



# FAC'S SHEET



Newsletter of the University of Scranton Faculty Affairs Council  
November 2013

## November Meeting Set!

FAC Schedules Membership Meeting for November 12<sup>th</sup> in the Rose Room, 5<sup>th</sup> floor of Brennan Hall

The third FAC meeting for 2013-2014 academic year is scheduled for Tuesday, November 12<sup>th</sup> in the Rose Room on the 5th floor of Brennan Hall.

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 2013-2014

The FAC Executive Committee has scheduled monthly membership meetings for the upcoming academic year on the following dates and at the places indicated. All regular meetings are set for Tuesdays and begin at 11:30 a.m. Additional meetings may be called to address special issues or concerns.

November 12, 2013	Tues.	509	Brennan
December 10, 2013	Tues.	407	DeNaples
February 11, 2014	Tues	407	DeNaples
March 11, 2014	Tues.	407	DeNaples
April 8, 2014	Tues.	509	Brennan
May 13, 2014	Tues.	407	DeNaples

## 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](http://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.

## AGENDA

for November 12<sup>th</sup> Meeting

1. Chair's Report - Michael Friedman
  - A. Preparing for Negotiations
  - B. FAC/Senate Department Chair Committee
  - C. Shared Governance Questions
  - D. Administrative Changes
  - E. Elections - Executive Committee
2. Contract Administrator's Report - Kevin Nordberg
3. Treasurer's Report - Dan West
4. Grievance Officer's Report - Len Champney
5. Old Business
  - A. Visiting Assistant Professors
6. New Business
  - A. Outcomes on Syllabi
  - B. Reasons for Denial of Released Time

## Nominations for Election to FAC Executive Committee Due December 2

*From the Secretary:* Please remember to get nominations for election to the **FAC Executive Committee** to me by December 2. Three officers' terms are expiring in June: Dan West, Len Champney and Betsey Moylan. The term of service is two years. The election will be held electronically on **December 9-10**. All of the incumbents will seek re-election this year.

## Minutes from October 8, 2013 FAC Meeting

### I. Chair's Report

**A. Preparing for Negotiations** – FAC officers are conducting Town Hall meetings with the various departments, gathering suggestions from the membership about what issues will be important for the officers to bring to the table for contract talks next year. He urged chairs to help in the process by scheduling meetings before the end of the fall semester so that we can move on to the Negotiations Survey in the spring.

**B. FAC/Senate Department Chair Committee** The working group and the response group have been at work reviewing and revising the document, which will now be submitted to FAC and the Senate as five different documents, listed as follows:

1. An outline of chairs' responsibilities as they are discussed in the Handbook.
2. A description of chairs' actual responsibilities, especially those that have "crept" into the position and are not discussed in the Handbook.
3. An account of the duties that the committee believes chairs should and should not be responsible for.
4. Suggestions on the support and resources chairs need to meet their responsibilities successfully and efficiently (chair orientation, chair handbook, etc.)
5. An outline of the committee's conjectures as to the issues that led to the administration's Department Chair Concept, paired with alternative potential solutions to these issues.

The committee will also gather relevant information about chair positions at comparable schools. By all accounts, the committee is still on target to meet its end-of-the semester deadline.

**C. FAC Forum on Shared Governance** – Friedman thanked all who participated in this well-attended event. He noted however, that the one person who was most missed was the Provost. The administrators in attendance declined to speak for the administration, which left many faculty members without answers for their questions. A few faculty commented on the apparent reluctance of the deans to participate in the conversation, which in itself spoke volumes about the administration's commitment to Shared Governance. The FAC

officers will ask the Provost if he would be interested in scheduling another session where he could explain the administration's position to the faculty or we might offer him the opportunity to answer in writing questions about Shared Governance submitted by the faculty. FAC considers this issue to be a pressing one on our campus. Friedman promised to keep the membership updated on our progress toward clarifying the administration's position. Several members questioned whether faculty would be able to ask Father Quinn about shared governance at the upcoming Faculty Senate Meeting on November 22. The Chair said that he would defer to President Mikesell, who was unable to attend today's FAC meeting due to a scheduling conflict.

**D. Program Director Compensation** – Friedman reported that Provost has agreed to language in the Contract that states that the minimum compensation for program directors is one course release and one overload stipend. This does not mean the program directors cannot be compensated at a higher rate. Therefore, any program director who feels that the minimum compensation is not sufficient for the work that is required may negotiate with the dean for higher compensation. The dean is not required to increase the compensation, but neither are you required to assume the duties of a program director. A question regarding chair compensation was raised and Friedman confirmed that chair compensation is a fixed rate depending on the size of the department.

**E. Administrative Changes** – The chair discussed the recent announcements of vacancies in key administrative positions. The University will soon be searching for candidates to fill the positions of Equity and Diversity Officer, VP for Human Resources, and Provost. Little information has been shared about what created these vacancies in the first place, what the University's plans are to plug the gaps in the meantime, and the process for how they will be filled on a permanent basis. The FAC officers believe that, since the holders of these positions frequently deal directly with the faculty, it is very important for us to insist upon our Shared Governance rights to participate in the decision-

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## Handbook Revision – Visiting Professors

By Michael Friedman

At the beginning of this semester, it came to the attention of the FAC officers that the Provost had given to three first-year faculty members the title of Visiting Assistant Professor. The problem with this designation is that the Handbook currently reserves such a title for faculty members, such as Fulbright Scholars, who come to the University from another institution. In Section 7.0, the Handbook notes that such faculty members cannot vote in department meetings, they are not evaluated on an annual basis, and their year (or years) at the University do not count toward tenure if they are subsequently hired to a tenure-track position. When the FAC officers asked the Provost about this decision, we discovered that he did want these faculty members to be able to vote on departmental matters on a limited basis, he did want them to be evaluated annually, and he did want their time in rank to count toward tenure. In other words, the Provost wanted them to have all the characteristics of lecturers, but to have a title that is more in line with what faculty members in such positions with terminal degrees are called in academia more generally, which is Visiting Assistant Professors.

