

**UUP Albany Chapter Labor Management Meeting Minutes  
December 13, 2010**

Attendees:

Labor: Jewell, Steen, Merbler, Seidel, Hanifan

Management: Mancuso, Hedberg, Neveu, Shultis,

Guest: Tamra Minor, VP for Office of Diversity & Inclusion

The meeting commenced at 10:05 am.

Introductions all around.

Minor said there have been a lot of good changes announced and there are more coming. The office name has changed; they still do “affirmative action” work. They use diversity to transform people’s experiences and attitude. Restructuring of University Commission on Diversity and Affirmative Action; new name, etc., looking at visioning and definition of diversity; spring 2011, President’s Diversity Dialogue Series, with faculty, conversations around critical matters re: hiring. Next semester, Diversity Train the Trainer; also looking for funding; cadre of trainers from across campus to give adaptable training for units on campus. NCBI is not as adaptable, but still has value. Diversity/Transformation Grant/Fund to replace current program; more info to come. A few questions; some discussion. Minor, “We are talking about training for search committees and maybe separate training for search committee chairs.” Steen asked about waivers (copies); any exceptions have been inadvertent; contact Minor if we don’t get them. Discussion. Waiver letters, according to Minor, no longer have a lot of detail. Merbler, “It’s hard for me, when I hear about a waiver/appointment after the fact; we need prior knowledge in order to explain situations to our members. Labor should get a letter every time a waiver is granted.” More discussion. Minor, “I’m willing to be reminded, but I will try [to send them].” Minor submitted campus grant request, as did Provost, and there was misinformation from JLMC sent to Minor; Merbler was upset; Minor could not move forward; this would have been of benefit to the campus; there is a meeting with follow-up today; UUP *may* be able to get the money to Minor. Thank you to Minor from Merbler.

1. **ERI**—As of Friday, 27 Academic, 22 Professional, 6 MC. About 135 total, with 80 CSEA. Merbler: Not what you hoped for. Thank you for the update. Not sure I’ve received all notifications. Mancuso: does not include 5 from NYSTI.
2. **Budget**-Keep on agenda in case of any developments.
3. **Albany Plan Reports**—Where did they go? Promotional Plan for Professionals; every 6 months, UUP was supposed to receive reports of same; Abraham is not getting them. Supposed to come from Mancuso’s office (small summary sheet: # Professional searches, # filled internally, and # filled externally; Beditz used to sign off on these); Mancuso will look into it. Barbara is done the end of this week; other positions may be configured, as Sandy is also leaving; transition period in the office of HR.

4. **Follow-up: Projections of Renewals in Journalism-** Hedberg: Still in Governance process, UAC still has questions on it; it is not on today's Senate meeting agenda. Hedberg envisions a transition period for current students; ultimately 13-14 sections each semester; 8-9 by FT, the rest by PT or contingent appointments. Hanifan: This will reduce enrollment. Hedberg: Average class size will increase; enrollment may not decrease. Discussion. We can revisit this. Hanifan would like to continue this conversation with Hedberg; Hedberg agrees, cc to Merbler.
5. **Effected Reassignments for Project Renaissance Lecturers:** Hedberg will have met with them all by tomorrow→ all possibilities are being explored (writing, gen ed., etc.); initiatives to present individual experiences in best possible light; all continue to be interested in UA as well as nearby institutions; some may become academic advisors. More discussion. Hedberg: I urge you to look carefully at the report of the Gen Ed Taskforce.
6. **Discussion of Part-Time Guidelines:** Hedberg and Hanifan are proud of our work. Merbler has 2 needed changes. Hedberg: We need to remind the Deans and Chairs of these Guidelines. Labor: Amen! Discussion. Hedberg and Merbler to work jointly on a session for Chairs, re: Guidelines for Hiring and Retention of PT Employees (on Provost's webpage, 4 or 5 layers down). The elephant in the room: graduate student appointments in lieu of PT positions. More discussion. Hanifan said more editing/guidance is needed; Hedberg agreed. Merbler gave history of splitting FT faculty lines into four, for PT and GA lines. Hedberg: We do that less, it's expensive. Hanifan: It's exacerbated without consideration for evaluation of individuals. Hedberg: I agree. The process should be systematic and fair. Merbler also reminded them of the Guidelines (6 months vs. 25 days→ 2 individuals given incorrect notice of non-renewal). Hedberg: Yes and also in workshop.
7. **DSI Listing—Requesting Copy of Campus DSI list**—removed from agenda; Merbler got from UUP.
8. **DSI Process—Issues:** Merbler: the processes that we've worked so hard to establish completely fell apart in many areas: notifications, appeals process, etc. Disappointing, troubling, concerning to Merbler; what happened? Why was it so late? Why the problems with the appeals process? Did all get a fair shake? Hedberg: A sign of stress in the entire system, trying to address several issues. Maybe we should revisit schedule of deliverables; put this on agenda for next meeting. Discussion. Merbler: I see many problems, but I'm tired of revisiting some issues time and time again, for example, people who have no Performance Programs. Hedberg: I agree. We can have meeting this week or next week. Merbler: I will arrange a meeting with Abraham, Hanifan, Steen and myself, with Hedberg. Maybe also Denise. Hedberg: Part of the problem is compression of process. Fall semester is our busiest semester.
9. **Follow-up: Request for Updated Salary List (Due January)-Mancuso:** Okay.

