
FAC'S SHEET

Newsletter of the University of Scranton Faculty Affairs Council
September 2006

Circle This Date!!

First FAC Meeting Set For Sept. 12 in Brennan

The first FAC meeting for 2006- 2007 is scheduled for Tuesday, September 12 in Brennan Hall, Room 509.

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.

<i>FAC Meetings For 2006-2007</i>
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The FAC Executive Committee has scheduled monthly membership meetings for the 2006-2007 academic year on the following dates and at the places indicated. All regular meetings are set for Tuesdays, beginning at 11:30 a.m. Additional meetings may be called to address special issues or concerns.

September 12, 2006 - Brennan Hall, Room 509
October 10, 2006 - Eagen Auditorium
November 14, 2006 - Eagen Auditorium
December 12, 2006 - Eagen Auditorium
February 13, 2007 - Eagen Auditorium
March 6, 2007 - Eagen Auditorium
April 10, 2007 - Eagen Auditorium
May 8, 2007 - Eagen Auditorium

FAC'S SHEET

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. Members may also link to the national AAUP home page.

AGENDA

For September 12th Meeting

1. Chair's Report (Michael Friedman)
2. Contract Administration Report (Kevin Nordberg)
 - a. Window Retirement Plan
 - b. Faculty Specialists Committee
3. Grievance Report (Ned Warner)
4. Treasurer's Report (Dan West)
5. New Business - University Council Parking Proposal (Michael Friedman) [See article in this edition of the *FAC's Sheet*]

University Council Proposes Changes in Faculty Reserved Parking Spaces in "S" Lot

by Michael Friedman, FAC Chair

At its May 5, 2006 meeting, the University Council unanimously endorsed a proposal calling for a change in the regulations regarding faculty reserved spaces in the "S" Lot adjacent to O'Hara Hall. This resolution was passed along to the administration, which transmitted it to FAC after the May FAC meeting, so there was no opportunity to discuss the issue during the spring semester. Since any such alteration would involve a change in working conditions, the resolution may not be implemented without faculty discussion and a favorable vote. This article is designed to lay out the content of the resolution and provide some data about the usage of faculty reserved spaces during
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MINUTES

from the May 9th FAC Meeting

Dr. Michael Friedman called the meeting to order and asked Treasurer Dr. Dan West to give a financial report. Before getting to his report, Dan asked members to consult the previously distributed list of next year's meetings.

Treasurer's Report: Dan's Treasurer's report contained several items:

- 1) an account balance report of assets and liabilities. Approval of the report was moved, seconded, and passed by voice vote.
- 2) a FAC budget for AY2006-2007 projecting income and expenses. The budget was moved, seconded, and passed by voice vote.
- 3) an audit conducted by Dr. Dan Mahoney. The audit looked at FAC's internal controls over cash receipts, transfers, and disbursements as well as a review of various account balances as of March 31, 2006. The audit concluded with the judgment that the accounts are in proper order and that "FAC utilizes a sound system of internal controls with respect to all of its accounts (checking, savings, and investments)."

Dan ended his report by informing the group that, even though no tax liabilities existed, he had filed the required federal income tax reports before the April 15, 2006 deadline.

Chair's Report: Michael Friedman reported on the progress of contract negotiations. He said that there had been progress; that our side had submitted a comprehensive proposal more than a week ago; that the administration had asked questions about it at a subsequent meeting; that the administration had just submitted (the day before this May 9 meeting) a counterproposal; that the counterproposal was close in some areas and far in others; that both sides were agreeable to the scheduling of day-long marathon meetings to iron out a final agreement.

Michael reported that he had informed the administration that the negotiations had to produce an acceptable draft by the end of May if there was to be any hope of scheduling information and discussion sessions leading to a faculty vote in early June. Failing that, substantive negotiations were impossible during the summer due to commitments of several members of the table team.

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Highlighting the New Contract:

Window Retirement Plan

*by Kevin Nordberg
Contract Administration Officer*

I am going to devote this month's article to highlighting the new Window Retirement Plan. At the end of this article, I list the address of the FAC website so you can inspect the Faculty Contract and Faculty Handbook at any time. The Human Resources Department has announced that they will hold three seminars for people considering the Window Retirement Plan.

Please be aware that some provisions of the Handbook and the Contract involve deadlines that must be observed.

An important decision deadline is approaching.

