



A VIEW FROM FEW

AN ORGANIZATION FOR OPPORTUNITY AND EQUALITY
FOR WOMEN IN GOVERNMENT

Space Coast Chapter, Kennedy Space Center, FL

June 2001

SPACE COAST CHAPTER, FEW 2000 - 2001 Officers and Committees	
President	Aneta Ott
Finance	Clara Anderson
Newsletter	Rutha Williams/Vickie Hall
NTP/RTP Planners	Connie Dobrin/Barb Powell
Nominations	Arden Belt
Parliamentarian	Carolyn Burnham
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Compliance/Diversity	Sue Gaines
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Vice President	Barb Powell
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Sunshine	Suzanne Worland
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Historian	Carolyn Burnham
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NTP 2002 Chair	Clara Anderson
Regional Awards	Becky Fasulo
Regional Nominations	Jane Eitel
Regional Legislation	Vickie Hall

offered at our monthly program meetings, mentoring each other and sharing some very special friendships.

We have supported the Kennedy Space Center through our support to our management teams, as well as supporting the Days of Caring projects, the KSC All American Picnic. And of course, we continue to be a big supporter of our community through the Florida Coastal Cleanup and Keep Brevard Beautiful projects, our Make A Difference Day activities, the Baxley Manor efforts, and our Salvation Army projects.

It was a great experience partnering with the Federal Women's Program Working Group on our seminar. Together we are bringing great training opportunities to our Space Center workforce.

This is a great organization working to keep employees informed about legislation that will affect them.

This organization has been busy with many projects, but it is not over yet, if you have not volunteered to help Clara Anderson, the NTP Chairperson for 2002, please commit to do so. I know that it will be the best National Training Program that FEW has put on to date. But, she needs your support.

There are so many of you I would like to thank for all your support this year, but if I named them all there wouldn't be any room left in the newsletter. You know who you are and I thank you!

It has been an honor serving as your President; I look forward to working with you all as we work toward our goals.

I look forward to seeing you all on June 25th at our Annual Installation and Awards dinner.

Aneta

PRESIDENT'S MESSAGE



This is my final message to you as your Chapter President. I feel we have accomplished many things together over the past years. We have provided support to our members by informing and enlightening them on the various topics we have

Fact of The Day

The average person laughs 13 times a day.

The average American spends six months at red lights

MEMBERSHIP COMMITTEE

Patricia Leonard

Please join me in giving a warm welcome to three newcomers to FEW:

Muzette Fiander
Maribea Pratt
Patricia Shuler

Welcome aboard!! We are truly glad to have you as a part of our Chapter and if anyone has any questions, call Patricia Leonard at: 321-867-8147(voice); 321-867-2097 (fax) or E-mail Patricia.Leonard-2@kmail.ksc.nasa.gov.

E-Mail Etiquette

**by Ann Marie Sabbath, Business Woman Magazine
Article submitted by Clara Anderson**

Who would have thought we would be communicating in cyberspace? On line interaction is becoming as common as picking up the phone, faxing correspondence or dropping by someone's office. However, in order to communicate effectively via e-mail, courtesy guidelines should be followed.

Rather than being accused of not minding your manners when communicating electronically, this information has been created for you. It is meant to assist you in putting your "best electronic self forward." It also is meant to help you create messages with the same tact you use when talking with others.

How to Add Warmth to your E-mail Message

With voice-mail messages, your inflection sets the tone; with in-person interaction your body language communicates the message. However, with e-mail, the only "non-verbal" on which the receiver has to base the message tone is your words.

Putting Your Best Message Forward

Like it or not, when sending an e-mail message, a letter or a fax, you are judged by the quality of your writing. No matter how casual you choose to make the tone of your message, capital letters should be used appropriately

How to Integrate Tact and Diplomacy Into E-Mail When E-Mail Messages Should Not Be Sent

Think about it. Your voice intonation and body language can account for the way others interpret your messages. That's why in some instances, picking up the phone or meeting with others face-to-face may prove to be more effective than delivering news electronically. Here are a few instances in which you might want to think twice before transmitting that e-mail message:

1. When you are uncertain how a person will react to a "touchy" subject, consider an alternate form of communication.
2. When receiving a message that is confidential in nature, treat it with respect by not sharing it with others.
3. Before copying people on your messages, ask yourself if the information is pertinent to them. If it isn't, spare them from receiving another message by not sending it to them.

