

## **UUP ESC Chapter Labor Management Meeting Notes**

April 22, 2020 via Skype

Present:

**Labor:** Chapter President Pamela Malone, VPA Anastasia Pratt, VPP Dave Puskas, OC Mary Helen Kolisnyk, Secretary Kelly Mollica, LRS Maureen Seidel

**Management:** Presidential Designees Nikki Shrimpton, Tracey Meek, Beth Berlin

**Funding and Initiatives:** The chapter requests any update(s) of State, SUNY or college initiatives and/or funding that could impact or would be of interest to the chapter membership, including current enrollment and status of the college budget.

### **Spring and summer enrollment, projections for fall.**

*Enrollment for the Summer is projecting flat. We are focusing on creative services for current students to stay engaged. This is an effort aimed at retaining our student population as much as possible. Looking at creative initiatives surrounding the Fall semester. The President and Provost is looking at how we can engage the community, and soliciting ideas across the college.*

### **Impact of the recently passed NYS Budget.**

*The State is experiencing a major loss in revenue. Based on the state's projections, management is going through a process of looking at the revenues and where our expenses are. We are projecting that our future revenues are going to decline by 3%. Management is taking a close look at realignment measures. Real Estate leases are a focus, personnel are not. They are looking through all options that are available for getting out of leases. Personnel would be the very last expense that management would review in an effort to cut costs.*

### **Impact/allocation from Federal stimulus CARE Act.**

*3.4 million dollars are being provided to SUNY Empire for relief. Half of this money is meant for students and the other half for administrative purposes. Management still is waiting for guidance on the details of how this*

*money will be utilized, specifically for our student population. We aim to stay compliant with the federal guidelines. On the institution side of relief, we are identifying the costs we are incurring for modifications due to COVID restrictions, ie: laptops, remote working equipment. There might be long term, more structural modifications that may be implemented. We have been keeping a weekly tracker to identify the impact of COVID, this will help us to measure financial impact as well. Management is looking to funds in a flexible way.*

## **COVID-19 Pandemic**

### **Exclusivity of UUP Bargaining Unit work, in light of the crisis.**

Examples of projects:

*-Across departments, putting medallions together. (CSEA, UUP, MC). Sadie Ross is seeking help on redacting work on FOIL documents. It's not specifically UUP work. Asking all departments to work with OHR to put together descriptions for different positions.*

*A cross-section of available projects within a database housed by OHR. We will continue to stay updated with management so that our members are informed about future opportunities.*

### **Telecommuting form: clarification of its use for faculty**

*Context behind the form was that it was a quick response which needed to be distributed at the beginning of the COVID restrictions. OHR has not returned back to ask faculty to submit the form. If faculty members are already set up to work remotely from home, we haven't required the form. If our COVID restrictions continue/deepen, OHR may revisit.*

*If the form wasn't completed, it's possible that OHR might reach out if something very specific is needed due to guidelines.*

**Work/Life Balance for our members:** we appreciate the list of resources sent out to employees from HR that included EAP and other services. How might the chapter and management work to further support the members?

*We are looking to collaborate with management to come up with resources and ways that we can help our members adjust their work/life balance. An idea that came about was for us to offer a webinar series. We are interested in beginning with a subject on homeschooling, caring for elderly parents, and caring for yourself. We*

*are seeking feedback from our UUP building representatives on which times during the day they should be hosted. We are targeting Wednesday afternoons or Friday presentations.*

**Hourly employees---**how many hourly UUP members are there at ESC?

*SUNY Empire currently has two hourly UUP employees. OHR will research COVID impacts on these employees' hours. We are ultimately trying to identify if these employees earn health insurance through their job at the college. OHR will confirm.*

**How many part-time or adjunct members needed to transition their course(s) to online?**

*Management was able to obtain a record of the courses, we found two part-time and 25 adjunct employees. Members are being asked by the union to track any extra work they have acquired due to COVID restrictions. Management mentioned that there is a wide range of accommodations that our adjuncts have responded with regarding modes of communication with students. Better clarifying the union's concern, we are trying to figure out how to count the courses/adjuncts that had in-person requirements and if those courses were forced to be moved to an online setting. Nikki will follow up.*

**FFCRA (Family First Corona Response Act):** Has the college been given any direction on how to implement this benefit?

*SUNY Empire has received information about protocols. If an employee needs to be quarantined, there are accommodations that can be provided. Guidelines are still being provided, however there are more individual discussions being hosted. There should be something specific coming out to speak directly to SUNY type jobs.*

**Any additional ways this is impacting the college or its employees.**

**New Employee Orientation:** Status of ESC's onboarding/orientation for new employees, and integration of recent changes to the NYS Taylor Law.

*We discussed imbedding a module specific to UUP with different sections of information that can be ESC specific. We will assign a representative to support curation of the content for orientation.*

**Proposed Conflict of Interest Form:** discussion of any mandatory subjects of bargaining contained in the form.

**Organizational Charts:** The chapter requests any updated organizational charts.

*There is a small change to the OA chart structure. Tracey will forward via email.*

**Management mentioned...**

*Brought up the idea of how we are going to return to work. Tracey is watching any guidelines that are being provided to employers. They are being mindful of our transition back.*