

UUP Labor Management Meeting Notes
Monday, February 23, 2015
1:30 - 3:00 p.m.
AD 712

President: Heather DeHaan, Fran Goldman, Benita Roth, Darryl Wood, Sara DeClemente-Hammoud, Sheila Doyle, Valerie Hampton, Joe Schultz, Provost Donald Nieman,
Business Office Representatives: John Cordi, Rose Hassett, Matt Schofield

New Items from Management:

Provost Nieman in attendance at 1:30 PM until 2:00 PM

Business Office staff in attendance at 2:00 PM until 2:30 PM

John Cordi, Rose Hassett and Matt Schofield distributed a handout and gave a presentation on travel.

Management (Joe Schultz): Thanks to the business office staff for coming.

UUP (Benita Roth): Heather (DeHaan), this is your item...

UUP (Heather DeHaan): It was something that, how shall I put this, there is a lot of confusion in my department, particularly my own, regarding travel reimbursement and no central portal to go to for information. We had a transformation in staff which probably added to the problem. I would go to other universities in the SUNY system for a clear cut way for faculty to access the system.

Management (Rose Hassett): We did take your comments and thoughts and looked at our website and we made changes. If you didn't know what you were looking for, you couldn't find it. This page is live now, with about 10 – 15 links. We are going to condense it to five links and have sub links. Some of the information from other SUNY schools was very helpful. We took some of the information and made it easier. The information is taken from the NYS Office of the State Comptroller's Travel Manual.

Management (Rose Hassett): On the new page itself, there will be actual links. New policies will be in effect April 1 – we have always wanted receipts. Now it is mandated. That travel expenses need to be filed within 30 days of travel.

Management (John Cordi): We will announce this in Dateline. Do you have any other ideas?

UUP (Fran Goldman): Department assistants should be contacted directly

Management (Rose Hassett): I send information to people I deal with, about 100 people. We've already sent it out once. We will hit it, and hit it, and hit it.

UUP (Benita Roth): It is the department assistants that have to be really watching faculty.

Management (Rose Hassett): For the most part, a lot of people are good but there are a few (who aren't). There is no language that says we have any discretion to move this date by the way. We have questions ourselves – do expenses need to be good to go and ready to pay in 30 days or just ready to go? Do we have x amount of time?

UUP (Benita Roth): My suggestion as we are approaching April 1 is to have this information about the 30 days, on the front page (of the web site) where the mission statement is. Since you have an opening page, put the links to that information on the first page, to be more effective Put them in red, blinking. My experience is at least with academics that they know they have to submit R&As before, and after they go they are not worried, so this is a big change.

UUP (Benita Roth) had a question about rules about lodging being over the per diem.

Management (Rose Hassett): When lodging is over the per diem policy and it is not the actual conference hotel site, look for two or three hotels and get the best rate. We tried all of these and find the cheaper hotels. If it is at the conference site, you can go over the per diem. Get pre- approval from your chair and our department. These are NYS Office of the State Comptroller regulations.. Foreign travel will have its own page.

Management (Joe Schultz): John, do you think this would be worth a payroll stuffer? [a mailing that goes out with payroll].

Management (John Cordi): Yes.

UUP (Fran Goldman): The responsibility needs to rest with the person traveling.

Management (Joe Schultz): Will shoot for the 11th of March [as a payroll stuffer].

UUP (Benita Roth): Did you take some material from the other SUNY websites?

Management (Rose Hassett): Yes, particularly Cobleskill. Everything that is on there is from the Handbook. People can call me at x4660.

Management (John Cordi): Matt, Rose and I can come out and do a presentation on travel to depts. if they like.

Management (Rose Hassett): We offer travel training every month in the University Center for Training and Development. Usually from 1-2:30 p.m. We are available 8-5, Monday through Friday. People can stop by, call or email. We can also do a one-on-one with them before and after training.

UUP (Benita Roth): It's good to have a variety of ways of reaching people.

Management (Rose Hassett): We will also go to the traveler.

UUP (Benita Roth): I suppose there is no way of notifying the traveler when they are reimbursed, since the system started doing direct deposit.

Management (Rose Hassett): There is no way to notify people when the money is coming or when it will be there. We also can't tell vendors or employees. If you use Business Intelligence, that is where you are going to see it. We say, please check. You can check Business Intelligence, check name and date. If they don't know, send us an email.

UUP (Benita Roth): Are you going to get much busier as a result of the new regs? Do you have busy times of the year?

Management (Rose Hassett): We are always busy. We have a lot of different types of travel all the time.

Management (John Cordi): We have a portal for the Business Office. We will let you know hours of operation, if the system is down, etc. Someday we hope to have this in the actual portal. Right now the focus is mostly on students.

