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## FROM THE EDITOR

Dean Brianik, Founder/Editor-in-Chief

### PREPARING FOR YOUR RE-APPOINTMENT:

Now that our contract's been ratified, it's time to look to the future. One of the lesser known portions of the agreement, according to the State Council, says "if you were promoted at any time between July 1, 2015 and July 1, 2017 you will receive additional step at your salary range, adding another 4%."

If you were looking for another reason to apply for the Professional Staff Peer Review Promotions process, this tidbit might just provide that last bit on incentive to put together a packet. But before you apply for the promotion, make sure you're going to still be around.

I don't think it's wise to tackle both a peer review promotion and the re-appointment process at the same time. You don't want to divide your focus. Your re-appointment takes first priority. I know of at least one recent case where a professional staff colleague was awarded a Peer Review Promotion, but the Administration refused to renew that person's contract. You need to protect yourself.

Having said this, you may also be in a situation where you have a boss who is less than supportive of you, if not hostile. A supportive supervisor is a wonderful thing to have, but not all bosses fall into that category. If it's your misfortune to have a bad boss, you need to take extra steps to protect yourself and demonstrate what you contribute to the University. You can't count on an unsupportive supervisor.

### TIPS FOR YOUR RE-APPOINTMENT PROCESS WHEN YOU HAVE A PROBLEM SUPERVISOR:

A. Document your performance particularly when you have done a good or excellent job.

a. Quantify improvements you have made, using percentages, where possible. The present Administration is very much into data.

b. Save thank-you notes or acknowledgements like e-mails. They can be from students, colleagues, members of the Administration, or your supervisor. Make copies of the correspondence and include them as supplements as part of your re-appointment application.

c. You may work with another manager on campus to such a great extent where they are equally able to judge the quality of your work. They can serve as the functional equivalent of your supervisor, even though you don't report directly to them. In my case, the department chairs I work with fill this role.

The University's re-appointment package refers to this arrangements as a "Functional Working Relationship (FWR). If the candidate and/or the immediate supervisor chooses to use FWR evaluations, the immediate supervisor will send and collect the forms. Those FWR's identified must be known to both parties." To protect yourself, ask that person if they will send you a copy of what they wrote.

B. Highlight your activities and contributions on campus that occur outside of your

office (University Senate, search committees, task forces, and so on). Show how these address both categories in your evaluation and how they contribute to fulfilling the goals of the University as specified in its “Vision” statements. Once again, if you have thank you letters or certificates for your participation, add them to your packet.

C. Don’t hesitate to ask for reference letters from colleagues, particularly supervisors in different departments, department chairs, people you’ve worked with on campus committees, or in community-based service projects. The references can be from people both inside and outside of NJCU. If they know of your strengths in a particular area (such as technology) ask them to include that information in your recommendation.

D. If your boss has identified shortcoming in a prior evaluation, you need to demonstrate that problem has been addressed. If you’ve gotten compliments from your director about something that was a problem include compliment as documentation. Also, you can request that others testify to your strengths a given area. What your boss might consider a weakness, others on campus will see it as a strength and something that makes you valuable to NJCU.

E. If your boss has a criticism with which you disagree, be sure to speak up, respectfully. Don’t make the mistakes I did and say nothing.

You are allowed to respond to your supervisor’s evaluation as part of the re-appointment process, particularly where you believe your supervisor is giving the higher ups an inaccurate picture of what you do. If you don’t speak up the Vice presidents and upper level evaluators only have your boss’s say so. They need to see the whole picture,

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## WORTH THE READ

“CRACKDOWN ON IMMIGRANTS COULD SHAKE UP N.J.”

Immigration activists and student protestors are not the only people finding fault with the Trump Administration’s anti-immigrant programs. But as an editorial in NJ BIZ notes, apart from the legal and the moral questions, there are economic ones to. In this case, the economic ramifications go far beyond what will happen if the Feds deport all the undocumented who work in restaurants and keep our lawns from looking like overgrown lots.

But, the editorial says, the harms from Trump’s campaign go far beyond just rooting out people working at low-paying jobs: It also has the potential to create havoc among New Jerseyans with higher level incomes.

The magazine cites the Wallet Hub website, which states that New Jersey ranks second in the United States in terms of the benefits it receives from immigrants. After taking a look at 18 indicators such as the median income of immigrant households and the number of new jobs created by immigrant businesses, WalletHub the Garden State was tied for first in the number of foreign-born STEM workers who live here. We’re also Number 2 nationwide when it comes to the percentage of jobs that come from immigrant-owned businesses.

“These high-performing, well-paid and often highly educated immigrants play a crucial role in the state’s economy, particularly in the science, tech, medical, and academic sectors. And remember: These are people who can work anywhere in the world and have chosen to work in ...New Jersey.”

The editorial notes that Trump’s immigration plans will have the effect of rolling out the un-welcome mat to immigrants. If that continues, NJ BIZ says, immigrants will likely take their talents, they skills, and their ability to create American jobs and look for more welcoming countries. In other words, America’s loss will be another country’s gain. “That is why so many CEOs in technical fields have opposed Trump’s crackdown. And the WalletHub study makes clear that New Jersey especially, will pay a steep price.”

*NJ BIZ: OUR POINT OF VIEW March 6, 2017*

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“A supportive supervisor is a wonderful thing to have, but not all bosses fall into that category.”

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“...New Jersey ranks second in the United States in terms of the benefits it receives from immigrants”.

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# JUST FOR FUN

“What keeps a cinched knot tight? Scientists unravel why your shoelaces keep coming untied.”

Tying one’s shoelaces might have been “an overrated experience” for King Joffrey of Zamunda (James Earl Jones in “Coming to America”), but for the rest of us, it’s a daily part of our lives. And, if we have to keep re-tying them, it becomes an annoyance.

If you’ve ever wondered why your shoelaces keep coming undone, even after double knots, a group of mechanical engineers at the University of California, Berkeley are treating this problem as a scientific puzzle. They published a study this past April, that examined the physics involved in keep shoelaces tied together.

The scientists used a slow-motion camera to examine the running shoes of one of the co-authors as she ran on a treadmill. To make a long, technical and complicated subject very simple, the researchers calculated the knots on her shoes while running were subject to twice the G-forces that astronauts feel when they are launched into space.

The Berkeley researchers hope this research will help them understand why other microstructures fail during periods of stress.

*THE CHRISTIAN SCIENCE MONITOR WEEKLY: May, 8 2017*

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“Scientists unravel why your shoelaces keep coming untied.”

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## THE EQUIFAX DATA BREACH: WHAT TO DO

*(submitted by Sheila Kirven)*

If you have a credit report, there’s a good chance that you’re one of the 143 million American consumers whose sensitive personal information was exposed in a data breach at Equifax, one of the nation’s three major credit reporting agencies.

Here are the facts, according to Equifax.

<https://www.consumer.ftc.gov/blog/2017/09/equifax-data-breach-what-do>