

UUP Labor Management Meeting Notes

Monday, September 15, 2014

1:30 - 3:00 p.m.

AD 712

Present: Sara DeClemente-Hammoud, Sheila Doyle, JoAnn Navarro, Joseph Schultz, Heather DeHaan, Fran Goldman, John Oldfield, Benita Roth, Darryl Wood

Meeting Began at 1:36 p.m.

Items from Management

Designation of Election Day to be used on the day after Thanksgiving (11/28/14)

Management (Joe Schultz): The President has confirmed that the floating holiday that has traditionally been designated as the day after Thanksgiving will continue this year. It has been designated as such since I have been here.

UUP (Benita Roth): Discussion? Ok. Thank you for letting us know.

Items from UUP

Ongoing items:

Leadership development/supervisory program -- UUP met with several faculty involved in delivering the curriculum of the seminar in the spring and it was a fruitful conversation. In the spirit of that conversation, we would like to know about who is involved in the program for this fall and if there have been any further discussion about changes to the curriculum. We also want to know what kinds of measures were taken to recruit more faculty to the seminar. As usual, we would like to have a copy of the curriculum/agenda/ program for our review.

UUP (Benita Roth): Fran and I met with Carol and Shelly regarding what is going on for fall. We discussed what the curriculum consisted of and our concern that not many faculty have been nominated or recruited to attend this program. We would like a general outline, etc.

Management (JoAnn Navarro): Here is a list of attendees by Monday and Wednesday. They are full with 40 people. Shelly has made some changes based on feedback. On Friday, there was a luncheon meeting involving mentors. Shelly did a PowerPoint presentation. I do not have that yet, but will forward it on to you to see if that meets your needs. With regard to faculty, the list of attendees is very light on faculty. There is one attendee from CCPA. Our plan at the end is to meet with him to talk from a faculty prospective. Does it meet your needs? If he turns around and sees it is great, we will use him as an example. If not, we will perhaps look at something just dedicated to faculty. We didn't want to do that but may have to. Then we will meet with provost to see where we go.

UUP (Benita Roth): You do want to talk with another attendee as well

UUP (Fran Goldman): I think there was someone from Nursing as well.

UUP (Benita Roth): We are very pleased that the leadership development training is continuing and hope it pays dividends.

UUP (Darryl Wood): Several years ago, there were department chairs from Harpur on the Executive Board. They said it would be very helpful to them.

Management (JoAnn Navarro): To be frank in this room, I'm not sure if they feel they should be sitting in with Professionals. Some would argue against. The hope is that we can continue with it in this mode, but we will see how this goes.

UUP (Benita Roth): I do know that many chairs are talking about doing a lot more paperwork and other kinds of work. Perhaps this has to do with the assessment. They may feel their time is being encroached upon.

UUP (Fran Goldman): Thank you for sending the email about the diversity information.

UUP (Benita Roth): There is some sort of diversity training coming up.

Management (Joe Schultz): From Val's office. It is coming out of SUNY, I think.

UUP (Benita Roth): Been pushed off to November.

Update on parking and transportation report/consultancy – where is BU at in terms of this study?

UUP (Benita Roth): There are some spaces removed? Fran?

UUP (Fran Goldman): Spots across from Rafuse are now green spaces.

Management (Joe Schultz): Do you have a specific lot number?

Management (JoAnn Navarro): Took them out for safety reasons.

UUP (Fran Goldman): I wondered where those places were reallocated.

UUP (Benita Roth): Larger point: Where are we on the recommendations of the report?

Management (Joe Schultz): Apparently a report has been issued. There is a meeting later on this month to discuss clarifications. Sometime in October, more information will come out. I haven't seen it, but it doesn't sound like there are going to be any major items such as pay for parking. Pedestrian safety, crosswalks, travel, transportation, etc.

UUP (Darryl Wood): Any reason why an embargoed copy of this report has not gone out ?

UUP (Benita Roth): I have been reached out to by commercial companies. We do get inquiries from time to time. Perhaps you can urge for a copy of the report for both of us.

UUP (Darryl Wood): There is a program where some pre-tax dollars for mass transit can be used.. NY Ride? Not sure if anyone knows if people are aware of it. This may help with mass transit. For example, there is a public bus from Cortland to Ithaca and people can use pre tax dollars for that

Management (Joe Schultz): We looked into it, and there didn't seem to be any demand.