Management (Matt Schofield): We have received some positive feedback on this. We will put on the 30-day information as well as on the mission statement.

UUP (Benita Roth): We will keep in touch. We really appreciate this. It is very useful to us when we talk with members if they have problems.

Campus Climate Survey Update

Management (Valerie Hampton): We are done and will be presenting the results on March 11 in the Mandela. We are doing it twice. One session will be from 3-5 p.m. and the other session from 5-7 p.m. Invitations are going to go out campus wide. We want students there. These are open sessions for anyone that wants to come. Harvey [Stenger] and I will be talking and there will be small types of networking groups afterwards.

UUP (Benita Roth): This will be out and available online?

Management (Valerie Hampton): The data in the power point and the full report will be up on the web in ODEI.[Office for Diversity, etc.]

UUP (Darryl Wood): I am assuming that you have some additional analysis. What was the big surprise?

Management (Valerie Hampton): There wasn't a big surprise to me. Overall. A snapshot: 80% great place to work, and students say great place to get an education. Race, gender, sexual orientation mixed in there, along with some concerns about incivility. What was interesting was the comments in the 5-7 open ended kind of questions. Some were fairly candid, which is very helpful as we go forward.

UUP (Benita Roth): It is great that you are doing the rollout. How will it inform constituents and decisions going forward?

Management (Valerie Hampton): We asked and you let us know. Our goal is to really engage the constituents on campus. Integrate the whole concept of equity and inclusion. There are initiatives in all the campus.

UUP (Benita Roth): There will be some sort of follow up?

Management (Valerie Hampton): Absolutely.

UUP (Benita Roth): I will be at one of them. I am very interested to hear what the survey found.

New Items from UUP:

Start-Up NY: UUP received the new amended plan, which it circulated to Executive Board members (as management is aware, the Chair of the Faculty Senate has also circulated the document to the Full Faculty Senate). We have concerns.

-- While we realize, that unions are not specified in the law as a stakeholder group that will participate in the Start UP NY selection process, we think the potential effects on our employees regarding workload justify UUP's inclusion in the selection process as a stakeholder group. We note that according to the amendment that there have been changes "made to better capture the campus approval process." We want to be included as part of that process, which currently excludes UUP as a stakeholder, per the language immediately below:

From the plan : " Changes made to better capture the campus approval process:

2. The application(s) will be endorsed or rejected by the Start-Up Committee appointed jointly by the Vice President for Research and the Faculty Senate Executive Committee. The endorsement will be based on a holistic review of academic and research benefits, economic benefits, and community benefits as described in 6A, 6B and 6C above. The Committee consists of nine members, whereof a minimum of six must be faculty and a minimum of two must be staff. Six members are required for a quorum, with a minimum of four voting members being faculty."

-- Since an additional 8,125 SF on-campus and 5,635 SF off-campus to be designated as Tax-Free Areas, according to the START-UP NY regulations: "No academic programs, administrative programs, offices, housing facilities, dining facilities, athletic facilities, or any other facility, space or program that actively serves students, faculty or staff may be closed or relocated in order to create vacant space to be utilized for the Program." We want assurances from management that this regulation is being followed.

-- We would like to know why Binghamton University seeking a waiver for the space at 2411 Owego Road in Vestal, and why such a space "suitable for light

manufacturing and research & development” that requires a waiver in order to be obtained by BU is being deemed as suitable for the plan.

-- We would like to know how or if the amended plan will align with the academic mission of the university. According to the amended plan (p. 4), companies selected for Start Up NY should be “providing opportunities...internships, externships and other external student learning experiences; ...research and development collaborations that include faculty, staff or students,” etc. Have any of these come to fruition? Have the businesses committed to any specific positions, etc?

-- Lastly, the amended proposal does not address potential changes in workload for faculty or staff. We would particularly like to know how the expectation that public-private partnerships will feature “mentoring, coaching or other means of intellectual or financial assistance of University entrepreneurs and University start-up companies” will affect academics’ and professionals’ time for students. We need clarification of what is now a fairly vague set of expectations

UUP (Benita Roth): We understand that the waiver seeking space at 2411 Owego Road in Vestal has been withdrawn. We heard through the grapevine that it was some salad dressing company. So here is our concern: We are concerned about the committee consisting of nine members with a minimum of two staff. Since we are one of the stakeholders, we would like one of them to be a UUP representative.

Management (Joe Schultz): Currently there is the committee that has seven UUP members. There is no plan to go out to the bargaining units (for representation).

