

UUP ESC Chapter Labor Management Meeting Notes

December 16, 2020 via Teams

In attendance:

Labor: Officers: Contingent Officer Mary Helen Kolisnyk, President Pamela Malone, Secretary Kelly Mollica, VP for Academics Jason Russell, VP for Professionals David Puskas; Labor Relation Specialist Michelle Couture.

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

1. Administration changes

1. The chapter requests organizational charts for all divisions within the college.

To try and understand the recent adjustments, the chapter requested a copy of organizational charts from management. Tracey Meek followed up that she will email to the chapter. Nikki mentioned that OAA's charts would be updated shortly.

Management confirmed that Lexie is the CFO and Interim COO. We spoke specifically for an org chart for ITS because of the leadership adjustments. It was mentioned that the President's Office org chart should provide the larger groups and their leadership.

2. The chapter announces our new Vice President for Academics Jason Russell.

Pamela introduced Jason Russell in his new role as an officer within our chapter.

3. Update on Presidential search

We were informed again that John Maggiore, Chair of the SUNY Empire State College Council, will be chairing the search for the new president. Under SUNY's approval, the firm should be selected by January. Tracy Meek and Tiffany Williams will be tasked in organizing the process. It was mentioned that the market may be favorable for a presidential search because of all of the movement in higher ed overall.

Pamela asked that the chapter be considered as a part of the search for the President. It provides the opportunity to set the stage for their relationship with the union. We are looking to be involved as early as possible.

2. Follow up from last month:

1. The chapter requests a list of the dates on which each location will close, and information regarding the location reassignments for UUP members at each location.

Information that will be sent:

- *Employee list identifying those affected by a location adjustment.*
- *List that identifies what has been completed and moved – ex: Garden City move to Selden.*
- *Dates of the location*

Ex: Lakewood, packing in March (move out date)

Touch down places are being sought for those outlying locations where a new location isn't being identified.

The list that was provided identifies Park Ave location employees who will be assigned a single, double or triple occupancy office. Room assignments are going to be announced within the next week.

3. **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, such as:
 1. Current and projected enrollment figures.

As of December 15, 2020

	<u>Cont</u>	<u>New</u>	<u>Ret</u>	<u>Total</u>
Undergrad				
2020	4058	860	204	5122
2019	3904	837	136	4877
	154	37	68	259
Grad				
2020	769	111	58	938
2019	661	65	24	750
	108	46	34	188
Nursing				
2020	533	51	10	594
2019	488	66	1	555
	45	-15	9	39
Labor				
2020	3	2		5
2019	296	3		299
	-293	-1		-294

2. Updates on any initiatives to generate enrollment.

- *Navy SUNY Online – 130 students for the Spring term. A tier 1 agreement with SUNY Central. This could develop more students for upcoming semesters.*
- *Partnerships development has taken focus for leadership every Friday morning to discuss new and continuing initiatives.*
- *Signed agreement with Rio Salado Community College, which is an online-based community college within the Maricopa Community College system in Phoenix, Arizona.*
- *Spring 2 Admissions – might to serve to close the gap of 700 students as compared to last year's headcount. The college will identify mentors who are adaptable for the 8-week term. PAFs are receiving an extension for adjuncts. That will allow us a bit more room to assign more mentors for the Spring 2 Term. Those decisions are based on individuals.*

3. Update on state and/or federal funding.

Pamela provided an update on statewide initiatives from UUP regarding reinstatement of the Stock Transfer Tax. The federal government is still making decisions on COVID relief. Governor Cuomo hasn't confirmed money to the state. January/Feb will provide us more details of funding.

4. Issues related to academic members

1. The chapter requests the total number, by school/division, of courses, studies, mentees, that have been reassigned from PT faculty to FT faculty since August 2020.

The chapter is trying to understand the movement of coursework. Nikki explained how difficult it is to measure a shift because they haven't made any structural adjustments for PT to FT faculty. Even though we haven't reassigned mentees, have we realigned the assignments to full-time faculty. Management focuses on the targets assigned to individuals. Initially, they are prioritizing assignments to full-time faculty.

