to display posters – Jen has mailed flyers about upcoming socials, workshops hosted by the chapter, and workshops hosted by statewide UUP (these include debt forgiveness, pre-retirement, and benefits workshops). Please display and encourage attendance.

Also – we know the posting policy across campus has changed – if you need new materials as you had to move yours, please let us know.
  - ii. Annual Report Project

We are working with our statewide research team and campus leaders to negotiate improvements to our faculty annual report. Once we have completed research, we will be hosting open town halls to engage educate and engage members on the topic. E will also be undertaking a survey. We will take feedback from the townhalls and survey and incorporate it into any changes we propose. Please look out for upcoming dates and encourage colleagues to attend.

iii. U2 Socials for Fall 2024: 9/11 Tuttle noon-1:30, 10/16 Library noon-1:30, 11/13 Tower noon-1:30, 12/18 Lathrop Hall noon-1:30.

iv. Fall 2024 Chapter Workshops:

1. Performance Programs and Evaluations 9/9 2:30-4pm via Zoom  
Performance programs and evaluations are an important part of employment as a professional. The Performance Programs and Evaluations Workshop will provide UUP members with important information that every UUP professional member should know, including but not limited to when they must take place, how they must be done, what they should contain, and what they can be used for. If you are a professional title UUP member or supervise one, this workshop is for you regardless of your title and how long you have worked at Brockport. Our NYSUT Labor Relations Specialist, Jamie Guilian, will be sharing her expertise and insights at this workshop.
  - a. [https://docs.google.com/forms/d/11d\\_X4k9i0oFlkOaDAesXsrMmg8zh7cORBxNPtWodHdw/edit](https://docs.google.com/forms/d/11d_X4k9i0oFlkOaDAesXsrMmg8zh7cORBxNPtWodHdw/edit)
2. Demystifying the Acronyms, Leaves workshop 10/9 3-4:30 via Zoom  
As you navigate life, personal and family situations arise that you may need to handle. Personal illness? Upcoming surgery? Family illness? Birth, adoption or fostering of a child? This workshop will provide valuable information to UUP members regarding what leaves are available, how each one works, coordinating multiple leaves and other items to be aware of. Our NYSUT Labor Relations Specialist, Jamie Guilian, will be sharing her expertise and insights at this workshop.
  - a. [https://docs.google.com/forms/d/1-70XVZFUoCpbX8\\_BmTm\\_GWJJPUC4E2lv7oBH2XxPCgY/edit](https://docs.google.com/forms/d/1-70XVZFUoCpbX8_BmTm_GWJJPUC4E2lv7oBH2XxPCgY/edit)
3. Career Guide to Success, 11/6 11:30am-1pm via Zoom  
You're hired!!! Now what...? Appointment letters, renewals, non-renewals, getting to permanency or tenure and more. What does it all mean and what do you need to know? The Career Guide for Success Workshop will provide UUP members with important information that every UUP member should know, especially at the beginning of their career at Brockport. If you have been employed for 5 years or less, this is the workshop for you. Our NYSUT Labor Relations Specialist, Jamie Guilian, will be sharing her expertise and insights at this workshop.

- a. <https://docs.google.com/forms/d/14AONmQIRN-H2zPa7-I5irSRK-vtMcMuAysyf-i5c-5c/edit>

## V. New Business

- a. New Faculty Orientation – funding request - \$300
- b. UUP VPA,VPP, MDO, CP and chapter assistant Jen Osbourne attended the New Faculty orientation to recruit members. We served breakfast, gave a presentation on member benefits and recruited many new members. Big thanks to Jen Osbourne for organizing and to Sara for the presentation. Kudos to Brit and Kelly for stellar recruitment.
  - i. Motion to Approve: Brittany Profit-Rheinwald, 2<sup>nd</sup>: Patrick Walter, Approved 28/37
- c. Membership Recruitment
  - i. Rob Trimarchi will be on campus 9/12 @ 4pm and 9/13 during the day to reach out to non-members. If anyone is interested in joining Rob, please reach out to him to coordinate [rtrimarc@uupmail.org](mailto:rtrimarc@uupmail.org)
- d. Social events
  - i. U-Squared – funding request approx. \$80-100  
We have scheduled the following days/locations for U2 socials. These are casual social events where we invite members to come join colleagues from UUP and CSEA to share conversation and a small treat! All are scheduled from 12-1.30 - Sept 11th Tuttle Building; Oct 16th Library; Nov 13th Tower Fine Arts; December 18th Lathrop Hall
  - ii. Motion to Approve: Jie Zhang, 2<sup>nd</sup>: D’Arcy Gaisser, Approved 25/37

**Notes:** Next LM meeting is Wednesday 18<sup>th</sup> September via zoom. All are welcome to attend; if you would like to join contact Jen Osborne ([brockport@uupmail.org](mailto:brockport@uupmail.org)) and she will add you to the-mail distribution. Attendance is on an observer-only basis.