



**United University Professions
Albany Chapter**

Labor-Management Minutes

October 25, 2022

1. Access to temporary parking passes: We have had reports from several members who have had difficulty accessing temporary parking passes. This seems to be the result of more parking management services switching to providing more of its services on-line and the related lack of on-campus staff support during business hours. We would like to discuss ways that can resolve this issue.

M. The process for temporary parking passes has changed to a system where the pass and pick-up time are reserved on line. This means no time is lost picking up a pass.

2. Explore renting space for a Chapter office: The Chapter would like to explore the possibility of renting a space on campus for our Chapter office. Currently, our Chapter office is located in the campus center sub-basement. It is not easy for our members to find and not set up well for chapter officers or our chapter assistant to work in. At this stage we are requesting information on the cost of renting space and on what spaces might be available for the Chapter to use.

This item was deferred.

3. Review of FTL promotional processes: It is the Chapter's understanding that academic departments and/or colleges are being directed to create processes and procedures for the evaluation of full-time lecturers to be considered for promotion to the ranks of Lecturer II and Senior Lecturer. We note that to the degree that these guidelines address the process for promotion, they must be negotiated with the Chapter before they are implemented. As such, we are requesting copies of the existing promotional guidelines and a timeframe within which the Chapter will be given time to review new and/or revised guidelines.

M. We will now consider all who are eligible, rather than limiting promotions to 15 per year. There will be new times for submitting applications – fall and spring, although all promotions will take effect September 1, 2023. Review process hasn't changed but there will be

two committees of 4 members each.

Criteria will not be based on unit/department rules, but a review committee will accept a paragraph on what is appropriate as criteria from the unit/department. This information will be taken into consideration.

The applicant must be 6 years in a rank to be considered for promotion to the next rank, although exceptions are considered depending on the situation. \$2500 is added to base for each rank promotion.

L. How can a contingent lecturer with a 3/3 course load get on a path to promotion?

M. We need to revisit the Blue Ribbon Panel document to clarify and systematize titles.

4. Academic job search practices: Our academic members involved in academic job search processes have noted a change in the procedure for academic job hires: search committees are being told that they can no longer rank their list of candidates when presenting them to their Dean or the Provost. While the Chapter understands that job searches do not fall under its formal purview, we nevertheless feel that it is important to bring our members' concerns forward. They see this as a further erosion of departmental autonomy and detrimental to the campus's ability to bring in the best candidates as it is the members of the hiring departments that are most knowledgeable about their fields and thus best positioned to determine which candidates are best suited for positions.

L. Search practices seem erratic. Five – nine members on a search committee is difficult for small departments. Sample lectures need to be recorded so that all committee members have access. Ranked choice is important to department members. Also, is it necessary to have a verbal agreement before a written agreement for the new hire?

M. Regarding verbal agreements. These are often a matter of back-and-forth before the hire, so it's best left as a verbal conversation. After that, an official written agreement is drafted.

Ranked recommendations still happen, but administration wants a conversation with unit/department on why a certain candidate is preferred.

We will try to make the hiring language consistent. ODI and HR are providing procedures, clear directives, and best practices. We have the same goals.

5. Work on holidays in Student Affairs: With management now directing UUP professionals to work on additional holidays (Labor Day, Indigenous Peoples Day, Veterans Day) the Chapter believes that it would be in both the Chapter's and management's interest to codify a set of principles and best practices with regards to work on holidays in an MOA. A draft is included with this agenda for your review.

L. The issues regard how folks get compensated and how working holidays are assigned. Cash or comp time is limited to a few holidays. Days should be equally distributed. Volunteerism is a problem.

M. We've tried to give at least two weeks' notice for working holidays. We'll take the MOA and have a conversation.

L. More than two weeks' notice is needed. And, it may not be worth having an employee staff an office with very little student traffic on a holiday.

6. Internal/external posting processes: Management has requested that we discuss the processes by which open UUP positions are posted.

M. We would like to do concurrent internal and external job postings, although internal candidates will be considered first. Why do postings need to be approved by the UUP President?

L. There was never a denial from UUP in memory, but we like to know what's happening.

Submitted by Elizabeth Strum