The 10 Most Commonly Made Electronic Mail Faux Pas

1. Not checking your e-mail with the same regularity that you do your voice-mail messages.
2. Not labeling the subject of your message to reflect the message content,
3. Not responding to e-mail messages in the same prompt manner that you do other forms of communication.
4. Not proofing an electronic message with the same attention that you give to a document in hard copy form.
5. Being verbose in your e-mail communication rather than being succinct.
6. Sending out unsolicited mass-mailings that could be considered junk mail to recipients.
7. Labeling a message as "Urgent" so that the receiver will give it priority unnecessarily.
8. Not listing a phone number and fax in your message so that the recipient has this information at hand.
9. Trying to be humorous in your messages when it could be misinterpreted as sarcasm.
10. Sending copies of e-mail to people in address groups rather than being more selective about who is receiving messages.

language is in a budget resolution that serves as the outline for upcoming bills to operate in the government in the fiscal year starting October 1. While "sense of Congress" is not binding, it would make it difficult to have anything other than a 4.6 percent increase included in the upcoming spending bills that will actually fund employee raises and other agency accounts.

Parity is 'Sense of Congress'

The pay provision (see item above) states that "it is the sense of Congress that rates of compensation for civilian employees of the United States should be adjusted at the same time, and in the same proportion, as are rates of compensation for members of the uniformed services." It also notes that the two raises have been equal "in almost every year for the past two decades" and that there are officially reported pay gaps with the private sector of 32 percent for federal employees and 10 percent for uniformed military members. The reference to the 32 percent figure is significant because numerous other figures regarding the pay gap are in circulation. That number, which employee organizations cite, is the highest of the various figures and thus provides the strongest argument in favor of boosting federal pay.

Relatively Few Poor Performers

Federal employees believe that only 3.9 percent of their co-workers are performing so poorly that they ought to be fired, according to results of a recent Merit Systems Protection Board survey. That number closely matches the estimate in an Office of Personnel Management report issued a year ago that pegged the number of poor performers at 3.7 percent. However, the OPM study found strong desire among federal employees to weed out the poor performers, and the MSPB notes that surveys by the now-defunct National Partnership for Reinventing Government found that only a quarter of employees believe corrective actions are taken when other employees don't meet performance standards.

NEARLY 20 PERCENT OF FEDERAL WORK FORCE TO RETIRE BY 2005

New data from the Office of Personnel Management (OPM) shows that approximately 19 percent of the current, full-time permanent work force is likely to retire between now and 2005, an average of 3.8 percent per year. By contrast, the retirement for the preceding five years was 15.6 percent, or an average annual rate of 3.12 percent. OPM expects that the impact of employee retirements on government services will likely be uneven, depending on such variables as occupation, agency, and geographic location. Because of this, many agencies are conducting a deeper analysis of their current and future staffing needs, paying particular attention to

recruiting and succession planning for hard-to-fill and technical occupations.

TSP Open Season Reminder

The Thrift Savings Plans open season, starting May 15 and running through July 31, should be of special interest to investors and potential investors. It allows investors to increase their ongoing withholdings by a percentage point of salary, while choosing whether to join the TSP's two new funds, the international stock (I) fund and the small-capitalization U.S. stock (S) fund—either through allocating ongoing investments or by shifting already invested money from the three other TSP funds. While the two new funds formally became effective May 1, it's likely that most activity involving them won't begin until the TSP open season starts.

