

**MINUTES****Management / APSCUF Faculty Meet and Discuss**

Session 360

Thursday, February 1, 2007

12:30 p.m. – Sullivan Board Room

APSCUF representatives present were: Mark Cloud, Steve Hicks, Matt Girton, Fay Cook, Howie Congdon, and Cheryl Orndorf as recording secretary.

Management representatives were: Roger Johnson, Bob Little, Linda Koch, Karen Harvey, Alan Anderson, Deana Hill, and Tara Fulton

Jim Meek was invited by management to discuss item III (moved from item VI on the agenda).

**I. Approval Meeting Minutes for October 17, November 14, and December 19, 2006**

The minutes of October 17, 2006, were approved. The approval of the minutes of November 14, and December 19, 2006, was postponed.

**II. Grievance Update**

Grievance 05-003LH, 7% cap on part-time temporaries is settled. Management agreed not to break the 7% cap. PT nurse contracts will now clearly define where they are assigned. One thing that came up is that local management does not seem to make use of the clause in the CBA that allows sabbaticals to be replaced with PT faculty and not count toward the 7% cap.

**III. Questions about FA2007 admissions report (moved from item VI)**

APSCUF asked why are net admits and acceptances up 43% from this time last year, why has the average SAT of a net admit dropped 23 points in one year, and why is there an 84% increase in the number of net admits (283 students) with SATs below 900? A similar increase has occurred with those in the 4th quintile (92% increase) and 5th quintile (81% increase). How do these numbers fit within the context of the enrollment management goals set forth by the President?

Management explained the data APSCUF was working from was not comparable due to the change of now including Summer Development students in the new Fall Development program. Normally Summer Development students were reflected only in the fall reports. These numbers would not have been included last year as these students were not accepted in the fall until they successfully completed the Summer Development program. In this case, there are approximately 60 students who were reported in this group destined for the Fall Development program and their SAT scores were included in these numbers. Management distributed data that more accurately reflects the situation. There is an apparent drop of 7 points on the SAT if a cohort is created that corresponds to the cohort used last year. APSCUF asked if there is a cap on the number of Fall Development students to be accepted. Management is not aware of a specific cap. Management does not anticipate having more at-risk students than can be supported. APSCUF asked if there are any theories on why there is a 43% increase and what is the yield rate on acceptances. Management does not have a theory to explain this increase. The yield rate is different for summer development than regular admits.

**IV. SAT data and class rank data**

APSCUF asked for clarification and reconciliation of a report distributed at the October meeting concerning new freshman. J. Meek distributed the official reporting document and explained SAT scores vary a few points annually on much larger populations on national averages, so a point or two is not particularly significant. The LHU scores do show a decline in fall 05 and 06 in verbal and math. As an example of the variation, LHU actually went up a point in fall 06 when scores nationally fell 7 points. The striking thing is in fall 05 & 06 LHU accepted a larger percentage of entering students with scores below 400. Initial inquiries show those were primarily students from EOP. He will share these documents electronically with APSCUF. APSCUF appreciates J. Meek's work on this issue.

V. **Summer School M & D Committee Recommendations**

APSCUF believes limiting linkages to one course per department is defeating the purpose of the change. Management noted this exercise is an experiment [pilot program] with two main purposes in loosening the restrictions on what constitutes a made course in the summer. The first is to increase the number of upper division courses and the second is to increase overall summer enrollment by offering some stability and predictability for both students and faculty. The old rationale for having a minimum of 10 has an assumption that the average section size would be somewhere between 14 & 16, but a slight drop in that would be okay. That is the reason not to have a lot of pairs that only total 20. What management would like to do is not to restrict a pair to a department, but to begin by restricting to a discipline with some exceptions that still have to be thought through. What management is looking for is disciplines that have a good history and large departments that offer a lot of sections. The other consideration is the president really wants to increase summer enrollment, which may help take the pressure off next fall. Many of LHU's students leave campus and take jobs in the summer, so management is looking for faculty to make courses web-based to fulfill those students' needs. If a class or section has students who could be accommodated by Individualized Instruction management wants to do that as well. Typically, there would be at least four students in a paired course. If there is a paired course that didn't meet the required number, those people could be Individualized Instruction. Management recognizes getting a faculty member to agree to do it for that amount of compensation may be unrealistic. APSCUF sees any kind of expansion on summer scheduling as a positive move for not only faculty, but for students and the institution. The flexibility is helpful as well.

