



FAC'S SHEET



Newsletter of the University of Scranton Faculty Affairs Council
September 2008

Circle This Date!!

First FAC Meeting Set For Sept. 9 in Brennan

The first FAC meeting for 2008- 2009 is scheduled for Tuesday, September 11 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.

FAC Meetings for 2008-2009

The FAC Executive Committee has scheduled monthly membership meetings for the 2008-2009 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 9, 2008 - Brennan Hall, Room 509
- October 16, 2008 – DeNaples Center, 407
- November 11, 2008 – DeNaples Center 407
- December 9, 2008 – DeNaples Center, 407
- February 10, 2009 – DeNaples Center, 407
- March 10, 2009 – DeNaples Center, 407
- April 14, 2009 – DeNaples Center, 407
- May 12, 2009 – 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 September 9th Meeting

1. Chair's Report (Michael Friedman)
 - a. Faculty Resource Allocation Plans (FRAP)
 - b. Table Team Ratification
 - c. Other Negotiations Committees
2. Contract Administrator's Report (Kevin Nordberg)
3. Treasurer's Report (Dan West)
4. Grievance Officer's Report (Ned Warner)
5. New Business (Michael Friedman)
 - a. Length of Probationary Period for Tenure (Initial Contract)
 - b. Stopping the Instructor Clock

Parking Oversight Committee Recommends Increase in Faculty Reserved Spaces

At the spring meeting of the Parking Oversight Committee, the FAC officers presented arguments to increase the number of faculty reserved spaces in the Parking Pavilion. The committee eventually accepted these arguments, and FAC came to agreement with the administration to reassign to the faculty six spaces on the Mulberry Street side of the garage at the top of the ramp leading to the third floor. This agreement took effect on Monday, August 18, 2008, the beginning of the last week before the start of the fall semester, and it will continue indefinitely, unless altered by mutual agreement of FAC and FPC.

Kicking Off a Negotiating Year by Michael Friedman, FAC Chair

As most of you are aware, FAC is about to open a new round of contract negotiations with the administration. The officers spent much of the last year gathering information about the faculty's priorities through town meetings with the departments, and thanks to Carole Slotterback from Psychology, we have tabulated the
(Please turn to page 3)

FAC OFFICERS 2008-2009

Chairperson

Michael Friedman
English, CLP 210
941-4229 friedmanm1@scranton.edu

Contract Administration Officer

Kevin Nordberg
Philosophy, St. Thomas 554
941-7448 nordberg@scranton.edu

Grievance Officer

Edward Warner
Communication, St. Thomas 4122
941-4135 warnere1@scranton.edu

Secretary

Betsey Moylan
Weinberg Memorial Library
941-4504 moylanm1@scranton.edu

Treasurer

Daniel West
Health Admin. & Human Resources
McGurrin 417
941-4126 westd1@scranton.edu

MINUTES

from the April 8th FAC Meeting

Michael Friedman called the meeting to order at 11:40 a.m.

Chair's Report: Michael Friedman announced that Dean Driesbach had sent to FAC the FAP replacement plan for CAS, which is intended to be the only means to request released time for tenured faculty. Discussion and questions on the details of released time for untenured faculty and the relationship between the replacement FAP and the original intent of the plan for post-tenure review ensued. Also discussed were the results of the Middle States review of scholarly research and its relationship to the amount of released time faculty were receiving. It was agreed that FAC would

attempt to sponsor a meeting between CAS faculty and Dean Driesbach.

Friedman also reported that the Provost was reviewing FAC's document on online program compensation and that FAC was in the initial stages of studying the new Gender Equity Salary Report. The town meetings with departments are in their final stages, and the faculty survey will be forthcoming before the semester's end. The Handbook Committee is deliberating over teleconferencing for reappointment and rank and tenure meetings.

Treasurer's Report: Dan West reported that all IRS and LM-3 (Department of Labor) forms had been filed. All FAC meetings for 2008-9 have been booked.

Grievance Report Ned Warner reported that there are no active grievances. Kevin Nordberg reported that FAC receives copies of all initial contracts and examines them for possible violations, particularly of the tenure clock. Nordberg also recommended careful reading of the contract and handbook by new faculty. Chairs should contact FAC if any questions should arise.

Old Business: Course caps continue to be violated and may require the issue to be included in contract negotiations. It was also noted that the online grade system was inaccessible over spring/Easter break. A meeting with the Registrar will be called to rectify this issue.

New Business: FAC is attempting to work out specific criteria to distinguish faculty and staff positions, since several departments are still trying to resolve this issue.

Respectfully Submitted,
Joe Wilson
FAC Secretary

Kicking Off a Negotiating Year

(Continued from page 1)

results of the Negotiating Survey, which was conducted in the spring. The FAC Executive Committee has also been busy lining up faculty members to serve on the various bodies that will participate in the negotiations process during the 2008-09 academic year. The FAC officers have agreed to employ the same organizational plan that was instituted for the first time during our last round of negotiations, and particularly for the benefit of new faculty, I would like to review that process here.

