



**United University Professions
Albany Chapter**

Labor-Management Notes

August 21st, 2023

In Attendance

Labor: David Banks, Michelle Couture, Michael Dzikowski, Patrick Romain, Paul Stasi, Marco Varisco

Management: Gary Evans, Carol Kim, Steve Galime, Justine Ochs

Agenda Item Discussion

1. New Year, New Chapter leadership

No discussion on this item.

2. Follow up: Academic workload / summer work issues in CEAS and CEHC

There was discussion between L and M about this item over the Summer.

M: Asked if we have heard anything about work from this last summer. CEAS Faculty didn't need to advise and in speaking with Dean Griffin, he hadn't heard anything about the issue.

L: Tenure cases were coming up over the summer, so there was additional workload.

L: It may become an issue once the person who had issues returns to commitment – depending on their coursework and advisement load; however, we have not heard about the workload. It represents an equity issue with the level of work. This was a distinct case in CEHC.

M: As the CEHC programs have grown, they've needed to change their organizational structure from a single department to multiple sub-departments. There will be more

structure and support, along with chairs and administrative managers.

L: Have you heard of any inquiries about space to meet with students for CEHC contingent faculty?

M: None has been raised.

3. Nano College

L: This was just a flag to remember to discuss. The transition seems to have gone smoothly – we’re working on reviewing workload with those who have transitioned to UAlbany and ensure that their attention is focused on ensuring equitable workload.

4. Seven year raises

L: Where does this stand? We know that M has noticed this – has someone been passed over? The sums add up over years as it is added to base.

M: Several employees came forward, so a full review was made. Twenty-two individuals were missed, as far back as two years. They have identified some pending. While some individuals have received their payments, OSC is reviewing the retroactivity. We have to guarantee OSC that we are addressing the procedural issue. There has been a great deal of transition and turnover in staff within those areas of HR- the whole area is new. When OSC approves, there’ll be letters sent out.

L: Timeline?

M: Unknown, but estimates in months. Suggest that those employees who are concerned about the retroactive sums contact HR monthly to find out the status.

L: Will these be lump sum retroactive payments?

M: Retroactive will be lump sum. They have a new process, but please reach out if there are any future issues.

M: Some individuals have had their amounts processed, but they didn’t receive a letter as of yet explaining why they had a retroactive payment. They are working to notify those employees. Some dates are off in SUNY HR, though they are working to adjust.

5. Nano Service Awards

L: Will Nano employee’s service be continuous across the board?

M: All time and service counts with no interruptions. All will be eligible for service awards.

M: They are taking a careful look into the dates – those who went out to Poly and then are now coming back may have an issue where their dates are listed as 7/1/2014 – management is aware of the issue and is working to address. If there is a mistake, they will address them.

M: While tenure and permanency are incorrect in the system, they are not incorrect in the process. All faculty from Nano are senior.

M: Those who were awarded promotion as of 9/1 from Poly are going to have such going forward here.

6. CEHC tenure and promotion processes review

L: Tenure documentation appears to be in question here.

M: The departmental structure of CEHC is changing. Criteria, etc. will be reviewed, but is the same as when it was a single department. Management will share criteria with Labor.

L: Procedure and process is negotiable, so they will be reviewing; however, it is nice to have criteria.

M: Agreed to share.

L: Many departments didn't have clear guidelines – we want to make sure they are available.

7. Equipment replacement policy

L: Equipment replacement – people are working on out of date equipment.

M: There is a cycle per department in Academic Affairs. They are replacing equipment to the tune of \$400,000. M talked with ITS about equipment types offered. However, if their computer is not working – see their supervisor or department chair to share the issue and work out a replacement.

M: ITS does not centrally track the age of computers, but it is distributed amongst the departments.

L: Anecdotally, there was a shift on how often computers are replaced as budget cuts were enacted, the queue to get a new computer got longer.

M: Depending on the resources available, they are trying to replace computers. CAS has been able to keep upgrading. One-time monies from AA to the departments have been made available to replace computers.

M: Let M know if there is a computer replacement need – they'll work with Labor to ensure replacement.

L: LC18 and other classroom equipment/machines are old or equipment is not functional

M: ITS and Facilities should replace/repair those computers/equipment

L: Who is tracking that?

M: ITS can confirm based on tag number the issue date, but ITS is not proactively letting department/individuals know. Departments are responsible for ensuring they have a budget process that includes upgrades. Management will check with schools and colleges to ensure aged computers are replaced.

L: Is there funding?

M: Academic affairs will give additional money to replace computers as a subsidy

L: Plan to remove old equipment – some have been told to keep their old workstation on the side.

M: This is due to the amount of time it is taking to surplus equipment – they are low on people.

L: What is being done to the old computers?

M: Remove the Hard Disk Drive from towers, but other equipment is being surplused. While there are attempts to refurbish equipment for reuse, they have been told to not bother as the computers are old.

8. Computer equipment for mandated remote work

L: During inclement weather, what is supposed to be provided? Telecommuting processes are different from mandated remote work.

M: Messaging should be changed on the expectations here. It isn't mandatory remote, but it is mandatory that they are not meeting in person. Alternative assignments are acceptable, you don't have to use Zoom or other synchronous means to replicate the classroom. CATLOE has several options for faculty to review.

L: Is the idea that there are no more snow-days?

M: Every academic year, there are a mandatory number of contact hours. During COVID, we were bumping up against the minima. If you run too low on contact hours, you need to extend the semester. Commencement causes a bookend to the term, so they had to add

classes on Saturday/Sunday. Management is looking to ensure that other issues that may arise don't cause the institution to run low on contact hours. It provides a buffer if something does happen.

L: Revised documents would be appreciated to better reflect this

M: Review of emergency communications and practices, including closures is being done. This is a subsection of that policy and it would be reviewed as well.

L: We would appreciate it to help review messaging to ensure that faculty will understand the messaging's intent

M: M will share to review

L: As the union is a conduit to the employees, it would be wise to help with communications

M: Management wanted to do this yesterday.

9. UUP Representation to the Campus and Workplace Violence Prevention Policy and Program Advisory Committee

L: Is a committee being created?

M: The policy and program advisory committee came to a close. The primary purpose of the committee was to establish the program to create an assessment and create feedback. If there is action in the workplace, HR will review. Thankfully, issues are few and far between, but HR will review incidents with the bargaining unit instead of creating a committee to review. If there is an issue that arises, M asks L to bring it up to LM for discussion.

L: What of a shooter?

M: Yes, a review of all incidents – doors close in some areas, some could get locked on a roof.

L: Since that this kind of stuff is happening more frequently due to societal tensions. Some people are feeling heightened tension.

M: Agree, tensioned.

L: What is the process to notify of an incident?

M: Contact UPD. HR is aware of two incidents.

L: Could this be stalking or non-professional interactions that come along to the campus?

M: Yes.

Post-agenda Discussions

M: We are looking forward to having a good working relationship, new CHRO prefers a collaborative, non-adversarial approach.

M: UUP Agreement ratification vote is finishing this week. There is no merit raise this year, though HR will be getting information together about considerations.

M: Fall semester communications are slower when it comes to moving forward, so they would like to start collecting considerations for merit raises earlier. Management is welcome to discussing process; however, management is not open to discussing criteria of merit raises.

M: M would like feedback on the process proposed by the next meeting.

L: A letter should come out sooner as the window for appeals closes quickly.

M: M is working on making the process more robust.

L: Seeking transparency, Management agreed.

Submitted by Michael Dzikowski