

MINUTES
Management / APSCUF **Faculty** Meet and Discuss
Session 365
Tuesday, July 24, 2007
12:30 p.m. – Sullivan Board Room

APSCUF representatives present were: Fay Cook, Steve Hicks, Howie Congdon, Rey Junco, Mark Cloud, Cathy Traister, and Cheryl Orndorf as recording secretary.

Management representatives were: Roger Johnson, Deana Hill, Bob Little, Linda Koch, Tara Fulton, David White, Tom Ormond, and Denise Shoemaker.

I. Introduction of New Deans

Tom Ormond, new Dean of the College of Education and Human Services, and David White, new Dean of the College of Arts and Sciences were introduced and welcomed.

II. Approval Meeting Minutes for November 14, February 1, & February 20, March 20, April 17, and June 5, 2007

All minutes were approved.

III. Grievance Update

APSCUF reported there will be repercussions from the contract if it is approved. For example, the grievance about the 2003 promotees is resolved in the new CBA and possibly the DE grievances. There are two new grievances in the works. One is regarding a faculty member's job description and the other has to do with summer work.

IV. Admissions Report

Management explained the Enrollment Management Committee has submitted its report. The next step is to establish a plan based on the report. There are some elements of enrollment management that need to be brought in that were not addressed fully in the report. The committee has completed its task; therefore, a new group will need to be convened. J. Meek needs to be consulted on how to move forward with that.

V. Committee Assignments

APSCUF provided management a list of faculty assigned to the Meet and Discuss committees. The management appointees have not been made yet.

VI. Women's Resource Center Directorship

Management reported that while there were discussions about having a Women's Resource Center, one was never actually established, so there is not a director.

VII. Diversity of Faculty (searches)

Management reported it will be more aggressive in searches regarding diverse faculty. Form F (form used to request permission to interview on campus) will be the control mechanism. If minority candidates are not part of the pool or have been eliminated in the early stages, the search committee will be asked why. Management will also ask what steps were taken to include minority candidates.

VIII. Winter Intersession

APSCUF reiterated it would like to have input on the decisions regarding who sets class size and how the Winter Intersession will affect spring sections. Management responded the Winter Intersession will be a schedule. The formation of a schedule is covered in the CBA, which means the department chairs make recommendations and the deans approve/disapprove the schedule submitted. The courses will have a cap. Management does not want to steal seats from the

spring semester by offering small sections in the winter intersession. If a course would normally have 24-25 students in the spring, management will look for a number that is very close to that as a minimum for the Winter Intersession. Management wants to keep up productivity, which is counted for the entire year. Although this is in load, if there are students to take the course in the spring, then it could turn into overload for spring. Intersession courses are all web based. There are some accommodations in place now for web based courses for students with special needs, so accommodation will be done the same way. During the Winter Intersession, eCollege is likely to be down 1-2 days and the Library will be closed for the week between Christmas and New Year's. The library will be open otherwise, but it will not have professional librarian support. The advertising will have to be very up front about the limitations regarding library use and other support. There might be no interest when the conditions are laid out.

IX. Academic Calendar

APSCUF expressed frustration with PASSHE administration's continued inability to count the appropriate number of class days for the spring semester. A 69 day semester cutting short finals by one day (5 finals in 4 days) is not appropriate for faculty or students. APSCUF would like to see some evidence that LHU administration has asked PASSHE why they are not counting the correct amount of days in a semester. Someone needs to be saying something. It is not appropriate that, because of the SSHE mess up, it is up to the faculty to have to squeeze the finals into four days. In addition, there is a policy that if a person has three finals in one day that person can rearrange his or her schedule, which means there will be a lot of rearranging of schedules. It's going to be a mess! APSCUF would like some notion of what PASSHE administration's explanation is and how they expect this to be solved. R. Junco pointed out that trying to squeeze in special accommodations for finals in four days is going to be impossible as the two faculty members are already working around the clock during finals. Management responded this is a very valid point and will take these concerns back to PASSHE.

X. Individualized Instruction not being approved for courses required for the minor

APSCUF expressed concern that students are not being approved for Individualized Instruction (II) for courses required for a minor. If a faculty member is willing to do it, why can't it be approved? Management reported it is not a matter of money. Foremost is concern about the quality of a course taught by II. Another concern is minors are not declared at this university. The minor is established at the degree audit close to graduation. For years there were very few II approvals requested, but in recent years that has increased, which raises concerns. There was a brief discussion about offering more upper levels, which would cause fewer general education sections. APSCUF asserted that if a request for II gets to the level of administration approval, which means the student, the faculty sponsor, and department agree to it, it ought to be approved. Management explained some safeguards may need to be put into place.

XI. Provost and VP of Finance...Searches

APSCUF asked when the searches start and what the search committees will look like. Management is seeking nominations for the committee for what will probably be the VP of Administration and Finance, which would eliminate technology from the title. Management has yet to determine how the technology part will be handled. Faculty representation on the committee will be requested. The composition will be about half management. The time line is not determined yet. The Provost search is still in the air. R. Johnson reported he has been asked to stay on two more years as Interim Provost. He would like to see faculty input on that scenario. Holding an interim for three years has precedent, but it is not typical. Faculty can give input directly to the President regarding this issue.

XII. Proper Hiring Practices

APSCUF asked if management is planning to hire consultants to do faculty work. Management responded no. The Carillon Manager had a part-time faculty contract and had a student, which lasted for some years. She was a consultant for the first year. Under the new situation, she will not have any students. A faculty member in the Music Department will now undertake the teaching of students who want to study the Carillon. The other question, also in Music, is regarding a local musician who has been sitting in the Jazz Ensemble for a long time. The department wanted to hire him as a faculty member to teach improvisation. Management declined to hire him due to lack of credentials. Management offered to hire him as a consultant to offer workshops for faculty, not for students. The department has not responded to this offer yet. APSCUF asked if the carillon playing is a music activity. Management declined to answer, but thought to some large extent it is a technical activity. APSCUF also asked if the work being done by the Carillon Manager under the faculty contract included both teaching the student and the technical work on the Carillon. Management responded yes, it was release time.

XIII. Parking Changes

Management will send out the information around August 1. The stickers should be available around August 15. The information will be sending it via email and in hard copy.

XIV. Academic Landscape

T. Fulton asked if APSCUF distributed the report on the Academic Landscape project and if were there any questions or comments. APSCUF reported it did forward the information to the APSCUF Executive Council and only one discrepancy was noted. The English Department is still in three buildings (now Raub, Robinson, and Price), not two as was noted in the report.

XV. University Days

Management reported there will be some classroom management sessions regarding classroom behavior. There is still time to include additional workshops in University Days if there is something faculty would like to include.

XVI. McGuire Approval

(L. Bruner, D. Hanna, F. Hoy, K. Young)

XVII. Individualized Instruction Approvals

(ACCT215-Connie Zito - B. Lloyd; PLGL305-Michelle Rebar - R. Fennell; SPCH220-Monica Romig, Yvonne Schmidt, & Chandra Wilson - L. Riede; and HLTH202-John LoMonaco - J. Drouin)

XVIII. Next Meeting

Tuesday, August 28, Bentley Private Dining Room if possible, Noon-1:30 p.m. All subsequent meetings (except January will be the 22nd) will be held on the 3rd Tuesday, Noon-1:30 p.m. in Bentley Private Dining room (availability TBD).

The meeting adjourned at 1:10 p.m.

Roger Johnson
Interim Provost and VP of Academic Affairs

Fay Cook
APSCUF Chapter President