



FAC'S SHEET



Newsletter of the University of Scranton Faculty Affairs Council
September 2014

September Meeting Set!

FAC Schedules Membership Meeting for September 9th in Rose Room of Brennan Hall

The first FAC meeting for 2014-2015 academic year is scheduled for Tuesday, September 9th 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.

FAC Meetings for 204-2015

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.

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|--------------------------|-------------------------|
| September 9, 2014 | Brennan Hall 509 |
| October 7, 2014 | DeNaples 407 * |
| November 11, 2015 | DeNaples 407 |
| December 9, 2014 | DeNaples 407 |
| February 10, 2015 | DeNaples 407 |
| March 10, 2015 | DeNaples 407 |
| April 14, 2015 | DeNaples 407 |
| May 12, 2015 | DeNaples 407 |

***Note: This is the first Tuesday in October.**

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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.

AGENDA

for September 9th Meeting

1. Chair's Report - Michael Friedman
 - A. Preparation for Negotiations
 - B. Shared Governance Report
 - C. FAC Forum on Search Committees
 - D. Meeting Schedule 2014-2015
2. Contract Administrator's Report - Kevin Nordberg
3. Treasurer's Report - Dan West
4. Grievance Officer's Report - Len Champney
5. Old Business
 - A. Interdisciplinarity
6. New Business
 - A. Ratification of Table Team
 - B. Merit Adjustments

Kicking Off a Negotiating Year

By Michael Friedman, FAC Chair

This article is reprinted, with minor updates, from the September 2011 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 thanks to Carole Slotterback from Psychology, we have tabulated the results of the Negotiations Survey, which was conducted in the spring. The FAC Executive Committee has also been busy

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Minutes from May 13th FAC Meeting

1. Chair's Report

A. Preparations for Negotiations – The Faculty Survey is complete, and the next steps involve recruiting members to serve on the three major committees: the Table Team, the Salary and Benefits Committee, and the Steering Committee. The names of the members will be announced and put forward for ratification at the September FAC meeting in expectation of the beginning of contract talks in January of 2015.

B. Shared Governance meeting with Fr. Quinn – The primary topic of conversation at the third meeting between FAC and Faculty Senate representatives and the President, along with Pat Harrington and Ed Steinmetz, was faculty contact with the Board of Trustees and its effect on Shared Governance. Fr. Quinn appeared to be sympathetic to our desire to have more substantive contact with the Board of Trustees, and he pledged to investigate possibilities for increasing such interaction. FAC considers this pledge a positive step in the direction of true Shared Governance.

C. Merit adjustments – May 15 is the deadline by which the Provost must notify faculty members who applied for merit adjustments whether or not they have been granted such awards, and the amounts they have been given. Any faculty member who claims that the Dean (who made the original merit recommendation) has not followed the Merit Adjustment process or has acted in an arbitrary or capricious manner may file an appeal to a University committee consisting of one administrator appointed by the Provost/VPAA and two faculty members appointed by the FAC Executive Committee. The appeal must be made by September 30, 2014. Once the appeal process has concluded, the FAC officers have agreed to conduct a survey of the faculty's response to the merit pay procedure

D. Handbook sub-committee on 23.3.A – Fourteen faculty members volunteered for service on the Handbook sub-committee to re-examine the department's role in the Rank and Tenure process. In order to ensure efficiency in the committee's work, the officers will attempt to winnow the number to 6. Friedman was gratified in the number who volunteered and thanked all who made the offer to serve.

E. Provost Search – The Provost Search Committee has produced a report that has been conveyed to the President. Friedman thanked the members who served on the Search Committee: Marian Farrell, Stacey Muir,

Jordan Petsas, and Terry Sweeney, all of whom worked very hard to insure that the faculty voice was heard during this process.

F. Meeting Schedule 2014-2015 – FAC's meeting schedule for next year has been printed in the FAC's Sheet and distributed to offices around campus by email in the hopes of avoiding future conflicts.

2. Contract Administrator's Report: Kevin Nordberg reported that the Benefits Coordinator in the HR Department has informed faculty via a recent email that all reports formerly distributed via paper to employees that are regulated by Federal Law for annual distribution will be sent via electronic means from now on. If anyone desires a print copy of the documents, HR will arrange to have them printed. Atty. Rob Farrell has reviewed this change in promulgation and deemed it acceptable. Nordberg also reported that as the University moves to more cloud storage and "bring your own device" technology, FAC will monitor the administration's compliance with Appendix VIII of the Faculty Handbook. As it stands, faculty own the materials that are of their own creation that relate to teaching and scholarship. We have specific language in the handbook regulating this ownership and do not conform to the "work done for hire" rules that regulate staff. He will keep the membership informed of any changes in University procedure that could impact such guarantees. Contracts with DELTAC and SEOL have unique agreements, but faculty members operating under regular classroom conditions have specific rights to their materials as delineated in the Faculty Handbook.

