

MINUTES
Management / APSCUF **Faculty** Meet and Discuss
Session 359
Tuesday, December 19, 2006
12:30 p.m. – Sullivan Board Room

APSCUF representatives present were: Mark Cloud, Steve Hicks, Matt Girton, Fay Cook, Howie Congdon.

Management representatives were: Roger Johnson, Karen Harvey, Bob Little, Sue Malin, Alan Anderson, Deana Hill, Tara Fulton, and Denise Shoemaker (recorded minutes)

I. Approval Meeting Minutes for November 14

The minutes were not ready and will be deferred to the next meeting.

II. Grievance Update

05-006 is going to arbitration – Distance Education Base Pay for summer. Clarion had their hearing a couple of weeks ago. 05-003 – Counting part-time nurses against 7% cap for part-timers – arbitration is scheduled for January 30, 2007.

D. Hill asked if a side agreement was available for extensions to grievances over the holidays. S. Hicks stated the state level agreement would cover or stop the clock on grievances until 1/15/07.

III. SAT data and class rank data

Clarification and reconciliation of report distributed at the October meeting concerning new freshman. J. Meek handed out a revised sheet (attached) and explained what the numbers meant. He stated the first run for fall was incorrect, they had the same problem for fall 2004. J. Meeks and B. Cygan have cleaned up the data for fall 2006 and will have that information soon. J. Meek will return to the group in January with some multi-year data and graduation rates. APSCUF is still seeking SAT data and class rank distribution for 2006 December graduates - Not available yet but will get that information to us when it is available.

IV. Reaffirmation of prior 10 year anniversary local M & D agreements

Will management be advancing the Memorandum of Understandings for Policy on Athletic Event Schedules, Changes in General Education, Provost Search Composition, and Academic Calendar to State Meet & Discuss for resolution as required in Article 45? Are there some agreements that could still be resolved by including a required revisitation date of less than 10 years? Management would like to forward these agreements to state meet and discuss.

V. Update on management plan to include more senior faculty in the new faculty international workshops.

Management met with the faculty members who are participating in the workshop. The workshop is titled, “Professional and International Transitions.” Management is not willing to give up the selection process for this year but, does not mean that for following years this cannot be revisited. D. Gales will participate in the selection of faculty attending. Management may be adding another senior faculty member selected by the academic deans to go in their place. Twelve to fourteen new faculty will be going to the workshop.

APSCUF regrets management’s decision to continue with sending mentors for this year’s workshop despite APSCUF’s opposition articulated in the last M&D.

VI. January step increases for new faculty

Update concerning the request first articulated in the November meeting. Management just received word that new faculty hired in fall 2006 will be included in the increase.

VII. Summer School M & D Committee Recommendations

APSCUF and management concur with the change in composition adding Dr. James Theeuwes and one additional faculty member. APSCUF and management do not agree to disallow offering courses after May 1. Management feels there are situations where internships or other emergency additions need to take place and will continue to review each on a case-by-case basis. These additions have to go through the department chair, dean and then the provost for approval. APSCUF agrees with the change in rules regarding upper level course enrollments (linking courses). Management supports this change on a pilot basis and will forward the committee some slight changes to the wording of the proposal.

VIII. Athletic Facilities Study Committee

APSCUF would like to add two coaches and two faculty to the composition of the committee, one faculty member preferably from the Department of Health and Physical Education. R. Johnson prepared a draft and forwarded it to M. Cloud. M. Cloud revised the draft (attached). Management would like to review the draft and get back to APSCUF by sometime tomorrow. R. Little explained that this is a study group, it is not in the facilities plan.

IX. Election and Term for faculty filled Directorships

APSCUF believes it is fair and reasonable to place terms on directorships and to establish a selection process that provides opportunities for all faculty to be considered. We believe democracy works. Management stated that Directors are renewed on a yearly basis at the President's discretion via release time memorandums. Management is not willing to give up this right. The Director of Student Teaching has been hired in that position under the stipulation of a three-year term. Some of the programs that have directors are answerable to accrediting boards. The PA program seems to have a different script and responsibility. Management is simply not ready to articulate a selection procedure. APSCUF would like to have a hand in selecting directors or making an indication to the President as to who they feel would be best for the individual directorship. Both management and APSCUF would like to have an answer to this soon.

X. Security of computer scored exams in Computing Center

APSCUF stated that when taking tests to the Computing Center, there are students collecting the raw data forms and getting in a drawer to give back the final run for the tests. APSCUF feels that students should not be handling raw data forms. R. Little is prepared to have staff available anytime they are open and would like to see the tests placed in a sealed envelope. Faculty may ring the bell in the Computing Center if no one is at the front desk and hand their forms directly to an employee in there. There could be some changes in the process, i.e., a window to pass the tests through to employees in the Center.

XI. Power outage and student evaluations (Management)

This item was moved under announcements.

XII. Spring Enrollments (Management – Inviting Jill Mitchley)

Jill provided information to hand out (attached). R. Johnson stated that it was too early to look at these numbers for comparison since students are still enrolling.

XIII. Announcements (Management)

- **Student evaluations** will be one week late since we won't have access to our office where the students work on preparing them for distribution.

- **Commencement** will be split into two ceremonies for spring 2007; one ceremony for each college. Management would like help getting more faculty involved. APSCUF feels that the split in the ceremony is a move in the right direction.
- **University Days** – January 9-10, 2007
- **Shuttle Service Update** – R. Little stated that the trolleys (two) will not be ready for spring so vans will be used.
- **Success Center** – Russell Hall would be available for a center (a one-stop student service center) but no walls are to be moved, which may cause problems with having small rooms. Management also requested facilities to take a look at Akeley Hall to see if there is sufficient space for a success center in that building since the walls within the offices are partitions and can be easily moved. Russell Hall will be removed from the auxiliary status if the Trustees approve it in their January 30, 2007 meeting. M. Cloud asked if management is moving to Russell. R. Little stated there are no current plans to move to Russell.

XIV. **Radon Report from April – M. Cloud would like to know if any of these things need to be mitigated? How about Sullivan 106?**

XV. **Individualized Instruction Approvals**
 HLTH402 – B. Groff – Sponsored by F. Cook
 SPEC301 – S. Ziegler – Sponsored by J. Penman
 PHYS131 – F. Kline – Sponsored D. Jia

XVI. **McGuire Approvals**
 (M. Indralingam and M. Smith)

XVII. **Proposed Spring Meetings: Tuesdays 12:30-2:00 pm in Executive Dining Room January 30, February 20, March 20, April 17, and May 15.¹**

XVIII. **Spring 2009 Calendar – shows that the semester ends on May 2nd. What will happen with summer school, will a week be skipped?**

Roger Johnson
 Interim Provost and VP of Academic Affairs

Mark Cloud
 APSCUF Chapter President

¹ January meeting subsequently changed to February 1, 2007 in Sullivan Board Room.
 Faculty Meet and Discuss Minutes