

**United University Professions  
Labor-Management Agenda  
Wednesday, March 21, 2024  
3:00-4:00pm  
Miller 405**

**Items of Collegiality:**

1. UUP congratulates Management and all employees on their successful series of open houses for prospective students.

**Old Business:**

1. IDA Committee Issue: Due to the potential need for recusal for folks who serve on the IDA committee, UUP would like to add a fourth member (Mickey Gibbons - UUP) to serve on the committee, a person who works as a professional. Would Management likewise consider appointing a fourth member to serve on the committee?
2. Professional Performance Programs/ Evaluations:
  - a. As of today, how many performance programs are NOT up to date?
  - b. How many evaluations?
  - c. How will Management be processing requests for salary increases, promotion, reappointment, and permanency if these evaluations are not current?

**New Business:**

1. Regarding the FTL to Instructor Conversion Policy: The policy states that a person who chooses to convert must “The employee must also have demonstrated a strong record of teaching and teaching related service by advancing to the level of Lecturer II. In addition, the employee must provide evidence that he/she has the potential to earn tenure, such as through previous work towards or completion of a doctoral degree and/or completion of research projects, presentations and/or papers.”

It also says that “These criteria should be included in the Department’s Personnel Policies and Procedures and must speak to tenure expectations for those at the rank of Instructor in the areas of teaching, scholarship, and service.”

- A. UUP requests the Provost conduct a review and catalogue all departmental guidelines related to CA/tenure for Instructors.

- B. UUP implores the Provost to require all departments to adhere to the guidelines, as written in the policy, for all employees who are currently appointed as Instructors.
  - C. UUP requests and offers our assistance to the Provost in developing uniform guidelines and criteria for all Instructors appointed to the title after the publication of the new guidelines and criteria.
    - a. If any of the new guidelines and criteria would lower the standard for Instructors under consideration, the new lower guidelines and criteria should be applied to all Instructors irrespective of their appointment date.
    - b. Uniform guidelines and criteria should allow for variations within a department, permitting that no department deviates from the new guidelines and criteria.
2. Regarding Course Teacher Evaluations: UUP would like to discuss a procedure to request the removal of damaging and/or derogatory comments from CTEs that are based upon protected class.
3. Regarding Scheduled Classes Being Removed for Special Events:
- a. What is the priority of scheduling classes such as Physical Education classes versus special events such as gymnastics meets?
    - i. If a special event must displace a scheduled class meeting, can the Department Chair displace others who might be holding meetings, but not classes, in a room, like the Hall of Fame or other conference room? How is this prioritized?
  - b. What is the priority of scheduling events for camps, orientations, open houses, EOP, and other events in the summer versus scheduling of summer classes?
    - i. What is the rationale for individuals being able to request special events space or meeting space before the course schedule for any academic semester is complete?
4. UUP requests the names of employees who were separated from the State University Professional Services Negotiating Unit (UUP's bargaining unit) at the College, during the previous semester, including the type of separation (termination, resignation, retirement, deceased), in accordance with Article 16.4(a) of the Agreement.
5. Regarding DSI for 2024, and the .5% that will be distributed by the President:
- a. Does the campus intend to utilize the previous equity analysis formula as in previous years, created by former provost Prus?

- i. UUP requests to see any formula.
  - b. UUP requests that if Management informs other UUP employees seeking salary increases in the interim, that those requests, if formally submitted, are formally considered.
6. What is the annual budget devoted to the Career Services area for professional development and travel?
  - a. If no money is allocated, UUP requests this be reconsidered, so that Individual Development Award money may be more equitably distributed.
7. In 2023, The President's Office committed \$2000.00 to help pay for the cost of SUNY Cortland Works, an event open to all members of the SUNY Cortland Community. Can UUP count on the same amount to share expenses for SUNY Cortland Works in 2024?
  - a. The event takes place Friday, May 3, 2024, 12-2pm.
8. What across-the-board percent increases are Cortland M/C employees receiving under the new Agreement?

**Future Business:**

1. 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?