

UUP Albany Chapter Labor Management Meeting Notes
April 20, 2016

Attendees:

Labor: B Benjamin, T Hoey, B Trachtenberg, R Tolley, M Seidel

Management: B Hedberg, R Stark, C Trethaway,

Guests: Christine Priest, Coordinator, Training and Development, Kim Bessette, Assoc VP
Financial Mngt and Budget on Compact Planning

1. **Joint Trainings/Workshops:** Benjamin thanked HR for their role in a successful joint training on permanency for professionals. He opened discussion about future trainings on such topics as workplace civility/bullying, hiring process for supervisors, tenure/promotion practices. Seidel noted that she and her colleagues have revised their civility training. Hoey and Trethaway will coordinate about a June workshop on programs and evaluations. Christine Priest, the new Coordinator for Training and Development, indicated that she looked forward to working with UUP on joint trainings in the future.
2. **Scholarship Update:** Benjamin noted that Albany had 1/3 of all UUP scholarship applications submitted. 12 graduate 13 undergraduate. He noted that the University has many high-performing students, and welcomed the chance to reward them with scholarships where possible. One concrete suggestion: ask Graduate Directors to send out notices in the Spring. Can this be put on Kevin Williams' calendar? Hedberg indicated that he would work with Williams to do so. Hedberg suggested that we alert Kristin Marshall for the morning Communications update from the University. Get some visibility for the University. Seidel suggested that we consider doing an event with winners on how to fill out applications. Get some press for the awards to highlight "students helping students." Maybe partner with Student Government.
3. **Contingent Committee:** Hedberg provided a current list of committee membership as requested. He just returned from a second meeting of working group on compensation & benefits/Contingent Panel Report. He will work with Senate to finalize the committee membership, but also asked UUP for recommendations of possible members, especially on the "permanency" subgroup. Oversight Committee meet a week ago Friday. Had suggestions to make about expanding committees (Oversight and Pathways). Hoping to convene these two working groups at least twice before beginning of June. The idea is to develop an agenda in all three areas to produce a campus report card at the start of the Fall '16 semester and another in Spring '17. Hoping to make announcements such as: increase minimum, along with other benchmarks that have been met. Submitted Compact Plan requesting a million dollars (like last year). Plan to make a pamphlet for benefits for PT contingents. Benjamin asked why Hedberg had indicated (at joint Senate/UUP forum on contingents) that permanency would be the most difficult piece to develop. Hedberg has been in conversations with the Deans, who want to balance the benefits of permanent employment, with the need for flexibility with scheduling, etc. Hedberg and the Provost's office have emphasized that permanency is in line with the University's values; need to work with Deans to find solutions. Hedberg speculated that he sees significant support among Tenure-line faculty for this issue. Benjamin asked whether the administration considers the Instructor job title to be a viable mechanism for moving contingent faculty into tenure-line titles. Hedberg: Yes, we should use all available tools; the instructor title is available to us now. We'll need to define criteria, timelines, etc. Benjamin noted the Chapter's contingent faculty recognition event, in which there are over 250 employees with 8+ years of service. These faculty members deserve to be

considered for permanency. Hedberg pointed to the contingent faculty office hours on the lawn in front of UNH, noting that this was another effort to raise awareness and bring visibility to the issue.

4. **Internal Hiring and Employee Retention Data:** Benjamin began by noting that we need to build better systems for tracking employment data, especially separations, internal hiring, and so forth in order to get a better sense of practices in the University. We'll need to do this at the department or unit level. Stark: "We're working on producing the information. Those metrics are important. We'd like them for the entire university." Benjamin noted that without tracking, we get only anecdotal evidence. He indicated that Chapter wants to work with HR on this so that we can then see whether the hiring/retention practices in departments match organizational priorities. Benjamin stated that the single biggest concern he hears from professional faculty is that there are not adequate pathways for professional growth with the university. Stark noted that this contributes directly to retention. Hoey pointed out that if we can identify areas with high turnover, it is an opportunity for training supervisors. Hedberg: we should build into supervisors' performance programs the expectation that they should provide professional development opportunities for their staff; that has not been systematically done. Hoey: its cheaper and organizationally beneficial to retain people rather than to be recruiting new employees. Hedberg: training on the hiring process is a big issue; let's work together on this. Stark and Priest agreed, and UUP will follow up with HR to consider effective trainings on this.
5. **Handicap accessibility in HUM:** Benjamin raised an issue about a handicap accessible doors and limited swipe card access. This dovetails with a larger concern the Chapter has been raising about swipe card access, which inconveniences employees without providing any meaningful security benefits. Stark reported that Building Managers have discretion for swipe access. Benjamin, Hoey, Trachtenberg all offered arguments for greater access, especially for those with disabilities. Stark: employees with disabilities who are having issues with access should notify HR. Further, HR will continue to discuss the broader issue with UPD and Facilities to identify solutions. Benjamin suggested a willingness from the Chapter to have a meeting with those groups to discuss.
6. **Compact Planning Updates:** Kim Bessette joined the meeting to explain the Compact Planning Process. Bessette: Process started on Feb. 1st. Open to submitters then. Information on the MyUAlbany website. Compact process document is there, along with calendar, etc. Submitters selected by VPs and Deans. For example, in some areas, e.g. CAS, Chairs have been designated. In the School of Ed, each faculty is a submitter. Some have made access widespread, some have made it restricted. On March 21st, submitters were done, moved on to Deans, Directors and AVPS, who look at proposals within their areas and can make edits/comments. Their task is to select which ones move forward and which ones stop. Ultimately they will rank the proposals. As of April 18, approximately 200 proposals have been submitted. VPs and Executive staff are deciding which to move forward and which to stop. May 16-23: 1st level of review complete, now VPs can see all proposals and consider collaborating. May 28: forwarded to the Compact Team: President, Provost, VP Research, CFO, Chief of Staff, Bruce Szelest and Kim Bessette staff it. Process finalized by August 1st (might hold until Academic Faculty are back on campus).

