



FAC'S SHEET



Newsletter of the University of Scranton Faculty Affairs Council
October 2010

FAC Members Meet October 14th in DeNaples

The second FAC meeting for 2010- 2011 is scheduled for **Thursday**, October 14 in the McIlhenney Ballroom of the DeNaples Center.

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 in the right hand column for the agenda.

FAC Meetings for 2010-2011

The FAC Executive Committee has scheduled monthly membership meetings for the 2010-2011 academic year on the following dates and at the places indicated. Additional meetings may be called to address special issues or concerns.

October 14, 2010	Thursday	DeNaples Center, 407
November 9, 2010	Tuesday	Brennan 509
December 9, 2010	Thursday	DeNaples Center, 407
February 8, 2011	Tuesday	DeNaples Center, 407
March 8, 2011	Tuesday	DeNaples Center, 407
April 12, 2011	Tuesday	Brennan 509
May 10, 2011	Tuesday	DeNaples Center, 407

FAC'S SHEET

is published periodically by the Faculty Affairs Council at the University of Scranton. The editor is Betsey Moylan. 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. Members may also link to the national AAUP home page.

AGENDA For October 14th Meeting

1. Chair's Report (Michael Friedman)
 - A. Town Meetings for Negotiations
 - B. Contractually Mandated Committees
2. Contract Administrator's Report (Kevin Nordberg)
 - A. Policy on Overload Payments
3. Treasurer's Report (Dan West)
4. Grievance Officer's Report (Len Champney)
5. Old Business: (Michael Friedman)
 - A. Faculty Control of Websites
6. New Business (Michael Friedman)
 - A. Staff Representation on Search Committees

FAC and FPC Resolve Dispute over Presidential Search Committee Composition

By Michael Friedman, Chair

In mid-September, a memo released by the Chairman of the University's Board of Trustees prompted me to send an email to the members of FAC, notifying them that the FAC Officers had lodged an informal complaint about an apparent violation of Appendix IV of the *Faculty Handbook*. Although Section A of the appendix specifies that one professional staff person will serve on a search committee for president, the memo stated an intention to place a total of three staff members on the new Presidential Search Committee.

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FAC OFFICERS 2010-2011

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Treasurer

Daniel West
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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 George Aulisio, Donna Mazziotti, and Kristen Yarmey, all from the Department of Faculty Librarians, received special adjustments during AY 2010-2011.

Minutes

From the September 9th FAC Meeting

Chair Michael Friedman welcomed the faculty back and introduced the officers. His report consisted of a preview of the upcoming year.

A. Looking towards Negotiations – As is the tradition, the second year of our current 3-year contract is devoted to Town Meetings (in the fall) and a survey (in the spring). FAC officers will be attending individual department meetings to speak with department members about issues they would like to see addressed in the next contract. In the spring, the officers will distribute a survey, informed by the issues that arise at the Town Meetings, in order to get a quantitative sense of the faculty’s priorities going into negotiations. In the third year, the Negotiations Steering Committee will look at the notes of the Town Meetings and the results of the survey to give instructions to the Table Team.

B. Contractually Mandated Committees – The 2009-12 Faculty Contract set up three joint faculty-administration committees to work on three separate issues. Friedman reported on progress in each:

1. Lab Equivalencies –Departments involved in the move to a one-to-one ratio of lab hours to teaching credit hours have collectively met their goal in the first year of the contract to save one full-time faculty teaching load. The committee is on target to move into the second year of the implementation plan. The challenge that remains is to save two more full-time faculty teaching loads over the coming year to stay in compliance with the contractual plan.

2. Dining Facility – This committee had a deadline of August 31, 2010 to identify a possible location for a faculty-administration dining room. The new Science Building was originally targeted as a location, but the administration is moving away from that plan toward the new Mulberry St. dorm building. The administration asked us for an extension on the deadline until the architectural plans for the building are firmed up. The new deadline is Dec. 6, 2010.

3. Program Directors – Dan West, FAC liaison on this committee, reports that the study on the duties and compensation of Program Directors should be ready in time for the contractual deadline of January 31, 2011.

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Chair's Responsibilities in R & T

By Kevin Nordberg FAC
Contract Administrator

Last spring's Handbook changes will **not be in effect for this fall's iteration** of chairs or departmental deliberations for reappointment and rank and tenure.

Last spring, the members of the Faculty Affairs Council approved a number of changes in the Handbook language dealing with 1] departmental responsibility in evaluating the credentials of rank and tenure candidates in (Section 23.3 A.); 2] the voting rights of special faculty ranks (Section 7.0); and 3] procedures to follow with respect to the chair's reappointment evaluation letter (Appendix VI. A. paragraph 4.). Because the Board of Trustees did not consider these changes at their August meeting, they have not yet been incorporated into the official copy of the Handbook and therefore have no force. They will be considered by the Trustees at their December meeting. We have every confidence that they will be in effect for next year's Rank and Tenure deliberations and reappointment deliberations.

This can be a busy season for chairpersons and faculty if their departments have junior members to evaluate for reappointment, promotion or tenure. Well before the deadlines for these evaluations, chairperson and all other tenured department members should (re)read the appropriate sections of the Handbook – making sure that they have the latest version – to assure fairness to the candidate and compliance with the Handbook.

