

**United University Professions
Labor-Management Agenda
Tuesday, September 5, 2023
3:00-4:00pm
Miller 405**

Items of Collegiality:

1. UUP has ratified their new Agreement with the State of New York.
2. UUP thanks Management for connecting UUP Cortland Chapter President to Communicator and Targeted Messaging, in order to reach members in the event of an absence of our Chapter Assistant.

Old Business:

1. Syllabus System Request/Department Retention of Syllabi:
 - a. UUP looks forward to an update from Provost regarding plans for their system request and Department Retention of Syllabi.
 - b. UUP will expect to bargain with Management on this issue.
2. 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?
 - d. When can UUP expect an update on the SUNY HR program/evaluation efficacy and implementation?

New Business:

1. Anthology: Course Teacher Evaluation Software: the following represents a collection of questions, though not exhaustive, UUP has regarding the system:
 - a. Who will be the “Administrator” of the software system? UUP requests a meeting with the Administrator after the software is purchased but before it is implemented to discuss issues related to bargaining.
 - b. The software allows for varying levels of freedom in choosing to take advantage of a variety of options when administering CTEs: what level of freedom will “non-Administrators” have:

- i. to choose the time allotted to complete the evaluations;
 - ii. to choose (by department and/or instructor) additional (non-mandatory) questions;
 - iii. to share messages created in preparation for the CTE with students;
 - iv. to share instant replies with students after;
 - v. to monitor the percentage of CTEs completed;
 - vi. to allow or disallow certain members to see CTEs;
 - vii. to disallow students who've withdrawn from the course to complete the evaluation;
 - c. Will the administrator be retaining the CTEs? For what time period?
 - d. Who else will be permitted to view CTEs without permission of the instructor? For what purposes will this permission be granted?
 - e. What will happen to the evaluations if the agreement with Anthology is terminated?
2. As the preliminary college budget is, as we understand it, due August 15 (final due September 1), UUP requests preliminary projections for AY 2023-2024.
3. What is the new ceiling for the OTPS or "temporary services" budget imposed after the campus Resource and Advisory Council review and recommendations?
 - a. What is the rationale for imposing the extra service requirement on Physical Education, to enable one head coach to be free from the traditional coaching clinic obligation?
4. Administrative Assistant Searches:
 - a. How many searches have been closed after being opened?
 - b. Are there areas in which members are performing tasks previously assigned to administrative assistants? If so, how can this be alleviated?
5. Communications of Policy Changes: UUP requests all changes to any and all policies be sent to all members all at once:

- a. Fleet Vehicle Policy: UUP requests a cooperative clarifying email be sent by VPFM and UUP to clarify the terms and procedures of the policy, including where to go with specific questions.