



FAC'S SHEET



Newsletter of the University of Scranton Faculty Affairs Council
September 2010

Circle This Date!!

First FAC Meeting Set For Sept. 9 in DeNaples

The first FAC meeting for 2010-11 is scheduled for **Thursday**, September 9 in the McIlhenny Ballroom, 4th floor 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. All regular meetings begin at 11:30 a.m. Additional meetings may be called to address special issues or concerns.

September 9, 2010	Thursday	DeNaples Center, 407
October 14, 2010	Thursday	DeNaples Center, 407
November 9, 2010	Tuesday	DeNaples Center, 407
December 9, 2010	Thursday	Brennan, 509
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 September 9th Meeting

1. Chair's Report (Michael Friedman)
 - a. Looking towards Negotiations
 - b. Contractually Mandated Committees.
 - c. Handbook Committee Preview
2. Contract Administrator's Report (Kevin Nordberg)
3. Treasurer's Report (Dan West)
4. Grievance Officer's Report (Len Champney)
5. New Business (Michael Friedman)

What Does FAC Do?

By Michael Friedman

Newer faculty members, as well as some veterans, might benefit from a brief summary of the role that the Faculty Affairs Council plays in the operation of the University. Although the term "FAC" officially refers to all members of the full-time faculty union at the University of Scranton, it is often used as a shorthand name for the FAC Executive Committee (the FAC officers), who have been elected to represent the union in its dealings with the administration. The primary duty of the FAC Officers is to monitor the institution's compliance with the Collective Bargaining Agreement (CBA), made up of the *Faculty Contract*, the *Faculty Handbook*, and any Memorandums of Understanding (MOUs) signed by

(Continued on Page 3)

Minutes

from the May 11th FAC Meeting

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

Chair's Report:

A. Friedman announced that, on May 5, the Board of Trustees approved all of the various revisions to the *Faculty Handbook* that were passed by FAC and FPC during the current academic year. He and the FAC Executive Committee strongly recommended that chairpersons re-read the changes in the online version of the Faculty Handbook regarding both the reappointment and the rank and tenure processes before conducting those processes in the fall of 2010.

B. The Chair called the membership's attention to the Provost's appointment of Joe Dreisbach as Interim Associate Provost for a third year. The FAC officers have insisted on a written agreement with the administration to allow such an appointment to take place, and that agreement took the form of a Memorandum of Understanding (MOU) with the following stipulations:

1. The renewal of the interim appointment is only for one year and cannot be extended without the mutual agreement of FAC and FPC.
2. The University will launch a full national search for a permanent holder of the position before or during September 2010.
3. FAC recognizes that the University has a right to appoint individuals to fill administrative vacancies on an interim basis (ordinarily for one year). The University recognizes that extensions of such interim appointments require the written agreement of FAC. This item is essential since it represents an agreement about interpretation of the Handbook and therefore sets a precedent.
4. FAC and FPC agree to send the issue of interim administrative appointments to the Handbook Committee for discussion.

C. Public Safety – Friedman announced that he and Rob Waldeck, the President of the Faculty Senate, were contacted by Ron Bergman, the University's new Director of Public Safety, who asked them if faculty had any concerns about public safety in light of the recent rash of robberies and muggings near campus. Several members questioned the possibility

of escort or van service for faculty to off campus locations, public safety officers' presence in the lower campus (Hyland, Leahy and McGurrin) and near AMH and the new parking lots, additional card swipes on buildings, and the impact of the newly-armed campus police force. Suggestions were proposed for more security cameras, a Blue Light System which offers panic buttons outside in key spots, better lighting between the Communication Wing and the Long Center, and in-depth training for faculty and staff in coping with emergency situations both in the classroom and out. Additional comments focused on the issue of race in the Community Advisory announcements and the need to work more closely with the city police. The Chair promised to report all concerns and suggestions to the Public Safety.

Contract Administrator's Report: Kevin updated the group on some enhancements to faculty health benefits. The University's Medical Policy is now available online, but is complex for laypersons attempting interpretation. As the new health care laws are enacted, changes will be forthcoming from HR, especially in relationship to extended benefits for medical dependants exceeding 21 years of age, flexible spending accounts (which no longer covers OTC medications) and other maximums. HR and FAC are working to establish a pension committee to compare TIAA-CREFF and Diversified retirement programs. Nordberg also clarified questions regarding Home Select Delivery – Express Scripts. Because the University is self-insured, faculty do not need to opt-out of the service. Several other changes were discussed, including orthodonture, retirement benefits, and phased retirement. Human Resources has assured Nordberg that they will keep faculty apprised of the changes.

Treasurer's Report- Dan West announced that FAC's federal tax return has been filed. He reported the figures for income and assets as of May 11, 2010. He urged members who may have specific menu requests to let him know before he selects the meals for next year's meetings.

(Continued on Page 4)

What Does FAC Do?

(Continued from Page 1)

FAC and the University. These documents govern the wages, hours, and working conditions, as well as the rights and responsibilities, of full-time faculty at the University.

