

United University Professions
Labor-Management Agenda
Monday, April 3, 2023
3:00-4:00pm
Miller 405

Items of Collegiality:

1. UUP welcomes Wendy Cranmer as SUNY Cortland's new Associate Vice President of Human Resources.

Old Business:

1. Course Teacher Evaluation Software
 - a. UUP has submitted the requested memo to Provost. Is there an update?
2. Supervisors of Student Teachers: is Management prepared to discuss a salary increase per student at this time?
3. As of today, how many Professional Performance Programs and Evaluations are missing or late?
 - a. There seem to be some particularly late or overdue programs and evaluations in areas such as Registrar, Advisement and Transition, Residence Life, and Research and Sponsored Programs Office which present a concern to UUP.
 - b. In what specific ways will Management support our members who supervise in resolving seriously overdue programs or evaluations?
 - i. What strategies for bringing Performance Programs/Evaluations current are being pursued?
 - ii. What training and communication assistance are being provided to our members who supervise?
 - iii. What additional goals are being recommended by HR to our members who supervise?
 - c. Will The Help Center be assisting HR in resolving the issues related to their tracking database?
4. UUP requests an update upon the notification of supervisors regarding exempt/non-exempt status of employees.

New Business:

1. UUP has questions about the hiring of administrative assistants:

- a. As of today, what areas on campus have open administrative assistant searches?
 - b. Which of these are currently staffed with a temporary administrative assistant?
 - c. Which of these are currently being searched?
 - d. What is the priority in hiring for these positions?
 - e. What creative solutions can the campus engage in to hire more temporary workers to cover basic needs?
 - i. Many administrative assistant and similar positions remain unfilled. Much of this work has befallen professional staff, often uncompensated.
 - ii. High turnover among professional staff has resulted in many unfilled positions, some of which have not yet been posted.
 - iii. Can temporary workers be employed to cover some basic professional tasks?
2. Librarians:
- a. UUP understands that the librarians working in part-time positions have been working without an employment offer since July 2022. When can they expect to receive their letters of renewal?
3. UUP is planning the annual 2023 SUNY Cortland Works event for Friday, May 5, 12-2. We are working in concert with CSEA, PEF, PBA, and Management. We have reached out to dining leadership for catering, and we plan to invite students to partake. It will occur as usual on Corey Union steps (with rain location reserved in Corey).
- a. Would Management commit to financial support for this event? In 2022, Management committed \$1800.00. Would Management be willing to raise that amount to \$2200.00, given our higher expectation of participation and inflation?
4. In the past, Management and Human Resources have permitted folks from all bargaining units, so long as operational need was maintained, to attend the SUNY Cortland Works event, at least for some portion, without requiring employees to use leave accruals. Is Management willing to commit to the same in 2023?

Upcoming Items:

1. Syllabus Retention System – with new Provost.
2. Best Practices for employees and students – DEI.