Management (JoAnn Navarro): Broome County transit provides free transportation to University employees. I think we wrote it into a contract a few years ago.

UUP (Heather DeHaan): Faculty often ride the student-run buses.

Management (JoAnne Navarro): The University has a contract to OCCT for faculty and staff transportation

UUP (Benita Both): Study is done. It would be good to know before the report goes out to anticipate what the members' reaction will be about the report.

New items:

Query about information given to new hires in Harpur: We have heard that incoming faculty (in Harpur? Other schools?) were all given thumb drives with "needed information." What kind of info was included? We would like to know specifically if they received relevant information about UUP and their being represented by us. While a ten-minute breakfast orientation is fine, we would like to know if UUP info was considered part of this "needed information." We would like a copy of the thumb drive.

Management (Joe Schultz): An electronic version of orientation material - academic policies and procedures, university and faculty development. They still give them a binder as well. Gave them the thumb drive if they wanted to get quick access to it but they are still getting the binders. There is no UUP information in there. Resources for students and stuff like that. At faculty orientation and the ones we have every few weeks, a representative from UUP is there at the orientations and they get information regarding UUP.

Library: We have met with the interim dean of the library, who seems open to our concerns about how UUP members categorized as faculty and those categorized as professionals are still being treated unequally. For example, we have been contacted by professional staff who have wanted to know why they must wait to be asked to be on campus wide committees, while library faculty apparently are proactively approached regarding which campus wide committees they wish to join. Library faculty apparently receive a list of all the committees in which they can participate – no such list is circulated to professionals. We would like to see all UUP staff in the libraries approached the same way regarding campus wide committees.

UUP (Benita Roth): We met with Library Interim Dean Susannah Gal. Fran?

UUP (Fran Goldman): My understanding is that the list of committees sent to faculty goes back a ways. Some sort of a list is circulated once a year that has all kinds of committees that they can be on. I'm not sure if it is just the library or campus wide. There is no similar list presented to professional staff. There was a concern brought up saying why can't professionals get one.

Management (Joe Schultz): I talked with Susannah. These are committees, sounds like they call for Library faculty to serve on these committees.

UUP (Fran Goldman): Interested to see what the list is.

Management (Joe Schultz): The interim dean said that it was going to be out in the newsletter.

UUP (Benita Roth): Can we get a copy of the newsletter?

Management (Joe Schultz): There are 3 committees that are internal for faculty librarians.

UUP (Benita Roth): See if she would mind sending the newsletter out to UUP.

UUP (Fran Goldman): With this and the travel policy, they feel like second-class citizens.

Safety: Safety on campus is an issue and we applaud efforts that we have seen, for example, that tell faculty how to deal with troubled students. However, much information about safety protocols have not been effectively communicated to faculty and professional employees. For example, we have heard that safety protocols re: dealing with an actual violent confrontation have changed but this information has not been communicated widely to UUP members. What are management's plans for communicating safety protocols more widely.

UUP (Heather DeHaan): Came up at a TA training session through Center for Teaching and Learning, Jim Pitarresi. What happens if a shooter comes into a classroom. We receive these training modules. Crisis on campus. You are in lock down and stay in your office.

Management (Joe Schultz): The protocol is old. It was changed at least four or five years ago. The current protocol has been around awhile. The University Police Department provides active shooter training.

UUP (Fran Goldman): Anna in Harpur provided this training to Harpur College support staff.

Management (Joe Schultz): The training is available to anyone. The concept that they say is that in some of these previous incidents, they froze and the shooter came in. The new training says to do something. I went to the training and took the role as the shooter. They sent me out of the room and when I came in the door, they threw stuff at me. In

that split second it may create an opportunity, than if nobody did anything We could provide it at the dean's level. It is available upon request. It is a really good training program.

UUP (Heather DeHaan): I don't remember seeing one of these; especially when doing the training modules.

UUP (Darryl Wood): When you are sending out required training modules? (i.e. the four online modules that we are required to do as state employees)

Management (Joe Schultz): The first half of the (active shooter) training is DVD.

Management (JoAnn Navarro): We could offer it up in January.

UUP (Benita Roth): If it is one DVD, how much would it cost?

Management (JoAnn Navarro): We could link it – provide links to the dvd.

UUP (Joe Schultz): Remember SWAT? One of the biggest changes police said is that really in the last 10 years SWAT has gone out the door. By the time anyone would get there, the incident is over.

UUP (Benita Roth): Find a link, and readvertise it.

