

**APSCUF MEMBERSHIP MEETING**

**Tuesday, December 4, 2007**

**1:00-2:00 p.m.**

**MINUTES**

President Fay Cook called the meeting to order at 1:00 pm in the Hall of Flags with 28 members and Office Managers Cheryl Orndorf and Shelley Schenck present.

**1. APPROVAL OF MINUTES OF NOVEMBER 6, 2007 MEETING (EXHIBIT I)**

**J. Miller made a motion, seconded by M. Girton, to approve the minutes. The motion passed.**

**2. TREASURER'S REPORT (EXHIBIT II)**

Treasurer J. Lindzey reported that \$980.79 is still outstanding in strike expenses and that LHU APSCUF expects another reimbursement from State APSCUF. LHU APSCUF has about \$8300 in cash reserves.

**M. Cloud made a motion, seconded by R. Junco, to accept the report. The motion passed.**

**3. GRIEVANCE REPORT**

Grievance Chair S. Hicks reported four new grievances: 07-009LH—Placing Materials in Permanent Files (APSCUF), 07-010LH—Missing Job Description (Individual), 07-011LH—Article 43 Investigation (Individual), and 07-012LH—Distance Education Course Development (APSCUF). Grievances 07-007LH and 07-008LH—Duties and Responsibilities (Individual) will be handled by an outside mediator.

**4. COMMITTEE REPORTS**

**a. Academic Regulations**

The committee has added a question regarding completion of a minor to the individualized instruction form, and departments are anxious to have the form approved.

**b. Academic Calendar**

The committee's recommendation is to change the class schedule on Wednesday, April 23, 2008 to that of a Friday in order to accommodate the Celebration of Scholarship. Fewer classes would be affected on Wednesday, and Wednesday's classes would be held on Friday, April 25, 2008. Classes will not be cancelled on April 23<sup>rd</sup>.

**S. Hicks made a motion, seconded by J. Miller, to approve the change. The motion passed, with one abstention.**

**c. Small Class Task Force**

S. Hicks reported that the task force has met three times, with the next meeting scheduled in January 2008. The task force is working with six assumptions: small classes are better, freshman should have small classes, freshmen should not have two or more 100-person sections, the freshman class will include at least 1000 students, Writing Emphasis will be held to 22 students with more sections, and there should be incentives to teach large classes. There may be a pilot program in the fall of 2008.

## 5. PRESIDENT'S REPORT

### a. Changing of the Office Manager

C. Orndorf's last day is December 21, 2007. The members applauded her for her years of dedicated service. The new office manager, S. Schenck, was introduced to the membership.

### b. Management searches

The search committee is still aiming for a new Director of International Studies to start in February 2008. A short list of candidates is coming soon. The new Director of eCampus has accepted an offer but has not yet signed a contract. Candidates for Vice President of Finance, Administration & Technology are being interviewed. The search committee for Associate Dean of the Colleges is down to a short list of candidates to bring to campus.

## 6. OLD BUSINESS

None

## 7. NEW BUSINESS

### a. Scheduling of Graduation in Spring 2008

Members noted the lack of shared governance in management's decision.

### b. Tenure for Deans

The process has started. The item is on the State M&D agenda, and no local agreements are to be made. Departments can go through the usual evaluation, but the President of the University decides.

### c. Evaluation of Faculty during Open House

Faculty members are being evaluated during Open House without their knowledge.

**T. Brink made a motion, seconded by J. Miller, that data collection related to faculty members during Open House cease and desist, and that all records be destroyed. The motion passed, with six abstentions.**

Respectfully submitted,

John H. Wilson, APSCUF Secretary