VI. **Election and Term for faculty filled Directorships**

M. Cloud met with the president concerning the issue of directorship elections. APSCUF believes it is something LHU ought to do for the faculty, and it is healthy to do. Management reported it is not going to relinquish the authority of release time positions. R. Johnson anticipates the model developed will have the assumption of three-year appointments subject to annual review if release time is involved, and there will be faculty input. The procedure for department chair people is very clear, and it is always followed. However, it may not be exactly right for directorships. Also, a clearer picture is needed of what constitutes a directorship. Management asked APSCUF to review positions (list to be provided) that are called director and to see which ones would fit the model of a three-year appointment and a new procedure. The election of chairs is spring 2008 and that would be a good time to install the new system. The term used for these positions may change from "directorships" to something else.

VII. **Classroom behavior policy**

APSCUF approves the effort and the Provost's suggested language changes. The Executive Council is very positive about this and likes the language that has been added. This is something APSCUF hopes could be part of the academic policy book and in syllabi. Management has some concerns about making this an official policy. After a discussion on the matter, it was decided that APSCUF will bring this back to the Executive Council. An electronic copy will be provided to APSCUF. There will be training sessions at University Days about classroom management.

VIII. **Spam filter not effective**

APSCUF requested input about what is going on with filtering spam. Management reported it is blocking 75% of spam to the campus. There are professional spammers that are more and more clever. LHU has the best in the industry, but care has to be taken not to go to far with it. APSCUF suggested perhaps individual faculty could use *QURB* and asked if management could purchase a site license. Management will look into this issue.

**IX. C-Store in Robinson Hall**

APSCUF expressed its disappointment with the new C-Store that is in the faculty/staff lounge space in Robinson that was supposed to become a Starbucks. APSCUF gave up the space with the expectation of a coffee café and ended up with a C-store. APSCUF asked if space could be allotted for a faculty/coaches coffee lounge or a coffee cafe to share with everyone? Perhaps it could be located in the library as it is in other institutions. Management noted the concerns.

**X. Dean of A&S search committee (faculty 3 A&S, 1 E&HS and 1 at large) (management)**

Management thanked APSCUF for the rapid response to forming this committee and reported the process is underway. Management wants to move very rapidly. The job description has been drafted and an ad will be given to the committee. APSCUF expressed concern that it might be too late in the game to expect to hire a dean for this coming academic year. Management responded it is not that late in the game for deans. Applications for faculty happen earlier in the year. Deans tend to be more mobile. When there is a long search the pool has not grown. Management thinks it can get a pool of candidates, but if not, there will be an interim. APSCUF expressed concern that the current Ed. & HS dean search was done with a block ad rather than its own ad with greater visibility. The salary amount was on the ad and may have been inadequate. Management has re-advertised for this position (with a display ad) and did not include salary. A couple of display ads set LHU back \$7000, so the original ad plan was done with the desire to be frugal and that didn't work. The new print ad is not a full description and directs candidates to the web site for application information. Deans fit into a management scheme that has ranges.

