

LOCAL 1796
At
William Paterson University of New Jersey
General and Executive/Local Council Meeting

Date: January 22, 2008
Location: UC 171
Time: 12:30 pm – 1:45 pm

Present: S. Tardi, C. Williams, L. Gazzillo Diaz, J. Pinkston, E. Matthews, S. Selke, I. DiMaio, R. Wolk, G. Pope, C. Goldstein, M. Peek, K. Martus, B. Kollis, J. Carter, J. Najarian, S. Wollock, M. Turkish, P. Swanson, R. Soto, M. Innis-Jimenez, E. Martinez, D. Fengya, K. Louie, A. Montare, G. Furst, A. Hopp Scala, M. Giorgio, C. Simon, L. Cheo

Items distributed to the Council and General Membership:

- 1) December 20, 2007 General and Executive/Local Council Meeting Minutes
- 2) Letter of Agreement XV – Transition to Retirement Program
- 3) Financial Report

1. Call to Order

The meeting was called to order at 12:38 pm. Tardi welcomed back Chriss Williams who expressed his appreciation to everyone for all their thoughts and prayers during his recent illness (applause from Membership).

2. Adoption of the Agenda

A motion to approve the agenda was made by K. Martus and seconded by A. Scala. Approved unanimously.

3. Approval of Minutes of the December 20, General Membership and Executive/Local Council Meeting. A motion to accept the minutes was made by A. Montare and seconded by K. Louie. Approved unanimously.

4. Financial Report (V. Baldassano)

Investment counselor Vince Baldassano gave an update on our Local's investments and thanked the group for giving him the responsibility of handling the investments. Tardi noted that Baldassano has managed the funds very wisely over the years, and thanked him for his service.

5. Action Item -- Constitution Revision Ratification Vote

Tardi noted that Gazzillo Diaz presented the Constitution to the Membership (article by article) during the December meeting, and updates were made. She asked the Membership if there were comments or questions regarding the proposed Constitution. Hearing none, the Constitution was ratified unanimously with no abstentions. Tardi noted that Williams will now develop the Union's first set of bylaws.

6. **President's Report**

a. Membership Recruitment

Tardi announced that an effort is being made to increase the Membership, particularly among Adjunct Faculty Members. The co-chairs of the Membership Committee (Goldstein and Pavese), will send letters to individuals who are eligible to become Union members. Tardi said lists of prospective members will also be distributed to all Department Representatives, and she urged the representatives to discuss the list with department chairs or secretaries, check for accuracy, and then try to make contact with eligible faculty members as soon as possible. The Union Leadership will send a letter highlighting the importance of being a full member of the Union, rather than an agency fee payer. She noted that 85% of dues are automatically paid, but individuals must pay an additional 15% of the dues in order to be full card-carrying members and have voting privileges. A member requested that the Union Leadership make handouts available that address the virtues of Union membership. Tardi said the information will be provided.

A member questioned the current pay rate for Adjunct Faculty Members. Gazzillo Diaz checked that contract and responded that it is \$1100 per credit if they have taught at William Paterson for 15 semesters or less, and \$1150 per credit if they have taught at William Paterson for 16 semesters or more. Tardi stressed that members need to check their pay stubs because errors have been made recently, and anyone finding errors should contact the Union Leadership and the Payroll Department immediately. A member asked if an Adjunct Faculty Member who is a full payer at one NJ state institution must pay to be a full member at this institution. Tardi stated that they must pay full dues here in order to have voting privileges on our Local issues. A member stated that she does not understand the pay stub and asked if it would be possible for the Union to offer a workshop that explains it. Tardi said that the Union Leadership will ask a representative from the payroll office to do a workshop.

