
FAC'S SHEET

Newsletter of the University of Scranton Faculty Affairs Council
May 2007

Mark Your Calendar

Year-end FAC Meeting Set for May 8 in Eagen

FAC members will gather May 8 for the last scheduled meeting of the Spring Semester 2007 in the Eagen Auditorium.

Lunch will be served beginning at 11:15 a.m. with the business meeting starting at 11:30 a.m.

The Executive Committee urges all members to attend. Check below for the agenda.

A G E N D A

For May 8th Meeting

1. Long-term Care Insurance Presentation (Human Resources and Dan Mahoney of the Long-term Care Committee)
2. Chair's Report (Michael Friedman)
 - a. Gender Equity
 - b. FAP Replacement Plans
 - c. Handbook Committee Issues
 - 1). Standards of Notice for Faculty Specialists
 - 2). Off Campus Teaching
3. Treasurer's Report (Dan West)
4. Grievance Officer's Report (Ned Warner)
5. Contract Administrator's Report (Kevin Nordberg)
6. Old Business (Michael Friedman)
 - a. Disciplinary Procedure

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is published periodically by the Faculty Affairs Council at the University of Scranton. The editor is Willis Conover. Comments and suggestions from the membership are welcomed. Members may also check FAC's Web site at www.scranton.edu/fac for further information on the Faculty Affairs Council, an affiliate of the American Association of University Professors (AAUP). Copies of the Faculty Contract and Handbook are found on the site.

Faculty Approves Handbook Changes

During April, FAC members voted on two

revisions to the *Faculty Handbook* dealing with sabbaticals (Section 12.0 and Appendix VII) and the evaluation of lecturers (Section 5.1). The sabbatical revision was approved by a vote of 144-13, and the evaluation of lecturers addition passed by a vote of 88-8. These changes will be posted in the online version of the *Faculty Handbook* as soon as they are approved by the Board of Trustees.

MINUTES

from the April 10th FAC Meeting

Michael Friedman called the meeting to order at 11:30 a.m.

Chair's Report: Friedman reported that the Gender Equity analysis promised by the administration was still not available, due to an error the administration discovered in its salary analysis (a failure to account for the salaries of faculty members who had once been administrators). He expressed hope that the administration's report would soon be available.

Friedman then announced that FAC and the administration had signed a Memorandum of Understanding to cover the situation discussed at the last meeting, in which a tenured faculty member had been unable to attend a reappointment meeting due to a teaching schedule conflict. The MOU provides that department meetings for reappointment or rank and tenure evaluation shall not be scheduled during a time that conflicts with a tenured faculty member's assigned responsibilities, unless the faculty member agrees in advance not to attend the meeting. FAC agreed not to insist that the reappointment meeting under discussion be rescheduled to allow the affected faculty member to attend.

Friedman also announced that the revision of the language on sabbatical duties had been sent out for an electronic vote. He also reported that the Handbook Committee had begun discussion of language on the standards of notice for Faculty Specialists. The proposed language provides for notification
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FAC OFFICERS 2006-2007

Chairperson: Michael Friedman

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Grievance Officer: Edward Warner

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Health Admin. & Human Resources, McGurrian 417

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Announcement of Special Adjustments

According to Article 7 of the Faculty Contract, the Executive Committee of FAC is required to "report the names of the individuals receiving special adjustments to the general membership of FAC." Your officers therefore report that Dona Carpenter, Marian Farrell, Mary Jane Hanson, Patricia Harrington, Mary Muscari, and Margarete Zalon, all of the Nursing Department, received special adjustments during AY 2006-2007.

MINUTES (Continued From Page 1)

for renewal or non-renewal by the last day of the Faculty Specialist's contract.

Contract Administration Report: Kevin Nordberg discussed possible changes in our Blue Cross/Blue Shield coverage. Faculty have claimed that not all tests are covered which were covered before. Nordberg, in examining the complaints, discovered that Blue Cross does not notify the University when there is a change in Medical Policy that may affect coverage. Nordberg promised to continue investigating the matter.

Grievance Report: Ned Warner reported that there were no current grievances.

Treasurer's Report: Dan West was absent, but Friedman announced that West would give an extensive Treasurer's Report at the final meeting of the year in May.

New Business: Friedman distributed copies of the proposed changes in the handbook for the evaluation of lecturers and the new Faculty Disciplinary Policy. In the evaluation of lecturers, the new language provides that if a lecturer submits a self-report, it will be evaluated by all members of the department, and that faculty are only encouraged, rather than required, to visit a lecturer's classes. In the absence of a quorum, the vote on this language will be held electronically after the Faculty Development Board election. It was suggested from the floor that, in the future,

votes like this should carry an indication whether the FAC officers endorse the proposed changes.

On the Faculty Disciplinary Policy, Friedman reported that he had already offered a rationale for the existence of such a policy in the FAC's Sheet. He walked through the document with the membership, pointing out that the policy has clear protections, that all elements would be grievable, and that only something that fell under our professional duties as described in the Handbook would be grounds for disciplinary action. The proposal documents and guarantees that a Dean must remind a faculty member of his/her Weingarten rights (the right to bring an officer of FAC or another member of the union to any meeting in which disciplinary action might be discussed).

The policy would propose, for a first offense, an informal, oral reprimand; for a second, a more formal written reprimand to be placed in the personnel file; the third step allows for disciplinary probation and a loss of certain privileges, although it does not impact salary, benefits, rank and/or tenure. The policy provides for an appeal process in the third stage. A fourth offense moves the offender to Appendix III (dismissal).

There were many questions from the floor. Faculty wished to know which Deans would be responsible for bringing action against offending faculty members. Would disciplinary probation override FAP awards or released time agreements? Should the right to bring actions be taken from the deans and granted to the provost instead? Does Section A contain too much unnecessary verbiage? Would there be a separate disciplinary file for each faculty member? Would faculty be allowed to bring in outside legal counsel? What constitutes a material violation? Should the language of the policy be reworded to say that the Dean "shall," rather than "may," give an oral reprimand? Friedman agreed to take questions and issues raised back to the Handbook Committee.

A question was raised as to whether the only way to get released time in the future would be through some sort of revised FAP. Friedman stated that he would consult with the Provost on this issue, but it was pointed out that there had to be a separate system for getting released time, since untenured faculty were not eligible for FAP-like programs.

Respectfully Submitted:

Joe Wilson, FAC Secretary

M E N U

For May 8th Meeting

Mixed Green Salad with Two Dressings

Pork Chops with Sauerkraut

Garlic Mashed Potatoes

Eggplant Bombardo

Sautéed Snow Peas with Red Peppers

Rolls & Butter Usual Beverages

Favored Cookie Assortment