



TO: Stony Brook Chapter Executive Board Members

RE: Release Time Projects for 19/20

FROM: Ed Quinn, Chapter President

DATE: June 4, 2019

Enclosed is a list of projects as a chapter we plan to tackle in the upcoming academic year at the Stony Brook Chapter. Some of them are a continuation of started or routine items, some are to prop up what is in place already and some are new initiatives. I plan to use a team approach to accomplish these projects and, in the process, to activate more of our members.

We have already planned our summer retreat which will provide you as leaders with valuable information. We have invited the Statewide Officers to join us for the retreat.

These projects are an outgrowth of the strategic plan developed during the chapter election campaign. The main theme running through all of these projects is member engagement. We will be reaching out to the membership in order to build a stronger chapter and union. We will be working with our fellow unionist in the HSC chapter to accomplish this, a stronger union.

I am looking forward to working with each of you to build our union community that will benefit all on the campus.

Thank you for being part of this work.

- Establishing office hours for the Officers and the LRS (Labor Relations Specialist) will help members access the services and support needed by each member. I plan to work with the officers to develop these hours to be published for the fall semester. The LRS hours will be reviewed and assessed to better serve the members too.
- A review of the committees will be done over the summer and new charges for each committee to be established. These new committee charges may include the current charge but will also be in-line with the chapter bylaws where they are described. Duties and responsibilities of each committee chair will also be developed for the upcoming year.
- We will strive to set a calendar of events and meetings for the calendar wherever possible and inform the membership through both electronic and hard copy

mediums. We will work closely with the Communications committee to accomplish this goal.

- We will be working to have more connections to our membership on the Southampton campus by sponsoring events and holding regular meetings with the membership. We will be working with the HSC chapter to accomplish this goal.
- Our department representative system has gotten off to a great start in recruiting and educating members. We will continue to reach out to recruit new representatives in order to acquire feedback from the membership and to disseminate timely and important information to our members.
- We are in the process of organizing a group of people to revamp the NEO (New Employee Orientation) presentation. Working with our AFT (American Federation of Teachers) organizer and the leadership from the HSC chapter. This new presentation will be a work in progress and will be tweaked as it is being used.
- It is important to establish a good working relationship with the campus Administration in order to advocate and represent our members. We will accomplish this through a series of meetings and contacts. This process will begin starting day 1 of the new chapter leadership. We are aiming to establish these relationships throughout the summer and fall semesters.
- Establishing a campus labor council will allow us to communicate directly with the other unions on campus and develop strategies for our membership. This will also build solidarity with others on and off campus. We are working to have the first meeting in the fall semester and then establish a regular meeting schedule.
- Planning follow-up events for new employees is important. This will allow us to stay connected to them and help them with their needs on campus whether it is just navigating the new systems and campus or starting a continuing/permanent appointment file.
- We plan to recruit co-chairs for each of the chapter committees. This will allow for two things; sharing of the work and responsibilities of the committee, and the training of another person for each committee to be ready to step up into a leadership role.
- Reaching out to the membership is important to keep the members engaged and active. This was evident in the recent chapter election where we reached out to every member through a mailing and doubled the voter turnout. A flyer or newsletter that arrives in a member's mailbox must be relevant to them and informative. We are aiming to create more of a union culture and community on campus and this is just one way we can start to establish that environment.