



INFORMATION. TIPS. EVENTS.

UC MATTERS

THE SOURCE

JANUARY 2018

UC PEOPLE

Wayne Sullivan, Director of Campus Safety,
Gives Update on Campus Emergency Management Plans

Q: Why is emergency management training necessary?

A: These days, you never know when emergencies are going to happen. New hazards – in addition to nature-related incidents – develop every day, including technical and chemical threats. The response has to involve a community or the entire campus.

work with law enforcement and other partners who would respond in the event of a catastrophe on campus.

Q: What has UC done to prepare for an emergency?

A: UC has done quite a bit to be prepared and create resilience in the event of an emergency. We contracted with Epicenter Media and Training of Rochester, experts in emergency management, training, and crisis communication. In 2016, we started with a complete re-write of the Campus Emergency Management Plan, establishing procedures to follow in the event of a materials hazard, nature or weather-related, man-made, or technical threat to campus. We have established three rotating response teams, utilizing not only campus safety expertise, but also calling upon faculty, staff members and contract employees who may

continued on page 3



Utica College has implemented a holistic training platform, starting with small exercises and eventually growing to full-scale disaster preparedness scenarios. In these instances, it is really important to

"In our planning process, we considered anything that could potentially happen on campus – everything from a power outage to a gas leak to an armed intruder."

- Wayne Sullivan



PAGE 2
HR Notes : 2018
Payroll Calendars



PAGE 4-5
Kudos and
In the News



PAGE 6-7
Holiday Cheer
and Giving Back



BACK COVER
Events and
Training



**BSU's Annual Kwanzaa Dinner
featured on "The Chew"**

BSU's Kwanzaa Dinner was featured in a "How Our Viewers Celebrate the Holidays" segment on the daytime talkshow "The Chew." Watch the clip at: www.youtube.com/watch?v=aecKSSXRSVO. 12/18

UTICA
COLLEGE

Never stand still

HR NOTES

New Hires

Doreen Rogers, *Assistant Professor of Nursing, School of Health Professions and Education*

Laura Love, *Assistant Professor of Nursing, School of Health Professions and Education*

Andrew Batson, *General Accounting Clerk, Financial Affairs*

John Oevering, *Desktop Support Specialist, IITS*

Laura Lewin, *Studio Support Specialist, School of Business and Justice Studies*

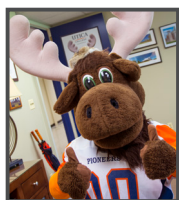
Christina Huffaker, *Reference Librarian: Coordinator of Access Services, Library*

Timothy Ecklund, *Assistant Vice President of Student Affairs & Dean of Students and Campus Life, Student Affairs*

Retirees

Stephen Peek, *Associate Professor of Management, School of Business and Justice Studies*

CONGRATULATIONS!



The Kudos Card program monthly drawing winner is...

Celeste Moore

Congratulations, Celeste, and enjoy your prize!

You can access the link below at any time to recognize a colleague for his/her great work:

utica.edu/kudos

"Thank you for all your help at the BOT Holiday Party. Your assistance at the door collecting donations was greatly appreciated! It is staff like "you" that make this party a success every year! And we are completely grateful!"

RALLY HEALTHY REWARDS TRAINING

January 9, 2018

1:00 - 1:45 pm

L121 Training Room, Computer Lab

It's a new year - don't miss a beat, or a reward!

Join us for this helpful training on how to set up and navigate your Rally rewards account for 2018.

