

## **MINUTES**

Management / APSCUF Faculty Meet and Discuss

Session 349

Tuesday, February 21, 2006

1:00 p.m. – Bentley Private Dining Room

**APSCUF representatives were:** Mark Cloud, Steve Hicks, Fay Cook, Rey Junco, Matthew Girton, Cindy Allen, and Joannette Saba-Sturm as recording secretary.

**Management representatives were:** Kwesi Aggrey, Roger Johnson, Robert Little, Tara Fulton, Alan Anderson, Linda Koch, Sue Malin, and Denise Shoemaker.

### **I. Minutes**

The meeting minutes for December 16, 2005 were approved, after S. Hicks' request to have his name omitted from being present at such meeting. The minutes for January 27, 2006 were postponed.

### **II. Grievance Update**

S. Hicks reported there are no changes; however, State APSCUF meets next week and there may be some revisions to Step 3. APSCUF requested and received from management an extension to file a grievance for workload, as stated in emails, and it was agreed that this extension shall be in effect until next meet and discuss.

### **III. Faculty Sick Leave Policy**

M. Cloud reported that faculty wants to work with management to compile a procedure for sick leave that works for all, and feels that the document proposed through emails should put us on our way to some sort of mutual agreement. K. Aggrey reported that there is a meeting scheduled for tomorrow to work on this.

### **IV. Distance Education Report (CBA 42.C.3)**

M. Cloud reported that faculty understands the issue of receiving a report by the start of the semester that is not accurate, but would like to have such report in a timely manner before their pay date for such in order to properly review it as needed. M. Cloud inquired about when the semester "freeze date" for classes is, believing this to be a good indicator for requiring such report. D. Shoemaker indicated such date occurs on the fifteenth class day. K. Aggrey inquired and M. Cloud agreed to receive the Distance Education Report (with compensation) two weeks after freeze date, although the March 8 date indicated in last month's meeting is acceptable for this year. Someone inquired and D. Shoemaker reported that for this year, overload will be paid March 17.

**V. Faculty Office Space Update**

M. Cloud reported that D. Proctor indicated appropriate office space as 175 square feet for an office of two, 100 square feet for an office of one, 80-100 square feet is adequate for temporary measures, and less than 80 square feet is unacceptable. M. Cloud reported that a report has been prepared and it is agreed that office visits will be scheduled. J. Saba-Sturm and D. Shoemaker will arrange such schedule. K. Aggrey reported he informed the cabinet yesterday and is planning for President K. Miller, D. Proctor, B. Little and the Deans to review the offices.

**VI. Radon Testing Update**

M. Cloud inquired about an update from last month's meeting. L. Koch reported last testing was done on campus in 1996-1997 in Bentley, Russell, Stevenson, Sloan and Ulmer. She further reported there are two types of testing: canister and continuous. Continuous testing was done in Ulmer G38, 142 and 146. One area of concern was in Ulmer in a telecom area with little access, and this information was shared with John Way. L. Koch also reported that changes have been made regarding office space, etc. and she will ask P. Alteri to follow up on any requests. M. Cloud reported he is making such request on behalf of faculty. L. Koch reported P. Alteri will make a report for Meet & Discuss members. R. Junco asked about the results from the testing done in 1996-1997. L. Koch reported that P. Alteri has these reports.

**VII. Synchronized Clocks Update**

M. Cloud reported the incongruity between clocks, the difficulty to adjust to time changes, and the advantage of having such updated systems. R. Little reported that Facilities has atomic and radio-controlled clocks; however, some do not work in some buildings. The university has some older synchronized clocks in Sloan, but this is a quite dated system. There also are some radio-controlled clocks on campus. C. Allen reported faculty's concern about students coming in late. R. Little reported that as long as requests are limited, such can be made to facilities for updated clocks. He further suggested that each building has a representative on the Facilities Committee and they could perhaps represent each building's concerns at those meetings. K. Aggrey inquired if management could get feedback on which clocks work and which do not. Management suggested that priority be given to classrooms over private offices for such clocks.

**VIII. Large Class Size Compensation**

At the beginning of the meeting, APSCUF requested this item be removed from the Agenda. Management agreed.

**IX. McGuire Approvals**

M. Cloud reported that McGuire approvals were given for D. Lopez and J. Matzke for AY 2006/07.

**X. Individualized Instruction Approvals**

M. Cloud reported that Individualized Instruction approvals were given for M. Vulatic, HPED-315; S. Crisanti, HPED-134; and F. Daubert, PHYS-431. While reviewing requests for A. Brabander and S. Renninger, both for MUSI-322, it was realized that this course was collapsed (canceled) and Individualized Instruction given in its place. As there is no other section being offered this semester, APSCUF approval is not necessary.

**XI. Next Meeting**

The next meeting is scheduled for Friday, March 24, 2006 at noon in Bentley Private Dining Room.

Meeting adjourned at 1:42 p.m.

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Dr. Kwesi Aggrey  
Provost and VP of Academic Affairs

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Dr. Mark Cloud  
APSCUF Chapter President