**XI. Assistant Deans or Assistant Provost – feedback on faculty or management (management)**

Management is asking for feedback. Management is concerned the positions of deans are not attractive, because the deans have no staff other than a secretary. LHU has co-opted faculty in these positions previously. It may not be financially feasible at all, but R. Johnson would like to explore it. It would be cheaper to hire managers than having faculty in release time. On the other hand, the present circumstance is two very experienced colleagues leaving the deanships. If two outside deans are hired, which is entirely possible, it might be better to have an experienced faculty member acting as assistant dean for a limited time. The larger goal is to get the faculty out of managerial functions. APSCUF will share the issue with the Executive Council. APSCUF asked what is going on at similar institutions. Asking someone to come here and work without support is not very attractive. However, with management not replacing faculty on sabbatical, etc adding another management position would not be accepted well by faculty. Management recognized the reasoning for this has to be made well known and there is competition for positions. K. Harvey made a point that from a faculty member's stand point, she had concerns when she saw the deans had an assistant. Now that she is serving in that position she sees how busy the deans are. There's a lot of paperwork that is very time consuming that an assistant could focus on giving the dean more time to focus on important things. APSCUF asked, if management assigns this to a faculty member, will that faculty member be replaced, and how long is the assignment. There may be an advantage to having an interim for one-year and ultimately replace the interim with a manager. Management doesn't have all the answers as it is just in the exploratory phase. APSCUF will take this issue back to Executive Council.

**XII. Pandemic Flu (management)**

Management reported there have been meetings on this issue as PASSHE is making plans for dealing with pandemic flu, particularly Avian flu. R. Schultz is especially trained in epidemic control. The model being used is the Spanish flu of 1918. Most of the discussions are focused on sanitation issues, but there is an educational mission, and that can't be lost. LHU needs to have a plan for recovery. For example, going through a time with a large percent of people being out sick. The Academic Affairs people are meeting separately and management needs APSCUF's input. How does the CBA play a part? For example, what if students go out in the 8<sup>th</sup> week and need to get their whole tuition back; the institution goes bankrupt; sick leave is used up; the

insurance carriers can't cope, etc? The implications go on and on. The meetings are to create a plan. APSCUF appreciates the opportunity to work on this and will bring this issue back to the Executive Council.

**XIII. Budget Contingency Plan (management)**

Management reported the Fiscal Management Committee is scheduled to meet shortly. One of its jobs is to guide management with the preparation of the university budget. The history over the last couple of years is that LHU is not fully funded for some of the costs and increases that have been passed along to it. Management would like the committee to guide it into a plan B.

**XIV. Computer Purchase Program (management)**

Management reported PASSHE is negotiating for a bulk contract buying of computers, which may cause a little complication since the staff is trained on Dell. If the usual pattern is followed, there should be a substantial discount.

**XV. Academic Landscape (management)**

Management reminded APSCUF that T. Fulton asked for feedback on her scenarios for the academic landscape. APSCUF reported this is on the Executive Council agenda.

**XVI. Athletic Facilities Committee (management)**

Management needs the names of the APSCUF appointees/elected individuals. APSCUF will give the names to management by Thursday of the week following this meeting.

**XVII. McGuire Approvals**

The following McGuire requests have been approved:  
(M. Smith, W. Ayoub, J. Young, S. Tressler, P. Czaplá)

**XVIII. Individualized Instruction Approvals**

The Individualized Instruction for the following individuals were approved: J. Snow - HLTH215, B. McMahan sponsor; S. Milliron - PSYC100, M. Moore sponsor; M. Passmore - SPEC105, P. Fagen sponsor; C. Sorg - CRJS425, D. Marshall sponsor; T. Tompson - SOCI205, S. Richeson sponsor; K. Semanchik - HPED318, P. Lally sponsor; N. Reed - HPED308, P. Auringer sponsor

The following Individualized Instructions were not approved: A. Starovoytova - LART680, C. Myers sponsor; W. Jones - LART680, T. Six sponsor. APSCUF has contractual concerns and needs to have a more clear understanding of the issue. Management will work on this.

**XIX. Winter Intercession (Management item)**

Management is working on setting up a winter intercession. There are issues of student aid and administration that need to be worked out.

**XX. Next Meeting: February 20, Tuesday 12:30-2:00 pm in Executive Dining Room**

The meeting adjourned at 2:00 p.m.

---

Roger Johnson  
Interim Provost and VP of Academic Affairs

---

Mark Cloud  
APSCUF Chapter President