SES DIVERSITY NUMBERS DISAPPOINTING, LEGISLATORS SAY

A recent General Accounting Office report on diversity at the highest levels of the civil service has a group of Democratic legislators calling on the Bush administration to more aggressively promote women and minorities into the Senior Executive Service. In GAO's report, "Senior Executive Service: Diversity Increased in the Past Decade" (GAO-01-377), the agency studied the growth of women and minorities in the SES during the 1990s, and also compared representation of the two groups in the career service to minority representation in the national labor market. According to the report, the number of women and minorities appointed to the SES rose slightly during the past decade, but 69 percent of the career SES remained white and male. In September 1990, the gap between white women and black women (the largest minority among women) in the career SES was 7 percent, GAO found. By 1999, the difference had increased to 15 percent. But over the same period, the percentage of black men increased slightly, from 3.7 percent to 5.1 percent. The number of male Hispanic, Asian and Native American senior executives all remained below 2 percent from 1990 through 1999. Clearly, the inequities that persist in the SES represent injustice to women, to Latinos, to Asian Americans and to Native Americans," said Rep. Danny Davis, D-Ill., ranking member of the Government Reform Subcommittee on Civil Service and Agency Organization. Davis requested the report along with Reps. Edolphus Towns, D-N.Y., and Elijah Cummings, D-Md. The three legislators, joined by Rep. Albert Wynn, D-Md., and Del. Eleanor Holmes Norton, D-D.C., held a press conference Thursday where they asked GAO to revisit the issue. They also pressed the Office of Personnel Management to take steps to increase the number of women and minorities in the Senior Executive Service. Norton, who headed the Equal Employment Opportunity

Commission under President Carter, argued that affirmative action efforts have withered. There have been increases, but they are way too shallow," Norton said. The legislators promised to hold hearings and initiate legislation, if needed, to remedy the situation. In a letter to acting OPM Director Steven Cohen, the group wrote: "Given the large number of federal employees that are expected to retire in the next five years, this is an opportune time for OPM to vigorously encourage agencies to recruit and hire highly qualified women and minorities to the SES." Blacks in Government, the Agriculture Department's Coalition of Minority Employees and the NAACP all endorsed the legislators' efforts.

'Diversity' Replacing 'Cultural Awareness'

The Office of Personnel Management is revising the "leadership competencies" expected of federal senior executives to replace the "cultural awareness" requirement with "leveraging diversity." The change can be expected to filter through the work force eventually, due to the importance senior managers place on being in compliance with those expectations. The standards represent a shift from focus on equal employment opportunity and affirmative action to recruiting, retaining and developing a diverse work force "in an equitable manner," valuing individual differences rather than cultural ones, and holding SES and other officials accountable for "achieving results that embody the principles of diversity."

EARLY INTERVENTION ADR PROGRAM ACT INTRODUCED IN THE HOUSE

Parties and taxpayers would both benefit from Alternative Dispute Resolution being made more widely available earlier on in the process for parties before the Merit Systems Protection Board, according to Rep. George W. Gekas who recently introduced a bill that would establish a three-year early intervention ADR program at the Board.

A chief strength of the "MSPB Administrative Dispute Resolution Act of 2001" (H.R. 1965) is that it makes ADR available to the parties before their positions harden in preparation for formal litigation before the Board. The bill also will help to reduce the caseload of MSPB judges, whose jurisdiction has steadily increased over the past decade without a corresponding increase in resources.

Retiree FEHB Bills Introduced

Companion bills (HR-2125 and S-1022) have been introduced in Congress to make federal retirees eligible for the "premium conversion" arrangement that allows active employees to pay their Federal

Employees Health Benefits program premiums with pre-tax money. The tax break is worth an average of about \$400 a year, although exact savings depend on an individual's taxable income and the FEHB plan in which enrolled. All executive branch employees became eligible for the premium conversion arrangement last October; the U.S. Postal Service and some specialized agencies in the executive branch already were using such arrangements. However, retirees were excluded.

Minority Representation Continues to Rise

Percentages of minorities in the federal work force continue to rise as does the percentage of women, according to the latest Office of Personnel Management report on the federal equally opportunity recruitment program. Overall, minority groups are better represented in the federal work force than in the overall American work force with the exception of Hispanics. Meanwhile the representation of minorities and women in the upper levels of the general schedule and in senior pay levels is increasing, although still behind the representation in the federal workforce overall. For a look at how the government stacks up as an equal employment opportunity employer, and the programs it is using to increase representation, go to <http://www.fedweek.com> and click on the "Hot Free Info" button on the home page.

