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# Understanding Contact Tracing

By Kevin Murphy

- ◆ The Department of Health is the only organization with the authority to impose a legal mandatory or quarantine order
- ◆ The Health and Wellness Center has been working to supplement the DOH's contact tracing capability on the campus.
- ◆ The HWC cannot speak with staff or faculty regarding patient specific information due to HIPPA regulations.
- ◆ Those **fully vaccinated** — meaning 14 days have passed since their final immunization in a series — **are not required** to quarantine according to CDC regulations and will not be contacted by the HWC.
- ◆ Only those individuals (students, staff and faculty) who **are not fully vaccinated** and are identified as being a close contact (15 minutes within 6 feet over the course of 24 hours) will be contacted.
- ◆ For positive cases identified through off campus testing the patient must self-identify through the online portal in order for the HWC to contact trace.
- ◆ Faculty must have a seating chart on file in order to have contact tracing occur.
- ◆ Faculty should continue to social distancing when feasible while teaching a class. Again, only unvaccinated staff and faculty will not be notified and only in cases where the positive case indicates that they have had close contact as defined previously. ◆

## UUPF Office

### Ward Hall

First Floor, West Wing

Tel: 631-694-UUPF (8873)

Fax: 631-694-3370

[uupfdamato@gmail.com](mailto:uupfdamato@gmail.com)

[www.uupfarm.org](http://www.uupfarm.org)

## Virtual GENERAL MEMBERSHIP Meeting

Thursday, October 21, 2021 ◆ 11:00 am

*Unsure of your active membership? Enroll today:*

<https://uuphast.org/myuup/Membership/RegForm.php>



# Professionals' Corner

## In Elections, Numbers Matter

By Solomon Ayo

On October 8<sup>th</sup>, UUPF hosted a well-attended virtual and in-person Legislative Brunch, arranged by Chapter Outreach Chair, Darleyne Mayers and President, Harry Espaillat. Issues concerning SUNY and job protection at FSC were brought to the attention of various candidates for State office.

As I have noted in previous articles, the upcoming election is very much about the New York State budget. UUP's influence on the budget is highly dependent on our membership numbers and our activism. Together, they make a big difference in UUP's ability to protect our jobs, to have access to our State representatives, and to have strength in our union voice.

As November 2<sup>nd</sup> approaches, please recognize that what this day gives us is an empowering opportunity to vote and show our concerns at the ballot box. This is the time to express your satisfaction and dissatisfaction at the voting booth.

"All politics are local." That is why Corporate America is aggressive at the local level in protecting its bottom line. The question is, what are YOU doing in this dire Covid-affected economic environment?

What is your area of interest: Telecommuting? Implementation of CDC safety policies? Basic compensation? Job security? Benefits such as health insurance, dependent care, or your Health Flexible Account?

It is not news that corporate funding to politicians to support their interests is astronomical. But our union has the responsibility of looking out for *your* interests. The question is, what are YOU doing to protect your interests — your livelihood?

### VOTE-COPE

Are you contributing to VOTECOPE — our union voice in politics? If not, start today! It's simple. For more details, go to <https://uupinfo.org/votecopec/>, and complete the form. Then either mail it or drop it off at the UUP office in Ward Hall. You can also bring it to the membership meeting and give it to our local Chapter President or Secretary.

VOTECOPE funding is the only money that your union can use for political activities to counter the aggressive voice of corporate power. It is the only funding that can be used to fight the special interest groups who want to reduce your job security. It is the only funding that your union can use to lobby and advocate for laws that protect members from privatization and outsourcing of jobs.

In order to protect *your* interests, UUP relies on *you*, our members, to take action through such means as letter writing and phone campaigns, rallies, and lobbying. The union may not have billions of special interest dollars to lobby politicians and



advertise. But more important, we have the votes of thousands of members. Votes get our best candidates elected. Please *VOTE*

### Supervisors Workshop

Many supervisors are UUP members. We recognize that supervisors, both experienced and new to UUP, can benefit from a "refresher" about our Contract — the *Agreement* between New York State and United University Professions.

UUPF has scheduled a Supervisors Workshop for **December 16, 2021** to help supervisors adhere to the articles of our Contract. Awareness of procedures within benefits everyone. When in doubt, we encourage supervisors to contact UUPF.

Stay tuned to updates as the date approaches. We hope to see you then. ♦

# President's Message

## What Employees Really Need

<sup>1</sup>According to *Wellbeing at Work: How to Build Resilient and Thriving Teams*, by Jim Clifton, chairman and CEO of Gallup, and Jim Harter, PhD, Gallup's chief workplace scientist, globally, one in two employees know what is expected of them at work. That means half of employees worldwide are unsure about their roles.

