

Plattsburgh UUP Executive Board
Meeting [Minutes](#)
Wed. Aug. 28, 2024

Attending: [Ray Gydosh](#), [Sandra Rezac](#), [Shawna Mefferd Kelty](#), [Gerianne Downs](#), [Michelle Toth](#), [Dan Gordon](#), [Kathy Briggs Renadette \(LRS\)](#), [Rob Trimarchi \(Organizer\)](#), [Heather Bennett \(EAP\)](#)

1. Introduce our new EAP Coordinator Heather Bennett
[Statewide training in Albany mid- September for all new EAP Coordinators.](#)
[Heather will officially start as the campus EAP role on Sept. 18th.](#)

2. Votes on Budget items
 - a. Shared cost of North Country Retreat \$ ($\frac{1}{3}$ of cost, guessing less than \$1,000)
[Rob shared that he estimated that it would be closer to \\$400 for each campus.](#)
[Motion: to approve the cost of our share of the North Country Retreat expenses.](#)
[Moved: Shawna, Seconded: Gerianne, Vote: Unanimous approval.](#)

 - b. Membership meeting lunch - estimated: \$1,200.00
[Motion: to approve \\$1,200.00 for the membership meeting lunch.](#)
[Moved: Shawna, Seconded: Gerianne, Vote: Unanimous approval.](#)

 - c. Budget for Breakfast Bites: ?
[Need helpers with these events.](#)
[Noted that the time has shifted slightly for this, they will now be 8:30-10am](#)
[Brief discussion on the pros and cons on using one space for all of these, or if moving to different buildings would get more participation. We will move forward this semester with one location and review results for any changes next semester.](#)
[Estimated that each would be around \\$100, and there are 4 scheduled in the fall.](#)
[Motion to approve \\$400 for the Fall semester for Breakfast Bites.](#)
[Moved: Gerianne, Seconded: Dan, Vote: Unanimous approval.](#)

 - d. Resolution: Executive Board gives approval for the treasurer to pay routine, usual expenses for the 2024-25 fiscal year.
[Clarified that this would include things like the phone bill or the chapter assistant's parking pass.](#)
[Motion: to approval for the treasurer to pay routine, usual expenses for the 2024-25 fiscal year.](#)
[Moved: Michelle, Seconded: Gerianne, Vote: Unanimous approval.](#)

3. Treasurer's Report.
 - a. As of August 19th, 2024, we have \$11,045.93 in our UUP checking account

- b. Recent significant expenditures include:
 - i. Spring mixer 5/15/2024 (1125.97),
 - ii. Organizing Academy Training workshop (\$98.94)
 - iii. Annual phone bill 6/18/24 (\$427.46)

Discussion on the likelihood of needing to request a supplemental allocation at the end of this semester. Funding requests need to be tied to outreach activities.
 - c. Our Good & Welfare fund is currently at \$2,209.11, including \$235 raised at the Spring mixer in May.

We currently do not have guidelines for use of our Good and Welfare funds. Request that our Treasure look into this. Previous use included cards for the sick or flowers for funerals. Discussion also about donations to the campus food shelf.
4. Agenda for Membership Meeting on Friday Sept. 13th
Branch Campus Thursday Sept. 26th? (on way to DA)
- a. Chapter Committees and recruiting participants (events, membership, outreach)
 - b. Treasurer's Report
 - c. Chapter Elections (and changes due to new bylaws)
 - d. Events (Tues webinars, Breakfast bites, Oct. 6, Academic Performance Review work shop, etc...)
 - e. VOTE-COPE
 - f. See about inviting Dan Lake to talk about campus voter registration initiative
 - g. Contingent Reminders (Lecturer's and Service Memo and Adjunct review Waiver)
5. Chapter Schedule for the Fall semester
- a. 2nd Tuesdays at 2 webinars

Sept 10th's topic will be "Stop Working for Free".
Kathy will set up the Zoom link along with registration.
 - b. Fall 2024 Breakfast Bites - 1st Thursdays 8am-9:30am, fac lounge

Time change to 8:30 - 10am
 - c. Battle of Plattsburgh Cannonball Run (Sept. 14)?

Free, just need to register. Shawna will be participating.
 - d. UUP Legislative Town Halls (Zooms):
 - i. Thu Oct 10, 2024 12pm – 1pm
 - ii. Wed Oct 16, 2024 6pm – 7pm

Once we have the registration links we will send them out.
 - e. Requests for social/mixer

Hoping that establishing an events committee will help with this.
Note that the committee would need to report to the executive committee as anything with a budget needs to be approved before events are scheduled.

6. Email to Professionals - HR and Performance review calendars and 30 days for optional review

“About a week ago you all received an email from HRS with links to the 2024-2025 Performance Review memo and calendar.

Typically, both the campus president’s and the UUP chapter president’s names appear on the memo. This year you may notice that only the campus president’s name appears. In the UUP contract a change was made in the optional review step giving the campus president 30 days to respond to the Committee on Professional Evolution’s report (previously it was 10 days). The current calendars do not reflect this change in timing. You may note that the VP level review has 2 rows in the calendars, but the same dates are used for both.

We have requested that HRS address this issue, but they have not done so, and went forward with releasing the memo and calendars without the chapter’s approval.

We are asserting that the review once in the appeal process should not continue as usual until the appeal has been resolved.

The Committee on Professional Evaluation is an essential step in our Professional review process, and we will continue to advocate that the process is fully honored and accounted for in the local procedures.”

Another email was sent on Monday to HR about this and still have not received a reply from them.

7. Committee for ‘house keeping’ clean up of Academic Performance Review document

- a. Michelle, Shawna, Dan, Sandra, Gerianne,

- b. Add a contingent member?

Sarah Hackett via emails volunteered to serve on this committee.

Gerianne will be on the Professionals committee but not on this one.

8. Committee for ‘house keeping’ clean up of Professional Performance Review document

- a. Had a committee 2 years ago: Michelle, Matt, Gerianne, Regan, Virginia, Walter, Michelle (branch campus)

9. Security and public access to campus buildings (Gerianne)

Questions about when buildings are closed/locked?

Policy or procedures for checking buildings and the people in them after hours. Working hours or class time hours.

Adding this to the L/M agenda.

10. Agenda for Sept Labor-Management meeting

DRAFT UUP Labor-Management Meeting
Sept. 18, 2024, 1:30pm
Meeting Room #1 ACC
Agenda

- a. Annual checks on:
 - i. President's designee
 - ii. Status of any UUP employees working on-call or re-call
 - iii. Identify any UUP employees who have an expectation to respond to campus calls/emails after hours
- b. Status of CVPH contract for Speech-Language Pathologists
- c. Plans for campus DSI. UUP Contract Article 20.6:
"The distribution shall be added to incumbents' basic annual salary and shall occur not later than December 31, 2024, and shall be retroactive to (1) July 1, 2024, or (2) September 1, 2024, as appropriate to professional obligation."
- d. Search Waivers for UUP Positions
An increase in the last two years, particularly in the summer.
2024 - Theatre, EOP, Math, Hockey, Admissions, Softball, MISA
2023 - Art, Criminal Justice, Social Work, Nursing, Teacher Education, MISA, Global Education Office
- e. How did the hiring of the St. Rose Social Work faculty at the branch campus come about?
- f. What are the current criteria and processes for reviewing faculty productivity?
- g. Staffing impact on contractual letters/notifications
- h. Policies and Procedures for locking buildings
- i. Request that the bargaining unit info be included in the list of new hires that are sent out in the New Hire report