



## New York State/United University Professions Joint Labor-Management Committees

### Empire KnowledgeBank eLearning Program Guidelines

#### Overview

The Empire KnowledgeBank (EKB) eLearning Program allows UUP-represented employees to access eLearning products provided by Enterprise Training Solutions, Inc. through the EKB license. Employees will have the opportunity to access thousands of eLearning courses, eBooks and short course videos for opportunities to enhance their professional and career development, for certification preparation and continuing education in a variety of areas. The EKB license can be accessed anytime and anywhere with an internet connection and is provided at no expense to the campus or the employee.

#### EKB eLearning Collection

The eLearning products include courses, eBooks and videos in the following areas:

*Business and Professional Development*

*Desktop Software*

*Project Management*

*Leadership*

*Manager Essentials*

*Supervision*

*Decision Making*

*Technical such as:*

- *Cloud/Virtualization*
- *ITIL*
- *Security*
- *Software Development*
- *Web*

Provides training that supports accreditation and Continuing Education Units (CEU)

#### General Program Information

- The EKB license will be valid April 1, 2022 through March 31, 2023.
- Employees must apply for the EKB license using the NYS/UUP JLMC EKB Application.
- The EKB license may be accessed anytime and anywhere with an internet connection.
- Employees who want to use the EKB license during normal business hours for job or career related courses must request prior approval of the appropriate division, department or program staff.

- If an employee does not use the EKB license within 60 days of the date issued, the license may be deactivated.

### **Eligibility**

All UUP-represented employees are eligible to apply for the EKB license.

### **Application Process**

- To apply for the EKB license, employees must complete the [NYS/UUP JLMC EKB](#) Application and submit it to the NYS/UUP JLMC.
- The EKB licenses will be issued on a first come basis.

### **Application Deadline**

There is no application deadline. Applications are accepted on an ongoing basis.