

UUP Oneonta Executive Board Meeting Minutes:  
Wednesday November 6, 2024, 11:30 AM, Le Café, Morris

**Present**

**Le Café:** Shirley Clark, Teresa DeSantis, Jeri Anne Jerminario, Achim Koeddermann, Loraine Tyler, Rich Tyler, Jessie Simpauco, Anthony Nichols, Penina Kamina, Mike McAvoy and Gary Wickham

**Zoom:** Mark Ferrara, Chris Sielaff, Matthew Unangst, Nancy Simons

I. President's Welcome:

A. The Meeting was called to order at 11:38 AM.

II. President's Report:

1. Report was sent in email to read before meeting.
2. Attendees were asked if they have deleted old email addresses that keep popping up in Outlook and other mail options (See item XIV below for details).
3. Students and staff attended election night.

III. Vice President for Professionals Report: position vacant

IV. A motion was made and seconded to have Jessie be Acting VPP. Loraine nominated second by Gary and passed.

V. Vice President for Academics Report: Mark Ferrara

A. Mark indicated we are still working with Management to get the new RTP document finalized and posted.

VI. Treasurer's Report: Rich Tyler

A. The monthly Treasurer's Report, previously distributed by email, was presented.

B. A motion was made and seconded to approve the monthly Treasurer's Report.

September allocation was negative because it covered release time and assistant extra hours.

D. The Treasurer's Report was approved unanimously.

VII. Secretary's Report: Bill Simons

1. The Exec Bd minutes, previously distributed by email, were presented.
2. A motion was made and seconded to approve the monthly minutes.
3. Concern was discussed about minutes were published before approval.
4. The minutes were passed.

VIII. Officer for Contingents Report: Gary Wickham

1. Discussion on what is full time.
  - a. Definition of Full-Time
  - b. The 3/3 proposal is limited to tenured and tenure track employees. Full time Lecturers would remain on a 3/4 load. If an adjunct were assigned a 3/4 load, they should be paid as FT employees. A visiting lecture appointment is a great vehicle to do this properly. Please keep us posted if you hear about any adjunct working a 3/4 load and not being paid accordingly.

IX. Officer for Retirees and Special Events Coordinator Report: Loraine Tyler

1. Loraine discussed past and upcoming events and initiatives for UUP retirees.
2. Chapter meeting November 20, 2024 Noon- 1pm Le Café Morris Hall  
Casandra Miller speaker.
3. End of year Holiday party or mingle Friday December 13 Mingle January 21.
4. Picnic May 18 College Camp.

