

UUP Plattsburgh Chapter
Executive Board Meeting
March 6, 2024
Minutes

Attending: Erin Campbell, Gerianne Downs, Dan Gordon, Ray Guydosh, Kim Hartshorn, Sandra Rezac, Michelle Toth, and Kathy Briggs Renadette (LRS)

Old Business

1. Minutes/Notes on the website.
Confirmed with Jeri that there is no standard or rule on this and each chapter can make a decision on where and how to share.
What minutes/notes if any should be posted on our website?
Could include them in Newsletters so not obviously posted?
- Check with Jeri to see if we can post minutes to the Members Only section of the UUP site.
- Executive Board and Membership meeting minutes are needed for budget audit documentation. Guidelines for these minutes should be simplified so that decisions and votes are recorded but not the details of conversations.
- Membership meeting notes should be public.
- Labor/Management Agendas should be shared, summaries of L/M can be included in the newsletters.
2. Will the Title IX Core Team going to have any union implications? (Gerianne)
- Three roles were identified for the volunteers: advisors of choice, decision makers, and informal resolution facilitators.
- As any formal complaint about an employee should be switched to an Article 19 and go to HR this should not have implications for our members.

New Business

- **Announcement by Kim that the regional labor council breakfast is this Saturday. He posted this on the chapter facebook group site.**
3. Status of designated HR representative and any issues raised because of her absence.
- This week we received a copy of the memo stating that Trisha Trombly is the president's Labor Relations designee.
- In follow up emails however she stated she was "not responsible for performance reviews and issues with Watermark". Need to follow up on this as we only recognize one designee and performance review work would fall under that.

4. Plans for a professionals' supervisor workshop this semester?
 - **Gerianne working on finding a date that will work.**
 - **We need to make the request to HR that they direct supervisors of professionals to attend.**
 - **Lunch will be provided for the workshop.**
 - **Motion for \$500 for the workshop lunch made by Ray, seconded by Kim.**

Vote: unanimous approval.

5. Spring mixer?

Possible dates: **Wed. May 15th (the Wed. of finals week) 4:30 - 7pm**

Possible locations: **Merrons**

Budget: **\$1,500 moved by Ray, seconded by Gerianne. Vote: unanimous approval.**

 - **Suggestion for outreach to new employees to attend. Perhaps offer a 'bring a new person' 2 for 1 offer on drink tokens.**

6. Addressing PRG and PRG Chair responsibilities
 - **Shawna working on setting this up.**
 - **Scheduled for Wed. March 27th via Zoom. (all spaces were booked already)**

7. Addressing Promotion Review Board - role, criteria, and responsibilities
 - **Some overlap with the PRG issues above.**

8. What methods or actions can the union take to make sure HR is accountable?

A couple recent cases show evidence that HR is not hearing things from both sides before negative actions are being taken against members.

 - **This was a wide ranging discussion.**
 - **Suggestion that when we get questions from members we should add the issue behind the question to the Labor/Management agenda to ask HR how they are addressing it.**
 - **Topics suggest include:**
 - Personnel files (digital/hardcopy, access logs, advising supervisors on 'working files').**
 - Time and Attendance - policies and procedures, info and training.**

Note: Ran out of time in the meeting the below items will be on the next exec board meeting unless noted otherwise.

9. Union role in facilitating conversations about the Clinton Community College move.

Ken does not appear to be moving on the idea of listening to general comments or questions.

Should we host a Town Hall and invite the transition team members to listen?
Or is this more appropriate for the Faculty Senate to do?

10. UUP campus campaign ideas - fliers, posters, email info. (Shawna)

- a. Here are some of the ideas below:
 - i. Poster infographic of how many students' tuition does it cost to pay MC salaries or the average MC salary vs the average faculty/professional salary?
 - ii. Working class students deserve the humanities.
 - iii. Put in photos of pictures of arts, quotes, of great poems, pictures of school teachers.

11. List of issues with Watermark that still need to be addressed

- a. Academics
- b. Professionals
- c. Both

As this was not addressed at this meeting it was suggested that a working group of Michelle, Shawna, Gerianne, and Sandra work on this outside of the exec board meetings.

12. Department Chairs

- a. Request to update the formula for chair compensation was discussed at the last L/M meeting.
- b. Getting questions about co-chairs in departments and the performance review process.
 - i. We did clarify that the Psychology model that was in place for paper files can continue (co-chairs submit a single vote and co-author and sign the review letter)
 - ii. Art asked if they could have one of the co-chairs serve as the PRG chair, the language in the agreement does not allow this.