Even worse, the authors note, those employees are stressed and anxious — even losing sleep — because they don't know their boss' expectation of them. Half don't know if they're succeeding or failing which damages their career well-being. Those who report unclear expectations at work also report higher daily worry, stress, anxiety, and loneliness.

On the other hand, those who say they have clear expectations at work are 26% more likely to be thriving in their overall lives. The performance implications are substantial. By increasing the ratio of employees who know what's expected of them from one in two to eight in ten, organizations can realize a 22% reduction in turnover, a 29% reduction in safety incidents, and a 10% increase in productivity.

### **Clear Expectations are an Employee's Most Fundamental Need**

Without them, no corporate program, initiative, or culture can succeed. However, many veteran

leaders and established companies don't get this right. Fewer than half of employees (43%) strongly agree that they have a clear job description, and even fewer (41%) strongly agree that their job description aligns with the work they do.

The employees who strongly agree that their job description aligns with the work they do are 2.5 times more likely than other employees to be engaged. But the greatest pitfall of the first engagement item is that managers assume there's a simple solution: "If people don't know what's expected, I'll just tell them."

Getting employees to understand what's expected requires much more than telling them what to do. Employees need to understand the fundamentals of their work, which include but are not limited to their job description.

In today's highly matrixed workplace, employees are often on multiple teams with various team leaders who have many different priorities. While these employees may report high levels of collaboration and get along with their colleagues, they still don't know what to do first. This creates anxiety and stress.

Even worse, managers are typically less clear about expectations than their employees are. In many cases, state the authors, employees and their managers are being held accountable for work that may or may not correspond with the work they're being



evaluated on. For this reason, one of the most important roles in management is to provide meaningful feedback through check-ins, quick connects, and developmental conversations. Clifton and Harter share these science-based insights as guidance for giving your employees clear expectations:

### **Set Clear Goals**

A meta-analysis of 74 studies published in *Journal of Management* found that clear, less ambiguous goals for an individual's role were related to increased productivity. Another meta-analysis of 49 studies published in *Journal of Applied Psychology* found that specific and difficult goals were associated with higher performance. Even moderately difficult goals were associated with higher performance as long as they were not ambiguous.

*Continued on page 6...*





# Back to School

## **FREE PROFESSIONAL DEVELOPMENT FOR UUP-REPRESENTED EMPLOYEES**

**Access anywhere, anytime, on any device!**

Online eLearning is perfect for busy professionals and academics seeking training presented in a convenient, easy to use environment. Benefit from courses on subjects ranging from:

- writing
- communication
- dealing with difficult people
- supervisory skills
- Microsoft Products
- project management
- and more.

Empire Knowledgebank (EKB) eLearning Program allows UUP-represented employees to access eLearning products provided by Enterprise Training Solutions, Inc. through the EKB license. ***If there is a subject that you are interested in, we can bundle a group of courses to fit those needs.***

**For more information and application, please visit the NYS/UUP JLMC website at:**

**<https://goer.ny.gov/professional-development-opportunities>**

**Phone: 518-486-4666**

**Email: [nysuuplmc@goer.ny.gov](mailto:nysuuplmc@goer.ny.gov)**

*New York State/United University Professions  
Joint Labor-Management Committees*

# The Wings of UUPF

By Lou Scala

In preparing for writing this piece, I thought it might be a good idea to read the UUP Constitution and review the purpose of UUP/UUPF: <https://uupinfo.org/constitution/UUPConstitution.pdf>. Two items from UUPF's purpose statement leaped off the page at me:

1. Improve the terms and conditions of employment of our members, and
2. Defend the civil, professional, and human rights of professional staff.

Concerning the improvement of the terms and conditions of employment, I would encourage everyone to read the Agreement (<https://uupinfo.org/contract/pdf/20162022NYSUUPAgreement.pdf>) between the State of New York and United University Professions – and submit your suggestions to improve the collective bargaining agreement (CBA) to the UUPF Office, and/or during upcoming town hall meetings. Potential negotiation items that come to mind are – addressing concerns about Articles 19 and 33, seniority for adjunct faculty, raising adjunct pay to match CUNY for example, and creating a means of transition for adjunct faculty to assume full-time positions.

As far as UUPF's purpose of defending the civil, professional, and human rights of professional staff, we must recognize that the majority of these issues are not necessarily achieved contractually, but by how we work together

as union brothers and sisters.

