



FAC'S SHEET



Newsletter of the University of Scranton Faculty Affairs Council
September 2011

Circle This Date!!

First FAC Meeting Set For Sept. 13 in Brennan

The first FAC meeting for 2011- 2012 is scheduled for **Tuesday, September 13 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 2011-2012

The FAC Executive Committee has scheduled monthly membership meetings for the following dates and locations. All regular meetings begin at 11:30 A.M. Additional meetings may be called to address special issues or concerns.

September 13, 2011	Tuesday	Brennan 509
October 11, 2011	Tuesday	Brennan 509
November 8, 2011	Tuesday	DeNaples 407
December 13, 2011	Tuesday	DeNaples 407
September 13, 2011	Tuesday	Brennan 509
February 14, 2012	Tuesday	DeNaples 407
March 8, 2012	Thursday	DeNaples 07
April 10, 2012	Tuesday	DeNaples 407
May 8, 2012	Tuesday	DeNaples 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 13th Meeting

1. Chair's Report (Michael Friedman)
 - A. FAC meets with Fr. Quinn
 - B. Committees for Negotiations
 - C. Faculty Dining Survey
 - D. Bus Service to Campus?
 - E. FAC Meeting Schedule
2. Contract Administrator's Report (Kevin Nordberg)
3. Treasurer's Report (Dan West)
4. Grievance Officer's Report (Len Champney)
5. Old Business: (Michael Friedman)
 - A. Family and Medical Leave
 - B. Overloads in Online Programs
6. New Business (Michael Friedman)
 - A. We Are Ohio
 - B. Comments about "The Move"

Kicking Off a Negotiating Year by Michael Friedman, FAC Chair

This article is reprinted, with minor updates, from the September 2008 issue of the FAC's Sheet.

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 last year gathering information about the faculty's priorities through town meetings with departments and the Negotiations Survey. The FAC Executive Committee has been busy lining up faculty members to serve on the various bodies that will participate in the negotiations process during the 2011-12 academic year. The FAC officers have agreed to employ the same organizational plan that was used for the second 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,

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FAC OFFICERS 2011-2012

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

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
Health Admin. & Human Resources
McGurrian 417
941-4126 westd1@scranton.edu

MINUTES

from the April 12th FAC Meeting

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

Chair's Report: Michael Friedman announced that the 2011-2012 meetings for FAC have been scheduled, so he urged chairs to plan department meetings accordingly. He congratulated Matt Reavy, who was awarded the 5th annual Rosenberg Grant. Matt will represent the University at the AAUP Summer Institute in Boston in July.

Negotiations Survey –154 faculty members have returned their surveys. Carole Slotterback of the Psychology department, will be tabulating the results for their use by the Negotiations Steering Committee in the fall. Our preparations for next year's negotiations are on schedule. In response to sentiments expressed in the Town Meetings, FAC has created a **Scranton Prep Benefit Committee** to begin gathering information related to our efforts to seek a restoration of the Prep

Benefit, or some form of it, for all faculty. Stephen Whittaker will chair this committee, and he will be joined by Marzia Caporale (World Languages), Will Cohen (T/RS), Harry Dammer (Soc/CJ), Christie Karpiak (PSYC), Cathy Lovecchio (Nursing), and Doug Boyle (Accounting). The Committee has already begun investigating the sort of relationships that exist between the other Jesuit Colleges and their sister Jesuit High Schools.

FAC has realigned its membership on the **Dining Facility Committee** to include Rob Waldeck (Biology), Patricia Wright (Nursing), Jordan Petsas (Econ-Finance), and Jessica Nolan (Psych). A survey related to faculty dining will be distributed before the end of the semester.

Old Business

Friedman relayed his disappointment in the 2010-2011 work of the Faculty Handbook Committee. No new language has been brought for a vote before the faculty for this academic year. Two particular issues dealing with academic appointments (Interim Academic Administrators) and search committees (Presidential) have been stalled by administrators not on the Handbook Committee. A final FAC/FPC Chair's meeting to be held later in the week may yield some additional information from the Provost, but Friedman is not hopeful. Several faculty members expressed similar concerns.

Treasurer's Report: Dan West reported that all LM-3 (Department of Labor) forms had been filed. He will file our federal taxes on schedule in May. The AAUP quarterly payment will also be paid at the end of April.