When you need to consult the official version of the Faculty Handbook, you can find it on the web at <http://academic.scranton.edu/organization/fac/>. You can download it in three different electronic formats (MSWord, PDF, and HTML). The electronic formats of this important document lend themselves to fast computer searching if you have a word that you want to locate. It is easy to stay informed of recent changes. At our website, under the "CBA Changes" menu choice is a document that contains all the changes to the Handbook whenever they become approved.



Luncheon Menu for October 14th Meeting

- Butternut Squash Soup w Crackers
- Chicken Strips Marsala
- Pasta Primavera w Fall Vegetables
- Root Vegetables
- Dutch Apple Pie
- Rolls and Butter
- Usual Beverages (Coffee, Tea, Soda, and Water)
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FAC and FPC Dispute

(Continued from Page 1)

The FAC Officers objected, not to the additional representation of the staff, but to the unilateral action by the Board of Trustees in contradiction of the *Faculty Handbook*. After a discussion in the Handbook Committee, FAC and FPC agreed to a Memorandum of Understanding to resolve this issue. In the MOU, both sides acknowledged that the Board of Trustees' action, had it been put into effect, would have violated Appendix IV, so FAC's major objection was addressed. FAC also agreed to allow two additional staff persons to serve on the imminent Presidential Search Committee in a non-voting capacity, so that, in the event of a vote, the influence of the faculty would not be diluted by additional voters. FAC and FPC also concurred that the issue of staff representation on future search committees would be agendaized for future discussions by the Handbook Committee. To inform those conversations, the FAC officers plan to open the floor at the next general meeting to solicit opinions about increasing staff representation on administrative search committees on a permanent basis. As many of you know, the University's staff is divided into three groups: professional, clerical, and maintenance, but at the present time, only professional staff are represented on administrative search committees of any type. Should all three categories always be represented on the search committees for President, Provost, and/or Dean? What effect would such representation have on the faculty? Please join us at the October FAC meeting to debate the answers to these questions.

AAUP Summer Institute 2010

Respectfully submitted by
Kristen Yarmey, M.S.L.S

A few short months ago, I joined three hundred fellow professors from around the country for the 31st American Association of University Professors Summer Institute, hosted by San Diego State University. Stumbling my way through AAUP terms and acronyms (from Committee A to RIR), I spent three days in focused workshops learning the Association's history and getting instruction on best practices for faculty handbooks and grievance committees. As a result, after attending the Institute I have come to see faculty advocacy from a new perspective. In particular, there were three lessons from the Institute that stayed with me on my journey home from sunny San Diego to not-so-sunny Scranton.

Firstly, I have a new appreciation for the importance of the faculty handbook as a tool for setting policies and procedures, for documenting decisions, and for resolving disputes. I also gained an appreciation for how much, as a junior faculty member, I have benefitted from the foundation and structure built by past University of Scranton FAC Handbook Committee members. During one workshop, AAUP staffers displayed a university handbook that contained a disclaimer stating that the administration could change it at any time, without notice; another sample handbook had been written by an administrator without any faculty input. The University of Scranton's faculty handbook, on the other hand, is well structured and is already based on AAUP-recommended policies. Our Handbook Committee has worked hard to maintain, revise, and update it, having established protocols for making these changes.

Secondly, a major topic of discussion during the Summer Institute was the growing presence of contingent or non-tenure-track faculty in higher education and the need for policies to ensure the fair treatment of this group. Other than a few horror stories, most of the tenured Summer Institute attendees noted that they generally enjoyed the benefits of academic freedom at their institutions. Contingent faculty attendees, however, felt vulnerable. Some described living in fear of unhappy students, angry parents, or local politicians and religious leaders. Most reported low salaries and a lack of professional support on campus. The AAUP's Committee on Contingent Faculty and the Profession is striving to improve working conditions for contingent faculty and to advocate for "comparable compensation for comparable work." As

the academic workforce continues to evolve, AAUP chapters like FAC should persist in revising our policies accordingly to serve the needs of all our members, whether contingent, tenure-track, or tenured.

Lastly, I was somewhat surprised to observe that while the Summer Institute attendees were very diverse in terms of race, ethnicity, and gender, there was little diversity in age. It struck me that new faculty cannot take for granted the shared governance that has been earned for us by our predecessors. Instead, we should understand the importance of protecting our own rights and begin learning how we can best serve as advocates for ourselves and for future faculty members. We should take the opportunity to get involved in FAC now, to benefit from the experience of our mentors before it becomes our responsibility to take the reins.

Minutes (Continued from Page 2)

C. Handbook Committee – The Handbook Committee expects to take up several pieces of old and new business during the 2010/2011 academic year dealing with issues such as: interim administrative appointments, annual review of faculty specialists, interdisciplinary issues, and rank and tenure criteria for service.

Contract Administrator's Report: Kevin Nordberg is in the process of reviewing 38 initial contracts. The deadline for application for phased retirement is February 1 for each year of this contract. Nordberg is also tracking the number of faculty specialists currently employed, making certain that it stays within the percentage range agreed to in the contract.

Treasurer's Report: Dan West stated that all FAC records have been reviewed by an independent CPA. Our Department of Labor Report and IRS filings are up to date. Nineteen of the twenty new faculty have signed payroll deduction forms for their dues.

Grievance Officer: Len Champney reported that there are no active grievances.

New Business: Friedman has been approached by several faculty members concerning problems with implementing the University-managed template for new departmental web pages. The Academic Support Committee of the Faculty Senate is investigating the issue, but FAC will explore whether this policy impacts working conditions or academic freedom.

Respectfully submitted by Betsey Moylan