

**PUUP Executive Board**  
Wednesday April 27, 2022

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

**1. Calendar of meetings, workshops, and events for Fall 2022**

Dan said he has a hard time seeing that fall into the year; Michelle also added other issues like COVID and in-person classes that we won't know now as well.

Fall 2022

**Membership Meetings**

Week of Sept. 19-23? (week 4 of the semester)

Week of Nov. 14-18? (week before Thanksgiving)

Will try to arrange during meeting times and then later in the day for the other one.

Mixers

Friday Aug. 26? (Friday before semester starts)

Discussion about difficulty scheduling a day because of issues like Friday being super busy.

Michelle said we'll have to plan over summer; Oscar reminded all that we have to keep an eye on the budget because we haven't done anything during pandemic and therefore haven't put anything into the budget. Michelle will explore idea of Labor Day.

Dec.? (Sat. Dec. 17 is Graduation)

Workshops

a. New Hire Welcome - Week before classes start or a week or two into the semester?

Michelle said she'd like to make it clear we want to be involved. Kim suggested bringing up at next L/M meeting. Anne Herzog put the kibosh on it last year and it ticked Kim off. Nice to get set this spring rather than during the summer.

b. Contract Basics (Sept)

Kim said an important part is the grievance portion; most part, our members don't understand what a grievance is, what the contract says and what a complaint is. Might make (exec board's) job easier.

c. Academic's Performance Review (Oct/Nov) — Watermark implementation, the company contracting for online performance review. Likely to pick up in the spring with test runs in the fall.

d. Professional's Performance Review (Oct/Nov)

Dan made comment that these should be videoed as well.

UUP Delegate Assembly

Oct. 14-15, 2022 — Albany Hilton, Albany, NY

Chapter Executive Board Meetings

For our planning purposes:

Some haven't been able to attend meetings at 1:30 Wednesdays. Michelle asked for days/times for us to meet.

Michelle said we could move up the time to noon on our Wednesdays.

(Must be held at least 12 days before the L/M meeting to get the draft agendas to them in time – 10 working days prior)

Sept.

Oct.

Nov.

Dec.

Labor Management Meeting (Chapter Officers and Campus Administration)

Usually 3rd Wed of the month. All meetings start at 1:30 p.m.

Kim said it makes sense to have a L/M meeting Wednesday

Wed. Sept. 21

Wed. Oct. 19

Wed. Nov. 16

Wed. Dec. 21

Note: Chapter election nominations are in Jan-Feb 2023 — in the fall start recruiting for officer positions and delegates to be on the ballot.

**2. End of semester mixer — Wed. May 25th (day final grades are due). 4-6:30 p.m.**

Valcour Boathouse available — Patricia working on cost and food/beverage ordering based on previous (Fall 2018) info.

Michelle picking up swag for the mixer from the UUP office on Friday.

**3. Membership Recruitment Plan**

Asking each officer to contact 5 non-members from the list of 67. Put names in spreadsheet.

[https://docs.google.com/spreadsheets/d/17HC0LmlqjnWWaXpwlpcfv4rhU4AeE\\_AT30ExCNUCOVI/edit?usp=sharing](https://docs.google.com/spreadsheets/d/17HC0LmlqjnWWaXpwlpcfv4rhU4AeE_AT30ExCNUCOVI/edit?usp=sharing)

According to the March 2022 membership list we have 99 non-members.

67 of these are people who have been hired since June of 2018, a majority of them hired during Covid (2020-2021).

**Goal:** Reach out (emails, phone calls, zooms or in-person) to as many of the 67 as possible, with a goal of having at least 30% of them signing a card.

**Deadline:** By the end of the spring 2022 semester

**Note 'first contact'** should be about checking in, introducing yourself, if they have any questions, sharing information (website, handouts). If they are supportive you can share why becoming a member (signing a card) is a good idea: vote on contract, member only benefits, advocacy for public higher education in NY (example: gains in the budget this year).

**4. Info request: Online Course Definitions needed at each campus (from Kathy)**

List shared with John Locke and Peter Friesen

**5. 'Review and align' project for local performance review agreements.**

Update names, language, and adjust wording to account for move to online formats.

Suggest starting with the Professionals document to start. Looking for cleaned-up copies to

edit.

## **6. Labor/Management Agenda Items for May meeting**

From Dec. 2021 meeting — no action taken, so following up

Request to review Professional Employees' Compensation and Promotion Plan compensation amounts as they have not been updated in five years. As far as I know we haven't heard back on this. Would like them to look at compensation rates. Kim said they're not contractual; would guess they're reluctant to put anything in there.

<https://www.plattsburgh.edu/documents/human-resources/professional-employees-compensation-promotion-plan-march-2017.pdf>

Could not find the Academic version that lists compensation amounts for promotions through the campus web pages. If from 2017 or later, it should also be reviewed/updated.

## **7. Evaluation Calendar issue with Michelle Trombley**

Dan wants to have the due date if on Friday be allowed to extend to Monday.

## **8. Old Business:**

From Feb. 2022 meeting — We have a new EAP coordinator but the web sites have not been updated to list the person's name.

No name on: <https://www.plattsburgh.edu/about/offices-divisions/administration-finance/human-resources/benefits/employee-assistance-program.html>

And need to replace the name here: <https://www.plattsburgh.edu/about/offices-divisions/administration-finance/about-us/offices/employee-assistance-office.html>

Matrix for compensation for Lab sections (ask HR or send to L/M)?

Kathy said there is a matrix for compensation for lab sections. Supposed to be used for our people doing paperwork for extra service. Dan said chairs in science departments should know. Michelle just wants to see the "list" — matrix for compensation — so people aren't being paid differently. Kim said the biggest difficulty comes comparing department to department. If you bring it up without an answer coming forth, it's just going to get nasty because of inequities in how departments handle it. Michelle said there should be consistency and across-the-board fairness in how people are treated. Kim said you have to treat lightly when mentioning this issue. The one department has a matrix for how they compensate their adjuncts and maybe instructors supervising teaching based on the number of students they're supervising and the number of credits. It gets messy. Michelle is going to wait to hear back from person talking to her to see if they spoke to their chair. Kim suggested asking HR first before bringing up to L/M.