Labor Management  
Supervisory Unit Management Committee

Thursday, May 29, 1997

1:30 p.m.

Showalter Hall, Room 107

SPECIAL MEETING

MINUTES
(approved at the August 21, 1997 Meeting)

Members Present: Ken Dolan (chair), Jean DeNio, Kandys Dygert, Kathy Fleming, Curt Huff, Gayle Ogden for Jane Johnson, Sue Potter, Pat Rast

Members Not Present: Jim Besse, Phyllis Edmundson, Mike Tokarsyck

Resource Persons: Ken Berg, Annie Cole

Resource Persons Not Present: N/A

Ex-Officio: Tom McArthur

Guests: Dennis Hays, Sam Hopf, Mike Stewart

Recording Secretary: Angie O'Neill

I. Call to Order and Quorum.

Ken Dolan called the meeting to order at 1:30 p.m.

New Business:

Curt Huff presented for the committee’s approval a proposed summer work schedule for the shops in the Physical Plant. Kathy Fleming stated that this request had been made by Rich Gibb a week and a half ago and she told him, this was a special meeting to look at “reorganizational stuff.” She also told him, if he brought the information to her for distribution to both Bargaining Units and Kandys Dygert in advance, the Union would probably be agreeable to allow two minutes to go over the issue. The item was handed to Kathy the day of meeting at 9:30am. No other person was able to see the proposal prior to the meeting, therefore, Ms.
Fleming was not in favor of putting this item on the agenda. She asked that the item be brought to the next regularly scheduled meeting. The proposed summer work schedule is to take place on June 2, according to Curt Huff. Ms. Dygert stated that the contract specifies “items for the agenda for the meeting(s) shall be submitted to the Chair of the Committee not less than seven working days prior to the meeting.”

The item was deferred to the next meeting.

Announcement:

Sam Hopf attended the meeting as a resource person and as future member of the Bargaining Unit I team working on the reorganization counter proposals.

II. Information Item:

1. Budget Update — Mike Stewart

Mr. Stewart distributed a “Summary of the Fiscal 1998 Proposed Budget Adjustments by Major Budget Unit,” representing a reduction of $4,117,000 from what would have been a desired budget level, for the Union’s review and response. Per request by the Union, Mr. Stewart explained the content of the document, step by step. He first described what the document represented and a brief update about Friday’s PPC/PBB meeting. This document balances the legislative budget that was approved for the next fiscal year, July 1, 1997, through June 30, 1998, for the state appropriations and tuition and is based upon the following assumptions:

1. 6,585 FTEs (est. # of students)
2. PBB’s recommendations for expenditures
3. Expenditure assumptions based on the UFE bargaining agreement

The document shows the impact caused by the reduction of funds available.

The membership discussed the timelines involved in the anticipated layoffs as a result of lack of funds and the resulting reorganization. Management and the Union agreed that the Union will be given 60 days from the day of official notice of reorganization. During which time the Union may propose alternatives to Management’s layoff/reorganization plans. The timelines agreed to by both the Union and Management are as follows:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Official Notice of Reorganization</td>
<td>5/29</td>
</tr>
<tr>
<td>End of 60-day Notice Period</td>
<td>7/29</td>
</tr>
<tr>
<td>Layoff Notices may be sent out 18 days prior to 8/15/97*</td>
<td>7/28</td>
</tr>
<tr>
<td>Effective date of layoff</td>
<td>8/15</td>
</tr>
</tbody>
</table>
*15-day Notice plus 3 days for options*

The Union requested a list of documents from the administration for the Union’s review. The administration agreed to provide the requested information as available but emphasized that no documents can be generated at this time which require information gathering beyond that used to arrive at Management’s decision because of lack of time and staff.

The Union requested release time for its members to review the requested documents. Ms. Fleming stated that a list of names would be provided.

Ms. Fleming also announced that she would clean up the requested documents’ list and provide it to Management.*

The meeting adjourned at 3:45 p.m.

* The following attachment was received from Ms. Fleming on 5/29/97.