2018 FACULTY/EXEMPT PAYROLL CALENDAR

Payroll #	Pay Date	Payroll #	Pay Date	Payroll #	Pay Date
1	01/10/18	9	05/10/18	17	09/12/18
2	01/26/18	10	05/25/18	18	09/26/18
3	02/12/18	11	06/12/18	19	10/10/18
4	02/23/18	12	06/27/18	20	10/26/18
5	03/12/18	13	07/11/18	21	11/09/18
6	03/28/18	14	07/26/18	22	11/27/18
7	04/11/18	15	08/10/18	23	12/12/18
8	04/25/18	16	08/28/18	24	12/26/18

2018 - NON-EXEMPT PAY SCHEDULE

Pay #	Pay Period Begins	Pay Period Ends	Submit Timesheet By Monday 10AM Approve by 12 PM	Pay Date
1	12/24/18	1/06/18	1/08/18	1/12/18
2	1/07/18	1/20/18	1/22/18	1/26/18
3	1/21/18	2/03/18	2/05/18	2/09/18
4	2/04/18	2/18/18	2/19/18	2/23/18
5	2/18/18	3/03/18	3/05/18	3/09/18
6	3/04/18	3/18/18	3/19/18	3/23/18
7	3/18/18	03/31/18	4/02/18	4/06/18
8	4/01/18	4/14/18	4/16/18	4/20/18
9	4/15/18	4/28/18	4/30/18	5/04/18
10	4/29/18	5/12/18	5/14/18	5/18/18
11	5/13/18	5/26/18	5/26/18	6/01/18
12	5/27/15	6/09/18	6/11/18	6/15/18
13	6/10/18	6/23/18	6/25/18	6/29/18
14	6/24/18	7/07/18	7/09/18	7/13/18
15	7/08/18	7/21/18	7/23/18	7/27/18
16	7/22/18	8/04/18	8/06/18	8/10/18
17	8/05/18	8/18/18	8/20/18	8/24/18
18	8/19/18	9/01/18	9/03/18	9/07/18
19	9/02/18	9/15/18	9/18/18	9/21/18
20	9/16/18	9/29/18	10/01/18	10/05/18
21	9/30/18	10/13/18	10/15/18	10/19/18
22	10/14/18	10/27/18	10/29/18	11/02/18
23	10/28/18	11/24/18	11/26/18	11/30/18
24	11/12/18	11/25/18	11/27/18	12/01/18
25	11/25/18	12/08/18	12/10/18	12/14/18
26	12/09/18	12/22/18	12/21/18	12/28/18

2018 SPRING SEMESTER STUDENT PAY DATES

Pay Cycle	Pay Period Begins	Pay Period Ends	Submit Timesheet for Approval by 11:59 PM.	Pay Date
1	12/14/18	12/27/18	12/28/18	01/05/18
2	12/29/18	01/10/18	01/11/18	01/19/18
3	01/11/18	01/24/18	01/25/18	02/02/18
4	01/25/18	02/07/18	02/08/18	02/16/18
5	02/08/18	02/21/18	02/22/18	03/02/18
6	02/22/18	03/07/18	03/08/18	03/22/18
7	03/08/18	03/21/18	03/22/18	03/30/18
8	03/22/18	04/04/18	04/05/18	04/13/18
9	04/05/18	04/18/18	04/19/18	04/27/18
10	04/19/18	05/02/18	05/03/18	05/11/18
11	05/03/18	05/16/18	05/17/18	05/25/18



CAMPUS EMERGENCY MANAGEMENT PLANS *continued from p. 1*

have military, health care or other related experience. We have progressed through various exercises from simple to full-scale, such as the Utica Police Department's Active Shooter Drill scheduled to take place at UC on Jan. 10.

Q: What types of emergencies are covered?

A: In our planning process, we considered anything that could potentially happen on campus – everything from a power outage to a gas leak to an armed intruder. What is most important is that the procedures and skills needed to deal with any emergency are transferrable to the situation at hand, and that members of the emergency response teams are flexible and adaptable as a crisis evolves.

Q: What are the responsibilities of the members of the Campus Emergency Management Team?

