Volume 58, Issue 2 February 2024

The Cortland Cause

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What is Discipline? Thinking About Counseling and Other Supervisory Meetings



Jaclyn Pittsley
Chapter President

Being called in to speak with a supervisor or Human Resources about an issue: it's something we all think could never happen to us, members, and non-members alike. UUP members feel they work hard a give their best every day. And for sure they certainly do!

We work to balance the many ways our students need our care and attention through classes, labs, tutoring, individual appointments, and office hours. We advance inquiry in our fields and publish our scholarship. We do excellent work and earn excellent evaluations, and maybe even earn salary increases or promotions. We volunteer for service across the university and seek opportunities for professional development.

Devoted as we are to our work, we are sure that we will never have to engage with our supervisors regarding performance issues. Whether we are members or non-members, we may feel that "because we do our jobs, we won't face correction." Unfortunately, this is not always the case.

Even the most distinguished employees may face corrective action from a supervisor or Management. Certain actions are considered "disciplinary action," and others are not. Often, action by Management that is not technically considered disciplinary action feels very disciplinary in nature.

In fact, non-disciplinary measures taken by the university are a significant part of UUP/HR employee relations. In our current cultural climate, facing a generation of post-pandemic parents, students, and community members, UUP is working with many employees to understand and internalize non-disciplinary action intended to improve job performance.

Because of this, it's important to understand the differences between discipline and other actions the employer may take, which are considered "non-disciplinary."

First and foremost, disciplinary action is subject to the UUP/NYS Collective Bargaining Agreement (the Agreement). Article 19 of the Agreement: "The purpose of this Article is to provide a prompt, equitable and efficient procedure for the imposition of discipline for ***just cause***. Both parties to this Agreement recognize the importance of counseling and the principle of

corrective discipline." The formal, contractual process of discipline provides the member with rights, including due process rights and fair representation by UUP.

Discipline "shall be imposed only for just cause," and the employee must be notified. The Agreement specifies such notice as a "Notice of Discipline." It must include a detailed description of the alleged misconduct, including dates, times, and specific practices. The Notice of Discipline is subject to disciplinary grievance, and an employee who is a UUP member may choose to be represented by UUP. Only UUP members are entitled to representation by UUP in a disciplinary matter. Non-members are prohibited by UUP policy from receiving UUP representation in disciplinary matters. These and a host of other complicated and timely matters related to discipline are articulated in Article 19 of the Agreement.

The Agreement also speaks to ***matters of discipline*** that may not require formal disciplinary action. The Agreement states:

> Prior to initiating formal disciplinary action pursuant to this Article, the College President, or designee, is encouraged to resolve matters of discipline informally; provided, however, such informal action shall not be construed to be a part of the disciplinary procedure contained in this Article and shall not restrict the right of the College President, or designee, to consult with or otherwise counsel employees regarding their conduct or to initiate disciplinary action.

Note here that the Agreement allows for "informal" ways to address "matters of discipline," way that do not include "disciplinary action."

What's the difference?

The University may engage in various actions to correct employee conduct or improve employee performance. Some of these actions include, but are not limited to suspension or loss of pay, require an employee to be issued a Notice of Discipline as well as for the University to follow all provisions of Article 19. One the other hand, the University has at its disposal, certain actions that are considered "informal" or non-disciplinary. These actions include training, verbal counseling with an email summary, and/or that most amorphous, at times, of all tools in the University's arsenal of corrective tools: the counseling memorandum.

What is a counseling memo?

A counseling memo generally takes the form of a letter, generated by campus Management or appropriate designee, that outlines concerns related to an employee's conduct and/or performance of job duties. The university has fairly wide discretion regarding the content of these memos, as they are not disciplinary. UUP Cortland has seen counseling memos issued on a wide variety of concerns, regarding and employee's conduct while "on" or "off" the clock and conduct directly or indirectly related to assigned duties or to the operation of the university or its mission. They may involve interactions with students, relationships with colleagues, maintenance of the public good, issues related to course teacher evaluations or other student feedback, and/or issues related to social media personae or to general conduct.

Typically, prior to the issuance of a counseling memo, the employee is required to meet with Management (nearly always the direct supervisor(s) and supervising member of Management). It is important to note that because the meeting is non-disciplinary, an employee does not have a right to UUP or other representation at these meetings. Management, however, has often allowed a silent witness to attend, either an officer of UUP or someone else, provided the witness does not actively participate in the meeting.