Job Satisfaction Down Slightly

Sixty-seven percent of federal employees say they are satisfied in general with their jobs, according to recently compiled results of a survey done last year by the Merit Systems Protection Board. That's a slight drop from the 71 percent responding favorably in a similar survey in 1996. MSPB adds that job satisfaction had remained in the 70-72 percent range since it started asking that question in a 1989 study, despite the 1990s downsizing, so that even a small drop might be significant.

Related Indicators Down, Too

MSPB added that positive responses to several other questions related to job satisfaction also fell. Those issues included: the perception that the person's is meaningful, down from 87 to 78 percent; willingness to recommend the government as a place to work, down from 57 to 52 percent; satisfaction with the supervisor, down from 61 to 58 percent, and a perceived spirit of cooperation and teamwork in the work unit, down from 64 to 56 percent.

Question of the Day

Which planet of our solar system has temperatures that range from a high of 85 degrees Fahrenheit to a low of 190 below zero?

sram

Unscramble letters for answer

2002 FEW National Training Program (NTP)

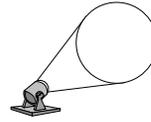
Clara Anderson

We met with our President, Jeni Bungert on Thursday, May 24th to discuss training, programs and other issues. We feel like we got some very helpful information. Jean Grenville has the "Invitation to Present" in final draft and it looks excellent. The FEW Executive Committee meeting that took place on May 25 & 26, at the Rosen Centre Hotel was very productive. Several issues of concern to the 2002 NTP were addressed. Jeni had previously established a Committee to study the issue of providing childcare and the recommendation was that childcare no longer is provided by the NTPs. It was approved. We had previously requested and received a waiver to not provide childcare at our NTP. Also, the networking reception had previously been limited to \$5,000 and that limitation was removed. Our Registration Service Agreement was signed off, the Peopleware Pro software for use in registration has been signed off, and we have received the \$8,000 that we requested for seed money. The NTP Advisory Team wants to see if we can get better services for Orlando and Chicago by working a 2-year deal with the company we selected to provide Decorator Services. We will have our proposal approved by June 16, 2001.

Unfortunately, there were several problems with the Rosen Centre Hotel. Registration was a problem as well as some of the amenities they were to provide were not given. I'm working with Jeni Bungert, Patt Franc (VP Policies and Planning, and the NTP Advisory Team Chair), and the hotel to resolve those issues. We still don't have locked in room rates.

The Orlando/Orange County Convention and Visitors Bureau is providing us with postcards that we can have printed up and put in all the convention kits that will be handed out in Indianapolis. We have an excellent design from Graphics for our shirts. I will be getting a quote on the price for a Golf Style shirt and

getting the information out to you. Thanks to all of you who contacted me regarding the shirts.



MEMBER SPOTLIGHT

Vickie C. Hall, has been a member of the Space Coast Chapter of FEW since 1978. Born in Valdese, NC, but spent her growing up years in Cocoa. Vickie graduated from Rollins College with a BS Degree in Computer Information Systems. She began her professional career 29 years ago, as a summer student in the Expendable Launch Vehicle Program Office at Kennedy Space Center. However, a major portion of her career was spent in the Logistics Office as a Systems Analyst. Her major duty during this period of time was serving as KSC Equipment Manager. These days, she can be found in the ODIN Program Office as a Customer Service Representative. Vickie's wonderful husband Jim is employed by SGS, and together they have one daughter, Tracy. Tracy and her husband have provided Vickie and Jim with four (4) fantastic grandsons. Vickie lists spending time with her grandsons, traveling, playing cards, and reading as her hobbies and past times. If you know anything about Vickie, you know that FEW ranks mighty high on her lists of priorities, that is, after Jim, Tracy, and the four boys. She has served in every office, some twice, and has chaired most of the various chapter committees, although not all at the same time. She claims that she is one of the oldies of the organization. Future aspiration: Retirement.

Quote of the Day

Far better it is to dare mighty things, to win glorious triumphs, even though checkered by failure, than to take rank with those poor spirits who neither enjoy much nor suffer much, because they live in the grey twilight that knows not victory or defeat.

Theodore Roosevelt

HEALTH CORNER
Submitted by Vickie Hall

Breast Cancer Stamps

We need those of you who are great at forwarding on info with your e-mail network. Please read and pass on. It would be wonderful if 2001 were the year a cure for breast cancer was found!!!!

