

# AAUP

# NEWS

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## “Have a Heart; Do Your Part”

### Sick Leave Bank contribution period begins Feb. 14

The Cincinnati State AAUP Executive Committee invites all members of the College community to celebrate the creation of the employee “Sick Leave Bank” program.

“Have a Heart; Do Your Part” is the theme of the AAUP-sponsored information session to be held on Valentine’s Day, Friday, Feb. 14, from 11 a.m. to 1 p.m. in the Conference Center Lobby. All employees are welcome to stop by for refreshments and to pick up information about how the Sick Leave Bank will work.

AAUP Chapter President Pam Ecker said, “For many years, Faculty and other College employees have been interested in establishing a formal way to donate some sick leave days to our colleagues who might find themselves in need of extra days because of a catastrophic accident or illness, or some other unanticipated situation.”

“The AAUP has taken sick leave pool proposals to the bargaining table several times in the past,” Pam said. “In our negotiations last summer, we were able to reach an agreement

to implement a process.”

“The AAUP is really pleased that finally, faculty members who wish to do so will be able to offer this kind of tangible help to other members of the Cincinnati State community,” Pam said. “Valentine’s Day seemed like a fitting time to kick off our efforts to ‘fill the Bank.’”

Pam said the Sick Leave Bank is described in Article X(E)(2) of the AAUP contract (pages 46-47 of the published contract, and also available online at [www.cinstateaaup.org](http://www.cinstateaaup.org)).

see *Sick Leave Bank/3*

### President Wright removes SEIU representative from Cabinet

The Cincinnati State SEIU chapter has been informed by President Wright that SEIU is no longer entitled to a seat on the President’s Cabinet.

The SEIU also has been told by the administration that meetings of their Labor/Management Committee will be limited to once each term, rather than the more frequent meeting schedule which had been used for several years.

The Cincinnati State Chapter of District 1199, Service Employees International Union

(SEIU), AFL-CIO, is the union that represents approximately 100 technical, professional, and clerical employees at Cincinnati State.

SEIU leaders believe the administration actions are a response to an SEIU newsletter published on Feb. 3.

SEIU Chapter President Paula Harnist said she received an e-mail on Thursday, Feb. 6, sent on behalf of President Wright which stated:

*“Effective immediately I rescind*

*my offer for you to sit on the President’s Cabinet. As of this date no seat is available for any SEIU 1199 representative. Any future discussion between you and I must be witnessed by a third party of my choosing.”*

Paula said the e-mail message sent to her was copied to five other SEIU officers, to the members of the College Executive Team, and to all of the members of the College Board of Trustees.

see *SEIU/2*

# Administration sets limits on communications with SEIU / continued from 1

Paula said that since she has been on medical leave for several months, she is uncertain why President Wright took the actions described in his e-mail message.

“SEIU representatives have been meeting with the administration for more than six months to try to resolve issues related to how several of the first-floor service departments are managed,” Paula said. “The newsletter SEIU issued on Feb. 3 expressed frustrations that our SEIU members have had for a long time.”

Paula said she has responded to the President’s e-mail. She said, “I told President Wright and the Trustees that as far as I know, the SEIU newsletter did not contain any information that was untrue, did not make any false accusations, and did not break any confidences.”

“A Cabinet seat for an employee union shouldn’t be

used as a reward or punishment,” Paula added.

On Monday, Feb. 3, SEIU distributed a newsletter that described a number of problems related to staffing— particularly in the Financial Aid office and the Registrar’s office— that have resulted in ineffective services to students.

The SEIU newsletter asked students to fill out a postcard (which was attached to the newsletter) to describe student problems experienced in the Financial Aid, Registrar, or Admissions and Records areas.

The SEIU newsletter also asked students to “let the administration know” about “all of the games, the lines, and jumping through hoops.”

On Thursday, Feb. 6, President Wright issued on paper and by e-mail “*An Open Letter to the Cincinnati State Community.*”

The President’s *Open Letter* said “staffing concerns are shared by all who want to see our students have positive experiences.”