Counseling memos should not be arbitrary; they typically include specific information such as dates, times, and events relating to an employee's conduct or job performance. Often, the memo refers back to previous conversations or communication between the employee and their supervisor(s). Universally, counseling memos advise the employee on their future conduct, job performance, and call their attention to laws, policies, rules, or regulations and direct the employee to comply. Counseling memos also usually warn employees that failure to adhere to the contents of the memo may lead to formal disciplinary action in the future.

What happens after an employee receives a counseling memo?

A counseling memo once finalized, will be shared with the employee, and it will be kept in the employee's official personnel file. The employee has a right to submit a written response to the memo, which is also kept in the personnel file, attached to the original document. Whether or not it is advisable to respond in writing to a counseling memo depends on individual circumstances. Employees who receive counseling memos should contact UUP Cortland Chapter for assistance and guidance regarding any response.

In some instances, UUP has the opportunity to work with Management or challenge the contents of a memo, so that it more accurately reflects the employee's recollection of their conduct or the conversation they had with their manager. UUP's ability to contest a counseling memo beyond direct advocacy is somewhat limited because the memo is non-disciplinary.

The Agreement recognizes, "management may remove such document(s) from the official personnel file at any time" (Appendix A-36 119). An employee may request that it be removed under the following conditions:

1. The employee submits a written request specifically identifying the counseling memorandum the employee desires to be removed from their official personnel file; and,

2. Such counseling memorandum has been in the official personnel file for a period of three or more calendar years; and,

3. There have been no event(s) subsequent to the issuance of such counseling memorandum which would cause campus management to believe that continued retention of such counseling memorandum is necessary for personnel administration purposes. (119)

Removal of the memo remains at the discretion of SUNY Cortland. Management has both agreed and not agreed to the requests for removal over the years.

UUP members should keep in mind that a counseling memo is NOT subject to contract grievance procedures under Article 7 of the UUP Agreement. Although any employee may file a contract

grievance at Step One, such grievances would not be viable. However, all counseling memos should be brought to the attention of UUP for review. Under rare circumstances, a memo can exceed the bounds of "informal counseling" and constitute a formal "reprimand." If so, this may constitute a violation of your due process rights under Article 19 of the UUP Agreement.

Any represented employee who receives a counseling memo should reach out to UUP and discuss concerns. UUP stands ready to assist you in navigating such difficulty employment circumstances. We are also able to evaluate the actions of management to determine if a violation has occurred and help you understand your rights.

What else can UUP do?

One of the most useful tools for resolving "matters of discipline," that do not include "disciplinary action" is through UUP's conversations and advocacy with Human Resources and Management. With Human Resources we have reached a number of successful resolutions for individual members.

If you are facing an issue with your work, please reach out to UUP and don't try to handle it all on your own. It's quite possible that with our help, you and your supervisor may be able to come to a reasonable compromise that enables you to continue to do the excellent work you've been doing while being sensitive to the challenging needs of our students and campus operations.

*I would like to thank Labor Relations Specialist Chris Sielaff for his extensive assistance in vetting this article.

UUP Cortland Chapter Supports SUNY Potsdam: Whose Campus Faces Serious Budgetary Challenges



L-R: Chapter President Jackie Pittsley and VP Contingents Mario Hernandez



2023 Annual Holiday Food Drive

By Christa Chatfield

Thank you for all your donations to the UUP annual Holiday Food Drive. On Tuesday, Nov 28th at 5pm a group of weary but dedicated volunteers met at the Cortland Free Library to set up for the latest Really Free Market distribution. A line of also familiar faces started up to shop the event, where an enormous table of bread (mostly from Wegmans though sometimes from smaller bakeries around the county), frozen meats, produce from Main Street Farms, and nearly two tables of canned and household items from our very successful food drive awaited our patient shoppers. This scene has played out for the past three years, twice every month, with summer events now held at the Seven Valleys Food Rescue Hub on Homer Avenue. This event was made special by the huge variety of foods on offer; we always have tomato soup but rarely canned Chunky chicken soup, and we had instant mashed potatoes, lots of canned tuna, cereal and even fancy mustard… the list was long! Cleaning wipes, paper towels and other items not covered by SNAP were also very welcome additions. I am so grateful for all the members who donated, and those who helped collect the boxes at the end of the event.