UUP (Benita Roth): With the Start UP businesses, there is always the potential for additional workload for faculty and staff. Have you figured out how this amended plan will affect faculty or staff? What is the expectation? We need some sort of clarification. Any discussion about this workload?

Management (Joe Schultz): Faculty engagement for Start-Up NY is completely voluntary.

UUP (Benita Roth): Professionals?

Management (Joe Schultz): He (Per Stromhaug) said most of the faculty are very interested in working with these companies. I haven’t heard anything about support staff at all.

UUP (Benita Roth): We will be watching this to see if there are any professionals whose workload is affected by Start Up.

UUP (Darryl Wood): Here is a workload issue. If faculty member A gets excited about Start-Up NY Company B and decides to do this voluntarily, will there be any change with regards to the rest of their other professional obligations? (For example, less teaching?)

Management (Joe Schultz): I haven't heard anything.

UUP (Darryl Wood): Let's say I want to work with a start-up company. Am I going to my chair and say I want a course release?

Management (Joe Schultz): My guess is that it will take place between Per (Stromhaug), Deans and the President.

UUP (Darryl Wood): So there could be some?

Management (Joe Schultz): Could be.

UUP (Darryl Wood): If I get a course release, that means the campus designated some of my salary for a course release.

Management (Joe Schultz): *If* something hits with faculty member. Sheila you may have more involvement with this than I do.

UUP (Darryl Wood): Maybe this will be a question.

UUP (Benita Roth): Back to Darryl's question. Look at page 7, where it talks about further the academic research. In concrete terms, Darryl's hypothetical is a probability. It will happen sooner or later.

Management (Joe Schultz): Could there be a scenario where this could be a very big win, win and someone gets a course release? I suppose.

UUP (Benita Roth): Is anyone going to keep concrete information?

Management (Sheila Doyle): There will be assessment information to back up that assessment.

UUP (Benita Roth): We would like to know if any faculty member going forward gets any release time due to Start-Up NY.

Management (Sheila Doyle): Maybe the company ends up buying the time?

UUP (Benita Roth): If it happens, we would like to hear about it.

Management (Joe Schultz): I will do some research on this.

UUP (Benita Roth): This is just an impression because I have not done a comparison with one plan against the other (i.e. initial plan and amended plan). We were very happy that BU's plan was quite minimal. It seems like it is getting less minimal. We would like to encourage the university to keep the Governor informed that we have deep concerns about Start-Up NY, so less is more from our standpoint.

Management (Joe Schultz): OK. I will do some research on this.

“Contribution to Mission” meetings: We have heard about an initiative to have chairs meet with faculty in order to assess their “commitment (sic) to mission,” presumably the University’s mission. We have been unable to find a document or directive that supports this or calls for it. Can management produce such a document, or otherwise explain what is happening regarding this initiative?

UUP (Benita Roth): We would like to hear the administration’s take on this. Data has been collected and shared with chairs and departments. We have heard from one Dean and at least two chairs that some of the information which includes summaries of annual reports from faculty have had errors and they have to go in and correct them.

Management (Donald Nieman): These meetings have been going on for about 12 years. Maryanne (Swayne, previous provost) started them when Mike McGoff became Vice Provost for Strategic and Fiscal Planning. He noticed faculty reports mandated by SUNY. He and Kelly (Wemette) pulled information from faculty reports into a spreadsheet. All concerning research is summarized for faculty

UUP (Benita Roth): Why is error creeping in?

Management (Donald Nieman): I don’t know that there are errors in faculty scholarship included or not included. It is not a mechanical spreadsheet. They pull them in an automated way. Kelly and Brandy have found more and have augmented. If someone has a publication listed twice, they only get credit it for once. We pull in 599 and 699 courses to give credit for thesis advising. We do these every time we meet. It is always done in three to four-year cycles.

UUP (Benita Roth): Three to four years you (depts.) can expect someone to come to talk with you about it?

Management (Donald Nieman): We are striving for two to three years. We also participate in the Delaware Study. The Delaware Study compares us to peer institutions by discipline. Figures out items like cost of instruction. How do we compare in cost of instruction to credit hours compared to peers? How do we compare in terms of tenure track faculty? Supplemental faculty, non-tenure track, adjuncts. It also pulls in data that compares us to peer institutions in terms of external funding, e.g. PhD departments to peer departments across the country. We look at categories of productivity. We have these data and every two to three years, the chair, undergraduate director, graduate director, whoever they want to include meet with me, Susan Strehel, Don Loewen, and Mike. This is not a report card. It is to have a conversation about the data and often in the conversation people will point out errors. Mike also gives the chair a big sheet that lists the articles and presentations. In no meeting that I’ve been involved in did someone say, well you didn’t count that one.