A: As I mentioned, we have established Campus Emergency Management Teams A, B and C, which will rotate as to which would respond first in the event of an actual emergency, and also to spell each other off should round-the-clock management be necessary. Since campus safety already has a vital role to play in ensuring the personal safety and well-being of students, employees and guests, we have procured other members of the UC community with specific expertise including military, health care, and certain business skills, should large purchases and/or immediate accommodations become necessary. The duties of each team member would vary depending upon the type and severity of the emergency.

We will employ a framework that has been used successfully around the country, an Incident Command System. There are three Incident Commanders, one for each team.

Q: What are the next steps?

A: We have completed hazard identification and risk assessment across campus, but the planning, training and performing exercises are an ongoing process. We will continue monthly trainings for the three response teams, and continue working with our law enforcement and other civil partners. We will offer training sessions for student groups and individual students. We will also delve deeper into site-specific considerations for locations including athletic facilities, the Clark City Center, as well as ABSN sites in Liverpool and St. Petersburg.

It takes the whole community, so we have worked with IITS, faculty, staff, student life, human resources and many other departments. Soon, the search will begin for a campus-based emergency management director; we hope to have that person in place later this year.

On Wednesday, Jan. 10, the Utica Police Department will conduct an emergency response exercise with an active shooter scenario on the UC campus.

This is an important training tool for members of the UPD SWAT team and all other first responders. Many members of the UC community have volunteered to “act” in the realistic scenario, which will take place in White Hall and adjacent buildings on that morning.

Watch your UC email for information about parking and which entrances will be closed.



Linda Madore, director of human resources, earned the Senior Certified Professional (SHRM-SCP) certification. This certificate is for HR professionals who develop strategies, lead the HR function, foster influence in the community, analyze performance metrics, and align HR strategies to organizational goals.

Kristin Phelps, human resources information systems administrator, earned her master's degree in human resources from Golden Gate University located in San Francisco in Dec. 2017.

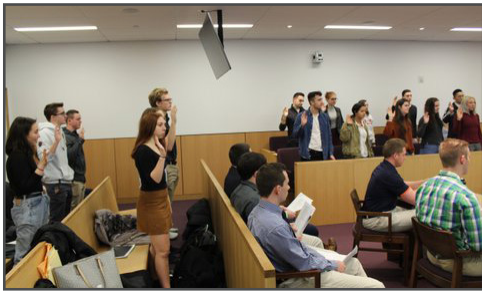
Congratulations to the Department of Theater and Performing Arts! The Theater Association of New York State (TANYS) presented UC with awards for its recent production of "Jekyll and Hyde": excellence in direction to Nicholas Abounader, excellence in musical direction to Rusty Ritzel, excellence in scenic design to Laura Salvaggio (assistant professor of theater), excellence in performance to the cast, and excellence in performance to Shane Archer Reed for his portrayal of Henry Jekyll and Edward Hyde.

Please send information, and photos, for KUDOS to source@utica.edu.



William Virkler, associate dean of business and justice studies, was invited to "preside" as judge of a mock trial held by Syracuse University College of Engineering and Computer Science on Dec. 7. **Virkler** is currently the elected Town Justice of New Hartford, where he serves as Chief Judge.

The trial focused on three companies that were charged with polluting the local drinking water of a nearby village. The students were engaged in learning about groundwater hydrology and containment transport in groundwater. This exercise also provided the students with guided experience on interpretation and communication of scientific results.



AROUND CAMPUS



Winter market and holiday craft show sponsored by the college's Professional Staff Advisory Council and the Health and Wellness Committee. The market featured essential oils, handmade clay aroma diffusers, sterling silver jewelry, homemade baked goods, and more. 12/08

IN THE NEWS...