Our Mutual Aid events started in March of 2020 held every 2nd and 4th Tuesday. Since this time, I have watched the shifting nature of need in the community. If we had kept track, this might have been our 40th Really Free Market event! The number of unhoused people or those with highly insecure housing, like family garages or long-term hotel stays, seems only to have gone up every year. The roughly 10 boxes of items collected from our campus was a great help in making our holiday events more festive. Many of the dry packaged items that can withstand the colder weather - unlike canned goods which can swell and create unsafe microcracks if they freeze - went into various Blue Cabinets (AKA our Food Pods) throughout the county and city of Cortland. These 24-hour pantries are stocked only by donations from dedicated neighbors who provide food and household items for those without transportation, identification, or mobility.

Mutual Aid, at its core, is about bringing community members together as directly as possible to support, uplift and care for one another. These values overlap well with those of our UUP activism, and I was glad to have the chance to connect my interest in both union work and Mutual Aid work through this food drive. If you are looking to be more active in directly impacting the lives of your neighbors, please reach out to me, or even just buy some extra groceries to stock a Blue Cabinet near you!

Photo: L to Right, Christa Chatfield, volunteers Joyce Dowd and Sharon M Torres





Members Growing Membership

By Joe Westbrook

Fox watched the wheel turn a white card around and around and around. A burst of orange exploded on the card causing Fox to blink. Upon opening their eyes red spilled in streaks with droplets hanging on the edge of the card before splattering onto the sides of the box containing the spinning card. When yellow droplets began to fall from above, their gaze tilted from the box upward where the sun a bight kernel caused another wincing blink. “Hot buttered corn!” thundered as the humming of the wheel slowed and became still. Pursed eyelashes became vibrating colors on the finished card followed slowly with focus into the tall green grass field below a clear blue sky. Vibrations began reverberating with a familiar rhythm beckoning Fox to move quickly through the crowd toward a pinstriped tent.

Study after study after study have proved what I feel, intuitively, in my gut: Gratitude is good for me. Beneficial for wellbeing; astute at relieving tension, reducing anxiety and depression; a boon to creativity, likely; slows the aging process, maybe; excellent at prying the screen from my face - definitely. Being the host of the UUP Music Tent at the annual Ellis Hollow Community Center Fair five times, I have observed Gratitude to be a “superpower” and claim that gratitude unlocks specific parts of my brain, places that bequeath happiness and health.

I have seen this effect over and over and over though this year I discovered that I had it backward. I had been seeking for what I can get out of a selfless act, rather than what a selfless act can get out of me. This might seem like a small distinction, a matter of semantics. But when I began to think of giving and receiving in terms of the latter, I changed the way I navigate and experience — literally and figuratively — the lives around me.

As in past events, many small acts of kindness, random in their offering, caromed and careened across degrees of separation, sometimes unconditionally given and often unexpectedly returned with interest. As well, the purpose to provide for the needs of those in attendance were received with such attentiveness as to gain the intimacy of previously undisturbed community circles and leading to further assumptions of taking on and taking control beneficial possessions of ownership, responsibility and solidarity.

Apples as decorations passed forward and further processed to be served in pies feasted upon by volunteer performers; an absorbed family lost within the fair become separated as a child self-identified as Fox shrewdly adapts with those of the Union family together with music, color and taste to be reunited without words or announcement - only movement toward unity. Kids defeat the parents, naturally by Running 2 Places. I smile but can’t remember the precise moment that love began.

Take a break but don’t make it a siesta. Spin Art like Cave Painting is music on the rocks.

Important Info for the Retirees and RIT (Retirees in Training)
By Jo Schaffer, Officer for Retirees



Just as the semester is beginning again after a few weeks of respite is a reality, here are some important bits of information for you. Some of you will stay close to home this winter, while others will go to conferences or continue research in more distant places. Some retirees will spread their wings and go off to warmer climates as snowbirds.

Wherever you are headed, take note:

You just received a letter from NYSUT, the union mother ship, with a Membership Card for the year 2024. Make sure you clip it and keep it in a safe and convenient place because it contains your membership ID number and other important information.

This may come in handy because if you travel more than 100 miles from home you are eligible for NYSUT's free Travel Assist Program. It covers all sorts of emergency services if needed:

- Rx replacement
- medical services
- hospitalization,
- and more important benefits.

One other travel hint: if you travel alone, have a copy of your Health Care Proxy with you. It is the necessary GO button for accessing these services if you have no one with you who can speak for you.

