

**United University Professions
Labor-Management Agenda
Monday, November 6, 2023
3:00-4:00pm
Park 2133**

Items of Collegiality:

1. UUP congratulates the university on a successful Open House event on Monday, October 9, 2023.

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.
 - c. UUP's primary, though not only, concern is protecting the intellectual property of our members.

New Business:

1. Residence Hall Directors/ Area Coordinators in Residence Life:
 - a. What is the rationale for hiring Area Coordinators rather than replacing RHD positions?
 - b. There has been a serious reduction in RHD/AC professionals and an increase in duties for those working: Will the university be hiring several additional Area Coordinators for the spring semester, so their workload is more reasonable?
 1. UUP is concerned that with all these students to supervise, the Area Coordinators need more effective support and clear expectations from the university.
 - c. UUP understands that several Area Coordinators were provided employment offers that were incomplete and asked to sign (that only the signature page was provided)? If this is correct, has this error been addressed? If not, why were they not provided complete letters?
 - d. Does every Area Coordinator have a complete performance program?

- e. Area Coordinators have been responsible for securing coverage of their areas on their own, apparently without supervisor input or support, when they need to be absent from work due to vacation or illness.
 - 1. What plans are in place to address this?
 - f. What is the rationale behind requiring Area Coordinators to have office hours in more than one building in a single day? Why are the Area Coordinators unable to determine their own office hour locations on a rotating and more stable basis?
 - 1. What are the appropriate steps to take if, while working in one building, the Area Coordinator is called to a different building to deal with an emergency?
 - 2. Do the supervisors provide the coverage or deal with the emergency?
 - g. UUP requests information on the university's plans to adequately staff, compensate, and support Residence Hall Directors and/or Area Coordinators so that they can hope to achieve permanent appointment.
- 2. Have all employees working on a temporary appointment been converted to a term appointment in accordance with the new agreement between UUP and the State of New York?
 - 3. Does Management intend to increase the pay for supervision of student teachers according to the new contractual equivalent(s) of the minimum per course pay for part-time academics?
 - 4. Mock Phishing Campaign to Enhance Campus Cybersecurity:
 - a. What action(s) will be taken regarding the results of the campaign?
 - 1. What steps will be taken to make certain the information collected remains anonymous?
 - 2. What will the university do with the information they collect?
 - 5. UUP understands that funding for repairing parking lots comes entirely from the registration fees, paid primarily by students. Is there no other way to fund the maintenance and repair of the parking lots?
 - a. UUP members report that the Park Center lot, though repaired, is often problematic again by and throughout the spring semester.

6. Instructor Positions/Requirements for Reappointment: UUP understands the university's practice of allowing for some freedom of departments to determine the criteria that need to be met to earn continuing appointment.
 - a. However, with the increasing number of not only converting Full-Time Lecturers but also people hired at the level of Instructor, UUP requests the following information:
 1. For Instructors: what are the qualifications in scholarship for obtaining continuing appointment?
 - a. UUP has concerns that there are some discrepancies among departmental policies as to the requirements for Instructor versus Assistant Professor.
 - b. UUP requests more information regarding the starting salaries for Instructors, which is contractually less than the starting salary for a Full-Time Lecturer, despite having a significant scholarship requirement in some departments.
7. According to the Bargaining Agreement (33.5), "the College President and UUP chapter President shall choose a panel of professional staff members who might chair a Chancellor's Advisory Committee, in the event that one must be convened, within 90 days of the agreement's execution."
 - a. UUP requests that the President or designee work with the Chapter President to seek out volunteers for such a panel and mutually agree upon selections, including both academics and professionals across UUP-represented areas.
8. New York State Chapter 129 of the Laws of 2023, which went into effect as of August 1, 2023, requires every SUNY campus to provide access to medication (to facilitate abortion) to all enrolled students by either:
 - a. Employing or contracting with authorized prescribers; or
 - b. Providing students with information and referrals to authorized prescribers.
 1. Can UUP have access to a written copy of Management's plan for implementing this law?
 - a. If there is not a written copy available, what is the date by which the written information will be available for full implementation?
 2. How many authorized prescribers are employed by Cortland?

3. How will students know that they can receive this medication via the campus or local provider?
9. UUP understands the SUNY has required every campus to submit a financial sustainability plan to be used as a roadmap of how to manage their budget in the coming years. UUP requests to see a copy of the plan or any documents Management has created related to sustainability and provided to SUNY.

Future Business:

1. Professional Performance Programs/ Evaluations:
 - a. As of today, how many performance programs are NOT up to date?
 - b. How many evaluations?
 - c. What is the status of the search for the employee who will be responsible for this work?
 - a. When can UUP expect an update on the SUNY HR program/evaluation efficacy and implementation?
2. Anthology: Course Teacher Evaluation Software: the following represents a collection of questions, though not exhaustive, UUP has regarding the system:
 - a. Has the contract been accepted by SUNY?
 - b. 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, as outlined in our memorandum emailed to Provost McClellan on August 7, 2023.
3. Compensation for serving as Department Chairs.
4. Student advising policies.