

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

June 16, 2022 via Teams

**Chapter in attendance:** Pamela, Kelly, Jason, MaryHelen, Sophia, (Michelle LRS).

**Management in attendance:** Lindsay, Tai.

### **Funding and initiatives**

1. Discussion of enrollment and revenue.
2. Discussion of plans to address budget shortfalls.
3. Any updates regarding SUNY funding in the NYS budget.

**Discussion:** Still looking 10% down, but apps are up. We have enough \$in the bank to get us through the next year. At this point, enrollment growth is the only way to increase revenue. Management has heard nothing new since April about the NYS budget.

### **Civility and Climate**

1. Reserving space to discuss the rollout of the policy and college climate.

**Discussion:** Still no word from OER. The Climate Committee is taking a look at recommendations from the Climate Survey and will be making recommendations to Administration and through Governance.

### **Conversion to Bright Space**

1. Reserving space to discuss how the conversion from Moodle is going.

**Discussion:** Still not fully staffed in terms of D2L. Will pay Extra Service to those who can assist with conversion so that the process doesn't extend into the Reading Period. Admin is working hard to ensure that all the heavy lifting is done on the front end so that faculty do not experience the same issues as the MOODLE conversion.

### **Searches**

1. Discussion of any failed searches and why. What has the college noticed in finding new employees?
2. What about searches in HR for Tanya and Jalisa's replacements?

**Discussion:** Management states that they aren't "failing" searches. The timeline is longer because there are fewer applicants so the positions stay up/open longer. Tanya's position will go up this week. The future of the AVP of HR role will be decided by the new president (Lisa V.).

### **Trainings**

1. The chapter again requests a list of all trainings required by all employees.
2. How is this related to the online HR training calendar?
3. Have supervisors been notified to include in performance programs, and allow time for training?
4. Currently, it appears the only notification employees receive is an automated message saying a course has been assigned. Where can they find more information? Should they have also been notified by their supervisor?

**Discussion:** The spreadsheet calendar provided to the Chapter is more specific than the list of annual or bi-annual trainings required by NYS and/or SUNY. Individual notifications about required trainings is a new process that's still being refined. Will be working over the summer on supervisory trainings and reminding employees about their required trainings would be a part of that. Supervisors should be having those conversations already with their staff. **The Chapter and HR will collaborate to develop trainings for supervisors.**

### **Security Issues at 4 Park Avenue**

1. Reserving space to discuss security concerns at this location.

**Discussion:** The Chapter reports that there is confusion among members about what counts as a "facilities" issue and what is a "security" issue; the chapter suggested adding security to the facilities ticketing system; ongoing issue with the front door that doesn't close; no fire safety training yet for the space; the elevator can't use keycards and 3rd floor occupants can easily come onto the ESC floors; and the lack of landlines in the classrooms for use during an emergency. Management will discuss these items with Jeff Kurto for assistance and clarity. Members can reach out to Kurto or Spain as they feel the need.

### **Notices of Non-Renewal**

1. The chapter asks for a copy of all notices to be sent to the chapter office at 111 West Avenue or via email to [empire@uupmail.org](mailto:empire@uupmail.org).

**Discussion:** There are 11 member non-renewals, with the majority choosing to retire. Management sends the chapter a new-hire term report every two weeks. **The Chapter requests the non-renewal letters sent to members. Management explained there's no difference between the info in the lists and the new-hire term reports.** Decisions not to renew are made between the Deans (as primary supervisor who initiates the discussion/process), OAA and the President. Management states that non-renewed members have intellectual rights to courses they developed at ESC and can use them when teaching elsewhere; however, ESC also has intellectual rights to these courses and can reuse them internally with different instructors. **The Chapter requests a separate discussion on this issue to clarify parameters and ensure intellectual property rights of members.**

### **Telecommuting**

1. Is the administration advocating for an extension?
2. What are the plans if the TC agreement is not extended?
3. Discussion of Remote Worksites.

**Discussion:** TC agreement was extended. Management states that this is a discussion that will be had with the new president and will be her decision. There are some employees who have made the request for a full remote worksite, but the college cannot move forward with those requests until there is a clear decision and policy. Conversations with SUNY Admin and council about this issue have largely tied Management's hands on this issue. **The Chapter repeated to management that the college has the authority to make the decision on fully remote worksites for employees making the request because Administration has the authority to designate an employee's work location (including remote). This is an employer's managerial right under basic labor law.**

### **Information Requests Related to Instruction by Part Time Faculty.**

The chapter has asked for the following information for the last 2 meetings, and asks again:

1. Of the number of credits taught in the last two academic years (6 semesters), what percentage of credits were taught by part time faculty?
2. Please provide for each term: the total number of credits, number taught by full time faculty, and number taught by part time faculty.

**Discussion:** Tai sent over the information. The Chapter will review it.

### **Public Service Loan Forgiveness (PSLF)**

1. The chapter has heard that part time members' forms are filled out with N/A under hours. This should not be the case and is extremely detrimental to their PSLF applications. Reserving time to discuss.

**Discussion:** Some members expressed confusion about this process and their eligibility. **The Chapter offers to help management look through all of the forms with "N/A" and report back to the Chapter to assist members.**