You can get the program brochure at the chapter office or on the UUP Webpage. I always keep a copy in my glove compartment and one in my passport.

As your Officer for Retirees, I sometimes feel like a mother hen. It is a role I come to comfortably after 50 years of union membership and activity. I am available to share information about your life "after retirement" any time.



UUP Cortland Members L-R: John Suarez, Lori Schlicht, Bekkie Bryan show their support of our members in Union at Potsdam, who face major program cuts due to their campus' financial issues.



This plan will unequivocally result in the closure of SUNY Downstate. If there is no building, there is no hospital!

SUNY is calling its vision for Downstate a "transformation." Nothing could be further from the truth. This ill-conceived plan is poor public policy, which will reduce health care in Brooklyn, undermine the hospital's central mission and harm the Brooklyn communities it serves. Central Brooklyn's residents need more quality health care, not less.

Read More... visit uupinfo.org to learn how you can help!

SUNY's plan will also result in the loss of desperately needed health care professionals in Central Brooklyn. Closing Downstate's Hospital will negatively impact medical education and financially harm its medical school, which provides a pipeline of doctors and medical professionals to New York hospitals.

As a public teaching hospital, SUNY Downstate treats all patients who walk through its doors, including patients who are unable to pay for care. It also provides state-of-the-art procedures that other hospitals can't or don't offer.

The vast majority of Downstate's patients — nearly 90 percent — are on Medicaid, are underinsured or have no health insurance. Yet the state stopped providing any operating funds to all three of its state teaching hospitals years ago.

The State of New York is in the best position to provide health care to the vulnerable central Brooklyn population through its own hospital, SUNY Downstate. It should not abandon its obligation to this hospital and the people of Central Brooklyn!

Join UUP to save SUNY Downstate and reimagine it as a viable, vital health care center that serves the unique needs of Brooklyn and New York City.


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SUPPORTS
SUNY
POTSDAM
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POTSDAM

IT'S YOUR NEWSLETTER!

We welcome articles and letters submitted by members of the SUNY Cortland Community.

Please share your thoughts with us— we want to hear from you!
Opinions expressed in *The Cortland Cause* are those of the individuals and are neither endorsed by nor represent the views of UUP.

Please note: The Cortland Cause will generally not print anonymous submissions.

"We reserve the right to edit submissions for grammar, space limitations, accuracy, etc., and to request changes to submissions, whether prior to or after publication."

Send contributions to the Chapter Office, uup@cortland.edu
and to the editor, Andrée Myers, andree.myers@cortland.edu





United University Professions
Labor-Management Agenda
Monday, February 5, 2024
3:00-4:00pm
Miller 405

Items of Collegiality:

1. UUP welcomes Management back from the holiday period and hopes for a robust and progressive new year.

Old Business:

2. Syllabus System Request/Department Retention of Syllabi:
    a. UUP wants to affirm their requests for information and policy regarding this system is in response to, as UUP understands it, Administration's endorsement of the Student Government Association's (2019) Manifesto, which includes the creation of such a system.
    b. With regards to the draft policy shared with UUP, we request the following:
        i. Can the policy mention intellectual property rights of faculty in some way?
        ii. Can the policy enumerate who has access to the syllabi and under what conditions?

3. Have all employees working on a temporary appointment been converted to a term appointment in accordance with the new agreement between UUP and the State of New York?

4. Following up from the previous LM discussion of parking lot repair, has Facilities been able to meet with the vendor who performed previous work on the Park Center Parking lot? UUP requests information about that meeting.

5. UUP requests an update on the search for the HR position Employee or Senior Employee Relations Specialist.

6. Will Management consider an increase in compensation for Department Chairs on campus, in consideration of the significant amount of time since previous increase, the increase in work completed during summer months (advising and course schedule deadlines) and winter session, and due to other demands regarding scheduling, advising, parent calls regarding student scheduling, and other various duties that have increased significantly since 2019?

7. IDA Committee Issue: Due the potential need for recusal for folks who serve on the IDA committee, UUP would like to add a fourth member to serve on the committee, a person who works as a professional. Would Management likewise consider appointing a fourth member to serve on the committee?