X. Diversity Equity and Inclusion Officer: Penina

A. Need date for Spring 2025 DEI Meeting. DEI Committee will meet and discuss date for Spring 2025.

XI. Regional Campus Membership Specialist Report: Matt

1. New members mingle in October.
2. Ambassador's reception.

XII. Establishing a Committee for Communications and Social Media

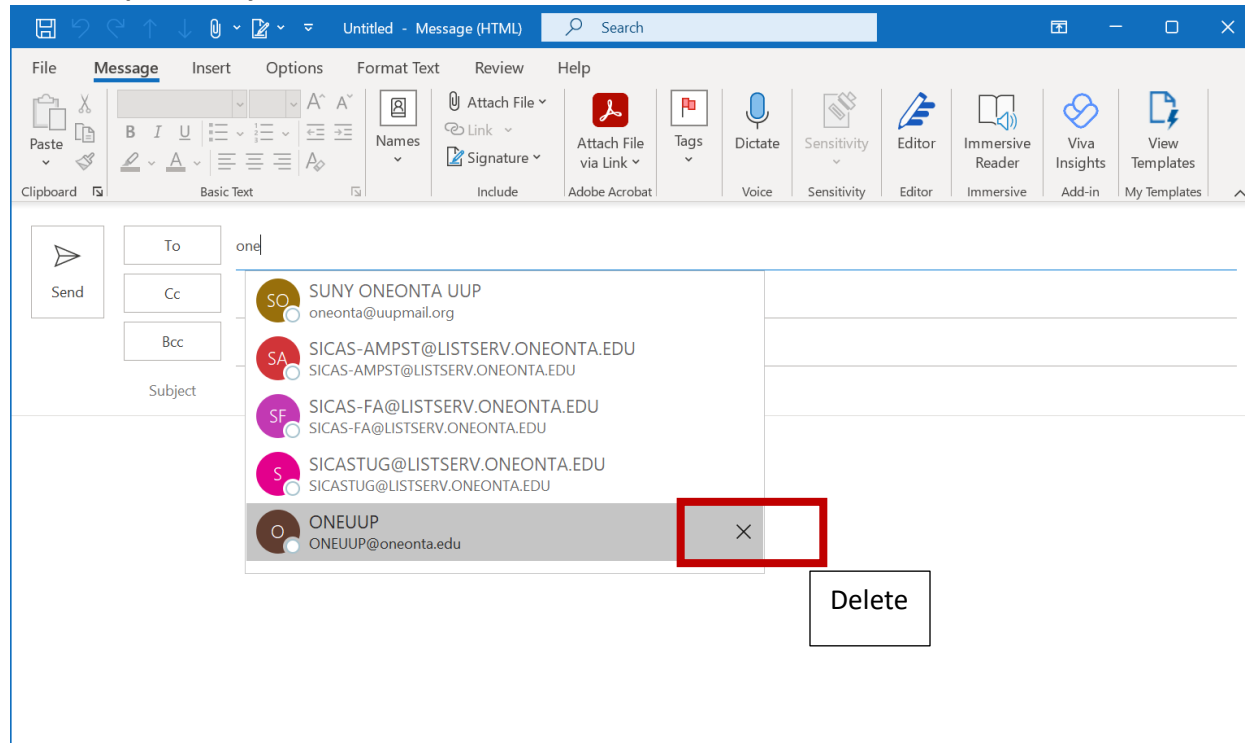
1. Structure for communications.
2. Template for several different emails.
3. Motion made for committee made and seconded.
4. Matt will serve as Chair, Jessie, Anthony Nichols, and Ethan Fox will be committee members.
5. Reaching people better younger staff (gen Y and Z).

