

Faculty Handbook Revision Committee  
March 30, 2016

**Members Present:** Nancy Tate, Cynthia Waskowiak, Pat Munzer, Marc Fried, Matt Arterburn, Laura Stephenson, Randy Pembrook

**Discussion:**

We began by looking at the miscellaneous section of faculty load in Section Five of the Handbook. A couple of initial comments were to mirror the language in a couple of proposed sections (Marc's a and b paragraphs) to say "Dean in consultation with department chair."

We discussed whether the miscellaneous section should be shortened and some language removed for more flexibility. Marc noted that he is hesitant to keep in the language about awarding one half equated hour course credit for certain miscellaneous work if it's something we can't afford to do.

There was lots of discussion about this language. Some noted that it is helpful to have some guidelines instead of just everything is negotiated. What if CAS comes up with own guidelines and keep handbook vague and negotiable? But if guidelines are unit specific, how is that decided? People might be uncomfortable agreeing to delete the current language without unit specifics in place. In SAS, four departments have been treated unequally in the past, so guidelines are helpful for Pat to get them all on the same page.

We then thought about the practical result of implementing the proposed language written by Marc. In SAS, faculty would be given greater load and not paid for it in some departments, as CJ is different than Allied Health. For that department, the cheapest solution is to hire more lab assistants to cover some tasks that aren't included in their load, but less work in that area doesn't change their 15 hour load. Also, some aspects of the job aren't considered in P&T and take time from completing those requirements. In other schools, faculty get a raise if they do lots of these things and such tasks considered in annual review.

If no money is available to support any changes, faculty would come to chair/deans asking to negotiate, but no change would be possible. One member thinks we should present Handbook language as the default, but have a framework for departments as most don't like ambiguity. People would think the worst if all guidelines were deleted and load was left to each faculty to negotiate. Most faculty look at handbook and want to be treated the same as others on campus. Randy commented that if no new money is available, are we getting people excited for something we can't deliver. Marc explained that we're trying to draft language that meets how we operate.

So if the world won't change, but language will be more accurate, Randy wondered if faculty would be more receptive to this proposal if some small positive change is a result, something like assurance that WTE will be funded. Nancy explained that WTE was larger pool of money when they were required, now that they are not required, less money is available. Randy said

there is consideration to disburse WTE money in two semesters instead of just at beginning of the year. Having WTE funds helps CAS with load, but not SAS. Another option is release time; a cheaper model. Dr. Farley has concerns with this because it takes good faculty out of the classroom and uses more adjuncts if they get every third year off. Also, some areas cannot use adjunct as none are available so this option is not without issues.

The consensus of our discussion a couple of things. One, Dr. Farley will ask about an impact on the financial bottom line. Two, we need compelling answer to question about what is better with new language. To get faculty invested, need to have something that's better than the nothing they get now because just needing clearer language and less liability isn't positive to them. Third, it's not insignificant to want a clearer document that we follow, as it lessens risk and decreases liability, which is a cost savings. Fourth, having a policy that is applied by some and not by others means no consistent business practice. Last, negotiation leaves open for discrimination if faculty are treated differently when negotiating.

Someone then asked what is meant by the language "funded by WTE". The intent is when faculty are compensated for helping with a WTE, so Marc will change the language to more accurately reflect this.

**Decisions:**

- We will table this discussion until after Randy chats with Dr. Farley about funding.
- Marc will change language about WTE funding and also "Dean in consultation with department chair" in his proposed paragraphs (a) and (b) to match.

**Next Meeting: Wednesday, April 13 at noon in Morgan 200-A**