*Continued on Page 16

2022-2026 State/UUP Agreement
Effective Dates and Implementation Dates - Highlights

- **Across the board salary increases:**
  - 2% - 7/1 or 9/1/22 (depending on obligation)
  - 3% - 7/1 or 9/1/23 (depending on obligation)
  - 3% - 7/1 or 9/1/24 (depending on obligation)
  - 3% - 7/1 or 9/1/25 (depending on obligation)

  The State has not yet announced the official pay date for implementation of these increases. However, we anticipate that the 2022 and 2023 increases will be paid in the **11/22/2023 paychecks**. Checks will include both retroactive cash and increases in base salary rates.
- **On-base DSI distributions**:
  - 0.5% pools for discretionary salary increases (DSI) in each year (12/23-12/26)
  - Effective 7/1 or 9/1 (depending on obligation), paid in December.
  - The 2023 DSI is a $400 ATB on-base adjustment for full-time employees, pro-rated for part-time employees.

  The 2023 DSI will be paid in either the **12/6/2023 or 12/20/23 paycheck**.
- **Retention Awards:**
  - Builds on the existing eligibility criteria for the $500 Service Award for attaining tenure/permanent appointment, etc. (generally at or around 7 years)
  - Increases existing 7-year award to $1,000 on base and expands eligibility to include qualified academic rank titles. – **effective beginning July 1, 2024**.
  - Second award of $800 on base for those who previously received the 7-year award at completion of 12 years of service – **effective beginning July 1, 2025.**

- **Increase minimum salaries for academic rank and professional SL grades:**
  - Salary minimums for SL 1-3s and Instructor, Lecturer, and Asst. Professor ranks increase beginning in 2023 -- $2000 per year for calendar year obligations; $1,667 for academic year obligations.
  - Individual employees will receive either the new minimum or an ATB increase (whichever generates a higher salary for them).

  We understand that eligible employees should receive the 2022 and 2023 across the board percentage increases in the **11/22/2023 paycheck**. Then, anyone whose new salary (as increased by the ATBs) is below the new minimum salary for rank should receive an additional adjustment to move them to the new minimum in the **12/6/23 paycheck**.
- **Per course salary minimums for part-time academic faculty**:
  - Effective the semester beginning after July 1, 2022:

University Centers and Health Science Centers	$3,750
Comprehensive and Technology Colleges	$3,250

  - Effective the semester beginning after July 1, 2023:

University Centers and Health Science Centers	$4,000
Comprehensive and Technology Colleges	$3,500

  - Effective the semester beginning after July 1, 2024:

University Centers and Health Science Centers	$4,500
Comprehensive and Technology Colleges	$4,000

*continued on page 15

Get help with expenses health insurance doesn't cover

Aflac for UUP members

Like many Americans, you may have been blind-sided by an unexpected medical bill. Did you think, "But I have health insurance. I should be covered?" That's why there's Aflac. We help with expenses health insurance doesn't cover, so those we insure can care more about everything else.

Help when you need it most

Aflac has been helping to keep people healthy and protected for more than 66 years. We can help protect your financial security with the following Aflac supplemental insurance policies:

Accident: Accidents happen. When a covered accident happens to you, our accident insurance policy pays you, unless assigned otherwise cash benefits to help with the unexpected medical and everyday expenses that begin to add up almost immediately.

Cancer/Specified-Disease: Aflac's cancer/specified-disease insurance policy can help you and your family better cope financially if a positive diagnosis of cancer ever occurs.

Hospital Confinement Indemnity: Hospital stays are expensive. An Aflac hospital confinement indemnity insurance policy can help ease the financial burden of hospital stays by providing cash benefits.

Short-Term Disability: How would you pay your bills if you're disabled and can't work? An Aflac short term disability insurance policy can help provide you with a source of income while you concentrate on getting better.

www.aflac.com/uup

For more information, email Sember at sember_miller@us.aflac.com

Aflac

This is a brief product overview only. Coverage may not be available in all states, including but not limited to ID, NJ, NM, NY or VA. Consult with administrators for full description.

Check out all your union membership has to offer!

