

# **Contingent Concerns Labor-Management Meeting Notes, 1 October 2012**

**by Beth Wilson, Co-Chair, Contingent Concerns Committee**

**Administration Attendees:** Provost Philip Mauceri, HR Dir. Dawn Blades, HR Assoc. Dir. Jodi Papa, Exec. Asst. to Provost Deborah Gould, Staff Asst. Valerie McAllister

**UUP Attendees:** CCC Co-Chairs Ed Felton & Beth Wilson, Chapter President Peter D.G. Brown, NYSUT Labor Relations Specialist William Capowski

## **1. Streamlining the Lecturer Reappointment Process**

Valerie McAllister of the Provost's Office reported that the process of adapting the existing guidelines for re-appointment (which were designed for tenure-track faculty), begun by then-interim provost Laurel Duhaney and UUP's Yvonne Aspengren, was nearly complete, with final draft documents in the process of review by the Provost. She expects that these revised guidelines will be implemented in time for the reappointment cycle that comes due in Spring 2013.

## **2. Adjunct Compensation**

VP for Contingents Ed Felton used this opportunity to provide a sketch of the history and background of the ongoing discussion UUP has maintained with the administration, seeking equity in pay for part-time teaching faculty. Underscoring the concept of equity, he reiterated our position that part-time adjuncts should be paid at an equivalent rate to full-time lecturers, whose 5/5 course load would work out to approximately \$4000 per 3-credit course, rather than the \$3100 that is the current standard.

Dawn Blades of HR noted that given the statewide contract negotiations, the College would not engage in negotiations over adjunct pay, as these decisions would depend on the statewide agreement. Peter Brown noted that the State has consistently maintained that 'there is no local impediment' for the individual colleges to set or increase adjunct pay. Ed Felton asked the Administration to at least begin to imagine what the impact would be on the budget if adjunct pay were increased to a more equitable level. This is an item that will definitely be followed-up in subsequent meetings.

Although it was not formally on the agenda, based on recent information we have received via the UUP part-timers' listserv, we raised the issue of timeliness of the initial paychecks for the Fall semester. (This is an issue that was discussed extensively in labor-management meetings last Spring as well.) Both sides acknowledged the complex nature of the appointment paperwork, and the efforts that HR has made to set deadlines, etc. for receipt of the necessary forms. However, it appears that a significant number of adjuncts may still not have received their first paycheck for work started in August.

Dawn Blades made it clear that if individual members have such payroll issues, they should immediately contact HR directly. If there is a form still needed from the employee, he/she can complete it there immediately, and if there is some other issue, HR will be able to resolve it. She would like everyone to know that there is a process for issuing a payroll advance, regardless of the cause of the delay, so that a check can be cut the same day (or in some cases, the next day) to alleviate the difficulties caused by delayed paychecks. Again, in order to exercise this option, the affected employee needs to come in person to the HR office.

### **3. New Employee Orientation &**

### **4. Nonrenewal and Rehiring/Training of Adjuncts**

These items were treated together, as they are connected. Ed Felton spoke first to the past practice of including UUP in the new employee orientations. In the past, we would have a UUP officer speak briefly to the group relatively early in the orientation meeting, distribute union cards and answer questions. This semester, the procedure was changed, due in part to the new required training that precedes the orientation session. UUP was invited to come at the end of the meeting, when most of the participants had already gone. We expressed our interest in revisiting the past practice in future orientations.

Peter Brown noted that there had been a widespread notification of non-renewal among adjunct faculty members in the Spring semester, many of whom were re-hired to teach in the Fall. He asked whether this was a procedure intended to make them 'new employees' every year and thus subject to the mandatory training. In addition, he wondered whether this would be a regular procedure, entailing that part-time faculty would have to repeat this training every year. Dawn Blades responded that the directives coming from New York State include required training of new employees and re-training for all College employees at least annually, so everyone will be required to attend one of the training sessions every year. She also noted that the new appointment forms had been changed to include a clause that includes these mandatory trainings.

### **5. Maternity/Family Leave for Adjuncts**

In response to a request to clarify the procedures to be followed in the case of maternity or sick leave, Dawn Blades said that the first stop for the employee should be the Benefits Office. HR is the only office that can require documentation of medically necessary absence/leave, and can advise the employee directly about the use of accumulated sick days, etc. They will also advise the employee's supervisor of any period of absence required, but without revealing specific details of the personal/medical condition involved. As per the *Faculty Handbook*, it is the responsibility of the department chair/supervisor of the employee to arrange to cover any missed classes, etc.

## **6. Appointments of Part-Time Academics with Non-Teaching Responsibilities**

Jodi Papa stated that she does not normally track this information, and so could not say definitively how many people are employed on such contracts. She did say that the majority of them would be people serving as supervisors for student teachers. Bill Capowski asked how such appointments were determined, or if there were specific definitions of what would qualify for this sort of contract. Papa responded that if a new position were created and a request was made to define the position as academic/non-teaching, she would ask for a job description, and then make sure that the title properly classified according to the State's system.

## **7. Parking**

Felton provided a quick sketch of the problem for the administration, outlining the situation facing adjuncts who might only teach one class in an afternoon, who are now pushed further and further away from the teaching buildings to park. Beth Wilson raised the issue of unique time pressures, as many adjuncts teach at other institutions and thus do not have the option of leaving a half hour earlier to make time for parking/walking. There is also often a need to bring sometimes bulky instructional materials to class, which is complicated by having to park far from the classroom, especially in inclement winter weather. Brown suggested a possible adjustment to the current parking policy would be to move resident student parking to the outer lots, rather than adjacent to the dorms, since students mainly use their cars on weekends. Then those spaces closer to the classrooms could be for adjunct-only or for faculty/staff-only use.