In the past, it was customary for FAC's Negotiating Team to be made up primarily of FAC officers, with the Chair of FAC as the lead negotiator. This use of personnel worked well for the negotiations themselves, but the day-to-day operations of the union outside the contract talks tended to suffer. The increased tension of the negotiations atmosphere made it difficult for FAC and the administration to deal collegially with each other on non-contractual issues, which led to such measures as the suspension of the Handbook Committee during negotiating years. In 2005, it was suggested that, in order to deal with this problem, FAC should assemble a negotiating team made up primarily of faculty members who were not officers, which would free up the Executive Committee to focus most of their attention on the important union business that continues to arise, even during a negotiation period (According to the FAC Constitution, at least one member of the Negotiating Team must be a FAC officer.). This new system worked

very effectively during our last negotiations, and the Executive Committee has concurred that it would be wise to employ it again during this year's proceedings.

The flow chart that accompanies this article represents the ways in which the various bodies that participate in the negotiations process are intended to operate. At the hub of the circular faculty side of the chart is the Executive Committee, which is charged with overseeing the entire process and communicating with all of the other faculty groups. The Executive Committee will begin by receiving reports from the Salary and Benefits Committee (which does research into prevailing standards in academia and other benefits-related areas). These reports, along with the results of the Town Meetings and Negotiations Survey, will be turned over to the Negotiations Steering Committee, which will use the reports to develop a set of priorities for the faculty in negotiations. The Executive Committee will communicate these priorities to the Negotiating Team, which will conduct the actual negotiating sessions with the administration. During this process, the officers will give periodic progress reports to the members of FAC as a whole, and we count on your support in the form of patience and trust in the integrity and expertise of your colleagues.

At our first FAC meeting of the year, the officers will nominate a slate of FAC members to serve on the Negotiating Team. Article V.2 of the FAC Constitution requires that, "In order to serve on the Negotiating Team, nominated FAC members must be ratified by a majority vote, with at least one third of the membership voting." Therefore, I encourage all members of FAC to attend our September meeting, where the names of the members of the Negotiating Team will be announced and, pending a quorum, a ratification vote will be conducted. The members of the newly reconstituted Salary and Benefits Committee and the Negotiations Steering Committee will also be announced. I hope to see you there.

Welcome Back!

By Kevin Nordberg

FAC Contract Administrator

Welcome back to the beginning of another semester and, for about 30 of you, it's your first semester as faculty members here at the University of Scranton. From the perspective of the Faculty Affairs Council, this is the third and last year of the current three-year contract. This contract had a number of notable features, perhaps the most notable was the window opportunity for retirement. We are gearing up for negotiations for another three-year contract and will be incorporating a number of issues you brought to our attention in the "town meetings" we held last spring in each department.

This is a good time to remind many of you (applicants and their chairpersons) who will be taking big career steps during the coming year to read the *Faculty Handbook* and to talk to senior members of your department to answer questions. Important steps such as applying for rank or for tenure, applying for a sabbatical, and the important annual evaluation for reappointment are all governed by provisions in the *Faculty Handbook* – provisions that have been hammered out over the years by the Handbook committee within the framework of our master agreement. Make sure that you consult the *Faculty Handbook* so that you know about and meet deadlines and follow the proper procedures. You can search the digital version of the Handbook on-line at our web page: <http://academic.scranton.edu/organization/fac/handbook.html>.

The advantage of the digital version is that, if you are not familiar with the *Handbook*, you can search for terms electronically. Also be sure to consult the Provost's web page for various deadline dates each year for filing your evaluation materials. The address is:

<http://academic.scranton.edu/department/provost/>

On Tuesday, September 16 the Provost will host a public meeting to answer questions about the Rank and Tenure process. Faculty members who plan to apply should attend. In any case if you are applying for either advancement of rank or for tenure, you must file a letter of intent with the Provost's office no later than September 29.

As FAC contract administrator, I am checking each contract issued to new faculty members to see that they conform to the master agreement and the Faculty Handbook. Returning faculty members should have checked their contracts for any problems. If you discover any problems, please let me know. My e-mail is Nordberg@scranton.edu.

Welcome back and have a good academic year.

Luncheon Menu

for September 11th Meeting

- **Mixed Green Salad with Two Dressings**
- **Vegetarian Chili with Crackers**
- **BBQ Chicken**
- **Cole Slaw**
- **Potato Salad**
- **Fresh Cut Fruit Salad**
- **Rolls and Butter**
- **Usual Beverages (Coffee, Tea, Soda, and Water)**

Serving will begin at 11:15 a.m. in Room 509, Brennan Hall.

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, Betsey Moylan.