One of the new features of the three-year contract that begins this fall is Article 16, the Window Retirement Plan. It is possible that as many as 40 people are eligible for this window. Although faculty members may choose in which of the three contract years they will retire, they *must*

*declare their intent during the very narrow open enrollment window of the first three months of the current academic year (that is, September 1, 2006 to November 30, 2006). Since a decision to retire will entail many long-term life-consequences for those who elect to act during this limited window of opportunity, such a decision should be very carefully evaluated. For example, every one considering retirement will have to assess on an individual basis any family issues, pension strengths and weaknesses, health, retirement goals, and tax consequences. Therefore the FAC officers urge you to *begin today* to discuss this decision with your families, your pension plan representatives, the staff in the human resources office, Social Security people, your health care providers, real estate agents, etc.*

Conditions of eligibility

There are two qualifying conditions defining eligibility for this Window Retirement Plan. Faculty members must: (a) have completed at least 20 years of full-time service with this University by August 31st of the calendar year in which the faculty member wants to retire; and (b) be age 65 or older by August 31st of the calendar year in which the faculty member wants to retire. If you are eligible and desire to participate, you must submit an *irrevocable written declaration to the Provost/VPAA* during the short open enrollment period from September 1, 2006 to November 30, 2006. Your written declaration must specify one of the three following dates on which your retirement will commence: September 1, 2007, September 1, 2008, or September 1, 2009.

Cash payment

Once you have retired under this program, you will receive a cash payment equal to the lesser of the following two amounts: (a) your annual base salary for the academic year immediately preceding retirement, or (b) a payment of \$4,000 per year for each year of full-time service. In Article 16 of the
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Window Retirement Plan (Continued From Page 3)

Faculty Contract, there are various payment options under which you can elect to receive this retirement incentive, and you will be required to designate which option you want when you file your intent to participate in this Window Retirement Plan. Here is another area where you will want to consult with experts to assess any special tax liabilities or other financial consequences dictated by your choice of payment options.

Retirement health care benefits

One of the most important questions people have about retirement involves the issue of continued health care insurance. This Window Retirement Plan has a component that provides certain health care insurance benefits (medical, dental, and vision) for the retiree for the duration of his/her lifetime subject to certain restrictions. Also the retiree's spouse and/or eligible dependents may participate in the University's health care insurance plans after the faculty member retires, provided the retiree pays 100% of the applicable health insurance premium. There are important clarifications about how this benefit interfaces with various parts of Medicare coverage that are spelled out in sections of Article 16. Please consult these sections for all the details. The FAC officers are not your best sources of information on the costs and coverage terms of Medicare. You may want to consult with both Medicare and the Human Resources Office to learn the current costs and benefits of both the Medicare and the University health care insurance plans.

This article has touched on only a few aspects of the complete Window Retirement Plan. Please read the whole of Article 16 in the new contract to learn about other aspects of the program that you will need to know before making a decision to retire under the conditions of the program. In addition, you should certainly take a look at Article 17 on

Benefits Available to Bona Fide Faculty Retirees. The electronic versions of the Faculty Contract and the Faculty Handbook are available on-line at: <http://academic.uofs.edu/organization/fac/>

From AAUP...

WHAT DO FACULTY DO?

Most people, when thinking about what faculty do, picture a professor in a classroom lecturing to students, or perhaps someone in a lab coat conducting an experiment. Teaching and research are widely recognized as the basic tasks of faculty members. Less well known are the many responsibilities that accompany these basic functions. According to the 1999 National Study of Postsecondary Faculty, published by the U.S. Department of Education's National Center for Education Statistics, full-time faculty members work about fifty-five hours a week, and part-time faculty work nearly forty. That figure includes paid and unpaid hours completed on and off campus.

The AAUP web site lists some of the duties, aside from teaching and research, that you might find a professor doing if you followed him or her during the course of a day. They include activities under the headings of "Student-Centered Work," "Disciplinary—or Professional—Centered Work," and "Community-Centered Work." Check the web site at <http://www.aaup.org/Issues/workplace/facdo.htm>

University Council Parking Proposal

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the special sessions in preparation for a discussion of the issue at the September FAC meeting.

The University Council resolution notes that parking at the west end of campus is sparse, and that, during the intersession and summer, a significant percentage of the faculty reserved spaces go unused, while staff and part-time faculty must utilize more distant lots because they cannot park in the open faculty reserved spaces. To alleviate this problem, the proposal offers the following remedy dealing with the 40 faculty reserved spaces in "S" Lot:

"S" Lot has 15 spaces along the south end nearest O'Hara Hall. The spaces would remain available to faculty only during the intersession and when classes are not in session. The remaining 25 could be made available for others to use on a first come basis, provided they have a valid staff or part time faculty permit.

In short, therefore, the proposal calls for 25 faculty reserved spaces in "S" Lot to be reserved for faculty, staff, and part-time faculty during the intersession and summer only.