UUP (Heather DeHaan): Or if there is anything more. How to identify problem students or co-workers, and hot lines. If there is additional training, that would be great. When you offer it, it would great to let us know as well.

UUP (Benita Roth): Dateline is fine for advertising but not all UUP members look at it every day If you are out of town at a conference, you may not be looking at email. The modules themselves, for years I've been hearing about complaints that they are not university specific. The sexual harassment one is especially bad.

Management (JoAnn Navarro): That has been changed this year, so it is university specific. Also Kitty Cummings is reaching out to people – reaching out to ask people to look at them first.

Salary compression: We have heard that the dean of Harpur College has received some monies to deal with the issue of salary compression. We are happy about this first step. We would like to know more about management's plans to deal with the question of salary compression, as there is no certainty that the next agreement between UUP and the state will contain provision for discretionary salary increases added to base pay.

UUP (Benita Roth): We have been hearing that there may be some steps taken by the Harpur Dean to deal with salary compression. No indication that our new contract next time will have DSI. What is going on with issues concerning salary compression?

Management (Joe Schultz): Harpur College has not received any additional monies from the Provost. There was a process that was used in Harpur College to attempt to address salary issues. This is handled on a case-by-case basis. The one piece is when the faculty member receives tenure and is promoted. There is a process. Salary and promotion in relation to others in the department.

UUP (Benita Roth): We specifically heard Harpur College has \$250,000 to deal with this.

Management (Joe Schultz): There was no additional money. If the Dean did this, it would be within her budget.

Management (Sheila Doyle): The only new money available is the Roadmap.

UUP (Heather DeHaan): We know incoming hires are being hired at decent salary levels. Some that have been here a long, long time are lower than incoming hires. This creates a lot of tension within departments. We hoped the administration was backing and pushing. It is a very grievous issue on campus that lowers morale.

Management (Joe Schultz): According to my research, it is a Harpur College endeavor (referencing the \$250K). It didn't come from the University.

Equipment concerns: Despite the assurances given last year by management that technology in classrooms was reviewed on a ten year cycle, it appears that BU has been buying new computers for faculty, specifically laptops, that do not have the proper connections to be used in laptop ready classrooms. New computers are nice but more careful thought needs to be given to what kinds of connections they have and whether or not they fit the needs of teaching. For example, when WiFi was down for an extended period during the first week of campus, faculty who used laptops that did not have an Ethernet connection (and most do not, even in older models) could neither work in their offices or show media in laptop ready classrooms. Most laptop ready classrooms have only Ethernet or big HDMI connections. Departments are being asked to buy externals for faculty, including external DVD drives. These can be expensive. What kind of measures are being taken to coordinate these kinds of purchases so that members can actually use new equipment?

UUP (Benita Roth): A 10-year cycle to review technology in classrooms is too long. In the meantime, the University has been buying equipment, but the laptops being provided to people do not have the hookups, Ethernet, HDMI, etc. If they rely on wireless, they can't deal with this equipment when wireless goes out. They can buy external devices, but it can cost money. This is a mismatch of new and their ability to work in classrooms.

Management (JoAnn Navarro): In 14-15, we provide \$2500 faculty innovation start-up money to work with the Dean's Office. They have \$2500 to spend on technology-related items. We are encouraging people to come to IT. We can give better prices, but we don't require them to come to IT. Left it open, but didn't require it. Some of those pieces of equipment could be something they went off on their own and got.

UUP (Benita Roth): There is nothing in that message about the availability of replacing computers that says, "Come to IT."

Management (JoAnn Navarro): My message to the Dean is come to IT.

UUP (John Oldfield): Two months old, but problem is that money is being made to new faulty and they are going out and buying what they want. The hardware compatibility issue and some of the software used on campus wasn't compatible with the campus. There is a disconnect.

UUP (Benita Roth): This year and last year the message in my department was we can buy you a new desktop or laptop. There was nothing in that message besides being able to choose a laptop vs. desktop.

Management (JoAnn Navarro): We have revamped the new IT website. Logan, our communications specialist to the campus should send a message as a whole to encourage them to either go to this website or utilize IT as a reference.

UUP (Fran Goldman): Harpur College takes a list: desktop or laptop - Apple or PC.

UUP (Heather DeHaan): Individual faculty members are going through another office. They get the equipment, and they are buying the wrong kind.

