

# UUP ESC Chapter Labor Management Meeting Notes

August 19, 2020 via Teams

**Attendance:**

Management: Tracey Meek, Nikki Shripton, Aaron Gladd, Beth Berlin

UUP Chapter: Pamela Malone, Anastasia Pratt, David Puskas, Kelly Mollica, Michelle Couture, Maureen Sidel

1. **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.

- a. Final summer enrollment, and fall projections.

FALL CREDIT SUMMARY		
	Fall 2019	Fall 2020
	August 17, 2019 02:45 AM	August 18, 2020 12:00 AM
10-Sch of Undergraduate Studies	56,059	61,792
20-Sch of Graduate Studies	4,800	5,404
20-Sch of Graduate Studies NYSUT	0	0
30-Sch of Nurs & Allied Health	4,018	4,443
40-Harry VanArsdale Sch of Labor	5,044	3,994
50-International Education	1,037	1,359
<b>Grand Total</b>	<b>70,958</b>	<b>76,992</b>

FALL HEAD COUNT		
	Fall 2019	Fall 2020
	August 17, 2019 02:45 AM	August 18, 2020 12:00 AM
10-Sch of Undergraduate Studies	5,868	6,375
20-Sch of Graduate Studies	854	967
20-Sch of Graduate Studies NYSUT	0	0
30-Sch of Nurs & Allied Health	686	743
40-Harry VanArsdale Sch of Labor	1,160	973
50-International Education	160	172
<b>Grand Total</b>	<b>8,728</b>	<b>9,230</b>

SUMMER CREDIT SUMMARY	Column Labels	
	Summer 2019	Summer 2020
Row Labels	August 13, 2019 12:00 AM	August 18, 2020 12:00 AM
10-Sch of Undergraduate Studies	24,525	26,395
20-Sch of Graduate Studies	2,235	2,430
20-Sch of Graduate Studies NYSUT	1,485	4,146
30-Sch of Nurs & Allied Health	1,864	2,730
40-Harry VanArsdale Sch of Labor	958	889
50-International Education	791	585
<b>Grand Total</b>	<b>31,858</b>	<b>37,175</b>

SUMMER HEAD COUNT	Column Labels	
	Summer 2019	Summer 2020
Row Labels	August 13, 2019 12:00 AM	August 18, 2020 12:00 AM
10-Sch of Undergraduate Studies	3,333	3,489
20-Sch of Graduate Studies	497	548
20-Sch of Graduate Studies NYSUT	402	871
30-Sch of Nurs & Allied Health	358	490
40-Harry VanArsdale Sch of Labor	177	170
50-International Education	170	117
<b>Grand Total</b>	<b>4,937</b>	<b>5,685</b>

*Final enrollments for Fall will be confirmed during the last week of add/drop period.*

b. Discussion and update on any initiatives to generate enrollment.

*The following initiatives were introduced by management for awareness purposes:*

- *Alfred and Erie Community College in collaboration with Northland in order to strengthen the partnership offerings.*
- *NYS Economic Development Council partnership*
- *NYS Department of Labor via social media is nondegree degree study, highlighting Fall 2020 deadlines.*

c. Follow up on the college's use of the institutional portion of Federal stimulus CARES Act funding. In previous discussions, the chapter has advocated for payment for extra work performed by members due to the COVID crisis, and management asked for examples. The chapter will provide a list.

*Management responded by mentioning they are looking to use the Cares Act to generate revenues for the college rather than direct salary increases. The chapter mentioned a group of employees who indicated extra*

*hours required to help convert our in-person courses into an online format. Those additional hours would be seen above and beyond their hours and responsibilities. Management agreed that they would like to review the list of employees who requested extra service monies. We will set up a meeting within the next week to begin detailed conversations.*

*A review of the CARES Act targets was provided:*

- (1) Resources deployed due to COVID restrictions.*
- (2) Supporting student's financial assistance for Fall 2020 and Spring 2021.*
- (3) Technological areas of need - identified several initiatives throughout ITS and optical characterization. Identity management solutions, support for classroom activities.*

d. Discussion of strategies and plans to balance the college budget.

