

**United University Professions
Labor-Management Agenda**

Monday, August 7, 2023

3:00-4:00pm

Miller 405

Items of Collegiality:

1. Welcome back, everyone, to what UUP hopes will be another successful year of communication and collaboration.
2. UUP awaits the ratification of their tentative agreement with the State of New York. The electronic voting process is set to open on 9am August 10 and will close at 5pm on August 24.
3. UUP congratulates and welcomes Provost Ann McClellan.
4. UUP congratulates and welcomes Richard Coyne, VP Institutional Advancement.
5. UUP Cortland is happy to introduce to the campus their new Chapter Assistant, Jeriann Stockholm, who began employment on May 30.

Old Business:

1. Course Teacher Evaluations:
 - a. Has the Committee on Teaching Effectiveness recommended a new software package?
 - b. When can UUP expect to bargain with Management on this issue?
 - c. If the university has no system in place for CTEs in fall 2023, what will be the expectation of faculty for evaluating their teaching during the semester?
 1. Will faculty be permitted to skip this semester with regard to the handbook requirement to administer CTEs “once every third time they teach a particular course,” as per the Handbook (260.02.I.3), or for contingent faculty, for every course, every semester per departmental policies? If not, what will be the expectation?
 2. How will management communicate with faculty for the fall 2023 and spring 2024?
2. Syllabus System Request/Department Retention of Syllabi:
 - a. Can Management provide an update, following the Faculty Senate endorsement, of their plan for the syllabus requests or department retention of syllabi?
 - b. When can UUP expect to bargain with Management on this issue?
3. Professional Performance Programs/Evaluations:

- a. As of today, how many performance programs are NOT up to date?
- b. How many evaluations?
- c. Who is the person in Human Resources providing leadership on this issue?

New Business:

1. UUP requests information regarding the college budget for AY 2023-2024.
 - a. What were the final numbers on Cortland's 2022-2023 projected budget deficit of \$10m?
 - b. What are the projections for AY 2023-2024?
 - c. UUP requests information about the university's plans to manage operational need and appropriate staffing over the academic year and over the course of the agreement.
2. Enrollment for AY 2023-2024, with a discussion of trends:
 - a. How many first-year students have been enrolled?
 - b. What are the numbers for returning students?
 - c. Transfer students?
 - d. Graduate students?
3. Fleet Vehicle Policy:
 - a. How and when were members informed of the changes in the university's fleet vehicle and mileage correction policies?
 1. UUP is concerned that members agreed to perform supervision in spring 2023 for .65 per mile and were later only paid .22 per mile without timely communication, which may have affected their agreement to perform work.
 - b. What is the procedure for ordering a fleet vehicle for the purpose of supervising student teachers?
 1. How many fleet vehicles does the university own?
 2. What is the timeline for ordering a vehicle?
 3. How will need and importance be gauged in assigning a fleet vehicle?
 4. Will the member be held responsible if a vehicle is not ordered in a timely fashion?

4. What happens if a vehicle is not available, though it was ordered, when the member arrives to campus?
5. What is the procedure for requesting a change of “Official Station” from campus to a member’s home?
 - a. Is Management concerned about a significant loss of personnel due to this requirement, and how will Management direct supervisors to handle such a loss?
6. Will departments or schools also be charged \$25/day/vehicle rental for supervision of student teachers, as well as for all other reservations?
7. Would it be possible for the college to provide GPS OR a charging port in each vehicle, for the purposes of employee safety while using a fleet vehicle?

4. Raquette Lake Services:

- a. UUP understands that while in the past, CAS assigned four total cooks to the William H. Parks Family Center for Environmental and Outdoor Education at Raquette Lake facilities, with two cook staff at Antlers and two at Huntington for all three meal services, this year CAS has required the division of labor to be two at Huntington and two at Antlers only for breakfast, and all four cook staff to be at Huntington for lunch and supper.
 - b. This seems to indicate, if correct, that a cooked lunch and a cooked supper for Antlers camp visitors or students would require that an Antlers staff member collect the Antlers people and ferry them over to Huntington in the large boat, wait around, and ferry them back, using at least an extra two hours out of the staff member's time and using the boat much more than normal.
 - c. UUP requests information regarding this decision as to its potential impact on our members’ duties.
5. Regarding the Email on Travel of July 12, what is the rationale for the new restrictions being implemented on travel, which includes requiring receipts and two-weeks-notice, even if a faculty member is not requesting to be reimbursed.
- a. Does the two-week time period mean a person cannot submit for reimbursement after the travel has occurred unless they submitted two weeks before the travel occurred?
6. UUP has concerns related to the construction in VanHoesen and its effect on members ability to perform their duties in The Learning Center:
- a. Accessibility: The map seems to indicate the necessity of a very long pathway for employees and students in need of an accessible entrance, in addition to the use of an often-unreliable elevator.

- b. Construction Noise and Danger: Recent drilling had the entire building vibrating, and the noise and concern about safety and equipment may only increase as the construction continues.
 - 1. Can Management consider moving The Learning Center during the entire VanHoesen renovation?
 - 2. If not, how can Management mitigate the effects of the construction on members and students?
- 7. What is the rationale for requiring the spring 2024 schedule due by August 18, when many Department Chairs and faculty are not available for logistics?