LEGAL SERVICE PLAN

Plan benefits include:

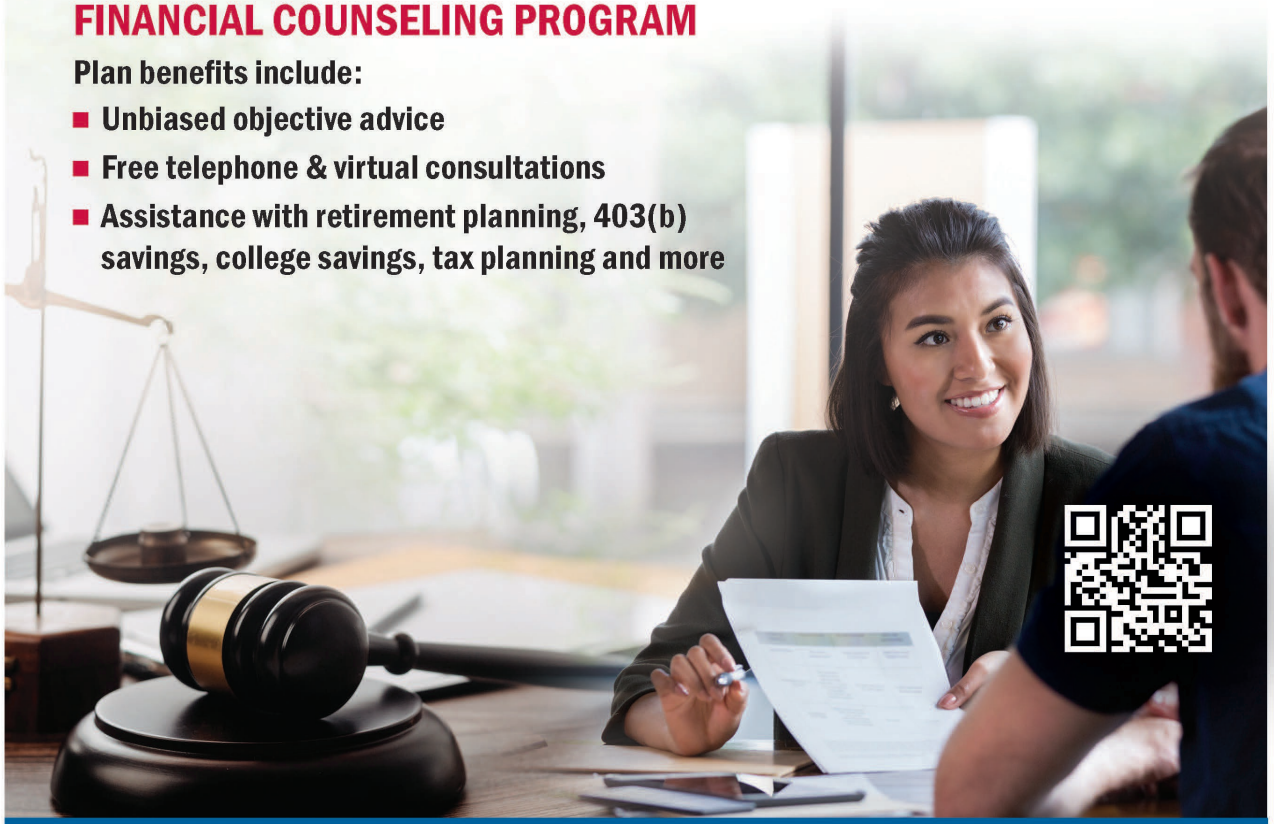
- Crucial estate planning documents (a Simple Will, Health Care Proxy, Living Will & Durable Power of Attorney)
- Free telephone consultations
- Guaranteed maximum fees for specific legal matters

MEMBER BENEFITS
nysut
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FINANCIAL COUNSELING PROGRAM

Plan benefits include:

- Unbiased objective advice
- Free telephone & virtual consultations
- Assistance with retirement planning, 403(b) savings, college savings, tax planning and more



Learn more by scanning the QR code to the right, visiting **memberbenefits.nysut.org** or calling **800-626-8101.**

For information about contractual endorsement arrangements with providers of endorsed programs, please contact NYSUT Member Benefits.

Jan-Feb 2023

- **Paid Parenting Leave:**
  - Up to 12 weeks of fully paid parenting leave (PPL), which can be used instead of or in addition to current leave benefits (leave accruals, PFL, FMLA, VRWS, etc.).
  - PPL must be continuous and taken within 7 months of the child's birth or placement in the home (adopted or foster child).
  - Effective **retroactive to April 11, 2023.**

- **Sick Leave Accrual Cap:**
  - Sick leave accrual cap increases to 225 days **effective beginning September 12, 2023.**

- **Part-time academic accrual rates:**
  - Part-time academics, **hired after July 1, 2024,** will earn accruals on the following schedule:
    - 3 credit hours/3 credit equivalents to < 6 — 1/4 day per month
    - 6 credit hours/6 credit equivalents to < 9 — 1/2 day per month
    - 9 credit hours/9 credit equivalents or more — 1 day per month

- **Health Benefits:**
  - Negotiated Empire Plan changes will be **effective January 1, 2024**.
  - Information about those changes will be announced again in open enrollment materials this fall, prior to implementation.