The *Open Letter* also said that the College Executive Team (President Wright and Vice Presidents Carolyn Anderson, Doug Heesten, Monica Posey, and Bill Rollins) approved a plan on Feb. 4 to “recruit and hire in an expeditious manner” four financial aid advisors, four clerical assistants in the Registrar’s Office, and one clerical assistant in the Counseling Office.

The President’s *Open Letter* also said that Dr. Anderson will convene immediately a Financial Aid Emergency Action Plan (EAP) team. According to the *Open Letter*, the EAP team will:

- analyze data, identify problems, and report to the Executive Team in March;
- form a Planning & Implementation Team;
- develop a revised Financial Aid Operations and Procedures Manual;
- initiate new and improved processes and procedures by Summer Term.

The President’s *Open Letter* said that a plan for staffing student services areas was presented to SEIU leaders on Friday, Jan. 31. According to the *Open Letter*, “the plan was acceptable to these leaders.”

Several SEIU representatives said they disagreed with the description of the meeting and the SEIU response that was contained in the President’s *Open Letter*.

see SEIU/3

## Expanded Cabinet has operated for about 1 year

The President’s Cabinet was expanded to include representatives of employee unions and the Faculty Senate in December 2001. The academic Deans also were added to the Cabinet in late 2001.

The decision to expand the Cabinet to include non-administrators emerged from an Administrative Retreat discussion of ways to improve college leadership, decision making, and policy implementation.

According to AAUP Chapter President Pam Ecker, when President Wright implemented the expanded Cabinet, he told Senate and Union leaders that he viewed the new Cabinet

structure as a “revolutionary change” that he hoped would help the College to “move and grow in a purposeful way.”

Pam said that during the past year, the frequency of Cabinet meetings has changed from once a week to approximately once every two or three weeks. For Winter Term 2003, the Cabinet is scheduled to meet once a month. The next scheduled Cabinet meeting is Monday, Feb. 24.

Faculty members currently on the Cabinet are the Faculty Senate President, Diane Stump; the AAUP President, Pam Ecker; and the Academic Liaison appointed by President Wright last summer, Marc Baskind.

## Sick Leave Bank/ continued from 1

The AAUP contract language describes how Faculty bargaining unit members with at least 35 days of accumulated sick leave can donate up to 10 non-refundable days each year to the Sick Leave Bank.

The contract language also says that any College employee (not just faculty members) who has fewer than 10 days of accumulated sick or personal leave, and who anticipates the need for more, may submit a request to use time from the Sick Leave Bank.

Individuals will be able to apply for use of up to 20 days at a time from the Sick Leave Bank. The maximum leave granted from the Sick Leave Bank to any individual would be 320 hours (40 days) in a 12-month period. Time will be granted from the Sick Leave Bank only if it is available.

Pam said the administration has indicated they intend to permit employees who are not in the Faculty bargaining unit to donate leave days also, using

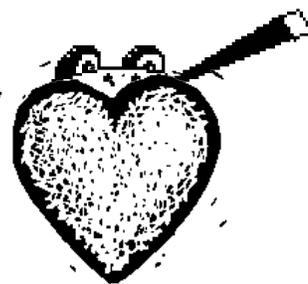
the guidelines described in the AAUP contract.

“We’re in the process of working with Human Resources Director Gene Breyer to create two forms: one that would be used to donate days, and one that would be used to apply for days,” Pam said.

Pam added, “We’re not sure if the actual forms will be ready by Friday, but we will definitely have some written information available for anyone who wants to know more about how the Sick Leave Bank will work.”

## **Have a Heart; Do Your Part Help Fill the Sick Leave Bank!**

**For more information on how to donate to  
the Sick Leave Bank (and for refreshments)  
come to the Conference Center Lobby  
any time between 11 a.m. and 1 p.m. on Friday, February 14**



## SEIU/ continued from 2

According to SEIU Vice President Wayne Herbers, SEIU did not “accept a hiring plan” at the Jan. 31 meeting.

