

MINUTES
Management / APSCUF **Faculty** Meet and Discuss
Session 351
Friday, April 21, 2006
12:00 p.m. – Bentley Private Dining Room

APSCUF representatives were: Mark Cloud, Fay Cook, Steve Hicks, Reynol Junco and Joannette Saba-Sturm as recording secretary.

Management representatives were: Roger Johnson, Tara Fulton, Linda Koch, Sue Malin, Alan Anderson and Denise Shoemaker.

I. Minutes

The meeting minutes for January 27, 2006 and March 24, 2006 were approved.

II. Grievance Update

S. Hicks reported that we have a new grievance, 05-012LH, on the release time/payment issue for a director which was extended for filing from the last meeting. S. Hicks reported he hopes that it will be resolved locally. As of today, this grievance is formally at Step 2. The Individual Grievance regarding Lovik-Powers has been resolved. There are three grievances currently at Step 3 are on agenda for State later in the month. S. Hicks requested we begin documenting Step 1 resolutions.

III. Enrollment Update for Fall 2006

R. Johnson reported that J. Reitz, S. Lee and he met about a week ago and foresee being about 1100 seats short for anticipated enrollment, although it is subject to change. Since that time some adjustments have been made to 1000, but may change again based on summer development. R. Johnson has sent updated information to chairs regarding reconsideration of upper level courses. With the upcoming changes, management's final assumption is about 800 seats short, and clarified that these are projected and not current numbers. M. Cloud reported that it would be counterproductive to stop taking students in unless they are high quality students. R. Johnson reported that total enrollment should not be less than last year. S. Hicks inquired about the current overload situation based on projected outcomes. R. Johnson reported it would be very little, and some upper division levels may be canceled to open more general education courses in high demand. R. Johnson confirmed that many classes are scheduled in rooms and capped them at 0 for holding, opening them as needed. R. Johnson suggested faculty cap some classes of 30 lower to hold seats for incoming freshman. R. Johnson reported for the latest evaluation of incoming students, the SAT is up one point. Faculty had requested the university raise it by five points.

IV. Faculty Sick Leave Policy

M. Cloud reported he recently met with R. Johnson and still needs to submit documentation to A. Anderson. M. Cloud reported this policy does not fit within the university-wide policy as Human Resources had wanted. M. Cloud suggested the current policy be identified as non-faculty university employees, and have a separate policy established for faculty. S. Hicks reported at an earlier Meet and Discuss, it was determined that coaches report to the Provost. M. Cloud suggested that perhaps they can be aligned.

V. Professional Development Funds

M. Cloud reported that according to the current policy for Arts & Sciences to obtain Faculty Professional Development Committee (FPDC) funds, the department has to allot the first \$300 for faculty. Due to unknown and restricted department budgets, those requesting funds toward or at the end of the fiscal year are less fortunate, as there are no funds remaining. R. Johnson commented that there appears to be a lack of unity which seems unfair, and wants to work on that, as well as he would like to see more funds in this area. R. Johnson further reported that at the state level the totals look good, incorporating funds from departments, TLC, Provost's office, President's office, and UCC, and based on these figures, our university is proportionately better than others. However, other universities have grants offices. R. Johnson reported management would like to clean up the process. M. Cloud inquired about our grants coordinator, Don Woodhouse. R. Johnson reported he is a consultant who finds grants and comes in about once per month but is available by email, and suggested that the university needs to establish a grants office, which faculty supports. R. Johnson requested input for ideas, and M. Cloud suggested management contact the FPDC. R. Johnson and T. Fulton are on that committee and will get feedback. R. Johnson reported that in the past FPDC has pretty evenly distributed the money 60/40 per semesters but now it is more like 30/70 which is a big shift in conference times as well as having a more active faculty base.

VI. Writing Assessment Plans

M. Cloud reported the Writing Committee presented to APSCUF Executive Council (EC) its assessment plan to use a standardized rubric that they will test this fall and have those teaching use this, and the committee hopes to go through the UCC. Faculty supports these measures. The committee also suggested that management support this idea by requesting faculty use the rubrics. The committee found the university has composition for freshmen and some upper level writing assessment courses but discovered a shortage for sophomore level coursework.

VII. eSirs for Distant Education

M. Cloud reported Student Evaluation Instrument Committee presented to APSCUF EC that they had the opportunity to evaluate eSirs, which has faculty support. Management would not receive individual faculty reports but merely group reports to compare with other institutions. This is voluntary and its validity or quality is not yet confirmed but EC wishes to explore and learn more of its potential and therefore should not be used as an individualized evaluation instrument or be kept in any personnel file. R. Johnson acknowledged these concerns.

VIII. New Academic Chair Orientation

M. Cloud reported that new department chairs once had orientation and currently some issues are being identified by no longer holding such. M. Cloud requested that management address current new chairs and reestablish the orientation program. EC has a subcommittee evaluating some suggestions regarding "department policy" as referred to in the Collective Bargaining Agreement (CBA) and wants to collaborate with departments for developing such policies and come up with list of concerns. Management will try to have an orientation session for this year's new chairs and will invite the past academic year's chairs as well.

IX. McGuire Approvals

M. Cloud reported that McGuire approval was given for John Raffin (FT, AY06/07) and will put a hold on Laurie Cannady (FT, AY06/07). M. Cloud reported that approval was given for A. Wheeler which was sent to management prior to this meeting. S. Hicks reported he wants to clarify if contingent contracts are permitted and wants to assure accuracy regarding the McGuire request for L. Cannady.

X. Individualized Instruction Approvals

M. Cloud reported that Individualized Instruction approval was given for H. Hawryluk for HLTH-402, T. Greer for HLTH-451 and C. Seitz for HLTH-451.

XI. Next Meeting

The next meeting scheduled for May2006 will be in Sullivan Board Room, with a date and time to be determined later.

Additional Information

R. Johnson requested feedback regarding the interim Dean position and reported faculty indicated their hope the position will be filled expeditiously. R. Johnson commented that finding the interim dean's replacement as faculty is more of a concern. The proposed date to begin interviewing is next week, and management would like to finish it up by the end of April.

Meeting adjourned at 1:02 p.m.

Dr. Kwesi Aggrey
Provost and VP of Academic Affairs

Dr. Mark Cloud
APSCUF Chapter President