- **Progressively Longer Terms for Contingent Faculty:**
  - Part-time academics -- 1-year term appointments after 3 years of work.
  - Full-time Lecturers, plus Clinical and Research titles at the non-HSC campuses -- 3-year term appointments after 7 years of work.
  - **Effective 9/12/23** – Campuses that have already issued appointment letters for this semester should begin issuing amended letters to eligible employees to reflect longer terms.

- **Joint Labor-Management Committee programs:**
  - Significant expansions in funding for JLMC Programs, including the Individual Development Awards, Drescher Leave, and CLEFR programs.
  - Campuses have been notified of campus IDA allocations both for **retro program (April 1 – June 30, 2023**) and for **current year program (July 1, 2023 – June 30, 2024)**.
  - CLEFR (***initial*** certification or licensure exam fee reimbursement) is **running now**.
  - **NEW** CLRFR program (certification and licensure ***renewal*** fee reimbursement) should begin **January 1, 2024.**

- **Space Available Program**
  - One course per session, with a maximum of four courses per year.
  - Employees who have completed graduate coursework may enroll in up to three-credits of dissertation/thesis degree completion per semester.
  - Part-time employees who have completed four semesters and who are expected to return in the fall may take summer courses.

LM Agenda, Continued
New Business:

1. Regarding the course attendance policy in the College Handbook:
    b. Can Management discuss their recommendation to faculty to have a transparent attendance policy in their syllabi and to not recommend students contact their associate dean in the case of a potentially excusable absence?
    c. What support will be provided to faculty who adhere to a clear and transparent attendance policy in the case of student opposition?
8. Regarding the recent recommendation/requirement to "utilize the final exam period" recommended by Management to faculty, can Management please provide clarification on how this will be enforced in concert with the following:
    a. The requirement, if not issuing a final exam during the final exam period, to calculate and input final grades no later than 72 hours after the last day the class meets?
    b. Are faculty permitted to have a final paper or project that is due on the last day of class meeting, before the study period?
        i. If so, in what ways are they expected to "utilize" the final exam period while also getting their grades in as required?
        ii. If not, when should the final paper be due, and what support will be provided to them regarding the submitting of final grades much later than within 72 hours?
9. Regarding Advising: UUP requests information about the discussion regarding Management potentially assigning student advisees to faculty not in their major.
    a. Will Management be requiring faculty not teaching in a major, department, or school, to advise students studying in another major or school?
    b. If so, when and how will this work?
    c. How will Management more precisely define a faculty member's obligation to advise, if the goal is to make advising equitable among faculty?
        i. Will faculty be provided more precise appointment letters detailing this obligation?
    d. What training and support (and compensation) will be provided to get these faculty members up to speed on graduation requirements for students outside their own department or major or school?
    e. Will supervisors (department chairs, deans, personnel committees, and so on) be provided training and support to evaluate this new work faculty may be doing?
4. Regarding the Field Experience and School Partnership (FESP) Office and the responsibilities they undertake with faculty for students, including but not necessarily limited to the School of Education:
    a. UUP understands the following:
        i. That before June of 2019, the Field Experience and School Partnership (FESP) office and the School of Education Field Coordinator canvassed for all early field placements across courses with field work (For example, this is done for courses in EDU 334, EDU 331, EDU 340 and EDU 481.) UUP further understands that this canvassing work included gathering students' schedules and matching them to host teachers and centers/schools.

ii. That the work of the S.O.E. Coordinator also included organizing the Early Childhood Orientation that included an induction to the major and orientations that were held at partner schools.
iii. That the S.O.E. Coordinator based in FESP conducted this work of canvassing for and matching students to placements within or outside of Professional Development School partnerships.
iv. That after June of 2019, when the S.O.E. Coordinator retired, faculty offered to help with canvassing for and assigning placements within the EDU 340 and EDU 481 courses. This continued through the Covid era, when faculty would seek out virtual opportunities with school partners. The understanding of the faculty in the S.O.E. have always believed this work to be temporary, while the FESP office restored their department to full staff.