Tardi noted that the Council is planning to offer a workshop on the reclassification process for Professional Staff, as well as a workshop on the new health plans. Tardi noted that the workshop on health plans is a priority since members need the information prior to the enrollment period. A member commented that while people may have the idea that the staff members in the payroll department are difficult to deal with, the group that is there now is no problem at all. The member said that in prior years, payroll tried to keep things secret, but that is not the case now. Tardi stated that she did not intend to give the misconception that individuals working in that office are not cooperative.

b. Professional Staff Evaluations

Tardi asked Matthews and Selke to discuss issues and concerns regarding the Professional Staff evaluation process. Matthews stated that most of the evaluators seem to ignore the process until it's too late and it confuses the issues of the individuals who are being evaluated. Matthews said the Union wants Professional Staff members to be evaluated annually in order to develop an accurate history that will become a part of an individual's official personnel file. Matthew said that other issues with the process include supervisors ignoring the process, using the wrong process, and picking and

choosing what system they will use depending on whether or not they like the person who is being evaluated. Selke stated that Professional Staff members who receive a negative evaluation or have other problems with the evaluation process should notify the Union Leadership immediately for advice on how to respond. Tardi agreed, stating that the process is clearly delineated. The supervisor has a discussion with the candidate, and then writes a formal report and evaluation which the candidate has the right to respond to in writing. She said that beginning last year the form was put online, and it was designed to go up the chain of command after the candidate responded. Tardi described a grievance situation in which the supervisor violated the University policy by providing multiple evaluations of the employee in which the next level supervisor provided input. Tardi noted that according to policy, the next level supervisor is supposed to provide a “de novo” evaluation subsequent to the employees’ response to the supervisor’s evaluation. Tardi reminded the Membership that the Union’s primary interest is protecting each member and making sure all processes are equitable. She urged the members to always refer to their handbooks for official policies and timelines.

c. Professional Staff “NL” Clarification

Tardi stated that “NL” for the Professional Staff stands for “not listed.” It is a civil service classification used when professional employees on official assignment can be asked to go beyond the 35 hour work week without official compensation. Tardi said that administrators have come to erroneously believe that “NL” stands for “no limit” to the work week, and this is becoming more and more of a problem as downsizing occurs and the financial crisis continues. Tardi gave an example of how the Professional Staff members in one department were told to take over the responsibility of answering the telephone after the clerical staff was cut back. Taking over this new responsibility prevented them from getting their own work done, and the supervisor told them they must stay beyond their regular hours to complete their own work. Tardi said that as the policy stands right now, it is up to the individual supervisor to determine whether or not to be lenient when Professional Staff ask for comp time, and she noted that is the reason why the Union Leadership is working on an agreement to clarify this issue so it is equitable for all Professional Staff. She urged members who feel they are being abused regarding “NL” to notify the Union immediately.

d. On-line Teaching Payment

Tardi announced that the administration has finally paid the \$78,000 owed to individual members as per the online teaching agreement. She noted that for two years, the administration has failed to pay the one-time only additional credit that faculty members are to receive the very first time they teach an online class. Tardi said she realizes that the amount of dedication put into designing an online course is worth more than one credit one time only, however that was the amount stated in the contract. Adjunct Faculty members have not been included in the group who should have been paid and Tardi said she is still fighting for that because she believes that out of decency, our University should apply the same payment to all faculty (full-time faculty, Adjunct Faculty, and part-time faculty) as it relates to the development and teaching of online courses.

A member asked if Adjunct Faculty members are entitled to the three credits for

developing an online course. Tardi responded that it is her understanding that all faculty members should be given the credits regardless of the person's classification. Another member asked if the payment is the same amount for the summer. Tardi said the payment is based on the rate of pay specified in the contract. A member questioned when the one-time payment will be received. Tardi said it should have been included in the January 11th check. A member commented that this is another good reason to proceed with a workshop on how to read paychecks.