3. Treasurer's Report: Dan West was called out of town, but he assured the Chair that all bills incurred by the Union have been paid except the latest ARAMark invoices.

4. Grievance Officers Report: Len Champney was unable to attend the meeting, but forwarded his report to the Chair, who announced that there is one active grievance. A deadline of June 7 has been set for its resolution. Interim Provost Harrington has drafted a letter to the incoming provost stating the required outcome of the grievance. The department is content with this action.

5. Old Business: Interdisciplinarity. It was determined by the parliamentarian that there was no quorum, so the chair announced that the discussion could not result in a call for a vote at the meeting. Friedman framed the

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Kicking Off

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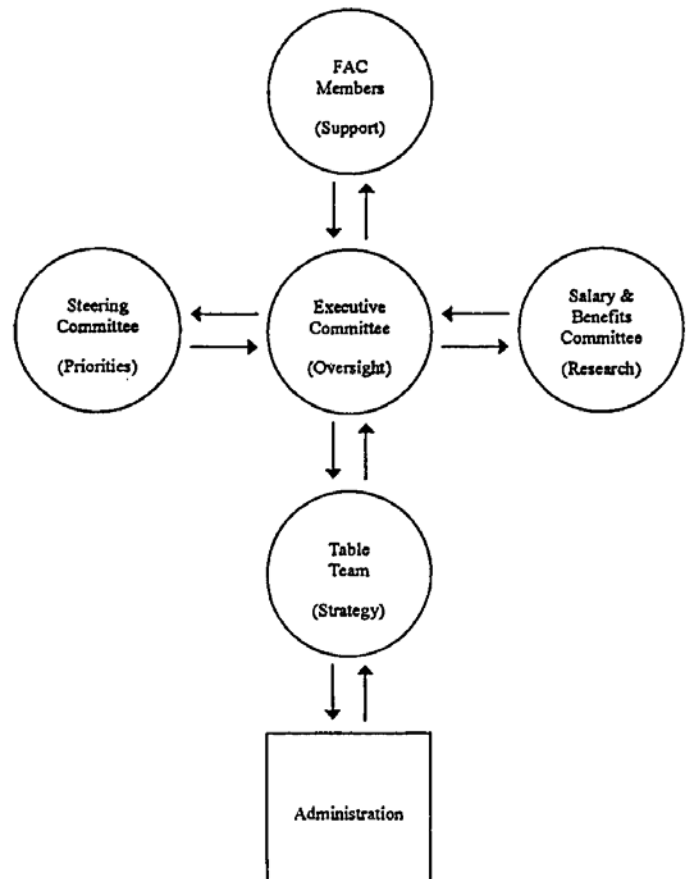
lining up faculty members to serve on the various bodies that will participate in the negotiations process during the 2014-15 academic year. The FAC officers have agreed to employ the same organizational plan that was used for the third time during our last round of negotiations, and particularly for 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 its 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 three 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. We hope to see you there.



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Minutes from May 13th meeting

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discussion, offering that the new language contained two different concepts – the first dealing with governance and the second with departmental structure. He hoped that the membership could focus on part one at this meeting. He then asked Sharon Meagher and Linda Ledford-Miller, who had been co-authors with a sub-committee of the Faculty Handbook Committee, to provide a brief overview of the document before opening the floor to discussion. Sharon emphasized that many of the operating procedures were already in place, but the language encodes the procedures in the Handbook, thus offering a template and valuable resource to faculty who hope to introduce new interdisciplinary programs in the future, or to those who may need reassurance that what they are currently doing is correct. It also encourages

interdepartmental cooperation and consensus when examining the success of existing programs. The floor was opened for discussion and numerous faculty commented on the value of the new language. Others asked for further clarification. All concerns were carefully noted in order to bring the comments back to the subcommittee at the first Handbook Committee meeting of the 2014-15 year.

The meeting was adjourned at 12:55 P.M.

Respectfully submitted,
Betsey Moylan

Luncheon Menu for September 9th Meeting

- Vegetarian Italian White Bean Soup
- Make-your-own Salad - Field Greens, Pear, Walnut, & Goat Cheese toppings
- Grilled Cider-Marinaded Chicken
- Portobello & Butternut Squash with Barley Pilaf
- Fresh Fall Vegetable
- Assorted Cakes and Pies
- Rolls & Butter
- Coffee, Tea, Soda, and Water

Serving will begin at 11:15 a.m. in the Rose Room, 5th floor of Brennan Hall.

Milestone for Homer

Congratulations to **Dr. Frank Homer**, Professor Emeritus of the University's History Department, who this year recorded 50 years of consecutive membership in (and dues paid) to the AAUP!