Faculty Senate Council Meeting
March 26, 2013 at 11:30 a.m.
MINUTES


Items of Business:

Approval of Minutes: A motion to approve minutes from the February 26, 2013 Faculty Senate Council meeting was made by ‘Biodun Ogundayo. David Merwine seconded the motion. The minutes passed with one abstention.

Next Faculty Senate Council Meeting: April 9, 2013 in the Academic Dean’s Conference Room at 11:30 a.m.

Next Full Faculty Senate Meeting: April 2, 2013 in University Room at 11:30 a.m.

Health & Safety Issues:

Parking Lots: The downward sloping of the parking lots and icy conditions caused another person to fall and sustain injury. Although Faculty Senate Council members feel that Facilities Management does a great job keeping the lots cleaned up in the winter, the issue will be referred to the Health & Safety Committee to see if anything more can be done to prevent further injuries.

Bike Trail: It was brought to council’s attention that it might be beneficial to trim back the tree lines where the bike trail meets Dorothy Lane. It is marked good from a driver’s perspective that the bike path is coming up, but for a biker, it is not marked well and one is at the road before they see the road. Issue referred to Health & Safety Committee.

Pot Holes in Roads: It was reported that potholes on Campus Drive have caused a student an accident. There were suggestions to contact Bradford Township to have them fill in the potholes where Campus Drive meets Dorothy Lane. Also, down by the baseball field a manhole needs filled in with tar. These issues will be referred to the Health and Safety Committee.

Reminder of Year-End Reports from Committees: Kim Bailey will send out a reminder for Faculty Senate Committee Chairs to give a report at the next Faculty Senate Meeting.

Salary Reconsideration Procedure: An article in the University Times stated that each unit should have a salary reconsideration procedure in place. Council worked through Steve Hardin, who investigated the issue; the policy was forwarded to Livingston Alexander and the Executive Cabinet who revised/created a policy and put in place.
Melka noted that Senate Council was not consulted on the policy (refer to Constitution Article II, Section 2- The Senate Council shall be consulted before policy decisions are made or action taken on matters of student and faculty concerns).

Senate Council reviewed the policy and came up with the following recommended changes. A motion was made by David Merwine and seconded by ‘Biodun Ogundayo to make the following changes to the University of Pittsburgh at Bradford Procedure for Reconsideration of Salary Decisions policy (changes in red).

If a mutual agreement is reached at any stage of the process enumerated below, the process will be deemed complete and cannot be reopened.

1) Within 14 days of After receiving notice of the salary decision, the employee will request a meeting with his/her direct supervisor/chair by the end of the first week of the fall semester to discuss the basis for the complaint. If notice is received after the start of the fall semester, the employee will have 14 days to request a meeting. Eligible bases for the complaint include that …

3) If an agreement is not reached, the employee may appeal for presidential review within 14 days. The President will review all materials developed in the process of the appeal. The President may elect to meet with any or all of the parties, either individually or together, but is not obligated to do so. Upon completion of the review, the President will render a decision and notify all parties in writing. The President’s decision cannot be appealed on this campus.

The motion passed with one abstention. Council would like advisement back from Livingston Alexander on the proposed changes, per the Constitution and By-Laws of the University of Pittsburgh at Bradford Faculty Senate (Article II Powers and Functions, Section 3 The Senate Council may make recommendation in writing the President, regarding the operation and development of the campus. The President shall inform the Faculty Senate of action on such recommendations.)

Senate Election Results: Recent elections in the Biological & Health Sciences Division required a tie-breaker election for the Promotion and Renewal Representative, which affects the alternate position outcome. The tie-breaker election will be conducted and results will be available on April 6th. All other results will be distributed at the Faculty Senate Meeting.

Administrative Evaluations - Response: Steve Hardin responded to his administrative evaluation. Hardin’s review of the quantitative evaluation “was not too bad,” he felt he had some approval. However two areas were lower than others so he wanted to expand.

- Maintains a continuous awareness of problems encountered by personnel within academic divisions. Hardin had concerns with this lower rating because he attempts to keep aware of situations. He states, “It is vital that chairs bring issues forward to him from academic units. It is part of the chairs’ responsibility.” Hardin will mention this issue at the next chairs’ meeting.

- Stimulates, coordinates and develops academic initiatives. Hardin had concern in this area because he has been active in initiating new programs,
lobbied for support in the sciences (equipment upgrades, lab upgrades, new psychology lab, new nursing lab, 4 new positions), developed the CSI house, and has been very supportive of academic initiatives. He attempts to support all departments, not just the sciences; however, he has recently worked to establish annual science equipment upgrades. He does have some discretionary funds available and uses them.

As far as the qualitative evaluations are concerned, he stated the responses were "all over the board" so he will focus on the above low quantitative results.

**Academic Affairs Update:**

**Faculty Searches:** Searches are still moving forward. Positions were filled in political science and the art position. Offers have gone out to the speech candidate and the biology candidate. The management search will most likely result in a failed search. The remainder of the positions: Finance, Hospitality, Criminal Justice and the lab instructor are still in process and they hope to fill them.

**Matters Arising:**

**Awards:** There was concern that one division has to choose an outstanding student award between three very different disciplines in the division.

**Retention:** It is all faculty members’ responsibility to increase retention. How much are faculty able to do? This issue was tabled for next meeting.

A motion to adjourn was made by Marietta Frank; Hardin seconded the motion. The meeting adjourned at 12:45 p.m.