

UUP ESC Chapter Labor Management Meeting Notes

September 16, 2020 via Teams

In attendance:

Management: Interim Vice Provost for Academic Affairs Nikki Shrimpton and Assistant VP for HR and Interim Chief of Staff Tracey Meek, Officer in Charge, Beth Berlin.

UUP Chapter: Contingent Officer Mary Helen Kolisnyk, President Pamela Malone, Secretary Kelly Mollica, VP for Academics Anastasia Pratt, VP for Professionals Dave Puskas; Labor Relations Specialists, Maureen Seidel and Michelle Couture

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
	September 16, 2019 12:00 AM	September 21, 2020 12:00 AM
10-Sch of Undergraduate Studies	66,191	72,086
20-Sch of Graduate Studies	5,265	6,235
20-Sch of Graduate Studies NYSUT	0	0
30-Sch of Nurs & Allied Health	4,539	4,749
40-Harry VanArsdale Sch of Labor	5,762	4,114
50-International Education	1,418	1,596
Grand Total	83,175	88,780

FALL HEAD COUNT		
	Fall 2019	Fall 2020
	September 16, 2019 12:00 AM	September 21, 2020 12:00 AM

10-Sch of Undergraduate Studies	7,050	7,530
20-Sch of Graduate Studies	960	1,122
20-Sch of Graduate Studies NYSUT	0	0
30-Sch of Nurs & Allied Health	781	799
40-Harry VanArsdale Sch of Labor	1,329	964
50-International Education	198	207
Grand Total	10,318	10,622

Credit ahead by 5500, headcount ahead by 300. New undergrad students increased. Graduate numbers are doing well. The college has noticed some impact at Harry VanArsdale, which we believe is a result of access to IBEW potential students, with COVID's effect on the trades. They don't have the volume that they once had.

Administrative changes that have occurred to help support enrollment. Improvement on the de-registration process in an effort to streamline. Student accounts is strategizing a better way to arrange payment plans, allowing student to register for the Fall term

Retention/former students outreach effort was successful during the Fall term, which positions us well for the Spring 2021 term.

Challenges being seen while laying out a plan for 2021:

- *Right-sizing expender issues.*
- *“Stabilization”. Will enrollment help stabilize?*
- *Learning from previous administrations, Beth commits to transparency to better analyze our short-term wins and long-term goals.*

Change in Leadership

Will the change in leadership mean any changes for labor/management (presidential designees, for example)?

-Beth Berlin, President

-Tracey Meek, Chief of Staff (AVP of Human Resources)

Are there other expected changes?

The chapter requests an updated organizational chart of the Office of the President, and other divisions where other changes have occurred.

Beth and her team are aligning activities and functions that better serve our students. Jim left a blueprint to help move forward without halting. She has some modifications for reporting lines. Looking to secure leadership figures. Outside of the President's Office, we may not see much adjustment.

Updates on any initiatives to generate enrollment.

Development in partnerships:

- Announces SUNY Cobleskill on Friday*
- Announced Drivers Guild- Uber Drivers and Lyft Drivers wanting to provide access to their educational opportunities. Their drives can help upskill through SUNY Empire's programs*
- Maintain relationships within the communities where we are closing locations. We need to think beyond the physical structures.*
- We may not a 5 day a week space – touch down space, it allows us to be more mobile at a partnership office.*
- How do we capitalize on the fact that SUNY Empire is a leader in online learning? “No need to be on campus and completes an online course at a traditional college”.*
- We are having Decision Support review the incoming students currently during COVID.*

Follow up on budget discussions

At the town hall, it was mentioned that the college is planning on saving \$1M from adjunct salaries. The chapter requests an in-depth explanation of the number. Was that for the last fiscal year? The upcoming year? Have the savings already been realized, or are expected? How will they be realized?

This current academic year (20-21), we are projecting a \$1M saving. Administration is meeting next week to determine the budget for Fall, Spring, and Summer. Make sure they are fully enrolled – merging sections.

Beth stepped in to respond to outside audiences critiquing or confusing the budget cuts for adjuncts as a one-line decision. She hopes that the context is understood that it was a response to a long-standing budget issue.

Tracey mentioned that we have used a large adjunct pool – 600 adjuncts on the books. IF we have higher enrollments, we may need to use them due to the demand.

We hired 11 new full-time faculty recently and they attended new employee orientation. We recognize that they are full-time lines.

Focusing on healthcare, non-renewals may cause access issues to healthcare.