During the summer and fall of 2021, I've been made painfully aware of many issues our members are facing which are directly related to their professional and civil rights; so I encourage academics, especially senior faculty and Department Chairs, to be mindful of – or do the following:

1. Please read "An Army of Temps" – the AFT Adjunct Faculty Quality of work/Life Report which describes the economic difficulties faced by adjunct/contingent faculty.
2. FSC has an approximate 70% p-t to 30% f-t ratio of faculty, and many of our adjuncts are concerned about their job security, workload inequity, workload creep, and maintaining their health benefits.
3. Adjuncts/Contingents should submit their concerns to UUPF's Contingent Officer – Vicki Janik
4. Lack of workplace civility hurts UUPF's ability to defend the civil, professional, and human rights of its members. For example, disrespectful and unjust behavior towards colleagues should not be tolerated.
5. Senior tenured faculty should serve as advocates for both junior and adjunct faculty.
6. Chairs should maintain academic situational awareness so as not to make decisions which could harm



their fellow UUPF colleagues (e.g., offering an adjunct faculty who needs two classes to maintain health benefits only one class).

7. In voicing complaints to Chairs, colleagues, or UUPF, please air your grievance in a manner that does not harm your UUPF colleague, and please mark your calendar to attend the virtual workshop on Thursday, October 28, 2021 @ 11am – "Grievance or Gripe: What's the Difference?"

In closing, UUPF's purpose statement addresses contractual terms and conditions of employment, and the human rights of its members. In my view, it is analogous to a bird that needs both of its wings to soar into the heavens — and you and I are its wings. ♦

# What Employees Really Need ...continued from page 3

## **Provide Adequate Resources**

*A meta-analysis published in Journal of Vocational Behavior found that difficult goals can cause burnout if employees don't have the supporting resources to do the work.*

## **Lead Collaborative Goal Setting**

*Gallup has found that just 30% of employees strongly agree that their manager involves them in setting their goals at work. But those who do strongly agree are 3.1 times more likely than other employees to be engaged.*

## **Nurture Collective Intelligence**

*The authors point to numerous studies that show the importance of individuals knowing how their roles relate to their teammates' roles. Team members gain "tacit knowledge" or "shared cognition" as they work together over time. Individuals progressively get better at anticipating how their team members respond in various situations. They can also get better over time at retaining this information and applying it to new situations.*

*"Clear expectations" may sound basic, but when you apply them consistently, they are deeply gratifying to employees. When a manager and employee set goals and clarify expectations together, it is motivating. It spurs ownership, action, creativity, and innovation —because everybody determines the goal.*

*It is clear that bad management*

*is the cause of increased anxiety, stress, dissatisfaction, and loneliness — these combined, create a toxic working environment.*

So how does this apply to organizations? During the pandemic, employees were able to perform their duties uninterrupted while doing away with toxic workplaces, long commutes and simultaneously maintaining a balanced work-life load. Telecommuting also allowed for professional development — something absent in most organizations with toxic environments — which ultimately led to a phenomenon known as "The Great Resignation".

In a pre-pandemic world, aspiring employees had to convince employers as to why they were a good fit for the company; however, in a post-pandemic era, the role has

reversed. Employers find themselves competing to attract potential talents by offering higher salaries, alternative worksite arrangements aka telecommuting, stock options, and revamped retirement plans just to name a few.

Does this sound familiar? For decades, UUP has been advocating for these perks aka "better working conditions". So, if you haven't signed the UUP Membership card, please do so at your earliest convenience by either going to <https://uupunion.org/myuup/Membership/> or by emailing our Chapter Assistant, Debbie Amato at [uupfdamato@gmail.com](mailto:uupfdamato@gmail.com).

*In Solidarity  
Harry Gabriel Esparillat*

Cited from <https://www.inc.com>

## **Virtual Negotiations Townhall**

**11:00 AM Thursday, November 11<sup>th</sup>**

**With Bret Benjamin, UUP Chief Negotiator  
& Elizabeth Hough, Counsel to UUP**

This will be a critical opportunity for us to voice issues, concerns and proposals about the UUP contract. Our feedback and priorities will provide essential guidance to the UUP Statewide Team in our upcoming contract negotiations between New York State and SUNY. All current UUP members are invited to attend.

**MARK YOUR CALENDAR**  
Link will be forwarded via email



# Conversations with Assembly Representatives

By Darleyne Mayers

The UUPF Outreach Committee held its first Virtual Legislative Forum on Friday October 8, 2021 entitled: Conversations with Assembly Representatives. Assembly members were invited to attend virtually. The five participants at this event were:

- ♦ Kimberley Jean Pierre, 11<sup>th</sup> AD
- ♦ Gina Sillitti, 16<sup>th</sup> AD
- ♦ Taylor Darling, 18<sup>th</sup> AD

- ♦ Judy Griffin, 21 AD
- ♦ Michaelle Solages, 22 AD

UUPF members were invited to participate, either virtually or in person.