UUP (Benita Roth): They (depts.) are wondering how and when this is tabulated.

Management (Donald Nieman): We also have data on majors, undergraduates, graduates, graduate student applications to graduate programs, attrition. We ask if there are errors to let us know. We hope they use the data for discussions. All data has a context, it doesn’t speak for itself. We want to have a conversation so you can help us understand it. The

companies we use to compile the data are not cheap. AAU (?) was started by Lawrence Martin who taught Anthropology. He moved out to run this business full time. They've created their own database.

UUP (Benita Roth): We give them names (of faculty to track)?

Management (Donald Nieman): They don't use our contribution to mission data. We give them our names. Our goal is to be as responsive as possible to those that say there is an error. One of the areas where we have had concerns expressed from departments is how we indicate people who have less than a full teaching load. We always have the chair reduce teaching load for anyone who is on a title F or sabbatical. Beyond that we don't. Various arrangements are made in different departments. They are very different in their mechanisms. We aren't looking at this to say they should have a reduced load. It is really not our business.

UUP (Darryl Wood): Academics have a professional obligation which has several parts but no standard teaching load. So every faculty member has a full teaching load from a technical standpoint.

Management (Donald Nieman): Yes. This is for every faculty member to have a two-load teaching responsibility. Classics has a 3/2 teaching load.

UUP (Benita Roth): A couple of concerns. Everything sounds pretty reasonable from my standpoint. But the average faculty member does not know what you said. I'm wondering if there can be or exists some type of document on what the contribution to mission meetings and data are about. What it is meant to be and that it is not a report card. In at least one instance, it is being used by a chair in such a manner. In my department it got shared with everyone. I would encourage you to say to chairs that the data needs to be shared, and or in the absence of that, send it to everyone or at least let people know it is available.

Management (Donald Nieman): It is interesting that this has been going on for so long but seems to be an issue now. Our message to department chairs is use this how you feel. I've heard some chairs say I don't want to do that because it may make some people look bad. They don't want to use it as a public shaming.

UUP (Benita Roth): I would encourage you to say as the administration that you would like the data shared with entire departments. You need a 500 word statement about what these are meant to do or a memo or however you want to handle it. This time, for whatever reason, the contribution to mission meetings are causing a ripple effect now. They are conscious that there are assessments going on, Middle States, Governor Cuomo's performance based budgeting, whatever.

Management (Donald Nieman): Sure. I can assure you that we are not doing this as a report card for departments. I do want chairs and directors to share it. It is useful data. One of the things that I've taken to saying now. Looking at enrollments, number of majors, one of the things I see happening is we have seen a decline in humanities and social sciences. Very disturbing to me as I believe in liberal arts. The meetings are not about this person should be more productive. You are communicating with others.

UUP (Benita Roth): Maybe communication with over more than three people per dept.. These meetings are perceived as happening behind the scenes.

Management (Donald Nieman): Ok. Fair enough.

UUP (Heather DeHaan): I like the idea of opening up a discussion. Not necessarily about the individual person. The principal of open discussion, I like a lot.

Management (Donald Nieman): The contribution to mission data doesn't identify people. In the Academic Analytics program, the program divides faculty into quintiles within the discipline. There are analytics in there that allow people to have this discussion. If a chair is looking at a faculty member and this person's scholarship hasn't exactly been moving ahead, the question becomes "What can we do to get you back on track?"

UUP (Benita Roth): I think some are taking it as a report card and that you need to do better. I just think that needs to be stressed on both a department and individual basis.

UUP (Darryl Wood): Can I make an observation? Much of what you talked about, that makes a lot of sense. Why are you paying money to find out something you already know?

Management (Donald Nieman): (Participating in the) Delaware (Study) is not that expensive. We don't know the stuff that comes back from Delaware. It provides benchmarks against all doctorals. We can't do that.

UUP (Darryl Wood): It is my understanding that every department is asked. Every department is different. What if you want comparisons done to particular other depts. (i.e. Harvard, Penn, Yale)?

Management (Donald Nieman): They can customize it [that is Academic Analytics can customize reports]. You can see the ten departments ahead and the ten departments behind you. It does tell you where you stand to all PhD programs in the country. If you are at the 80th percentile, you are better than at the 20th percentile. It may be customizable to do that (comparison to specific other depts.), we just haven't done that.

UUP (Benita Roth): If you were to compare your department to other departments, what would they be? That could be interesting question to ask depts. themselves. It might be something that people want to know eventually. Thank you for coming. It helps to have some type of general idea about this ongoing process.

Management (Donald Nieman): Maybe we can put something on our webpage. I will try to emphasize this is not a report card.