b. UP is concerned that:
   i. In fall of 2023, upon the hiring of a Coordinator in the FESP office and the S.O.E. chair asking if the FESP Office could please canvass for at least the EDU 340 placements, this request was denied.
   ii. The Dean's Office used to allow a faculty member to have some compensation for assisting in the work of canvassing for placements and building partnerships as part of a Professional Development School Co-Coordinator. As of Fall 2023, the Dean no longer allowed the Childhood/Early Childhood Education Department to have that resource.
c. UUP asks the following:
   i. What are the responsibilities of individuals working in the Field Placement School Partnerships office?
   ii. If faculty are now required to canvass or seek out their own placements for teacher candidates, with the goal of having partnerships with schools - that faculty should be out in schools, building those partnerships, then what support will be provided to them?
      1. How will they be able to adjust their work duties so as not to exceed their workload requirements?
   iii. What supports will be provided to Department Chairs, considering the added workload that will fall on them, and considering the severe lack of administrative support they are experiencing from OAs and AAs?

UUP CORTLAND CHAPTER — EXECUTIVE BOARD 2023-2026

4-Digit phone numbers begin with 607-753-xxxx

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We're on the Web!
See us at:
http://uuphost.org/cortland/

Are You a *Member?*

Thomas P. DiNapoli **New York State Comptroller**	J. DOE		Total Gross / Fed Taxable Gross Current 3456.78 1234.56 YTD 45,678.90 34,567.89
Advice # 123456789 Advice Date 11/10/2018	Pay Start Date 11/10/2019 Pay End Date 11/24/2019		Net Pay **1,234.56**
Department ID 1234			Pay Rate 56,789.10

EARNINGS	Current Hrs./Days	Current Earnings	YTD Hrs./Days	YTD Earnings
Regular Pay Salary Employee		3456.78		45,678.90
Location Pay		56.78		678.90

TAX DATA	Federal	State	NYC	Yonkers
Marital status	4	4		
Allowances	2	0		
Add. Amt.				

TAXES	Current	YTD
Fed Withholding	3,456.78	12,345.67
Medicare	5,678.90	4,567.89
Social Security	3,456.78	[illegible]
NY Withholding	5,678.90	4,567.89

	Current	YTD
Regular Before Tax Health	456.78	1,234.56
Supplemental Ret. Annuity Prog.	678.90	5,678.90
TIAA Retirement Before Tax	56.78	1,234.56

DEDUCTIONS	Current	YTD
	34.56	456.78

Check Pay Stub To Make Sure

To be a member of the union, your paycheck ***must*** say "UUP Member" under "Deductions."

Please contact your chapter officers for a membership card or go to https://bit.ly/1RYG65y

The Benefits of Being UNION!

Membership in your union goes well beyond fair and equitable wages, and quality, affordable health insurance. It's a statement: There is strength in numbers, and our collective voice will be heard.

Together, our voice is heard when bargaining with New York state and SUNY. Our voice strengthens our leverage in contract talks and enforcement, and in addressing problems in SUNY labor-management meetings.

Our voice is heard as the main advocate for SUNY campus and hospital funding, and for other legislative issues of importance to you—issues that help us better meet the needs of our students and our patients.

Being a member of UUP also means you maintain:

- Representation in interrogations or disciplinary actions, or in legal actions brought on behalf of members;
- Representation if Title IX harassment complaints are filed against you (for student or co-worker complaints);
- Access to benefits and services provided by UUP Member Services Trust, and discount programs and services provided by UUP's state and national affiliates: NYSUT, AFT and NEA;
- Access to UUP's vision, dental, and life insurance plans in retirement; and
- The right to vote on the union contract, and to provide input in chapter and statewide union elections.

From the editor







IN MEMORIAM

Bob Silberman - Chemistry

SAVE THE DATES

Union Matters: UUP Chapter Budget Vote and Critical Health Care and Retirement Decisions
Feb. 12
Sticks and Stones Workshop sponsored by NYSUT and UUP Cortland DEIJ Committee
Feb. 21
Executive Board Meetings Fall 2023 Schedule
Feb. 12, March18, April 8, May 13
Academics Meeting
March 6
Professionals Meeting
March 8
Labor Management Meetings Spring 2024 Schedule
Feb. 5, March 4, April 1, May 6
SUNY Cortland Works
May 3
Professionals' Service Recognition Luncheon
May 17