Grievance Report: Len Champney reported that the Provost is reviewing a complaint from the nursing department regarding lab equivalencies. It is hoped that a grievance will be avoided.

Contract Administrator's Report: Kevin Nordberg reported that a faculty member raised some concerns about the implementation of the Tuition Exchange Program. He asked that any additional concerns be directed to him. He also asked that all new faculty contact the HR office if they have not yet enrolled in a pension plan. New faculty must make a decision about participating in either TIAA-CREF or the Diversified pension plan and decide on the allocation of the contribution. HR is still investigating options for a new

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Kicking Off a Negotiating Year

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been busy lining up faculty members to serve on the various bodies that will participate in the negotiations process during the 2011-12 academic year. The FAC officers have agreed to employ the same organizational plan that was used for the second 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 has worked very effectively during our last two negotiations, and the Executive Committee has concurred that it would be wise to employ it again during this year's proceedings.

A flow chart, which will be distributed at the September meeting, 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.



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carrier for the Long Term Care Insurance provider due to the rise in rates by John Hancock. Finally, Nordberg raised concerns about the information that may be gathered by the official University of Scranton smart phone app. He plans to investigate further and see if there are any union issues with the use by faculty members of this application.

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,
Betsey Moylan
FAC Secretary

Proposed Handbook Revisions By Michael Friedman

At the September FAC meeting, the membership will discuss two proposed alterations to the *Faculty Handbook* approved by the Handbook Committee during the spring of 2011. The first concerns a revision of Section 13.3, which covers faculty benefits under the Family and Medical Leave Act (FMLA). As you may recall, this section of the Handbook was inserted only recently, but a difficulty arose when it was discovered that, under the new language, neither the faculty member taking leave, nor the faculty member(s) covering classes for that faculty member, would be paid for the first two weeks of absence. This problem would occur because, according to the law, FMLA leave must be unpaid, and according to our Human Resources department, the clock on the twelve weeks of guaranteed leave begins on the first day that the faculty member does not show up for work.

To remedy this situation, the Handbook Committee has suggested new language that clarifies that, during the first two weeks of absence due to the serious illness or incapacitation of a family member, the faculty member will be paid, and departmental colleagues will cover courses with no additional compensation. However, at the end of two weeks, if the faculty member must remain away from the job, the covering faculty members will be paid a pro-rated overload (as is currently the case for short-term disability leave). This situation is actually better for the faculty than the current language because it provides for the possibility of 14 weeks of leave (two weeks paid and 12 weeks unpaid) as opposed to the minimum of 12 weeks of unpaid leave guaranteed by law. The revised language also more clearly specifies the conditions under which one may take FMLA leave and when one must file the paperwork necessary to extend the leave beyond the initial two-week period.

The second Handbook revision deals with overloads in certain online programs that function on a semester schedule that does not match up with the traditional fall and spring terms. Currently, in the Online MBA and HR programs, faculty members may teach three-credit courses that run for only half of a traditional semester. Due to rising enrollments and accreditation requirements in the Online MBA program that require all courses to be taught by full-time faculty, there has been a high demand for faculty to teach overloads, but the alternative semester scheduling in these programs has led to confusion about how overloads that run for only half of a semester match up with the existing Handbook language,

which assumes that all overloads run for a full fall or spring semester.

Therefore, the proposed revision, *which affects only the Online MBA and HR programs*, stipulates that a faculty member may teach no more than nine overload credits in an academic year, as opposed to no more than four credits in a given semester (eight credits per academic year). This one-credit increase in the maximum credits represents an acknowledgment that nine credits (as a multiple of three) makes more sense as an annual maximum than eight credits (not a multiple of three). However, the proposed addition also specifies that a faculty member in such a program may not teach more than three overload credits at any given time. So, for example, a faculty member would be allowed to teach one three-credit overload in the first half of the fall, another in the second half of the fall, and a third at any point in the spring semester. A faculty member would not be allowed to teach two three-credit overloads during any half-semester period. Again, this change would *not* affect the limits on overload credits for faculty teaching outside of these two graduate programs.

Luncheon Menu

for September 13th Meeting

- **Mixed Green Salad with Two Dressings**
- **London Broil with Mushroom Sauce**
- **Pasta Primavera (Vegetarian)**
- **Broiled Filet of Sole in lemon & butter**
- **Bourbon Carrots**
- **Rolls and Butter**
- **Rice Pudding**
- **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.

