

## UUP Albany Chapter Labor Management Meeting Minutes January 25, 2012

Attendees:

Labor: Collins, Merbler, Hanifan (part of meeting)

Management: Mancuso, Hedberg, Neveu, Shultis, Philip (part of meeting),

The meeting commenced at 10:05 am.

Collins served as secretary for the meeting.

In the latter half of the meeting, Brenda Seckerson provided information about EAP services.

1. **Snow Plan:** Merbler asked whether the University's snow emergency plan had been publicized. Mancuso responded that it should go out soon, and at Steve Beditz and John Giarruso had been informed.

2. **Budget:** Merbler asked for any further information about the university budget. President Philip responded that it was 'as good as could be expected,' that it was a 'steady state' budget, without the steep cuts of previous years. At this point UA has tuition increases, which help the University budget, but no monies from NY2020 fee increases, since the NY2020 process has not been approved by appropriate state offices. At this point, UA has sent a new set of options for the NY2020 plan. Philip added that there are potential difficulties ahead because of enrollment problems, lower graduate enrollments, only partially offset by undergraduate enrollment increase, may cost the university as \$2 million. At this point, we have to get through the 'transition' from one budget cycle to the next.

3.. **Shared Services:** Merbler asked about shared services plan that would affect UA, given the Chancellor's recent State of SUNY address, which referred to shared services. Philip responded that although shared services are being talk about for the system, he knows little of concrete plans or proposals, and of nothing definite for UA. Outside of IT, he say that it is 'hard to know' exactly where savings from shared services would occur. He added that there are conflicting agendas in purchasing and procurement – stipulations or guidelines to increase the number of women and minority vendors or 'buy local,' can complicate standard OGS procedures and make identification of shared services – which often depend on economies of scale – from being easily identified. It is also unclear where savings will be allocated. There remain many questions.

3 **Minors in the Language Programs and Theatre.** Collins asked about the continuing delay in announcing to all relevant parties what the procedures are for Minors in the down-sized language and theatre programs. Hedberg replied that he had been away from the University and that he did not know why, but notices were not sent out before the start of the Spring semester. He said that the messages should have gone out. They will go out to Department Chairs and Undergraduate Advisors. The CAS Dean and Dean of Undergraduate Affairs will send out the relevant information. Hedberg added that correct information about the Minors was available in the current electronic version of the Undergraduate Bulletin.

4 **Part-Time Dashboard:** Merbler asked about the PT dashboard. Mancuso responded that it 'will be up soon' [on the university's website]. Hedberg added that there has been increase in

part-time academics in 2011. Merbler responded that UUP reaches out to department representatives and needs to identify prior teaching assistants who have become part-time adjunct instructors and so needs current information on the dashboard as well as information about increases in part-time employees. Hedberg says that he has the data and has started to tabulate it but has nothing ready for posting [on the university's website].

**5. Reasonable Accommodation:** Merbler asked about this issue, in particular whether the University policy statement had been posted. Mancuso replied that he and Janet Thayer have not talked about this.

**6 Individual Development Awards:** Merbler asked when the IDA notification letters would be sent to her office for her signature. Hedberg replied that they would be sent to Merbler 'by next week.'

### **Add-Ons**

**7 Retirees:** Merbler stated that retirees do not have IT privileges, unless they keep their university IDs. Merbler and Mancuso discussed that this was probably due to a confusion or lack of clarity about IT services and retaining the ID. Mancuso says that they could ask for the statement sent to prospective retirees to be modified so that it more clearly stated that they should keep their University ID if they wanted to remain IT access and privileges.

**8 Winter Shutdown:** Merbler reported that there are still several people who must work during shutdown periods and they experience difficulties accessing building during the shutdown period. For example, for several days during shutdown, doors in Dutch Quad, near the parking lot, were not open. Mancuso responded that he would look into this.

**9 Retirees.** Merbler said that some retirees found the terse retirement notices they received off-putting. UUP does not get copies of the retirement notices. Merbler and Hanifan expressed the opinion that Professor Ron Bosco of English, who was getting an O'leary Professorship, should not get the standard retirement notice but a letter better indicating his long service and many achievements. Mancuso and Hedberg responded that this was probably the case and that they would look into the matter of improving the letter sent to retirees. Merbler asked for retirement notices so that she can mail information on retiree membership to them.

### **EAP Presentation:**

Brenda Seckerson from the UA Employee Assistance Program spoke about how EAP provides services to those experiencing stress in the workplace. She distributed some brochures for services EAP offers. EAP is a Labor-Management funded service. Its counseling services are private and confidential. It also offers workshops and public programs, such as the Wellness Fair and Flu Shot clinics. 20% of counseling visits are for workplace performance; many concern wellness/stress management, though the numbers on that issue for 2011 are slightly down from 2010. The EAP Advisory Committee suggests that Seckerson not to over-emphasize stress issues to the neglect of other programs. April 19 is EAP-sponsored Earth and Wellness Day.

Respectfully Submitted, Jim Collins – Acting Secretary