

**UDMPU Board Meeting
Minutes – 12/9/08**

Present: Mike Canjar; Don DiPaolo; Heather Hill-Vásquez; Prasad Venugopal; Jim Lynch; Lorri MacDonald; Kris McLonis; Stephen Manning; Kate Walters; Joanne Yastik; Larry Zeff

Absent Excused: Cindy Gillham

Absent: Stokes Baker

I. Call to Order at noon.

- a. A motion was made to approve the agenda and the motion passed.

II. Announcements.

- a. Canjar indicated that he had sent an e-mail message to the membership regarding the distribution of the 3% pay raise as required by the contract. December 5 paychecks included the equivalent of 3% of one pay and December 19 paychecks will include a lump sum payment of 3% retroactive to August 16, 2008. Beginning in January 2009, each paycheck will include the equivalent of 3% of one pay.

III. A motion was made to approve the minutes of 11/25/08 with one minor change to the Treasurer's Report, and the motion passed.

IV. Treasurer's Report.

- a. McLonis reported \$39,710.33 in checking and \$69,940.37 in savings for a total of \$109,650.70 in the Comerica accounts.

- b. Recent activity.

- 1) Deposit to checking of MEA dues from university in the amount of \$16,957.96.
- 2) Deposit to checking of check from religious objector in the amount of \$818.00.
- 3) An interest payment of \$54.02 to the savings account.

- c. McLonis reported that an error was made in the amount of the check due for local dues to MEA Region 2. The previous erroneous check in the amount of \$213.00 has been voided and a check in the correct amount of \$224.00 will be issued soon.

- d. The following checks will be co-signed and sent out:

- 1) MEA Dues in the amount of \$16,605.97.
- 2) A donation to COTS in the amount of \$818.00 (religious objector).
- 3) A donation to Food Bank of Eastern Michigan in the amount of \$2,449.00 (multiple religious objectors).

- e. One religious objector will be writing a check in the amount of \$813.00 for 2007-08 and the \$813.00 will be donated to the Lennon Center. The same religious objector will also be writing a check for \$818 for 2008-09.

- f. A motion was made to accept the Treasurer's Report and the motion passed.

V. UDMPU Faculty Memorial Endowed Scholarship.

- a. In light of a draft agreement from the university, it was agreed that Canjar, Zeff, Lynch, and MacDonald would meet with the appropriate staff member from UDM Annual Gift Programs Office in order to revise language in the agreement including 1) reference to the UDMPU's primary role in selecting award recipients and 2) adding "recommended" to the heading "gift payment schedule."

b. Canjar confirmed that donations to the Scholarship from UDMPU members can be arranged via payroll deduction and that donations are tax deductible.

VI. DiPaolo suggested the creation of a handbook for new UDMPU Board members which would contain informative and helpful documents to aid in the orientation of new members. Receiving a favorable response from the Board, DiPaolo volunteered to create a mock-up for the next Board meeting,

VII. E.L. Report.

a. The administration informed the UDMPU officers of the distribution of the 3% pay raise (see II above).

b. In connection with ongoing issues in one college regarding workload and pay issues and interpretation of sections 5.8v (d) and (a) of the contract, it is the hope of both the administration and the UDMPU that faculty, in the spirit of shared governance—as mandated by the contract—will be able to work closely with the new head of the college in order to ensure appropriate practices and procedures.

c. The administration was informed that they are overdue on providing adjunct usage numbers.

d. The UDMPU officers suggested that the administration orient all Deans regarding the new contract. The Associate Vice President for Human Resources and Payroll indicated that he would attend the next ALT in order to conduct this orientation.

e. The response of the administration to the long-standing parking issue was not satisfactory. MacDonald and Lynch volunteered to gather data (counting cars, etc.) regarding violations to present to the administration. It was agreed that the administration's proposed solution to add additional parking spaces has not solved the problem of violations and that—as has been emphasized and communicated to the administration many times in the past—further enforcement is needed. Manning noted that we have now tabled a grievance regarding parking violations for six years.

f. The administration was informed (again) about problems with the distribution of travel vouchers in one college. The Grievance Report below contains detailed information in connection with this issue.

g. Significant physical problems with CHM 209 were raised with the administration and the administration agreed to fix these problems.

h. Problems regarding the payment of one or more bargaining unit members in a college for overload teaching were discussed. The administration agreed to correct these problems but, as detailed in the Grievance Report below, problems remain.

i. In response to concerns raised regarding "customer service issues" or unprofessional treatment of faculty and students by staff members, the Associate Vice President for Human Resources and Payroll indicated that customer relations training sessions will soon be conducted for various staff members.

j. In connection with concerns raised at past Board meetings about a disparity between new faculty hires' salaries and current faculty in one college, the administration informed the UDMPU officers that the Dean of the relevant college had been made aware of the situation and was taking steps to achieve internal equity of salaries in the college. This was confirmed at the Board meeting.

VIII. Grievance Report.

a. Travel voucher issue. Manning informed the Board that, as determined at the 11/25/08 Board meeting, he had met with the applicable Dean. Two main issues were discussed with the Dean: 1) the tone of the memo regarding the distribution of vouchers and 2) an excessive length of time for reimbursement. Three possible approaches for dealing with

these issues were discussed with the Dean: 1) the Dean should request the tracking sheets (apparently implemented last year in order to indicate where in the process each reimbursement is) from the college's budget manager and review; 2) Manning will draft for the college a revised memo consistent with the current contract; and 3) Manning will investigate the voucher procedure in other colleges where the reimbursement procedure is not onerous or lengthy. Manning also reported that, as requested, he sent a report regarding his conversation with the Dean to the Interim AVP.

b. Further discussion of the travel voucher issue included 1) the fact that evidence seems to be pointing to the above college being the source of the problems and 2) that the travel voucher applies to travel completed by the end of the academic year (August 15).

c. Lack of payment for overload teaching. At least one bargaining unit member has not been paid in full for an overload teaching assignment. (The relevant section of the contract is 9.12.) It was duly noted that it is unacceptable for a faculty member to have been teaching a course without receiving payment. While the UDMPU officers were informed by the administration at the last E.L. (12/2/09) that this matter was resolved, it has not been resolved. The affected bargaining unit member will meet with Grievance Officer Manning and the Grievance Committee and a grievance will be filed on the member's behalf.

IX. A motion was made to adjourn and the motion passed with adjournment at 1:50 p.m.

Respectfully submitted,
Heather Hill-Vásquez