Benjamin: Has the amount of money been decided? Bessette: Jim van Voorst is meeting soon with President Jones to discuss this The amount will be based on enrollments. Currently making decisions for 2017-18. Putting faith in enrollment plan to make this work. Might need to be somewhat conservative in case the models don't pan out. The Administration would

like, as much as possible, to ensure that all new funding requests are made through the Compact Planning process. Should avoid “side deals” where funding requests go directly to the President. Benjamin asked whether that includes new hiring. Bessette stated that it does not include turnover hiring; it is for new funding only. Benjamin: does the Administration have any university-wide policy on replacement hires for vacated positions, or is this left to the discretion of Deans? Bessette: Deans’ discretion. The CP is for newly-funded positions, supplemental funding. Benjamin: the base-budget is not reduced to put money into the CP pot? Bessette: No, but there is a so-called “Provost’s tax” on each line: one-third of savings off the line for the first year go back to the Provost, and the line is reduced by 10%, so that he can reallocated. None of that goes into CP.

Benjamin: Is there any process for providing feedback to Depts on proposals? Bessette: We realize that Departments get little feedback. Provost office is trying to manage this better now. Wants the Deans to tell the submitters early in the process. We want to keep improving this and to get feedback to submitters earlier. Trachtenberg raised concerns about faculty having very different experiences across the university; even different experiences within the same department. For instance, Program directors have no ability in CAS to submit proposals. Bessette recognized that, and will pass along concerns to Compact Team. Benjamin noted that faculty members have our own priorities that may be very different from and even at odds with President’s stakes (which primarily have to do with growing the financial resources of the University). Not all educational needs of departments are met by these stakes. Where is the “compact” within the compact proposals? How do we use this process to both align departmental needs with University priorities, but also align university priorities with the specific academic needs of departments to be responsible to the expectations of their fields. The current model leaves programs that are less able to generate resources at a considerable disadvantage. Benjamin further noted that, at least in CAS, replacement lines have largely been taken off the table. The only new funds are CP and NY SUNY 20/20, both of which have the same criteria for application. Bessette again recognized the concern and indicated that she had raised something similar last year. She will bring that issue to the Compact Team as well. She noted that AY 16-17 is the last year with new 20/20 tuition increase funds. Non-resident undergraduate will go up 10%. The University is not counting on any tuition increase for 17-18. New funds will have to come from enrollment growth. Added that she would like to make the timeline earlier, so that we can wrap up by May 1.

7. **Graduate Student TA/GA Stipends:** This issue was raised at the Joint UUP/Senate forum on contingents. Benjamin asked for an update about GA/TA stipends for the coming year. Stark and Hedberg will check with Kevin Williams and pass along any updates.

8. **Add-ons/Follow-ups:**

- Benjamin requested updated lists of the completed programs and evaluations in advance of the June training workshop. Trethaway indicated that HR had hired someone to input a large stack of them. Should have data at the next LM meeting. She and Stark are working to see if the system can be configured to identify those who are not in compliance. Seidel and Trethaway agreed that doing some training specifically for supervisors/managers would be helpful. Discussed the idea of some targeted invitations for the June training to supervisors who are not in compliance.
- Stark updated the Chapter on plans for an Employee Recognition ceremony. It will be held in the fall. It appears that there are about 400 employees with 25+ years of service,

and approximately 200 retirees. The administration is working to set up a ceremony to suitably recognize this group.