WUTR Eyewitness News reporter Julia LeBlanc spoke with Anthony Martino, director of the Northeast Cybersecurity and Forensics Center at Utica College, about the affects of net neutrality on consumers. 12/19

- *WKTU News Channel 2* reporter **Rachel Murphy '11** spoke with **Anthony Martino**, director of the Northeast Cybersecurity and Forensics Center at Utica College, about the repeal of net neutrality. 12/4
- *Observer-Dispatch* reporter Mark Doherty spoke with **Dave Fontaine**, director of physical education and athletics, about work that still needs to be done before the dome is up and running. 12/5
- *The Rome Daily Sentinel* ran a story about the craft show that was held on campus by the college's **Professional Staff Advisory Council** and the **Health and Wellness Committee** on Dec. 8. 12/6
- **Nathaniel Richmond**, professor of government, was a guest on *WUTQ Talk 100.7 FM* to discuss President Trump's decision to recognize Jerusalem as the capital of Israel. 12/8
- **Luke Perry**, professor and chair of government and politics and director of UC's Center for Public Affairs and Election Research, wrote a column for the *Sunday Observer-Dispatch*, "Dynamics, dangers of polarization." 12/10
- *Observer-Dispatch* reporter **Samantha Madison '10** spoke with **Anthony Martino**, director of the Northeast Cybersecurity and Forensics Center at Utica College, about net neutrality and concerns raised on both sides. 12/10
- *The Rome Daily Sentinel* ran a story about a free holiday music concert at the Rome Capitol Theatre on Dec. 11 that was performed by the Mohawk Valley Community College band and **the Utica College band**, directed by **Michael DiMeo**, adjunct lecturer of music. 12/11
- **Luke Perry**, professor and chair of government and politics and director of UC's Center for Public Affairs and Election Research, was a guest on "First News with Keeler in the Morning" special holiday radio show on *WIBX*. 12/22
- *Public Now*, the largest web disclosure platform, ran a story about **Dr. Todd Pfannestiel** becoming the new provost and senior vice president for academic affairs at Utica College. 12/22
- *Observer-Dispatch* reporter Greg Mason spoke with **George Nehme**, vice president for advancement, about a \$700,000 state award given to the College to help fund a new building on campus for the construction management program. 12/24

HOLIDAY CHEER & THE COMMUNITY



A: Joshua Henry '18 – Inter Greek Council President and Emily Rembetski '18 – sister of Kappa Delta Phi Sorority presenting a donation from the Utica College Inter Greek Council to the YWCA to aid in the pledge against sexual harassment and domestic violence. 12/5

B-E: Scenes from the 2017 Trustee Holiday Party 12/14

F: Four full boxes of “wish list items” as well as monetary donations totaling \$350 were collected at this year’s Holiday Party and have now been delivered to a very appreciative Compassion Coalition. 12/15

G-I: Teachers showing their appreciation at the Compassion Coalition’s “Equipped to Teach,” free teacher supply store.



BOARD OF TRUSTEES HOLIDAY PARTY

Once again the UC community came through, and it showed in the generous donations we received for the Compassion Coalition - “Equipped to Teach” program and the 50/50 raffle at this year’s Board of Trustees Holiday Party.

Four full boxes of “wish list items” as well as monetary donations totaling \$350 were collected and have now been delivered to a very appreciative Compassion Coalition.

In addition, the 50/50 raffle raised a total of \$601. Winner Scott Nonemaker generously donated back \$200.50 of his \$300.50 share, and we received private donations of \$110.00, allowing us to donate \$611 to UC student Kelly Critzer.

Combined with the \$551 raised during the Student Holiday Dinner and by Student Activities, a total of \$1,162 will be given to Kelly, who recently suffered the loss of her father, and whose family incurred significant medical costs.

The Holiday Party Committee members would like to say “thank you” to the trustees, faculty, and staff of the UC community for your support and generosity.

Holiday Party Committee Members

Mariann Munson
Brandi Dodge
Colleen Bentley-Ciccone

Beth Ricci
Joanne Hathaway
Jessica Skeldon



“THANK YOU”

Dear Utica College Staff,

Compassion Coalition cannot thank you enough for your generous contribution to Equipped to Teach on December 14 th, 2017 at your holiday party. Your generous donation of product, and financial support helped Compassion Coalition to serve 154 Utica City School teachers in the first 2 1/2 weeks of opening. These 154 educators teach a combined 9,000 students right here in our city! We know that it would not be possible to serve in the capacity that we do without our the support of our community and we are again so thankful for you believing with us in the future of these students that are being served.



