

**MANAGEMENT/APSCUF MEET AND DISCUSS**

**Thursday, March 20, 2008, 12:15 pm**

**Bentley S06—Session #372**

**MINUTES**

**Management representatives:** Roger Johnson, Tara Fulton, Linda Koch, Tom Ormond, David White, Denise Shoemaker, Deana Hill

**APSCUF representatives:** Fay Cook, Rey Junco, Howie Congdon, Steve Hicks, Mark Cloud, John H. Wilson, Shelley Schenck

**A. Approval of minutes for January 22, 2008 (Exhibit I)**

The minutes were approved.

**B. Grievance Update**

S. Hicks reported a request for an extension on two grievances filed in March. The extension until April 17<sup>th</sup> has been approved.

**C. Admissions Committee Charge**

R. Johnson has had no response from the committee. The committee told F. Cook that the charge overlaps with that of the Enrollment Management Steering Committee. R. Johnson suggests that Enrollment Management ask Admissions to formulate a charge.

**D. Dual Enrollment—update**

R. Johnson has received no information on California University. S. Hicks reported that an agreement should have been reached at a recent meeting.

**E. Background Check Process—update**

PASSHE has provided only a draft of a policy. A vendor has been selected.

**F. Identifying Directorships for election and term considerations**

APSCUF asks that calls to current directors be made by management. R. Johnson reported that directors have been notified, awaiting nominees and elections. APSCUF finds omission of the Honors Director suspicious; R. Johnson explained that J. McGinn asked for transition to be delayed. R. Johnson will review the matter.

**G. Student Evaluation Instrument**

R. Johnson reported that the committee is reviewing questions. D. Shoemaker reported that one service estimates a cost of \$1.09 per sheet for automation, and each round of evaluations takes 20,000 sheets. R. Johnson expressed concern about accuracy and confidentiality: the

current system is too loose but very important. The value of student evaluations rises as that of peer evaluations diminishes.

#### **H. Weather Protocol**

F. Cook reported that according to State APSCUF, class days lost due to weather can be made up at the discretion of the faculty member as a matter of academic freedom. R. Johnson asked the Calendar Committee to consider adding make-up days, but future calendars allow no such freedom.

#### **I. Fulbrights & Sabbaticals (management)**

R. Johnson reported that management is moving toward granting leave with partial pay for year-long Fulbrights. About 60% of salary should be enough. One problem is double pay for the same work. The agreement to use Alternate Workload Leave might be superceded.

#### **J. APSCUF's Role in Diversity in Hiring**

F. Cook reported that APSCUF would like more money for recruiting, advertising, travel, and salaries. R. Johnson noted that every new faculty member should have a reduced teaching load.

#### **K. Improving Faculty Development**

F. Cook reported that APSCUF would like release time for grant writing, a grants office, and a full-time grants officer. R. Johnson is working along the same lines, and he has advised the Faculty Professional Development Committee to consider funding seed grants to prepare applications for larger grants. More resources devoted to development may strain other areas but should pay off.

#### **L. Voluntary System Accountability—update**

R. Johnson indicated that VSA overlaps with two other projects. A PASSHE searchable website listing majors and minors and providing links to departments will go live this summer. Another website, Transfer and Articulation, is now up, with course-to-course equivalents for Pennsylvania universities. R. Johnson and J. Mitchley reviewed most of the classes. T&A was legislated, not voluntary.

#### **M. Capstone Procedures Document**

APSCUF approves of the Independent Study approach. R. Johnson reported that management is unable to continue paying development fees each time a graduate class in topics is taught. Management tries to trust the integrity of faculty teaching online courses, but programs with excessive costs must be reconsidered (not a threat).

**N. Foundations of Excellence—update**

R. Johnson is convinced that LHU needs the program, partly because it overlaps with what we need for Middle States. L. Koch reported that the program will start in July or August and continue through the 2008-09 academic year. The cost is \$32,000, with some expense absorbed by Student Affairs.

**O. Changes to Fall 2008 Convocation**

APSCUF is willing to go ahead with changes. Z. Hossain will try to get retired faculty to donate gowns for younger faculty. R. Johnson will report back to APSCUF.

**P. Local Negotiations Committee**

APSCUF requests resources for committee work, such as scanners and technical support. R. Johnson agreed to hold back some funds in the Provost's office but warned that money would come out of allocations to departments. T. Fulton asked for clarification of needs. R. Junco suggested converting all documents with Adobe Acrobat. R. Johnson added that a long-range goal is to supply all faculty with laptops, but S. Hicks noted that laptops fail before they are replaced in five years.

**Q. Communications**

R. Johnson reported that a faculty member has agreed to serve as Associate Dean starting in mid summer. The Dean of International Studies is to start in May. Management is searching for a Media Specialist to work with eCampus and to be funded by the small-university allocation. LHU is in danger of going in the red this year. The second dean's position depends on enrollment. M. Cloud noted that management has not provided enough information soon enough for APSCUF to provide any input. R. Johnson noted the problem.

**R. Calendar Committee—Exam Schedule 2009 (Exhibit III)**

Tabled. APSCUF will take the matter to the Executive Council.

**S. Provost Search Committee**

R. Johnson suggested that the committee be composed in one of two ways: seven members (three faculty, three management, one AFSCME) or nine members (four faculty, three management, one AFSCME, one student). APSCUF will consider the proposals and report back. R. Johnson noted that the matter need not be settled at M&D and expressed his intention to provide a better job description and to distribute information on time.

**T. Proposal on Scholarly Misconduct**

R. Johnson reported that a draft needs to be filled in with LHU particulars. The proposal is a federal requirement that applies to everyone at LHU, including subcontractors.

**U. Next Meeting—Tuesday, April 15, 2008, Bentley S06, 12:15-1:45 pm**

Respectfully submitted,

John H. Wilson, APSCUF Secretary

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Roger Johnson  
Interim Provost and VP of Academic Affairs

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Fay Cook  
APSCUF President