Assembly representatives provided an overview of the work they are dealing with and responded to the questions asked of them. There were a few “asks” which were well re-

ceived. There were special requests for funding specifically for increasing the number of full-time, minority academic and professional staff, and commitment to support the PRODIG program. The purpose of this program is to hire a more racially and ethnically diverse faculty at SUNY.

Stay tuned to future legislative events. ♦

## Virtual Meeting for Part-Time & Contingent Members

11:00 am, Tuesday, October 26<sup>th</sup>

Contingent employees are those part-time and full-time members who have “qualified rank” and are not eligible for permanent or continuing appointment. It is important to discuss current policies, and procedures that affect you — the majority of our chapter membership. Please bring your questions or send in advance to UUPF.

See you then!



# Pre-Retirement Online Workshop & Fighting to Retain IRMAA

By Daniel Scott Marrone

## Friday, October 29<sup>th</sup>

Online Workshop at 11:00 am for Active UUP Members (currently working)

Walter is the statewide UUP Retiree Benefits Coordinator. This workshop is a vital resource for SUNY employees and for SUNY retirees. He is there to answer your questions about planning for retirement as well as the benefits you receive in retirement. It should be noted that Walter continually updates his extensive PowerPoint presentation to reflect the latest information concerning SUNY/UUP benefits. You may also reach him at (800) 342-4206 extension 638 or at [wapple@uupbenefits.org](mailto:wapple@uupbenefits.org).

**"Should I retire?"** is the most frequent question that I have been asked as the UUPF Executive Board Member tasked with retiree concerns. My answer: "Retiring is the *last* step in the retirement process." The *first* step is "planning for retirement." It is never too early to start thinking about and planning for retirement. There are sound reasons for retiring, e.g., health, relocation, family changes, work-in-retirement opportunities, and "retiring for the sake of retiring." However, problems at the job are unacceptable reasons for retiring. Mistreatment from deans/supervisors, escalating and unfair workloads, workplace safety, and any

form of harassment should NOT force you into retirement. Instead, bring these problems to the attention of UUP grievance specialists. Seek out help from UUP Farmingdale staff members, who are located in Ward Hall.

## Fighting to Retain IRMAA Payment Reimbursements

Certain individuals have Income Related Monthly Adjustment Amounts (IRMAA) withheld from their Social Security checks to cover additional premiums for Medicare Part B and Part D. To find out information concerning IRMAA, contact your local Social Security Administration office and/or visit the following website: <https://www.medicareresources.org>.

The good news is that through provisions in the current New York State/UUP contract, SUNY retirees are entitled to Medicare Part B IRMAA payment reim-



bursements from the NYS Civil Service. Medicare Part D IRMAA payments are NOT reimbursable. When the next contract comes up for renewal, the state's negotiators will, as in the past, seek to discontinue IRMAA payment reimbursements. As with previous contracts, UUP will fight on our behalf to retain this invaluable benefit for SUNY employees and SUNY retirees, who are subject to IRMAA payments. ♦





# What is a Grievance?

By Mike Oil

If you believe your contract rights have been violated or procedures pertaining to your appointment, evaluation and promotion have not been followed, please contact the UUP Farmingdale chapter office immediately. Article 7 of the Collective Bargaining Agreement (the UUP-NYS contract) defines a grievance as “a dispute concerning the interpretation, application or claimed violation of a specific term or provision of” the contract. A grievance can also occur with regard to “procedural steps relating to appointment, evaluation and promotion of employees” contained in sections of the *SUNY Policies of the Board of Trustees*, specifically Article XI, Title A, Section 1; Article XI, Title D, Section 5; Article XII, Title A, Section 3; Article XII, Title B, Section 1; and Article XII, Title C, Sections 3 and 4. The current contract and SUNY Policies of the Board of Trustees can be found, respectively, at <http://uupinfo.org/contract/>

[pdf/20162022NYSUUPAgreement.pdf](#) and [https://www.suny.edu/media/suny/content-assets/documents/boardoftrustees/SUNY\\_BOT\\_Policies\\_August2021.pdf](https://www.suny.edu/media/suny/content-assets/documents/boardoftrustees/SUNY_BOT_Policies_August2021.pdf)

If a grievance seems warranted, the first step is to file it within 45 days of when you knew (or reasonably should have known) of the act or omission that appears to have been a violation. A grievance can be withdrawn at any time after it is filed.