10. **Handicapped Spacing—New Dutch Area** - Merbler believes spacing is not in line with spacing requirements(Req. Min 96 inches)
11. **Dutch Quad Area Renovations:** Merbler gave background of these agenda items and ADA requirements for parking places. The “Smart Car” circle is too narrow! Merbler encouraged us all (John, et al.) to remember the ADA requirements as we redesign other areas on campus. Someone needs to look at the disabled spaces now.
12. **IDA Deadline Snafu:** Hedberg: I take full responsibility for this; I failed to consult with you about my decision. We’ve received our allocation and over 100 applications. Steen: I counted 120. Committee will meet on Friday; hope to have letters out by the end of next week. Merbler: Really? Christmas Eve? Hedberg: Yes. So, my apologies for changing the deadline without discussing with you, hope not to do that again. Steen wants column with previous grant amounts. Hedberg: Okay.
13. **Departmental “Hit” Lists:** Labor: We have heard that some departments have hit lists targeting people for elimination, so they’d “better take the incentive or else.” Labor very concerned. It may be only perception. A&S Dean told Chairs to come up with prioritized list of whom to let go; we also have heard this from other departments on campus. Mancuso: We appreciate hearing about these. Merbler is trying to be proactive. Do you/Provost know about this? Hedberg: I also appreciate hearing what you have heard. I was puzzled by this agenda item; I appreciate the explanation. I am not aware of any such requests for lists, “I’d be surprised if Dean of A&S did this.” Merbler: Please feed this back to the Provost. We need to communicate about this kind of stuff. We have heard about this from 4-5 sources. Not just from schools and colleges. This needs to go to George, also. Discussion. Mancuso: You cannot retrench people; you can retrench programs. Hedberg: I will report this to the Provost. Merbler: Thank you.
14. **Dates for Spring Semester 2011:** Tentative Labor/Management dates: 1/24, 2/28, 3/28, 4/25, 5/23. These are all Mondays and avoid holidays and day after commencement. Tina Reimers to come in January, according to Mancuso. Shultis: When firm, I will book rooms.
15. **ITS Changes in Email Service-**Merbler: What is the intent? Hedberg: To make improvements. We tested a Google product and an MS product. Feedback from test users. 45 minute PP presentation with Meg with 15 minutes for Q&A. Email and enhanced services, including cloud computing. Merbler: Is there any intent to outsource any positions? Hedberg: I did not get this impression. Merbler will reach out to Meg (or Chris) about it.

Add on

1. Merbler relayed a story about a CWS student who was told: change your major or look for another school. Merbler will share name with Hedberg. This is a sad way to treat our students. Hedberg: We try to follow up with individuals, to clear up misconceptions and provide a more appropriate response.

HAPPY HOLIDAYS!

The meeting adjourned at 11:28 pm.

Respectfully Submitted,

Carol Jewell, Secretary  
UUP Albany Chapter