

UFF-UNF Impact Bargaining

Negotiations over how a decision of the administration affects faculty and how the effects can be prevented

Effects/impact bargaining is a type of bargaining which involves certain decisions that are within the administration's right to make, which have impact on mandatory subjects of bargaining. These decisions are not required to be a part of bargaining, but as they have an impact/effect on the mandatory subjects of bargaining, their effects/impacts must be bargained. The bargaining on these impacts or effects is called impact/effect bargaining

Events Leading To Today's Session

- **3.11.2020. State University System Statement on COVID-19**
 - “REMOTE INSTRUCTION Effective immediately, all universities will make plans to transition to remote instruction as soon as possible.”
- **3.11.2020. Message from UFF-UNF**
 - “I wanted to reach out to you to let you know that UFF-UNF has been proactive in communicating with UNF administration, as well as with the United Faculty of Florida state office and our sister chapters regarding the health and safety concerns raised by the COVID-19 pandemic.”
- **3.11.2020. Coronavirus Update: UNF Transitioning to Remote Instruction/work**
 - “UNF is temporarily transitioning all in-person teaching to remote instruction for the two-week period following the completion of spring break week, March 15-22.” (3.24.2020 – Summer A &C; 4.1.2020 Summer B) (later expanded to include remote work)
- **3.13.2020. UFF-UNF. Bargaining (standard)**
 - Discussed issue and concerns surrounding Coronavirus
- **3.14.2020. Questions from UFF-UNF [to UNF] regarding the impact of the coronavirus event.**
 - Available at: UFF-UNF.org
- **3.19.2020. Discussion of UFF-UNF questions on Coronavirus event [Zoom meeting]**
 - Guiding principle: “Prevent adverse impacts and harmful effects”
 - Scope of impacts: Framework
 - Agreed to formally bargain: TBD
- **4.3.2020. UFF-UNF Impact Bargaining**
 - UNF Proposed Memorandum of Understanding (3.26.2020)
- **4.10.2020. UFF-UNF MOU *formal agreement***
 - Agreement reached on 9 of 12 items – intellectual property, continuity of instruction, ISQ administration, ISQ use for annual evaluation and tenure appraisal, ISQ use for application dossier for tenure or promotion, ISQ scheduling, tenure clock, conference reimbursement, retention and non-waiver of other rights and continued negotiations
- **4.17.2020. UFF-UNF Impact Bargaining (cont'd)**
 - Items 8, 9, 11 of original UNF Proposed Memorandum of Understanding – (8) Protocols for reimbursement of instructional equipment/lost travel costs; (9) safe access protocols; (11) guidance to chairs/directors for summer appointments/assignments, annual evaluations, annual tenure/promotion appraisals, appraisal of tenure/promotion applications
- **TODAY: 4.30.2020. UFF-UNF Impact Bargaining (cont'd)**
 - Items 8, 9, 11 of original UNF Proposed Memorandum of Understanding – (8) protocols for reimbursement of instructional equipment/lost travel costs; (9) safe access protocols; (11) guidance to chairs/directors for summer appointments/assignments, annual evaluations, annual tenure/promotion appraisals, appraisal of tenure/promotion applications. Summer appointments and Assignments

UNF-UFF MOU. Item 8. – protocols for reimbursement of instructional equipment/lost travel costs

- Proposal 4.17.2020

8. The University maintains protocols for the reimbursement of purchases of necessary instructional equipment and lost travel costs arising from preapproved University travel and will communicate these protocols to the faculty by April 15, 2020.

- Proposal 4.30.2020

1. The University will maintain protocols for the reimbursement of purchases of necessary instructional equipment and lost travel costs arising from approved University travel and will communicate these protocols to the faculty.

Discussion

- Reimbursement protocols: (1) sufficient communication and (2) central location
- New information (4/28/2020): Issues with source of funds – some faculty being asked to use their “professional development funds” for remote instruction expenses causing implications for professional development and travel

UNF-UFF MOU. Item 9. – safe access protocols

- Proposal 4.17.2020

9. The University has disseminated a guideline for the safe access to University facilities and will continuously update and communicate their protocols to ensure they conform with public health guidelines.¹

¹ Such as those recommended by the Center for Disease Control and Prevention: www.cdc.gov

- Proposal 4.30.2020

2. The University has disseminated a guideline for the safe access to University facilities and will continuously update their protocols to ensure they comply with recommendations provided by the Centers for Disease Control and Prevention.¹

¹ CDC's Recommendations for Implementation of Mitigation Strategies for Florida, Based on Current Situation with COVID-19 Transmission and Consideration of the State's Large Older Adult Population, available at: https://www.cdc.gov/coronavirus/2019-ncov/downloads/FL_Community_Mitigation.pdf.

Guidance for Institutes of Higher Education Plan, Prepare, and Respond to Coronavirus Disease 2019, available at: <https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/index.html>.

How to Protect Yourself & Others, available at: https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprepare%2Fprevention.html.