Management (JoAnn Navarro): Audio Visual is responsible for equipment and classrooms and IT is computer pods. .

UUP (Benita Roth): Somehow IT and Audio Visual has to do a walk around or something of the classrooms and see what is in classrooms. Some sort of an inventory. You need to know what there is. Some folks are buying laptops without DVD drives. If the DVD isn't working in the classroom, they need an external drive.

Management (Joe Schultz): Ed Comm does loan out laptops that are fully adaptable to the classrooms. Drew also indicated that there is a list.

UUP (John Oldfield): Laptop with no DVD player is always a problem, but with the hook ups? It's a whole mismatch. I understand your issue of people saying IT wants to control everything. We need to convince them that we are there to help them.

UUP (Benita Roth): Audio visual folks also have to be reached. The faculty members have to know if it is going to work or who they can call if it doesn't work. There needs to be some coordination.

UUP (Heather DeHaan): It would be helpful if faculty had the number for Audio Visual.

UUP (Benita Roth): Physical signs in classrooms with the AV number fall off, get ripped off, etc.

Space on campus and the state of the existing classrooms: We've heard concerns about the state of the classrooms, specifically in Science 2. One faculty member has been

taking their classes outside because the classroom (#138) is too hot to actually learn in, let alone teach in. If that classroom is hot now, it will assuredly be cold when the weather shifts. What kinds of steps are being taken, beside the overhaul of Student Wing and other measures outlined in the Provost's email message of August 13th, to ensure the classrooms are actually viable?

UUP (Benita Roth): We have heard the air conditioning in Fine Arts was not working.

UUP (Fran Goldman): They called Physical Facilities, and they didn't know when it was going to get fixed. A faculty member had three back-to-back classes and was perspiring.

UUP (Benita Roth): One faculty member couldn't teach in S2-138, so had to take the class outside. Is it going to be freezing in a few months?

UUP (Fran Goldman): This was the second floor in the Fine Arts building. Last year, they just installed air conditioning.

Management (Joe Schultz): S2-138 does not have air conditioning. Fans are always an option but fans and teaching might not work. The rooms do have heat.

UUP (Benita Roth): Perhaps ceiling fans? She couldn't teach for two weeks.

In addition to the degradation of some classroom space, we are dealing with a serious and ongoing space crunch on campus, a campus that already has one of the smallest ratios of space per student in the SUNY system. Space is a problem not just for classroom teaching but for finding meeting spaces for committees and events. The Provost's outline in his August 13 message does not deal with the question of these kind of meeting spaces at all.

We have concerns about the radical expansion of "prime time" into basically meaning all day, every day. We have already heard from chairs concerned about how they can, in good conscience, schedule night classes for older faculty, commuting faculty, and faculty with children (with the latter also being affected by the expansion of early morning classes). The expansion of prime time is having a negative impact on the terms and conditions of our members and will continue to generate complaints. Is the prime time expansion seen as temporary? Is this the new normal? UUP would like much more information about the rationale for this radical shift on management's part.

UUP (Benita Roth): We already have one of the smallest space allocations. We have received very little information. The prime time expansion, from everyone's experience came out of nowhere.

Management (Sheila Doyle): What are the hours?

Management (Joe Schultz passed out charts regarding prime time). To answer some of the questions: It sounds like the new normal and that there are two major driving forces behind it. First: It was becoming increasingly difficult for students to get their courses in order to graduate because of the concentration of courses in prime time. Second: The

availability of space and the number of classes. I'm not on the academic side of it. The old scheme was 50/50 (i.e. 50% of classes in prime time and 50% out of prime time) but only 44% fit into prime time, so it never really fit. And everyone wants to teach on Tuesday and Thursday. The reality is that people are going to be teaching at times that they feel might not be convenient, but it is the new norm.

UUP (Heather HeHaan): We are hoping it is not the new norm. Lisa Gould (who schedules classes) is now on her own. She is the classroom scheduler. Someone just quit. The History Dept. held its gather in the Anderson Center near where they sell tickets. It hasn't ever happened before.

UUP (Benita Roth): Student Wing is going off line next year. And the new schedule has classes starting at 9:20 p.m. at night? I won't go and see a movie that starts at 9 p.m. This expansion of non-prime time, is not just a question of inconvenience. Chairs are actively worried about having to discriminate upon their faculty members. It is a drastic change.