Ongoing items:

Travel funds: We would like to discuss revamping the information that is available to UUP represented employees on the web. In our December 2014 meeting, management indicated that there were people who would be able to come to the LM meeting and talk

with us about concerns. We would like to talk with them. To reiterate concerns: 1) what are the possibilities for informing employees when reimbursements are placed directly into accounts and 2) what are the possibilities of revamping/redoing/changing the way information about travel is communicated online?

See notes from Business Office staff above.

Dateline and getting information to employees: At our December meeting, management said that there were ongoing discussions about Dateline's format. What is the state of these discussions?

UUP (Benita Roth): Any way to figure out if Dateline is an opt-in or out?

Management (Joe Schultz): I spoke with Katie Ellis and Greg Delviscio who indicated that there will be some changes coming in Dateline. I will try to get an update for the next meeting.

Leadership development seminar: We discussed seeing evaluations of the program. Have more been done. Also, UUP will be discussing a plan to begin initiating a different program for faculty supervisors (i.e. chairs and program directors).

UUP (Benita Roth): While the leadership development seminar is good, it needs some tweaking. We will be doing some focus group lunches to gain information on what faculty need to know before they become a chair or director. We will let you know more about it. We would like to keep in touch with JoAnn (Navarro) about this.

Management (Joe Schultz): Yes.

UUP (Benita Roth): We are happy with the leadership program, but it is clear that chairs and directors need a different type.

Management (Joe Schultz): Tom Sinclair went through this.

UUP (Benita Roth): I talked with Tom personally. He was glad he did it. I floated this idea (focus groups), and he thought there was some merit. It might be a totally different kind of program, although we like the program and are glad it is in place.

Promotions and raises during the January window: how many requests were there? Also has any more thought been given to the practice of doing evaluations of permanent employees on a different timetable (i.e. not all in May)?

Management (Joe Schultz): About 15 in the hopper right now that are in various stages. It is definitely less than last year.

Cell phone policy: In a previous labor-management meeting, UUP asked management about campus policies regarding who gets a cell phone at a discounted rate, and who doesn't, and how these decisions are made. Update?

UUP (Benita Roth): Who gets to have cell phones?

Management (Joe Schultz): There is not one policy. JoAnn (Navarro) is working on a policy. From my research, those decisions are made at a department level, whether or not the department pays for someone's cell phone. JoAnn did a review and did take some cell phones away. Right now the policy is being made on a department level, and we are working on a university policy.

"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.)

UUP Website:

UUP (Benita Roth): We have put our website together. One of the things we are doing is posting labor management meeting notes. It is not a password-protected site. Executive Board meeting Minutes, Newsletters, By-Laws, and links to other places will be included. Just to let you know, the notes are our impressions of the meetings. They are not "official" minutes.

Management (Sheila Doyle): Will it be stated that way?

UUP (Benita Roth): I can put up a disclaimer. I am not the webmaster, but I will see what I can do

Campus Construction:

UUP (Darryl Wood): Campus construction dollars have gone to 0 overnight.

Management (Joe Schultz): I don't have exact figures, \$50 million for the whole five years. So ITS had vacated computer center to Johnson or O'Connor.

UUP (Darryl Wood): They renovated all this space and moved people into it and decided we can't do what we want to do in the old space?

Management (Joe Schultz): Yes. They want to go back.

Management (Sheila Doyle): Those of us who are moving in are lobbying to get more space.

UUP (Benita Roth): Just want to make sure Start-Up NY doesn't get it. It is everyone's understanding that ITS wanted to move back?

Management (Joe Schultz): The majority. Yes.

UUP (Fran Goldman): Also heard they are moving back the way they moved out. They have given some of the furniture back. Furniture is going to stay in Johnson and O'Connor.

Pharmacy School Building:

UUP (Benita Roth): This will be an issue going forward. Is the Nursing School moving next to the Pharmacy School?

Management (Joe Schultz): I don't have any information.

UUP (Darryl Wood): I thought the Dean announced they were moving. (BR's NOTE: there is a credible source that says this was announced by the DSON dean)

Management (Joe Schultz): That they were moving to that building?

UUP (Benita Roth): Can we find out about this? Apparently, if it is true it was done without consultation with faculty, UUP, and the Faculty Senate.

UUP (Darryl Wood): I heard that the Clinical Campus would also move into this site.

UUP (Benita Roth): We are not arguing about whether it is a good or bad idea. We would like to know more about it.

Meeting with the President:

UUP (Benita Roth): Will the President be coming to the March meeting?

Management (Joe Schultz): I believe it is the April meeting.

Meeting ended at 3:01 p.m.