e. Update on Transition to Retirement

Tardi, Gazzillo Diaz, and Williams met recently with Provost Weil and Steve Hahn regarding the Transition to Retirement agreement. Tardi reported that only a few things were clarified. The so-called retirement sabbaticals are not included with the rest of the pool of faculty sabbatical leaves. Tardi said the Union will try to facilitate the clarification of the Transition to Retirement sabbatical and the types of projects that would suffice. She hopes the Provost will agree to improve upon what is in the contract, as it only provides the minimum standards. Tardi noted that some of our sister Locals have negotiated better agreements. Tardi said that a significant number of faculty members are ready to retire, but they are waiting to see what will be offered. She commented that the Provost seems "interested," but this issue has not yet been discussed with the President. Tardi said that some of the Librarians were upset that the Transition to Retirement agreement did not include them, and she noted that the agreement does not include the Professional Staff either. Tardi said that she thinks it should be applied to all groups, but that the Union Leadership is currently working on the agreement for the teaching faculty and will then try to expand the program to be accessible to the Librarians the Professional Staff. Tardi said the Union Leadership welcomes ideas that would make the agreement more attractive yet reasonable. She stated that someone already suggested getting paid for accumulated sick days and noted that the use of sick days is governed by the State and its position is that faculty can only use sick days for actual illness. A member asked for examples of what other institutions have negotiated in terms of this issue. Tardi responded that at this time, she cannot provide concrete examples. Gazzillo Diaz has been asked to assemble and review the retirement agreements at other institutions.

Tardi said she is concerned about next year's budget situation. She said the word "furlough" has been seen on white boards as a possible solution to the budget crisis, and she fears the administration will recommend implementing a furlough. She is also concerned that they will wait until the last minute before announcing it. Tardi stated that's why she has repeatedly requested that the President conduct a top-down evaluation of all administrators. She stressed that she doesn't want him to simply evaluate what are non-essential job titles, but rather, she wants him to look at duplication of roles and quality job performance. Tardi noted that she does not want to create hysteria, and she hopes it won't be as bad as anticipated. She stressed that a furlough would impact every employee on campus (including faculty), and she noted that if and when she asks for support, that Union members will attend a Board of Trustees meeting and state that no one can afford a week without pay.

A member asked what paycheck would be impacted by the furlough. Tardi said it could be the January break or spring break of 2009. She said the last time they discussed this it was going to be during the spring break, and she considered that to be a quick and dirty solution. Tardi stated that she doesn't want them to take money, period, and noted that while some people may have the ability to say they don't live paycheck to paycheck, many of our members are forced to live paycheck to paycheck. A member asked how much notice will be given. Tardi said she doesn't know and that she doesn't want that to be a solution to the budget issue.

f. U.S. Presidential Candidate Endorsement Discussion

Tardi said the AFT National has endorsed Hillary Clinton and she suspects the Council will also endorse Clinton. A member questioned what good this will do since the Council vote will not take place until after the NJ primary election. Another member asked if our Local can vote to support a party rather than a particular candidate. Tardi said she will call the Council and bring forth the various concerns of our Local, however, if the Council decides that they're going to take this vote and give money to a candidate, she does not want our members to feel that the delegates made decisions without consulting the Membership. She asked the Department Representatives to have a discussion within their department, take a secret ballot vote, and then email the department's position to the AFT Office.

A member said he would like to remind everyone that historically, the Union has sought favors for votes, and secondly, that the Union backed the current governor and we are now being charged 1.5% for our health benefits and have had the Friday after Thanksgiving taken away. The member said this demonstrates why we need to be more careful about endorsing people and sending money to them. Tardi said she agreed with the statement, but AFT National will be putting pressure on the Council to support Clinton. Tardi's concern is that she and the other State Delegates from our Local do not want to merely represent their own political view points; they want to represent the Membership and that's why the vote from the departments is being requested. A member stated that this is an important issue and there should be a vote of the Union representatives if we're going to make an endorsement. Tardi said that if we vote at this meeting, individuals in the department will be upset. She believes that we need everyone's input on how to vote. A member agreed, stating that he is not comfortable taking a stand without knowing how his department feels, especially on politically charged issues such as this. Tardi said she will call the Council, express concerns, get clarification, and send an email to the Department Representatives, telling them whether or not the vote is necessary. Tardi noted that sooner or later the Council will endorse someone and give money to them, and it will most likely be Clinton. Regardless of that, she would put forth a vote that that represents the views of our Local.

7. Adjournment

A motion to adjourn was made by K. Martus and seconded by A. Montare. The motion was approved unanimously. The meeting adjourned at 1:46p.m.