UUP (Darryl Wood): Factual question: The old was supposed to be 50/50. The other sheet is the new. Is it still supposed to be 50/50? It is now 40 in prime time and 60 outside of prime time. You have increased the window, and said put fewer in there. There is no logic there.

Management (Joe Schultz): It sounds like the window now is more realistic. Michelle essentially said they will adjust this if they are able to, but it is not realistic that they will move back.

UUP (Heather DeHaan): As new classrooms become available, can we move back? If someone teaches outside of prime time, their enrollments may also be down. The person that needs to graduate will be in the class, but the enrollments will be low.

Management (JoAnn Navarro): I would like a breakdown of when classes were scheduled year by year, and to see what effect different schedules had on the availability of classes..

UUP (Fran Goldman): I didn't attend the meeting where this was rolled out to everyone. I was told they were going to have 20 classrooms off line in the spring.

Management (JoAnn Navarro): I can see if there is something like that, or we can create it so we know what we are looking at.

UUP (Darryl Wood): Cortland had major renovations of two buildings. They brought in module classrooms. The technology in the classrooms was not perfect, but once people got into it it went ok. They have some experience with modular classrooms.

UUP (Benita Roth): Can we bring them in? Can we go to Albany with you and ask for money for modular classrooms?

Management (JoAnn Navarro): People have probably had these conversations before. We just don't know what they are. Let us work with those responsible for space and see what is available.

UUP (Benita Roth): We will go to Albany; whatever you need us to do. We would be happy to help.

UUP (Fran Goldman): It is very, very difficult. Benita is right. There are faculty members with children, single parents are constrained when the parent is in and out of school. Sometimes it is absolutely impossible.

UUP (Darry Wood): As you put the classes in the evening, you will also have to have some professionals available during this time.

Information requests by UUP: There was some confusion this summer about how and when UUP may ask departments and units for information about members. While we are very pleased and thank management for their efforts to get us information, specifically about adjunct hires, in a more timely fashion, we wish to assert our right to contact departments and units with reasonable requests about contingent staff, in order that we may properly represent them.

While Article 16 of the Agreement does indeed spell out the kind of information to be provided by management and by UUP to each other, UUP would like to point management in the direction of looking at these other articles of the Agreement: Article 1, which speaks to the question of representation; Article 17, which extends the conditions under which UUP may reasonably request information from the State, and that employees need to provide such information to UUP; and Article 24, which guarantees UUP access to employees.

Again we are happy that the confusion about UUP contacting department and units was resolved, but we maintain that we, using good judgment and without interfering in the daily duties of departments and units, have the right to contact department and units directly.

UUP (Benita Roth): We are very pleased about receiving the information on adjunct hires sooner before they are gone again. I am going to endeavor to give you the heads up, but I don't think I need HR's heads up.

Management (Joe Schultz): You are talking to Darryl too much. The reality is this. A couple things. We have the contractual article. Procedure. The other concept we have, HR is the essential contact. Third departments don't have the authority to provide the lists. An AA who answered that request probably broke university policy by doing so. Even though, there is still a policy. There is still a process that has to be followed. And it is outlined in 16. There is a policy.

UUP (Benita Roth): Lots of departments responded with no problem. I think that whether or not HR approves, our intentions to represent our members should be assumed rather than anything else. I just want to assert that from time to time we will need some information from departments.

Management (Joe Schultz): I don't want to create it, but I have to follow the policies and procedures.

“Below the line” agenda items.

(As agreed to by UUP and Management during the October 2011 Labor Management meeting, agenda for these meetings may include “below the line” agenda items that are added after the agenda is set. These items can be discussed formally or informally (no notes) at the current Labor Management meeting if both parties agree, or can be postponed to the next Labor Management meeting upon request of either party.)

Implementation of Veteran Recognition at Graduation.

UUP (John Oldfield): At a previous labor management meeting held last fall, we requested having veteran graduates recognized at graduation. This is happening on some of the campuses already.

Management (Joe Schultz): I think Valerie Hampton was going to handle this.

UUP (John Oldfield): I waited for her to contact me. Due to the fact that graduation will be here, if we don't start soon it won't happen.

Management (Joe Schultz): I will contact Val and ask her where that attended up.

UUP (Benita Roth): It would be nice to have it done by the December graduation.

Management (Joe Schultz): The President will attend the October Labor Management meeting. As a general rule of thumb, the Provost will attend this meeting as well.

UUP (Fran Goldman): How many people were put in for promotions in June?

Meeting Ended at 2:45 p.m.