Both the *Contract* and the *Handbook* are divided into several sections that take up such issues as salary levels, benefits, parking regulations, and sabbatical applications. They also lay out the procedures for the annual re-appointment process, rank and tenure review, and the filing of grievances. The members of the FAC Executive Committee monitor these processes in various ways, including written reports from the administration and inquiries from individual faculty members. If the CBA has been violated in some way, or if a situation has arisen that is not covered by the *Contract* or the *Handbook*, a faculty member can contact one of the FAC officers, who will begin the process of bringing the situation to a resolution.

The five members of the FAC Executive Committee work as a team, meeting every other week to discuss current issues. However, each of the officers also has specialized duties unique to his or her position. The Chair of FAC runs the union's meetings, serves as a liaison to the Faculty Senate, meets with the Provost once a month, and helps to set the agenda of the Handbook Committee. The Contract Administration Officer examines faculty members' individual contracts and various reports from the administration (on issues like salaries and quasi-administrative agreements) to ensure that all provisions of the CBA are being upheld. The Grievance Officer meets with faculty members who believe that their rights under the CBA have been violated and who wish to file a complaint to begin the grievance process. The Treasurer keeps track of the membership, collects dues, pays bills, and most controversially, chooses the menu for the monthly FAC meetings. Finally, the Secretary takes minutes at meetings, runs elections and other electronic votes, and edits the union's newsletter, the FAC's Sheet.

Every three years, the FAC officers also take primary responsibility for conducting contract negotiations with the University. This process involves selecting members to serve on the various committees that gather information, set priorities, and sit down at the negotiating table with representatives of the administration to come to a tentative agreement about the provisions of the new faculty contract. The FAC Executive Committee then brings the tentative agreement back to the membership for discussion and a vote.

Finally, the FAC officers also make themselves available to accompany faculty members who have been called in to speak to a dean or the Provost about some violation of the duties of a faculty member outlined in the *Handbook*. The officers cannot "defend" a faculty member, as a lawyer might, but they can advise the faculty member on his or her rights under the *Handbook* and serve as a witness to what transpires at the meeting. The FAC Executive Committee strongly recommends that faculty members know their contractual responsibilities and uphold them, which sets a good example for University administrators to do the same.

FAC Officers for 2010-2011

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

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

Grievance Officer: Len Champney
Political Science, O'Hara 408
941-7438 champney@scranton.edu

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

Treasurer: Daniel West
HA/HR, McGurrian 417
941-4126 westd1@scranton.edu

Minutes

(Continued from Page 2)

Old Business: A handout detailing the new language for **Departmental Responsibilities in Rank and Tenure Deliberations** was distributed. Friedman outlined the major differences from the previous version:

1. The chair of the reappointment meeting can be the department chair (for those departments that choose to follow such a procedure) or it can be some other member of the department (if the tenured members of the department choose to elect another individual)
2. The new language specifies that the chair of the meeting will be the same person who will produce the summary of the meeting based on the minutes
3. The revision clarifies that objections to the language of the summary must be based on the accuracy of the summary, not on the judgments made therein. Any faculty member who objects to the judgment of the department may still file a separate evaluation of the candidate. A number of questions and comments were heard but no new language was suggested. Since there was no quorum, Friedman directed Moylan to conduct an electronic vote before faculty left for summer break.

New Business: Friedman introduced the issue of **voting rights for special ranks**, which required clarification in handbook language.

First, the new language specifies that persons holding such ranks “may” be invited to attend department meetings in a non-voting capacity, but departments are not required to extend such invitations.

Second, the new language makes plain that persons in such ranks cannot participate in meetings that involve personnel decisions, reappointment, or rank and tenure review [not only can’t vote, but can’t be present].

Chair’s Reappointment Recommendation – Language emerged from the Handbook Committee after a survey of current chairpersons, who requested this change by a 3-1 margin. Currently, the department chair is required to send a copy of both the summary of the department’s deliberations and the chair’s individual evaluation to all of the tenured members of the department. According to the proposed language, the chair would not be required to share his or her individual evaluation with the tenured members of the department, only the summary of the department’s evaluation. Of course, according to a separate Handbook section, the chair’s individual evaluation will still be copied to the candidate. Both changes will be sent to faculty for an electronic vote.

In the final business of the meeting, Friedman reminded the faculty that union dues would increase from \$250 to \$300 per year for the next academic year.

The meeting adjourned at 12:55 P.M.

Respectfully submitted,
Betsey Moylan
FAC Secretary

Luncheon Menu

for September 9th Meeting

- **Mixed Green Salad with two dressings**
- **Sliced Marinated London Broil with sliced mushrooms**
- **Broiled Filet of Sole/lemon butter**
- **Pasta Primavera-vegetarian**
- **Bourbon carrots**
- **Rolls and Butter**
- **Rice Pudding**
- **Coffee, Tea, Soda, and Water**

Serving will begin at 11:15 a.m. in the McIlhenny Ballroom of the DeNaples Center.

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.

Announcement of Special Adjustment

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 **Robert McKeage** of the Management and Marketing Department received a special adjustment during AY 2009-2010.