



**United University Professions
Albany Chapter**

**Labor-Management Agenda
January 29, 2020**

Attendance: Bethany Hurteau, Brian Selchick, Bill Hedberg, Greta, Paul Stasi, Aaron Major, Zakhar Berkovich, Anne Wolfe, Maureen Seidel, Bocchino, Joanne

1. Information request for full-time lecturer career ladder policies and procedures. We are requesting information on the policies and procedures for the promotion of full-time lecturers. We are making a formal Taylor Law request for information pertaining to the following questions:
 - a. Who are the faculty members that the campus considers eligible for promotion under the new policy? Which faculty are being considered for promotion? We are requesting a list of both groups.
 - b. How are faculty being notified, or informed that they are eligible for promotion?
 - c. What process was established for units without tenure-line faculty to perform the review (notably WCI)?
 - *It was noted that few members stopped and asked about the publication of this option*
 - *More than 100 qualified individuals were pulled from HR database, full time non-tenure track teaching, the request overlooked 3 individuals (appointed as visiting professor)*
 - *Nearly 40 of them had 6 or more years of continual service*
 - *19 applied, 1 withdrew*
 - *HR verified the years of service*
 - *The rank by the years of service was prioritized and top 10 (1 person in EOP, 1 SSW, 2 Accounting, 1 Com, 3 LLC, 1 WCI, 1 Math & stats) were offered an invitation to these individuals with request of dossier*
 - *Deadlines were flexible*
 - *The faculty review committee has access to the files. Later in the process there will be a campus wide committee composed of distinguished teaching faculty and/or faculty who received special recognition for teaching*
 - *Since this is the first time this initiative is being put forward in the future the program will consider more targeted outreach to individuals who will be most qualified.*
 - *What should be done about part-time contingent faculty? was asked. It was noted that the discussion should not take place at this point. The focus is on full-time employees first, and salaries minimums for part-time.*
2. Promotion procedures for Clinical/Visiting professors: We are requesting information regarding the procedures by which academic faculty in Clinical or Visiting titles can apply, and be considered for promotion.

Provost Kim noted that there should be formal protocols established for some of the ad hoc decisions that were made in the past at the campus level and within each departments.

3. New Strategic Enrollment Plan and on-line education: We are requesting information and clarification regarding the new enrollment targets released as a part of the announced Strategic Enrollment Management Plan 2019-2023. The SEM Plan calls for a significant expansion of on-line education, including 12 new fully on-line programs, nearly 2,200 new undergraduate and masters students enrolled in fully on-line programs and nearly 100 additional faculty teaching on-line.
 - a. What are the 12 new programs that are in development?
 - b. What is the current composition of instructors teaching in fully on-line programs (i.e. how many of the courses are taught by graduate students, part-time contingent faculty, full-time lecturers, and full-time tenure line faculty)?
 - c. Will new faculty be hired to teach on-line or will existing faculty be required to teach in new on-line programs?
 - d. How many full-time, tenure-line faculty does the University expect to hire to staff the new on-line offerings?
 - e. What resources are available to assist faculty and academic departments seeking to develop on-line programs and to provide assistance with individual courses?
 - *It was recommended that this item be postponed to the next months' agenda.*
 - *The language in the on-line education document seems to be lacking "intellectual rigor and necessity". The narrative is focused on market, career, and employment. It was also noted that committee composition had limited faculty participation.*
 - *There was an RFP issued to outside agencies to design online programs in the area of CRJ, Public Health, and CECH*
 - *Additional support must be considered for students with different abilities when it comes to the online platforms.*
 - *Specific emphasis was noted that faculty involvement should be solicited early on prior to decision making*
4. Status of the Diversity Hires program for academic faculty. We are requesting information on the status of programs to hire faculty from underrepresented backgrounds. Is the Diversity Hire program still in effect? If not, what steps are being taken to ensure that the University is able to hire and retain a diverse academic workforce?

The targeted opportunity program was suspended. UAAlbany is participating in the SUNY Protégée Program.

SUNY funded Buffalo and StonyBrook campuses to hire underrepresented minorities in all areas, including doctoral students.

Provost Kim reviews the final list of applicants and encourages diversity and minoritized faculty hired in increase the diversity of faculty.