When the FAC Executive Committee received news of this proposal, we wrote to the Parking Office to request data on the usage of faculty reserved spaces in "S" Lot during the special sessions. A reply to this request from Sharon Evans, Parking/Traffic Manager, was forwarded to us by Rich Pomager, the Director of Public Safety:

Data from surveys conducted in the "S" Lot during Intersession show an average of 16 spaces open between 9 am and Noon and 19 spaces open between Noon and 3 pm. Data for the parking pavilion during this same time period indicate 48 spaces in the morning and 43 in the afternoon. We did not conduct formal surveys during the summer months so no hard data is available for that time period. I spoke with a few of the officers assigned to day shift and they all were in agreement that their observation is that more than 1/2 the lot is open at any given time.

Pomager also added his own assessment of the

University Council proposal, which included a few revisions:

A couple of points of clarification. One, as a rule we do not, on a daily basis, rigidly enforce the parking policy during the summer and intersession period. Thus, some of the spaces that were counted as being used may have included other than faculty vehicles. Two, if the faculty agree to release these spaces during intersession and the summer, then Public Safety must show more vigilance in enforcing the reserved spaces. I support the issue raised by the University Council and would agree that releasing **20** spaces will ensure that faculty needs are met. This will require that we develop a method of identifying the faculty reserved spaces from the remaining open spaces. I believe we can accomplish same. Additionally, I believe the period for the release of the spaces should begin the week after commencement and cease the week prior to Royal Welcome. This period should allow for an increase in faculty on campus during the grading period and close of the Spring Semester, and the build up to the start of the Fall Semester. A similar policy would work for the Intersession period. There are ample spaces open in the pavilion, but if a greater number of faculty are on campus during the summer than spaces reserved, faculty would be able to use any open spaces in "S" lot in addition to the pavilion or St Thomas areas.

Please note that Pomager's recommendation is for **20**, not **25**, spaces to be converted for staff and part-time faculty use, and he also suggests that, if necessary, faculty could park in any spaces in the "S" Lot in addition to those designated as faculty only.

The officers of FAC take no official position on the University Council Parking proposal or on Rich Pomager's suggestions. We simply relate the details of the proposal and the campus-wide context in which it is offered, and we plan to allow the members of the bargaining unit the opportunity to discuss the proposal and vote on it, if necessary, at the September FAC meeting. Please plan to attend and take part in this conversation.

Luncheon Menu

for September 12th Meeting

- **Mixed Green Salad with Two Dressings**
- **Sliced Marinated London Broil with Mushrooms**
- **Twice Baked Potatoes**
- **Ratatouille**
- **Rolls and Butter**
- **Cherry or Blueberry Pie**
- **Usual Beverages (Coffee, Tea, Soda, and Water)**

Serving will begin at 11:15 a.m. in the Eagen Auditorium.

MINUTES from May 9th Meeting

(Continued From Page 2)

Discussion ensued about how long a window of electronic voting on the proposed contract would be necessary for optimal faculty participation if the contract was set for a vote after classes have ended.

Friedman distributed two pages of largely unpromulgated and unknown retirement policies to the membership.

In discussion from the floor, it was reported that the Provost, Dr. Baillie, had found disarray in the policy area and had asked APC to locate and codify policies. The speaker noted that, although FAC and the administration were involved in contract negotiations, it seemed to be a sign of good faith on the part of the administration that Dr. Baillie had informed FAC of these unpromulgated policies.

Another speaker offered the opinion that FAC must be vigilant about insisting that University policy be promulgated.

Contract Administration Report: Dr. Kevin Nordberg said that the main contract administration item that had come to his attention since the previous meeting was the issue of the difference between *eligibility* for tuition benefits for children and the separate issue of *tax liability* for those benefits. He referred members of FAC to his recent article in FAC's Sheet for a discussion of this issue.

Grievance Report: Dr. Ned Warner reported that there were currently no active grievances or complaints.

A call for adjournment was approved.

NOTICE TO NON-UNION MEMBERS

All non-union members who are NOT conscientious objectors have until September 30 to file, if they so desire, an agency fee objection. If you are NOT a union member and wish to file, please contact the FAC secretary, Joe Wilson.

Announcement of Special Adjustments

According to Article 7 of the Faculty Contract, the Executive Committee of FAC is annually required to "report the names of the individuals receiving special adjustments to the general membership of FAC." Your officers therefore report that Barbara Buxton, Mary Jane DiMattio, Sharon Hudacek, Lisa Lesneski, and Paula Roe-Prior, all of the Nursing Department, received special adjustments for AY 2006-2007.