To address the conflict between the Handbook and the circumstances of the three new faculty members, FAC signed an MOU with the administration to the effect that, although these three faculty members will retain the title of Visiting Assistant Professor written into their individual contracts, they will be treated in all respects (i.e. voting rights, evaluation, years toward tenure) as lecturers. The administration also agreed not to appoint anyone else to this rank until the conflict with the Handbook is resolved by revisions to the Handbook language. To that end, the Handbook Committee has been at work discussing changes to rectify this situation, and it is possible that such language may be ready for faculty discussion at the November FAC meeting. To address that potential outcome, we would like to describe those changes here.

In crafting this new language, one obstacle faced by the Handbook Committee was, if we were going to refer to faculty members with newly-minted Ph.D.'s, who might be looking to stay at the University in tenure-track positions, as Visiting Professors, what

name would we use to refer to senior scholars coming to the University for a year or two whose intention would be to return to their home institutions? After rejecting several possibilities, the Handbook Committee took up a new proposal that collapses the current distinction between faculty members with a home institution and those without one in favor of a new division between junior Visiting Professors (Visiting Assistant Professors) and senior Visiting Professors (Visiting Associate Professors and Visiting Full Professors). Since those faculty members whom we currently call Visiting Professors usually come in at the senior ranks, having slightly different regulations for junior and senior Visiting Professors would handle the different circumstances of the two groups without having to devise different names for them.

Therefore, the new language removes Section 7.0.A entirely and adds two paragraphs to Section 5.1, which will be renamed “Lecturers and Visiting Professors (Full-time, non-tenure-track appointments).” These new sections note that the Provost may grant to an incoming non-tenure-track faculty member with a terminal degree the rank of Visiting Assistant Professor, and that all other aspects of the faculty member’s employment will be identical to that of a lecturer. Such a situation is advantageous to the faculty members themselves when and if they apply for positions elsewhere because their rank is then commensurate with what such faculty members are called at most other institutions (where “lecturer” means something different than what we mean by the term). The new language also notes that the circumstances of senior Visiting Professors will be identical to those of lecturers, except that the annual evaluation process will be optional and, in the rare case that a senior Visiting Professor is untenured, time spent in that rank will be counted as part of the probationary period for tenure if that faculty member is subsequently appointed to a tenure-track position at the University of Scranton.

The Handbook Committee will be discussing this new proposal at its meeting on November 4, and if the language is approved, the FAC officers will have time to distribute it to the membership for discussion and a potential vote at the November 12 FAC meeting. Please join us in anticipation of this discussion and our delicious Thanksgiving meal.

### Minutes from October 8<sup>th</sup> Meeting

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making process that will go into the selection of people to assume these offices. The Handbook contains very clear regulations regarding the participation of faculty in the search for a Provost/VPAA, but we must rely upon the administration's commitment to both Shared Governance and the AAUP's principles regarding faculty representation to insure our participation in the search candidates to fill the other two positions. Bestey Moylan announced that she has been contacted by the President of the Faculty Senate to begin the process of electing a search committee for the Provost's Search. She has asked about the time frame and was told that Father Quinn expects the committee to meet during Intersession and that the new Provost will be in place by July 1, 2014. Several faculty questioned if a search firm would be used, if the committee have input into the job description, etc. Friedman emphasized that the search committee makes recommendations. We cannot make the administration act on those recommendations.

**2. Contract Administrator's Report** – Kevin Nordberg is currently working his way through each of the new contracts signed by the 18 faculty who were hired as of the beginning of this academic year.

**3. Treasurer's Report** – Dan West reported that all bills are paid and dues have been deposited for the current quarter.

**4. Grievance Officer's Report** – On Monday, PCPS faculty should have received the dean's revised released-time policy for her college.

#### 5. New Business

Friedman briefed the faculty on a Handbook conflict arising from the administration's decision to grant the rank of Visiting Assistant Professor to three new faculty members who do not hold a position at another institution. An MOU has been signed to deal with the immediate issue, and the Handbook Committee is at work on language to rectify the situation in the long term.

Respectfully submitted,  
Betsey Moylan

### Lunchtime Camaraderie

By Michael Friedman

Just a reminder that, Monday-Friday from 11:30-1:00, Room 238 of the Loyola Science Center, also known as The Forum, is reserved for faculty/staff dining. Employees can bring their own food, or they can purchase a la carte items like sandwiches, salads, soup, and dessert on site or at the Bleeker Street dining facility on the first floor of LSC.

A few dozen faculty members gather regularly to eat lunch at this location multiple times per week. The FAC officers encourage all members to take a short break from their busy schedules, get out of their offices, and join their colleagues for lunch at the LSC Forum.

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### Luncheon Menu for November 12th Meeting

- *Green Salad with 2 dressings*
- *Sliced Turkey Breast*
- *Sliced Oven Baked Ham*
- *Onion and Sage Bread Dressing*
- *Mashed Potatoes and Gravy*
- *Fresh Vegetable Du Jour*
- *Cranberry Sauce*
- *Apple Pie/Pumpkin Pie*
- *Coffee, Tea, Sodas, Water*
- *Rolls and Butter*

Luncheon Service begins at 11:15 A.M. in Room 509 Brennan Hall.

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#### NOTICE TO NON-UNION MEMBERS

All non-union member who are NOT conscientious objectors have until November 30 to file, if they so desire, an agency free objection. If you are NOT a union member and wish to file, please contact FAC secretary, Betsey Moylan.