Respectfully submitted,

Jan Pinkston,
Recording Secretary
[Edited:]

LOCAL 1796
At
William Paterson University of New Jersey
General and Executive/Local Council Meeting

Date: February 19, 2008
Location: UC 171
Time: 12:30 pm – 1:45 pm

Present: S. Tardi, C. Williams, J. Pinkston, M. Mwaura, Ed Matthews, S. Selke, F. Pavese, R. Wolk, J. Wilkerson, G. Pope, G. Guerrieri, J. Carter, J. Najarian, R. Soto, J. Peterman, J. Felson, D. Catarina, A. Scala, J. Matthew, M. Giorgio, R. McCullum, E. Goldstein, K.H. Kim, E. Antoniou, M. Rosar, A. Cheo

Items distributed to the Council and General Membership:

- 1) Minutes from the January 22, 2008 General and Executive Board Meeting
- 2) 2008-2010 Executive Board Nominees
- 3) Document entitled “What Your Union Has Recently Done for You”

1. Call to Order

The meeting was called to order at 12:41 pm.

2. Adoption of the Agenda

A motion to approve the agenda was made by S. Selke and seconded by G. Pope.

Modifying agenda items:

Tardi requested a modification in the agenda, adding “D. Safety Conditions” under the President’s report. The change was approved unanimously.

3. Approval of Minutes of the January 22, 2009 General Membership and Executive/Local Council Meeting Minutes

A motion to approve the minutes was made by E. Matthews and seconded by A. Scala. Approved unanimously.

4. President’s report

a. State Budget Concerns

Tardi said she discussed concerns about the budget situation with President Speert. He said all State universities will take a considerable hit because higher education falls under discretionary funds. Tardi said the President made a commitment to prioritizing and maintaining jobs on campus, and indicated that he will not lay off administrators like he did last year. Tardi said the Governor is set to announce the budget on 2/26/08 and President Speert has agreed to hold a meeting with the Executive Board to discuss the ramifications of budget cuts. Tardi said the State AFT Council is pressuring the Membership to support the Governor’s toll plan.

Tardi questioned what the governor will give us if we support the plan, and if he will agree not to layoff any members of our bargaining unit if it passes. Tardi said she anticipates a hiring freeze and that the Union Leadership's first priority is to maintain the individuals already on board.

b. Community College Agreement Implications

Tardi discussed the new Community College agreement that states that students who graduate from community colleges and enter four year colleges and/or universities will not be required to take any additional General Education courses. Tardi said we have not fully explored what this agreement means, but initially it seems that we will need less faculty, specifically less Adjunct Faculty. Tardi said that the Senate should discuss this matter and the implications for our University.

A member stated that this also has implications for the GE revisions that are currently underway, and noted that the University has long-serving adjuncts whose jobs will be threatened. Another member stated that the administration should concentrate their recruiting efforts on international students in order to bring in additional revenue. Tardi said the Admissions Director indicated that her department does not recruit international students.

Tardi stated that she does not expect the branding campaign to change anything because it identified information already known to members of the University community. William Paterson used to be known as providing a quality education at a reasonable cost, but we have now become students' second or third choice, with Montclair being selected as the number one choice. Tardi noted that clearly the focus is on numbers rather than quality, and that is evident since the quality of the students seems to be declining. Tardi stated that she is fearful of what this means for our institution, especially since other State institutions seem to be growing or maintaining enrollment while we are declining.

A member stated that he frequently raises this issue in the Senate and hopes the Union and Senate can work together on this serious matter. Tardi responded that the Union's role is very limited and that this University needs a strong Senate. Tardi noted that she was against enlarging committees within the Senate because it is difficult to get people to participate. She said an additional problem is that the reasons people are motivated to join the Senate in the first place is to participate in a service opportunity that will benefit them later when they apply for retention, tenure, and/or promotions. Tardi noted that the people in these positions are often junior faculty members who are the most vulnerable. Tardi said that in order to be effective, the Senate needs strong individuals who cannot be intimidated and that is the reason why departments should be careful when they vote to put people in these roles.