This is one note I'll gladly pass on. The notion that we could raise \$16 million by buying a book of stamps is powerful! As you may be aware, the US Postal Service recently released its new "Fund the Cure" stamp to help fund breast cancer research. The stamp was designed by Ethel Kessler of Bethesda, Maryland.

It is important that we take a stand against this disease that kills and maims so many of our mothers, sisters, and friends. Instead of the normal \$.34 for a stamp, this one costs \$.40. The additional \$.06 will go to breast cancer research. A "normal" book costs \$6.60. This one is only \$8.00. It takes a few minutes in line at the Post Office and means so much.

If all stamps are sold, it will raise an additional \$16,000,000 for this vital research. Just as important as the money is our support. What a statement it would make if the stamp outsold the lottery this week. What a statement it would make that we care.

I urge you to do two things TODAY:

1. Go out and purchase some of these stamps.
2. E-mail your friends to do the same.

Many of us know women and their families whose lives are turned upside-down by breast cancer. It takes so little to do so much in this drive. Please help & pass it on! **Peace and good health.**

"Friends are God's way of taking care of us."

KUDOS

Congratulations to Valarie Franklin who graduated from Leadership Brevard on April 6, 2001!

CALENDAR OF EVENTS

June

- 4 – 22 Savings Bond Drive
- 5 NTP 2002 Meeting, Hqs, 2635**
- 14 Flag Day
- 17 Father's Day
- 19 NTP 2002 Meeting, Hqs, 2635**
- 20 Pegasus XL Launch, CCAFS
- 25 Installation & Awards Dinner, Doubletree, CB**
- 30 Delta II Launch, CCAFS

July

- 4 Independence Day 
- 9 – 15 NTP 2001, Indianapolis, IN**
- 12 STS-104 Shuttle Launch
- 15 Atlas IIA Launch
- 19 Take Our Children to Work Day
- 24 KSC 2001 Awards Ceremony
- 24 STS-104 Shuttle Landing

SPACE COAST CHAPTER NEWSLETTER

Rutha Williams



This monthly publication is a means of sharing information and ideas, please send news articles or items of interest for this Newsletter to Rutha Williams at QA-D or e-mail Rutha.Williams-1@kmail.ksc.nasa.gov

Please feel free to share this Newsletter with your friends. And for anyone interested, a Membership Application is attached as the last page.

FEDERALLY EMPLOYED WOMEN, INC.
Space Coast Chapter
Membership Application

New Applicant		Renewal		Previous Member		Change of Membership Info	
Name				Membership Number		Birth Date	
Home Address							
City, State, Zip							
Home Phone							
Agency/Company							
Mail Code/Address							
City, State, Zip							
Work Phone		E-mail Address					
If interested in serving as a Chapter Officer, please indicate which office							
President		President Elect		Vice President		Secretary	Treasurer
METHOD OF PAYMENT							
Total Amount Due: see schedule below							
Cash or Check		Check No.		Credit Card	Visa	Master Card	
Card Number					Expiration Date (MM/YY)		
Print Cardholders Name (as it appears on card)				Signature (Credit Cards Only)			

Please place an X by the month dues are paid and pay the indicated amount.

	Month	Amount Due		Month	Amount Due		Month	Amount Due
	February	\$30.00		March	\$28.00		April	\$26.00
	May	\$24.00		June	\$22.00		July	\$20.00
	August	\$17.00		September	\$15.00		October	\$13.00
	November	\$11.00		December	\$9.00		January	\$7.00

The following information is requested by the National Office for statistics only.

Position/Title: _____ **Series/Grade:** _____

Circle One: **SES** **GM** **GS** **WG** **Military** **Other**

Circle if Applicable: **FWP Full-time** **FWP Part-time** **EEO**

Demographics

Sex [F/M]: _____ **Race:** _____ **Years of Service:** _____ **Retired [Y/N]:** _____

<p>Membership dues are to be paid February 1st of each year. However there is a pro-rated fee schedule for those joining after March 1st. Please contact the Membership Chairperson, Patricia Leonard, 867-8147, XA-D1, if you have questions concerning your dues.</p> <p align="right">Form Revised (05/01)</p>