XIII. The Wednesday November 6, 2024, Executive Board Meeting adjourned at 12:49 PM.

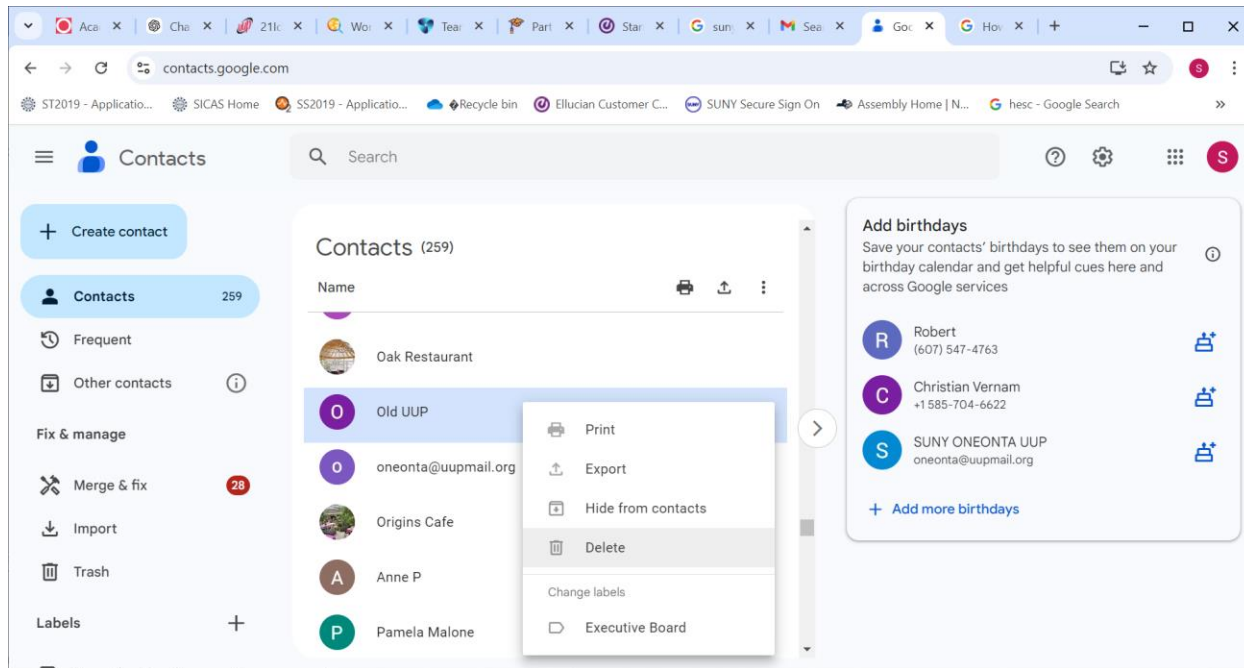
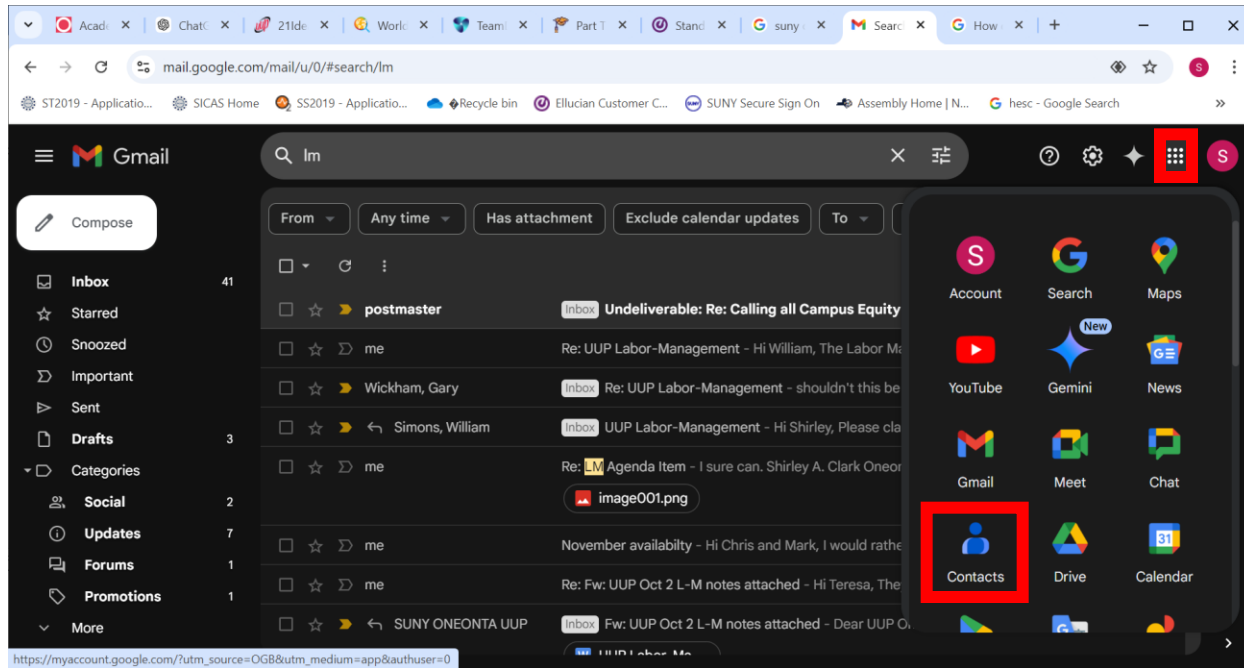
XIV. Sending e-mail requests to the Oneonta UUP Chapter Office.

- a. E-mailing requests to the Oneonta Chapter Office send to [oneonta@uupmail.org](mailto:oneonta@uupmail.org)
- b. Do not e-mail requests to [ONEUUP@oneonta.org](mailto:ONEUUP@oneonta.org) or [DESATM381@oneonta.edu](mailto:DESATM381@oneonta.edu)
- c. How do I get rid of old email address that keeps popping up in Outlook?

**On the Home tab, click New Email. In the To: field, type the first three characters of the cached name to trigger the AutoComplete feature. Highlight the name or email address by hovering over it or using the Down Arrow key. Press Delete to remove the AutoComplete entry.**



- d. **How do I get rid of old email address that keeps popping up in Gmail?**  
To remove an old email address that keeps appearing in your Gmail autocomplete, go to your Google Contacts, find the contact with the outdated address under "Other Contacts", select it, and click the trash icon to delete it; it may take some time for Gmail to fully update its autocomplete suggestions based on the changes you made.



**If you are using a Mac**  
[Delete an Address From Mac Mail's Auto-Complete List](#)

Submitted by Secretary, for the day Jeri Anne Jerminario UUP Oneonta