c. Membership Update

Tardi thanked Frank Pavese, Ellie Goldstein, and AFT State Council representative Mark Heter for their work on increasing the Membership numbers. She also thanked the Department Representatives for their help and noted that the Union will send talking points to the representatives to distribute along with the membership cards. She reminded everyone that the number of members we have is an indicator of our strength.

d. Safety Concerns

Tardi discussed the recent snow storm and questioned why the University remained open. She noted that several people fell and this issue falls under Conditions of Employment. Tardi said she contacted the President and expressed her concerns. A faculty member expressed her concerns regarding the unsafe conditions of the University and was told by Lou Poandl that there is “plan” in place. Tardi said she told the President that if the University is not safe then it should be closed. She encouraged the Membership to speak up and voice their concerns because the more the Membership responds the more effective the Union can be in their work. A member stated that she notified facilities that many of the sidewalks were still dangerous on the morning following the storm. Tardi encouraged the Membership to send emails to the administration and copy her. A member said that someone in his department fell and asked if that person should contact the Union. Tardi said yes. Another member stated that in the past his colleagues have been injured and they did not pursue Workman’s Compensation. He reminded the Membership that they do have an absolute right to make a claim and get compensation. Tardi agreed, stating that if someone is injured, one way to get the administration to recognize that is to ask for compensation. She said the members should not feel bad about filing for Workman’s Compensation when they are injured because it is an employee’s right. She stated that the University should have been closed or at least had a delayed opening to protect the faculty, students, and all employees. She said in the future when weather conditions seem bad, people should call the Provost’s office and express their concerns.

J. Peterman made a motion that the administration provide the Union Membership with a contact name and number for when dangerous conditions exist (for example deteriorating weather) to get a recommendation of whether to remain open or not. Discussion continued on the matter and Tardi said she will explore the options that are available and report back at the next meeting. She said she will insist that there is a mechanism in place for the Membership to express their concerns about dangerous conditions. Selke made a motion to table the previous motion until the next meeting which was seconded by J. Peterman and approved unanimously.

Williams added that in light of what occurred at Northern Illinois University, he would like to encourage faculty and staff to utilize the Connect-Ed emergency contact system. Tardi agreed, stating that the system has been tested and is effective. She reminded the Membership to encourage all members of their department to subscribe to the system.

e. Nominations

Tardi stated that as per the new Constitution, the slate of nominees for the 2008-2010 Executive Board can be announced at today's meeting. The slate includes President, Susanna Tardi; Vice President for Negotiations, Gina Guerrieri; Vice President for Grievances, Chriss Williams; Professional Staff Co-Representatives, Ed Matthews and Shari Selke; Adjunct Faculty Representative, Frank Pavese; Librarian Faculty Representative and Communications Officer, Robert Wolk; Treasurer, Muroki Mwaura; and Secretary, Jan Pinkston. Tardi announced that Linda Gazzillo Diaz has decided to leave the Executive Board due to family obligations, although she will remain active in our Local and will continue to serve as our State Delegate and Union Representative. Tardi stated she would like to personally thank Gazzillo Diaz for the commitment and dedication she has put forth over the years. Gina Guerrieri is being nominated as the new Vice President of Negotiations. Tardi noted that Guerrieri has been an excellent Union member and that she has great ideas, passion, and commitment.

A member suggested that the Union representatives write to Gazzillo Diaz to thank her for her service and welcome Guerrieri. Scala, Goldstein, and Wolk will draft the letters.

Tardi stated that a vote to approve the slate of nominations for the 2008-2010 Executive Board should be taken today and if approved, the actual vote on the nominations will take place at the April meeting. Tardi said that although she feels the present group works very well together, she reminded the Membership that everyone has a right to run for a two year term on the Executive Board. She invited anyone with nominations to come forward.

A vote to accept the nominations was made by J. Peterman and seconded by A. Scala. The motion was approved unanimously.

5. Adjunct Faculty

Pavese stated that there have been recent breakthroughs in the Senate regarding the Adjunct Faculty. Adjunct Faculty members were previously excluded from the administrator's evaluation process and they are now included. In addition, