

**PUUP Executive Board
Agenda
Friday Dec. 3, 2021**

Attending: Gerianne Downs, Michelle Toth, Kim Hartshorn, Dan Gordon, Oscar Flores, Ray Guydosh, Matt Salvatore, Kathy Briggs

1. Approval of the Agenda
Dan moved to approve; Kim seconded. Pass unanimously
2. Approval of previous Minutes
No minutes to approve.
3. Old Business
None
4. New Business
 - a. Looking into getting our own Zoom account
Patricia will look into cost, etc.
 - b. Setting the Schedule for Spring 2022
 - i. **Labor/Management meetings**
Feb. 16 (co-chaired in absence of Michelle), March 23, April 20, May 18
 - ii. **PUUP Executive Board meetings**
Michelle proposes last week of the month prior; Jan. 26, Feb. 23, March 30 and April 27
 - iii. **Membership Meetings**
Oscar will look into when he has to have the financial aspect of the meeting and we'll then schedule accordingly. But the budget needs to go to Albany first week of March. Suggested day/time is 4 p.m. Thursday, Feb. 17.

Kim told Michelle that she has to have her plan in place for release time, etc.
 - iv. **Academic or Professional meetings**
Matt said there is a Dec. 16 professional meeting coming up. None have been established for the spring yet. The last two has had a decent turnout.

Dan reported that there will be an evaluation workshop Dec. 13. 3:30 p.m. via Zoom. Kim will run it.

Matt said he would be happy to hold performance program workshops that target new employees. Michelle suggested using slides from previous workshops. Kathy said we can use what she's used before. She will send Matt what she has.
 - v. **Workshops**
 1. Performance Review (see above)

2. Joint Labor Management list of workshops (email and flier from Nov. 18) List sent out that includes a civility workshop. Michelle questioned whether it will be well-attended, given the morale issues. Kim suggests putting the ball in HR's lap. They can do the work on it. He suggests calling Michelle Trombley to tell her to go ahead and leave it at that. Michelle suggests Patricia include it in the Friday reminders. Michelle will follow up with Michelle Trombley for the civility workshop, suggesting it be early enough in the semester.

c. Outreach to those who are not yet members

Michelle, Kim, and Ben went to member-to-member training. Gave us phones, supposed to reach out to folks who aren't members yet. Michelle suggests checking that everyone in your areas are full members. We don't have the same presence during orientation like we used to have. Only a small window of opportunity during orientation.

d. Communication to members

With negotiations coming up, we can send out weekly emails from Patricia. Contract 101 or Did You Know segment covering things on contracts. Could use slides, etc., that LRSes have done. Kathy said she can send Patricia text box clips, Know Your Contract 101 things and she can fit them in. Send Patricia and Michelle any further thoughts or ideas for these.

Matt asked about membership development or departmental rep list. Offered to look into it. We're missing a contingent officer and membership development officer. Membership position is not elected; contingent officer is elected. Exec board can appoint to any position in the event of a vacancy. Contingent officer does not need to be contingent, and they can be academic or professional. Michelle suggested giving it to Patricia to look into, asking members if they're still interested in being a building rep.

Patricia - proposal to revive/restart a PUUP newsletter

May hold off until Patricia can talk about her ideas. Matt wants to know if we can clean up the website; do we need minutes from 10 years ago, etc. Suggests cleaning up, what's relevant, etc. on website. Hope to plan for at least 1 newsletter in spring semester.

e. Responding to Michelle Trombley's question about our L/M agenda item:

Language in contract says management can add items but didn't see anything where they can remove things. Not OK with presumption they can take things off the agenda.

Do we push back on them removing items and just giving us updates?

Kathy: yes, for very reason: They don't get to remove items. They can provide you with link, give you any information, but can't unilaterally decide they've answered your questions. Kim agreed. Kathy said they can add items; they can't remove your items.

f. Discussion on interim versus acting. Why some things are interim, others following procedure for hiring. To what extent do you raise objections? (Michelle T. asked: "Can you please elaborate on the inconsistencies claimed in the vacant lines process? Comparing specific examples is necessary in determining whether it is truly inconsistency or perceived inconsistency.")

Kim said this hasn't happened this way before. Either filled, or duties distributed. But now, we're in a position where people are not being replaced and duties given out to people who have other jobs to do. How are they going to deal with this? He suggests we ask for a clear differentiation between interim, acting, etc.

Michelle said language in contract interim is at the president level. Kathy said asking the question and then waiting for the answer is a good idea. Kim said to tell them it's important; where does an interim person fit on the pay schedule? What are their duties? Temporary? Permanent? Change in performance program? Lot at stake here. Kathy said it's like they've changed duties but not state budget title. Here's what you're doing and more. Kim said what it entails is moving someone into a supervisor position without making them a supervisor because that person left.

5. News/Announcements

Ray is going to add rest of exec board to list serve for retirees. Kim hasn't shown up on the list yet, but it is only compiled once a year.

Matt saw the list of separations from November. Suggested doing a survey from those separated people. HR won't share their survey that they give, when they give one. Michelle said we would most likely reach out to people who don't leave abruptly.

Faculty Senate discussion on union's concerns about time and workload issues for adjuncts as it relates to the We Comply training and compensation, and concerns about administrative deactivation of programs. Kim will be representing us at this meeting on diversity training and administrative deactivation.

Discussion about management not attending L/M meetings, designating Michelle Trombley to address agenda items, etc. Kim suggests Michelle ask who is going to be at the L/M meetings ahead of time and if president is not going to be there, express displeasure. Continue to do that at L/M if that continues to be the case.