There are funding available through SUNY to support additional faculty hiring.

5. Mentoring program for professionals. We would like to continue our discussion around the development of a mentoring program for professionals. We have learned that the University Library currently has such a program for its professionals and present that program here as a point of departure for discussing how we might expand something like this across the university [see attachment].
 - *Additional concerns were about working mothers//fathers.*
 - *With requests for FMLA and other leaves can come to employee relations and employee benefits*
 - *A model from Library can be a starting point.*

- *There are campus grants that can be applied for. There are very few applications that actually sent for these grants.*
6. Campus implementation of the compression / inversion salary money. Anticipating the payment of negotiated compression/inversion salary money with the Feb. 5th pay check, we are requesting information regarding the campus's use of the discretion afforded it in this process and regarding the process that will be put in place to handle member questions and concerns regarding this process.
- a. As we understand it, campuses were strongly encouraged to distribute available funds broadly, but given discretion to target the funds by limiting the pool of potential recipients in some ways, such as establishing a dollar amount threshold or excluding some positions with few years of service to the university. Did the campus use its discretion to limit the pool of potential recipients, and how?
 - b. We expect the campus to circulate a document outlining its decisions in this regard to the UUP bargaining unit with the disbursement of the compression/inversion funds. When will that document be circulated?
 - c. Our understanding is that campus HR offices have been designated the "first stop" for UUP members who have questions or concerns about this process. Is this the campus's understanding as well?
- *The email that went to all employees was distributed in addition to the Campus Compression/ Inversion Report form.*
 - *It was noted that only individuals who received a specific email about the increase will receive the funds. This does not mean that others have not been compressed, but due to the selection criteria they will not be receiving it this year.*
 - *This process will be reviewed again for next year and some edits will be made. It is possible that different individuals will receive the compression/inversion funds next semester.*
 - *It was noted that UAlbany was the best campuses to work with. UAlbany asked a number of good questions and in selection of appropriate benchmarks.*
 - *If questions come up, they should be forwarded to HR, if HR cannot answer them then questions can be forwarded to UUP-statewide.*
 - *There is a report that management received about the outcomes of the distribution. Labor will receive it soon.*
 - *There is no way to see the details of the data, as it is proprietary.*
 - *All questions should be sent via email: OHRM@albany.edu.*
7. New Holiday Schedule for ITS employees. A memorandum issued to all ITS employees by the CIO on December 3 states, in part, that when classes are in session during a designated holiday "all ITS employees are expected to report to work unless they have requested and received supervisor approval to take the holiday off." The Agreement (Section 25.3 "Holiday Leave") stipulates that (a) the President may designate up to two days as floating holidays in lieu of two holidays recognized by law; and (b) The College President's designation shall be announced following consultation with UUP in September of the academic year." No such consultation with UUP took place. A blanket direction that none of these employees are eligible without some analysis of need as to function and number of employees is in contravention of the spirit of the agreement. We are requesting that the CIO rescind this memo setting this new holiday policy pending consultation with the Chapter.
- *The crossover between Holidays and when classes are in session – Election Day, Lincoln's Birthday, and Veteran's Day. In 2019 Columbus Day.*

- *It was intended that holidays are given for employees to take off, unless they are being asked to work a specific day. The language of the memo turns the responsibility on the employees to request time off.*
 - *Why was the memo brought forward?*
 - *Brian will review the policy and have a conversation with CIO.*
8. On-call / recall for employees in ITS. We have learned that employees in ITS are being asked to sign new performance programs containing language that effectively puts them on-call. The new language that we have seen reads as follows:
- Be available to provide scheduled support and consultation outside normal business hours, including occasional evenings, holidays, or weekends, within reasonable professional obligation and expectation, to ensure continuous availability of ITS services.*
- The campus has not issued the yearly on call/recall list with these employees on it. We had been told previously that no unit member was eligible for on call/recall. If these employees are not designated as on-call or subject to recall, then this is a change to the terms and conditions of their employment without negotiating that change to conclusion with UUP.
- *Brian will review the language and get back to the meeting.*
 - *A request for a list for on-call/recall list was made. Brian said that he will take the question to VP and get back to the committee.*
 - *Brian noted that the performance plans and evaluation are due by the close of business on 1/30/2020*