

**UUP Albany Chapter Labor Management Meeting Minutes**  
**April 25, 2011**

Attendees:

Management: Mancuso, Hedberg, Neveu, Shultis

Labor: Jewell, Steen, Merbler, Seidel, Hanifan

The meeting commenced at 10:05 am.

**Speaker: Linda Krzykowski**, spoke on Living/Learning communities. She distributed handouts.

“Catch students when we first get them here!” Pilot L&L was World of Business, with 375 students, in 2010. 8 L&L programs (+ ROTSI, which is not a freshman program) for fall 2011- Coursework they would normally take plus a 1 credit seminar (which is an overload; \$1,000 stipend for faculty). Students live together with Grad Assistants in their intended major; packaging existing courses around a theme to meet students’ interests. Students sign up for L&L when they sign up through housing, through Residential Life. Budget for whole project is about \$40,000. 9 stipends → \$25,000, for Grad Assistants, faculty, etc., and \$13,000 for printing costs. Grant from Alumni Association (non-State \$) for programming => \$500-\$750 per L&L program FOR FALL 2011- . 8 programs, max capacity about 400 freshmen students. Linda said the 8 L&L communities are NOT a replacement for Project Renaissance. First come, first served + desire → enrollment. Linda wants L&L communities for the Arts. Hanifan asked, “How are you assessing this program?” “They are NOT calling it a 1<sup>st</sup> year experience; it is not a mandatory program. Each L&L community has its own tracking code in PeopleSoft beginning fall 2011 onward (retention and grades).” Hanifan wants Linda to remove writing/study piece from the yellow document; we (UA) still teach students how to write! No library requirement at the moment, maybe in the future, an ITS component or L&L community. Hanifan wants one for creative writing, for 2012. Linda will look into it; Hanifan told her who to talk to in the English department. Thank you very much to Linda K.

1. **Budget Update:** Summit, early May, according to Hedberg. No other campus developments.
2. **Program Changes:** Hedberg will look into question about language minors. This has been reported in the news for about a week. Blast email from Sue Faerman has not gone out.
3. **Status of RFP on Administrative Structure:** Bids due 4/8 (4)—who are they? And when will selection be made? Beditz to decide soon. Seidel: George said this would be limited to the administrative structure only. Other campuses are looking at the entire structure, MC down to CSEA. Mancuso: administrative umbrella only, yes. However, reporting chains may change. This is NOT about retrenchment.

4. **Final Plans: PT Guidelines Workshop:** 4/25 p.m. and Thursday. For 4/25, Merbler got 10 (+ Labor team) attendees. Tina will sit in as an observer. Hedberg: Consider this afternoon as a trial run and then will send out another email for Thursday (so far, only 3 attendees for Thursday), UNH 306. Hedberg: we can plan to do more in the future; I know who the new Chairs are for fall '12; we can do a summer program for them. Brief discussion.
5. **Additional PT Non-Renewals? (We have record of 9):** Merbler: We have 9 term status from Mancuso. Hedberg reached out to Deans, etc., who said they are done with this status. Next deadline is 5/1, for FT status; temps could happen later; Hedberg no longer in the loop for this information and has to rely on others.
6. **IDA Fund Balance:** Hedberg is just now getting to alternates list, 5 or 6 people; will use up the money.
7. **Writing Intensive Task Force/Writing Center/Project Renaissance:** Where are we? Hanifan: They are cutting the money for the Writing Center. Writing-intensive task force pool will now include about 450 Project Renaissance students. How to provide those writing programs for students? Hedberg will take Hanifan's concerns under advisement and he will also copy in Merbler. Discussion.
8. **Status of Workplace Violence Training/Clarification on Policy:** Merbler asking for training workshop status. Shultis: consultant scheduled to give 4 presentations (1 on each campus); she is meeting with facilitators this week. Shultis wants to do department by department, then campus-wide. At some point, after this first year of information sessions, there will be an online class. Advertising via campus location/email advertisements. Enrollment has been light. Some academic departments have not responded, even though this is required training; up to 2 hour workshop → prevention strategies based on work area; clarification on policy. Merbler: If someone files a report, one of first stops is UPD. But if UPD doesn't think a crime has been committed, UPD meets with Mancuso and Mancuso decides if UPD needs to be involved. BUT, there is no time constraint. Mancuso: There should probably be a time constraint for this. Merbler: trying to be proactive rather than reactive. Seidel: Policy needs to be clearer; not sure where misunderstandings lie. Mancuso: If you are scared, contact UPD first, and sort it out later. Merbler: Let's tighten up the loop.
9. **Living Learning Communities Instruction**—done.
10. **Next Round of DSI Awards (reminder):** Hedberg to send draft document out. Currently, prompting supervisors to do late Performance Programs and Evaluations. Review is for same dates as last year/distributed 12/11. [Eligible date within contract dates; distribution date, after.]

- 11. Request for Up-to-Date Listing of Overdue Professional Performance Programs and Permanent Appointments:** Mancuso: yes. Not yet ready; on Denise's to-do list.  
Merbler: July? Mancuso: We'll work on it.

Add-ons

1. Hedberg: President is away; Provost had hoped to attend today, but could not.
2. May 23, L/M meeting is downtown, in Husted Room, plus tour.

The meeting adjourned at 11:40am.

Respectfully submitted,  
Carol H. Jewell, Secretary