Management points out that there are many variables that impact assignments, which makes it difficult to evaluate. \$1M cuts at the college were identified publicly, which we are reminded. The Chapter is trying to look at how many adjuncts were dismissed due to the financial cuts? There doesn't seem to be a clear answer.

2. Discussion of the changes to the spring payroll schedule. We realize the changes have been made for the sake of alignment with the end of the term; however, this leaves an 8-week paycheck gap for adjuncts in the beginning of the term.

Spring payroll – specifically, the impacts that we will see for our adjuncts. Those members whose ESA are approved for a 15-week session, first paycheck arrives on week 8 of the course. The chapter is concerned about the fact that we are seeing a 6-week pay gap for the Spring 2021. This is a hardship for our members. Pamela and Tracey went into depth to understand how the pay cycle processes checks.

3. Adjunct instructors' contract.

An example came up recently about if an adjunct retires, and an incomplete course required attention later on, should a faculty person should be reassigned? The incomplete course policy needs to be reviewed, especially when an adjunct is off of payroll, we would like to see that reassigned a faculty person. We need to follow up again by the end of January to double check with management. This will be placed on next month's agenda.

Adjuncts have been analyzed for three-month extensions.

4. Full-time faculty

The college is focused on making sure that full-time faculty are at their maximum assignments. A question was raised about how we could approach analyzing the shift in work. An evaluation must be compared year-over-year, showing the overall percentage of assigned work as compared to part-time faculty. This will be a discussion for a future meeting.

VP of Academics Jason Russell asked about the 120% load target, and how targets would be assessed. Nathan mentioned that the college is making sure that we are equitable across the board. It was confirmed that the target would not increase next year. There isn't an intent to remove the target range.

5. COVID-19 Pandemic Related Issues

1. Reserving space to discuss any updates, concerns or any other information regarding the pandemic.

We are planning to use Upstate Medical pool testing for monitoring COVID-19 at our locations. We don't know when this test will be made available. The test is self-administered on campus – Swab in your mouth and you hand it off to an assigned individual. How pool testing works is that they will conduct a larger testing of 10 people. If one person comes back positive, upstate medical would then test further (without requiring an additional sample) to figure out which individual is positive. Pooled employees are done at random (could be tested with individuals outside your building). Even though we are switching our testing approach, we are still testing the same amount of people and it's a more controlled environment.

They are required to test till the end of June.

6. Questions regarding the Manhattan move, and other location closings

1. Reserving space to discuss items of concern related to moves, including but not limited to expenses related to the move; transparency regarding office assignments at the new Manhattan locations; and safety and security concerns.

There is a committee that was formed to address process and questions for the Manhattan location move. The question was addressed about adjunct workspaces in Park Ave and SUNY Global. What are the details of those spaces?

- **Park Ave** - All of the classroom spaces are reservable when classes are not meeting (generally between 9am and 4pm). Faculty who are in shared spaces are welcome to reserve classrooms to work during the day. There will be personal cabinets available for adjuncts. VanArsdale's in-person courses will be hosted at the Park Ave location. The location also features a multi-media

laboratory and student computers with printer hook up, and an additional printer on another floor. There will be laptops available for students to check out.

- ***SUNY Global** – there are no offices available. Classroom space is located on the second floor (a third-floor space expansion potentially available). SUNY Empire reserved a business center for faculty and students alike to use. SUNY Global will host in-person undergraduate courses. Loaner laptops are being discussed for this location.*

7. Discretionary Salary Increases

- 1. Discussion of the process for DSI and notice to members of the process; Compression analyses; and the timeline for both.**

The chapter is looking to provide clear information regarding upcoming DSI funds considering there isn't a payment date. Last year, specifically for the merit based DSI, we developed the communication plan to benefit awareness for our members.

HR Office Hour meetings currently being hosted will help to promote consistent information for supervisors.