Tracy responded to acknowledge that members should stay in close contact with their supervisors (Deans) to be aware of individual situations which would lead to a member to losing healthcare. Tracy mentioned that staying active in their area of study and be a viable resource if new programs come on board, we want to ask to update their CV. Nikki wanted to add that in the Spring, some of the undergraduate sessions where they could do Drop-Ins for updates and activities in the schools. The Drop-In times had great attendance and was a great way to provide a conduit for communication.

Updates on state funding projections

Directives from SUNY regarding the budget. They recently asked for various scenarios. Is there word of what they are expecting in terms of funding?

We are waiting for HESC to give us heads up on TAP. We have already been provided our allotment for State grants. We have been operating under the expectation that we won't be issuing those funds. 20% is the number that continues to be used for cuts. We are trying to read into as best as we can.

Lexi is trying to stay in close communication with SUNY to better understand the implications.

Central reserves from SUNY has not been a discussion yet.

More information on thoughts or plans on being open for more hours (from the President's town hall on the budget)

We are sticking with Jim's vision that we must create a bustling environment and continually learn about the needs of the students. The President's Office is looking for feedback on the vision of more access. Looking to expand hours.

The Chapter informed the President's Office that hours is a mandatory subject of bargaining. There are some situations where we honored nontraditional hours to support our students.

A survey is going to be sent out to students to understand expectations and needs.

How many positions are currently being held? What is the process to fill vacancies?

There is a hiring freeze. We are still evaluating the requests that are being submitted. If we can see an opportunity that may generate enrollments. Once a manager or dean submits a request, showing a plan, we are making sure to eye the FTE count. Is it tied to a grant or a SUNY Online position?

Vacancy-

Two full time professional vacancies and a part-time professional vacancy.

Salaries/FTE. The leadership must scrutinize ahead using guidelines from the NYS Department of Budget.

The chapter requests a list of the 14 positions that were not filled (other than those listed on the town hall slide).

Eight of these fourteen positions were identified. Tracey will follow up..

What 6 positions were indicated as at risk for elimination?

The fiscal situation will guide our next actions. By not opening certain locations, we may find that particular positions may not be required. We may align employees into new roles depending on the needs of the college.

What is the status of our labor partners in New York?

Jim had mentioned our labor partners in NYC. There hasn't been any confirmation on our labor partners about searching for other colleges to serve their academic needs. They are predicting that we will experience more demand once businesses start opening in the city. This unprecedented situation is difficult to gauge participation with the apprenticeship program offerings.

2. COVID-19 Pandemic Related Issues

Update on plans for reopening, including any topics such as continued use of the telecommuting agreement and reasonable accommodations, number of staff expected to return, plans for testing, and schedule of each building (i.e., will there be staggered schedules)

Reasonable accommodations are being met directly as they arise. Lindsay Holcomb is supporting the request.

25% of the workforce should be returning based on state interest, operations is developing a database on requests coming back to the office on an appointment basis. The college acknowledges that we don't have the numbers for pool testing but are wanting access to testing.

Individual testing approaches may make sense. If an event happens on campus, we will have to have staff and students tested before an event.

For those employees that are on campus, we will have randomized 50% testing every two weeks.

Self-testing with a two-day turnaround is available, 24/7 support or a provider to speak with those who have been tested. There are a few other universities who are using this vendor.

We are only looking at this for the Fall 2020 term – after December 31, 2020 – we are not aware of our requirements.

Because of our low numbers, we are going to be careful of the 5% limitations with positive cases.

Contact Tracing training has been provided internally for both employees and students.

3. Manhattan Move:

Reserving space for any follow up regarding the move.

The smaller location. How will the operational components work in a different space?

·Note that we have two locations in Manhattan, so both locations will help to manage needs.

·Management recognizes that Manhattan-based employees should meet to discuss the layout and how it works. It is a different footprint. We don't want to over commit our square footage. Augmenting the schedule can help to utilize the space and see if we can make the smaller location work. How do we use the footprint in NYC to support the Manhattan locations? Encouraging them to take part in governance discussions in order to voice your opinions.

·We are setting up two-hour blocks to meet with the community – the chapter warned management that the governance lists do not include Manhattan.

4. Locations Closing:

Discussion of topics discussed in the location's meetings, next steps, timeline, etc.

·They have been moving forward with discussions about closing locations. Antonio has been supporting meetings and the timelines for moving locations.

·The Latham location won't be occurring until January.

·The order of communications is determined by the contract that we are tied in.

·Newburgh location supportive services – administration is looking for touch down space.

·A timeline has been identified, the chapter will receive a copy.

·Are there any shifts in professionals and faculty that would impact any positions because of the closures? We are working on them for a case-by-case basis. Other than Latham, there aren't many professionals at the locations that are closing.