*Management is continuing to evaluate our footprint and the locations that we have across the state. We are trying to make sure that we are effective and create a sense of vibrancy when we reopen. We can have individuals working remotely and are operating successfully. In certain situations, some employees are using their home equipment. Management is looking to evaluate the resources needed to work more permanently from home. Touchdown space should be accessible for our footprint. Currently, we are operating on a work remote status.*

*In addition, management affirms their current budget analysis, more accurate than in years past, we are better identifying how our revenues were inflated.*

*Decisions for part-time faculty was a last minute decision, where after the President's announcement, management contacted the chapter to provide an immediate update. They provided chapter officers an opportunity to review information to best serve member's questions. Management is continuing to evaluate how we continue to utilize both faculty and professional staff in a way to maximize resources within their expertise.*

## 2. COVID-19 Pandemic Related Issues

- a. Follow up on the academic tenure clock stop agreement. Has management determined by what date the member must notify the college if they do **not** wish to have the clock stopped, and how is this being communicated to members?

*Management provided June 1<sup>st</sup> of the year of which they would have been up for tenure. This date should provide enough time for the review committee to include an additional faculty person for the review. We will bring this back to labor management in April 2021 to provide members enough time to indicate their interest in the review process.*

- b. Update on plans for reopening, including any topics such as continued use of the telecommuting agreement and reasonable accommodations.

*Management responded:*

- *COVID training is a requirement before we enter back on campus.*
- *The App which we developed will help with COVID tracking.*
- *Management is continuing to structure requests to come on campus through Operations so we continue to evaluate our maximum 25% capacity.*
- *It's understood that faculty are interested in coming into the office before the start of the courses. Management is working to help coordinate.*
- *Links for faculty and staff COVID tracking will be sent out this week.*
- *Pool testing was reviewed through the Office of Human Resources. This wouldn't serve our college well because of our small numbers on-campus.*
- *COVID Testing Information will be provided for members located at reopening locations.*

- c. Student conduct policies regarding the use of masks or other requirements.

*Our conduct policy already covers aspects which should protect our faculty inside the classroom. Management is looking to provide informational posters and literacy for our students to help inform and educate our students on the needs and importance of safety measures.*

### **3. Discussion of UUP Part Time Members**

- a. Reserving space for any follow up regarding changes to part time lines, including securing health insurance for all members receiving it through their ESC employment.

*Aaron Gladd is continuing to work on this and plans to brief President Malatras. Afterwards, he will follow up with Anastasia Pratt to discuss this further. Aaron is looking to confirm aspects of this issue within 7-10 days.*

### **4. Manhattan Move:**

- a. Follow up regarding the move.

*Management is wrapping up the decision on the Manhattan location. They are looking to phase in discussions with the college community. An additional location is also being discussed. The chapter provided results from a member survey, by percentages, regarding important factors when choosing a location in Manhattan. The chapter will continue to stay in fluid communication with employees to reassess aspects of the location to support the local members.*

### **5. Updated Organizational Charts:**

- a. The chapter requests charts for the following departments/divisions:

*Office of the President*

*Enrollment Management*

*IT*

### **6. Management's Items**

- a. Title IX Grievance Policy

*Title IX information was sent over information by the Office of Human Resources about the training.*

*Federal guidelines did not provide colleges enough time to turn around terms and conditions negotiated. IF there are any questions or suggestions, please let OHR know.*

*If there are aspects to this policy that doesn't work for our institution, please keep it in mind as it gets negotiated at a system level. Responsible Employee Training can be completed.*

b. Essential Employees

*Utilized for a wide variety of impacts to our operations. Survey about transition of working from home - Getting more training on transitioning for the year. A focus on professional development. Tracey will be sending out a meeting invite.*