

The

InBox

AFT Local 1839 Professional Staff Newsletter



Queen Gibson Report

AN URGENT REMINDER:

If you have not thought about applying for a Professional Staff Peer Review Promotion, please consider it very strongly.

As you probably know, the Administration has announced the opportunity for 26 Professional Staff promotions. This is an exceptional chance for us to be recognized by the Administration for the service we provide to NJCU.

The key word here is opportunity. Because there are so many possibilities, I expect more of us will apply and the Peer Review Committee will see a much larger pool of strong candidates than in the past.

If you decide not to apply, we need committee members to review the applications. Call me at Ext. 3011 if you'd like to serve.

Keep in mind, you cannot apply for a promotion while you're on the committee. However, serving counts as service to the University, one of the factors the Peer Review Committee considers when making its decisions.

I once again everyone who can to apply, and let the Administration know about the array of talent that lies within NJCU's Professional Staff employees.



4 PROFESSIONAL STAFF EMPLOYEES RECEIVE PEER PREVIEW PROMOTIONS (Part 2 of 2)

Last issue, we profiled two of our colleagues who earned their promotions. This year, we're highlighting our other colleagues. Once again, our congratulations to everyone who received this honor.

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DATES TO REMEMBER

AFT MEETINGS
2:00 PM H-202

December 15

January 26, 2015

February 23, 2015

2014 DONALD SILBERMAN SCHOLARSHIP

EXTENDED DEADLINE

DECEMBER 15

2014 ROBERT AREY AWARD

EXTENDED

DEADLINE:

DECEMBER 15

PEER REVIEW PROMOTIONS-Continued



FRECIA TAPIA is the Assistant to the Dean of the Deborah Cannon Partridge Wolf College of Education. As part of her duties, she is responsible for special projects assigned by the Dean, represents the College of Education on various University-wide committees, recruits and advises graduate and undergraduate education majors, facilitates and presents workshops, and prepares University reports for the state and Federal Departments of Education

Before coming to the College of Education, Frecia was the Assistant Director/Counselor for The Learning Communities (TLC) program in the Division of Student Affairs. At TLC, she provided individualized personal and academic counseling to first-generation, low-income college students. She is also the founding advisor to NJCU's Education and Environmental Clubs. Previously, she was a member of the University Strategic Planning Committee for Institutional Effectiveness. She also was a member of the team that applied for and received a \$100K Minority Student Success Grant from Walmart to build on NJCU's successes in enrolling, retaining, and graduating first-generation college students.

Frecia comes to NJCU from New York University (NYU) where she was an academic advisor for the College of Arts and Science. While at NYU, she was a campus liaison for the Historic Black College and Universities (HBCU) and Hispanic Serving Institutions (HIS). She also published an article entitled "There's No Place Like Home: Students of Color Finding a Connection and Succeeding Within a Large Urban Institution" in NYU's Journal of Student Affairs.

Frecia holds a Master's Degree in Higher Education Administration from NYU, where she earned her Bachelor's Degree in Applied Psychological Studies. She lives in East Brunswick.

Congratulations are also due to Asad Syed, Assistant Director of Multi-Media Education and Academic Computing.

H.R. ANNOUNCES 26 PROFESSIONAL STAFF PROMOTION OPPORTUNITIES

In an unexpected move, the NJCU Administration announced there will be 26 Professional Staff promotions, to take effect July 1, 2015, "for applicants meeting the criteria for promotion. The announcement came as a surprise to Professional Staff members, according to Queen Gibson, VP for Professional Staff and Librarians at AFT Local 1839. "I got several calls from members, excited with the numbers of promotions that we received."

In making the E-mail announcement, Hunt Bartine, Associate Vice President for Human Resources, said, "[t]he four distinct criteria can be found in the University Procedures for Performance Based Promotions for Professional Staff." The University criteria can be accessed by going to:

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PEER REVIEW PROCESS-CONTINUED FROM PAGE 2

The Gothic Net, then

- “Employees” under MY MENU, then
- Employment Policies (click on to 5 more), then
- Professional Staff Promotions, and open up the PDF

You can then print a copy.

The increase in the number of opportunities is not the only change. Starting this cycle, “no specific individual” has been designated to have custody of your personnel files, according to Vice President Bartine in an interview with “The In Box.” If you want a copy of your personnel files, you can contact Human Resources at ext. 2235.

To make the application process smoother for everyone involved, AFT Vice President Gibson recommends:

- (A) Follow the procedure outlined in previous years. The guidelines provide a road map to lead you through the application process. Make sure you demonstrate your abilities in as many of the criteria as much as possible, and be ready to document the statements you make with attached evidence.
- (B) Get a receipt from Human Resources and keep it with your application packet. This becomes more important than ever because of the number of opportunities that are available and because there’s no one specific person who’s serving as the point of contact for accessing your personnel files.
- (C) Allow Human Resources sufficient time to process your request for personnel files. The 26 opportunities represent a six-fold increase over last year, and many more of us are expected to apply. That means there may be many others who will be applying and many more personnel records to be copies.
- (D) Above all, be patient and good luck.

GOOD TO KNOW: The Record: October 23, 2014

Saying “my boss makes me sick” might be more true than you realize. Jonathan Quick, co-author of the book “Preventive Stress Management in Organizations” says “the evidence is clear that the leadership qualities of ‘bad’ bosses over time exact a heavy toll on employees’ health,” which he adds, leads to drops in work performance, what he terms “a vicious cycle.”

The article in The Record (of Bergen County) cites a 2014 online Work and Well-Being Survey conducted by the American Psychological Association. The reports nearly one third of employees said their bosses were a major cause of work stress.

Ways to minimize stress, the article says, include eating well and getting enough sleep and exercise. Yoga is also recommended, but the article says you should recognize “that it’s your boss who has a problem, not you.”

Local 1839

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The In Box

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