A grievance must be submitted in writing on forms to be provided by the State, and identify the specific provision claimed to have been violated. A short statement of the facts surrounding the grievance and the remedy sought must be provided. Article 7.5 (a) states that “[w]here practicable, the grievant may be required to meet with the department or division chairperson, dean or other appropriate administrator with a representative of the employee’s choice in an effort to resolve the

grievance informally.” After receipt of the grievance, the College President or designee must schedule a meeting within 10 calendar days to discuss the grievance. Then, within 10 working days, the President or designee must issue a written response to the grievant and UUP.

Please refer to Article 7 of the contract to learn about subsequent steps to be taken (with the assistance of a NYSUT Labor Relations Specialist) if the grievance is not resolved or an unsatisfactory response is given at step 1. Ultimately, the grievance may have to be resolved through arbitration (Step 4).

Not all complaints or gripes amount to a grievance, of course. If, for example, you have experienced racism on the job, were sexually harassed, physically attacked, or denied a transfer or promotion because you were “too old,” you will certainly and justifiably feel aggrieved. But you will not find potential redress through the contract’s grievance provisions. (You may, however, choose to seek redress through other means, including the law.)

For more information on grievances and related matters as they relate specifically to Academics, join us for “Grievance or Gripe: What’s the Difference?” – a virtual workshop on October 28<sup>th</sup> at 11am. Please check your college email to RSVP and receive a link prior to the meeting. ♦

## Virtual Workshop for Academics

### Grievance or Gripe: What’s the Difference?

11:00 AM Thursday, October 28<sup>th</sup>

MARK YOUR CALENDAR  
Link will be forwarded via email



## FARMINGDALE CHAPTER

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**Lou Scala**

VP Academics

**Solomon Ayo**

VP Professionals

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Michael Canders

John Decarlo

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Yolanda Segarra

Outreach

Darleyne Mayers

Active Retirees

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Harry Espallat

Women's Rights & Concerns

Vicki Janik

Check out what your union membership has to offer!

## Member Benefits Discounts & Deals

Below are the most popular vendors that NYSUT members have shopped with using MB Discounts & Deals this past year -- with a potential savings of almost \$900,000! Have you been missing out?

EAT	PLAY	SHOP	TRAVEL
HelloFresh	Six Flags Theme Parks	Samsung	TripBeat
Burger King	Hersheypark	Apple	Great Wolf Lodge
Subway	Sky Zone Trampoline Park	Dell	Carnival Cruise Lines
Domino's	Bronx Zoo	Lenovo	Sandals Resorts
Jersey Mike's Subs	LEGOLAND New York	Advanced Auto Parts	Norwegian Cruise Lines

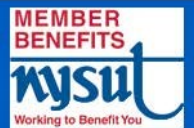
**MB Discounts & Deals** offers NYSUT members exclusive access to savings of up to 50% on restaurants, groceries and food delivery, theme park tickets, hotels and flights, oil changes and vehicle maintenance -- with more than 21,000 New York State deals and thousands more nationwide.

You can even refer your favorite local business (restaurant, coffee shop, workout facility, etc.) to join the network and provide NYSUT members with a special discount. Don't miss out... register your account today!

Member Benefits is proud to endorse MB Discounts & Deals along with dozens of other programs and services that may be able to benefit you and your family members. Take some time to explore our website to find out how we can help you make every dollar count!



Learn more by scanning the QR code to the left,  
visiting [memberbenefits.nysut.org](http://memberbenefits.nysut.org)  
or calling 800-626-8101.



For information about contractual endorsement arrangements with providers of endorsed programs, please contact NYSUT Member Benefits. Sept/Oct 2021

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**Solomon O. Ayo**

Diversity, Equity & Inclusion  
Comm of VPs for Professionals

**Amit Bandyopadhyay**

Tech Sector

**Michael Canders**

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Comm of Chapter Presidents

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**Vicki K. Janik**

Women's Rights and Concerns \*

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**Deborah-Ann R. Nilsen**

Public Higher Ed

**Ann Noss**

Membership

**Michael Oil**

Grievance

**Louis Scala**

Comm of VPs for Academics

**Amy Stier**

SOUL

The UUPF Newsletter welcomes articles and letters submitted by members of the Farmingdale community. Remember, this is your newsletter, share your thoughts with us, we want to hear from you. Persons who have material they wish to submit should contact Yolanda Segarra at [youpupf@gmail.com](mailto:youpupf@gmail.com)