“The administration told us at the Jan. 31 meeting that on Feb. 4, the Executive Team would be reviewing recommendations for filling five positions,” Wayne said.

Wayne continued, “They said these recommended hires would end the constant use of temps in some first-floor service areas.”

“The administration also mentioned that four vacancies in Financial Aid were going to be advertised,” Wayne said. “That didn’t seem like anything new to me, since we’re down to only two full-time Financial Aid

Advisors because of the management problems that SEIU has been trying to work on for months.”

“What the administration told us at the Jan. 31 meeting didn’t sound to me like a plan for fixing long-term problems,” Wayne said. “All they said was that the Executive Team would be looking at some hiring recommendations, and that they would get back to us sometime with the results.”

SEIU Chief Grievance Officer Gail Quinlan said that at a scheduled meeting of the SEIU Labor/Management Committee on Feb. 11, administration representatives said they did not want to meet with SEIU more than once a term, which is the

minimum meeting requirement under the SEIU contract.

“We have been having Labor/Management Committee meetings about every two weeks, for more than a year and a half,” Gail said.

Wayne said, “We were even scheduled to meet with staff from the State Employment Relations Board in attendance, as part of training we agreed to on how to have a more effective Labor/Management Committee.”

“Now, the administration wants to wait until April 22 for the next Labor/Management Committee meeting,” Gail said. “How can we work things out if they won’t talk to us?”

# AAUP considers grievance concerning AVP hiring process

At a FACT committee meeting on February 6, AAUP's FACT members presented a potential grievance regarding the process being used to hire a permanent Academic Vice President (AVP).

According to AAUP chapter Grievance Officer John Battistone, the AAUP decided to hold the grievance in abeyance based on clarifications made by the administration at the FACT meeting.

At the FACT meeting, John explained AAUP's grievance as follows: When the College is to hire any academic administration position, the AAUP contract clearly states in Article VI(E)(2) that *"Both the College and the AAUP support a policy of promotion from within. For any academic administrative position that is to be filled, an internal search shall be conducted before any external search is begun."*

On Friday afternoon, January 17, the administration posted an in-house announcement for the AVP position, with a January 27 deadline for applications.

Simultaneously, the College submitted an ad to the *Cincinnati Enquirer* seeking applicants for the

AVP position, with a deadline of February 10. The ad ran on Sunday, January 19.

"We believe that the intent of our contract provision on academic administrator hiring would be clear to an arbitrator," John said. "The process is supposed to be that the Screening Committee should look first at internal candidates."

"Only if there are no qualified internal candidates, or only if the Screening Committee decides to recommend widening the search to include external candidates, should we advertise outside," John said.

According to John, the administration's interpretation of this contract provision is based on the definition of the word "search" in the contract, which is "the process of attracting applicants for a vacant position."

"Apparently, the administration interprets the contract to mean that as long as the external ad runs a few minutes after the internal ad is posted, they've satisfied the obligation to conduct an internal search 'before any external search is begun.' We don't think that interpretation is

consistent either with the letter or the spirit of our contract provision," John said.

According to John, the AAUP will not file this grievance immediately because of Human Resources Director Gene Breyer's response to AAUP's argument. At the FACT meeting, Mr. Breyer said the administration intends for the AVP Screening Committee to conduct interviews of the internal AVP candidate and to make a recommendation prior to examining any of the external applicants.

Mr. Breyer said at the FACT meeting that the administration is "not sure we're not in a defensible position" regarding placing external AVP ads before the internal search process has concluded.

Mr. Breyer said at the FACT meeting there is at least one internal candidate for the position: Acting AVP Dr. Monica Posey.

The members of the AVP Screening committee include two faculty members appointed by the Faculty Senate: Marc Green and Linda Schaffeld. The other members of the committee are Mr. Breyer, Dr. Carolyn Anderson, and Dean Marianne Krismer.

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