Equipped to Teach is flourishing before our eyes, and we are so proud to offer much needed supplies to our local teachers, who in turn provide to the neediest of students. Our goal is, and has always been to preserve the dignity of the students that we serve - and who better knows the everyday needs of their students, than the educators. We would love for anyone from the Utica College staff to come visit us, and see the Teacher Resource Center! We serve schools Tuesday, Wednesday, and Thursday evenings from 3:30pm-5:00pm. The excitement and pure joy on the teachers faces is something that we will never forget, and never tire of seeing night after night.

By January 31, 2018, we will have served every single Utica City School, and then will begin to branch out to other local schools who meet the criteria of free or reduced lunch of 70% or higher. Our goal in the new year is to grow this space to meet the growing needs of the students in our community, and we hope that no child within our reach will ever be without the basic tools needed to gain the education they deserve.

Again, we cannot thank you enough for your generous contributions, and look forward to having you visit soon!

Best,

Rachel Daughtry
Director of Agency Relations

UPCOMING EVENTS/TRAINING

Please visit utica.edu/hr/training for updates and to register.

For Health and Wellness events, visit utica.edu/hr/wellness

January

01/09/18 Rally Healthy Rewards Training. 1:00 - 1:45 p.m., L121

01/12/18 H&W - Chili Cook-off. 12:00 - 2:00 p.m., Cynkus Welcome Center

01/19/18 H&W - Chair Massages.

01/15/- Martin Luther King Jr. Celebration Events. Please visit **01/27/18** utica.edu/mlk for a detailed event listing.

01/16/18 First Day of Classes - On Ground

01/23/18 H&W - Lunch and Learn - YSLPP Mentoring.

01/26/18 TIAA Individual Meetings. 9:00-5:00 p.m., Strebel 105C

Monthly Chair Massages can be purchased by appointment, and are scheduled for the third Friday of every month- reserve your favorite time!

Check out HR's new page for training and development:
utica.edu/hr/trainingopp.cfm

Make a mean chili? Enter the UC Health & Wellness Chili Cook-off!

Registration is required

www.utica.edu/hr/wellness/sessions.cfm

1st, 2nd and 3rd place prizes will be awarded

Friday, January 12, 2018 at the Cynkus Welcome Center
12-2pm

Open to UC faculty/staff/employees



Please have your ingredients listed on a card to be placed next to your chili presentation.

Direct any questions to Caren Summers at cbsummers@utica.edu

SAVE THE DATE



UC To Host 2018 America's Greatest Heart Run/Walk

Saturday, March 3, 2018

UC will once again host America's Greatest Heart Run/Walk on Saturday, March 4. As in years past, the College will also host the Health Expo on Friday, March 2. Look for TEAM UC's various fundraising events to take place in the coming weeks!

For more information please visit www.utica.edu/heartrun or Contact Marissa Finch at mmfinch@utica.edu or x4575 for more information.

Pennies: This Means War!

The war is on! Departments across campus are pooling their pennies in an effort to support Team UC in America's Greatest Heart Run and Walk. Each penny deposited will count one point toward an office total, while silver coins or dollar bills can "sabotage" another office (for example, a nickel is a -5 point sabotage, while a dollar bill is a -100 point sabotage). Last year we raised \$853 through our Penny Wars and this year we have already raised over \$150!

This year's participating offices are: Arts & Sciences, Athletics, Campus Safety, Events & Conference Programs, Facilities, Financial Affairs, Human Resources, the Library, Opportunity Programs, Student Living and College Engagement, and the Welcome Center! If you wish to help any of these offices and Team UC, please stop by with your spare change!