

UUP ESC Chapter Labor Management Meeting

Agenda March 18, 2020, held via Skype.

In attendance:

Labor: Chapter President Pamela Malone, Secretary Kelly Mollica, VP for Professionals Dave Puskas, VP for Academics Anastasia Pratt, Officer for Contingents Mary Helen Kolisnyk, LRS Maureen Seidel **Management:** Presidential designees Nikki Shrimpton, Tracey Meek, and Beth Berlin

1. Use of Temporary Appointments for Part-time Members

a. This issue has been on the agenda for several months, and the chapter hopes we can resolve it at this

month's meeting. The chapter's position is that there are members who are kept on temporary

appointments after serving the necessary number of semesters, and should be granted term

appointments. Language from the SUNY BoT Policies was provided at the last two meetings.

b. A list of members with temporary appointments is attached.

Labor management announced that Human Resources has confirmed the two-year time frame is now being applied for temps moving to term appointments. The first batch of letters will be sent out in April and will continue throughout the summer. They are managing reviews on a monthly basis.

2. COVID-19 Coronavirus

a. Reserving space to discuss any updates on the situation.

b. Topics could include use of accruals, working from home, quarantines—the situation is evolving.

Telecommuting agreements being sent Human Resources has been working to make the processing of these documents as easy as possible, in the language read and how they can be submitted. As Jim was mentioning in the town hall (on 3/17/2020), if employees are working from home, they must have their supervisor's approval (and signature). HR has created an easy formstack that can be submitted.

This document will be sent to all employees being that it's a guideline from SUNY. The use of this document is to know who's in the buildings. Everyone should already know their current designation, but that could change depending on how events unfold. Supervisors will confirm agreements. ***Information technology support***

The service queue is building, but they are working diligently through diverse types of tickets to help support individual needs of our employees. ITS also reach out to individuals who were deemed essential and mission critical to make sure they have the appropriate tools.

They understand that some employees don't have internet, so discussions are happening locally to see if we can made accommodations. Although we have limited resources, management is doing research on increasing our capabilities.

Operations There are instances where nonessential have been visiting their offices. We are reiterating to our members that nonessential members should not be in the building. If there happens to be a reason why you need to visit the office in order to grab items for your work, please receive approval from your supervisor and copy Antonio Bazzoffi, so he is aware of who is on location.

Cleaning status is constantly being monitored. If a location needs cleaning, Diane Conard is helping to connect locations for these requests (either with our facilities members or contractors).

We may hit a reality where more locations may close. At that point, employees won't have access to a location. If this occurs, we may need to adjust designations in order to rotate employees depending on the length of time of the outbreak.