- Discussion

- UNF Rules and Regulations: 6.0150P Comprehensive Environmental Health & Safety Policy
- New information (4.27.2020) UNF COVID-19 Task Force. Update on Campus Activities for Faculty and Staff. 4.27.2020 - reference CDC Guidelines (see attached)
- New information (4.30.2020). Anecdotal information that guidelines are not being followed
- New information (4.30.2020). Admin email "...some of these rules may be relaxed"

From: University of North Florida <UNFmarketing@unf.edu>
Sent: Monday, April 27, 2020 4:01 PM
To: Gundlach, Gregory
Subject: Update on Campus Activities for Faculty and Staff



Dear UNF Faculty and Staff,

The COVID-19 Task Force is providing this update on the status of the campus and its operations now that Spring Term is drawing to a close and many remaining residential students are transitioning off campus and no longer require certain support. Some changes to operations, hours and services might impact you, and the [webpage on hours](#) has been updated to reflect the current status.

Consistent with the Jacksonville Mayor's order, please note that UNF faculty and staff are still working in remote mode and only essential personnel are allowed to come to campus. Our goal continues to provide faculty and staff with the needed resources to be able to work from home. If you do need to visit campus, it is important to use the [campus authorization form](#) and bring all required keys, swipe cards, IDs, etc. If you have needs which have not yet been met from ITS, CIRT, the Library for computer access, HR or any other University resource, please let the appropriate people know so we can address your needs. Refer to the [HR website](#) for resources relating to remote work.

We understand there might be occasion where accessing your department suite, office or lab might be rarely required. The Physical Facilities Custodial Services staff has been cleaning and sanitizing common areas in buildings (restrooms, lobbies, stairway handrails, elevators) on a regular schedule using EPA-approved cleansers for COVID-19. Custodial Services has discontinued regular cleaning of department suites, offices and labs except for emptying wastebaskets left outside office doors. Lastly, several buildings have moved to a "low occupancy" mode, which means that in specific buildings HVAC systems have been changed and the temperatures of offices can become uncomfortably warm as we enter the late spring/early summer months.

If it is required that you come to campus and access the buildings, please follow [CDC guidelines](#) that include wearing a mask, minimizing the number of surfaces you touch,

maintaining a 6 foot distance from others, and washing hands frequently or using a hand sanitizer with at least 60% alcohol. We have increased the number of hand sanitizer stations and placed them in strategic, high traffic areas but due to limited resources, you are encouraged to bring your own.

Only when a confirmed case of COVID-19 is reported by an individual having accessed University buildings or offices within the 14-days immediately prior to that report, University protocol is to follow the [CDC guidelines for colleges and universities](#).

We are grateful for your continued patience and accommodation which allowed us the flexibility to move to remote instruction so quickly. The Task Force has begun planning for what the fall term might look like given several different scenarios, and will be guided by state directives, federal guidelines and our local agencies. Updated information will be shared as the situation continues to evolve. Our goal is to continue operations as best we can and reopen when it is safe to do so for our UNF community.

Sincerely,

[UNF COVID-19 Task Force](#)

www.unf.edu

UNF-UFF MOU. New Item. – summer appointments and assignments

- Proposal 4.30.2020

3. The University will, for purposes of Article 17 Summer Appointments and Assignments, suspend its criteria for “sufficient enrollment.”

- Discussion*

- Concerns that student demand will result in dropped/reassigned/next year priority courses due to minimum enrollments not being met
- New information: Enrollment trends for summer – reports suggest positive
- New information: Administration has previously permitted lower enrollments
- New information: Reportedly summer B courses are being canceled

UNF-UFF MOU. New Item. – summer appointments and assignments

- 17.2

- (b) Each full-time nine (9) month faculty member, excluding visitors, who wishes to teach a course in the summer shall be guaranteed a course assignment, so long as the course to which the faculty member is assigned enrolls a sufficient number of students, the course is necessary to meet the program and curricular needs of the students in the programs in the department, and the assignment of the course to the faculty member would not be arbitrary or unreasonable. Sufficient enrollment is generally defined as 30 students at the undergraduate lower level⁵, 20 students at the undergraduate upper level, and 10 students at the graduate level. The summer assignment shall be made not later than March 15, if practicable, and shall be applicable for the following summer term.

UNF-UFF MOU. Item 11. – guidance to chairs/directors

- Proposal 4.17.2020

11. The University's Chairs and Directors will be provided with guidance developed in collaboration with UFF regarding the manner in which summer appointments and assignments, annual evaluations, annual tenure and/or promotion appraisals, and the appraisal of a tenure and/or promotion application will take into consideration the challenges and obstacles that have been created during the Spring 2020 semester as a result of the COVID-19 pandemic.

- Proposal 4.30.2020

4. The University's Chairs and Directors will be provided with guidance regarding the manner in which equipment and lost travel costs, safe access to University facilities, and summer appointments and assignments will take into consideration the challenges and obstacles that have been created during the Spring 2020 semester as a result of the COVID-19 pandemic.

- Discussion

- Intent versus interpretation of section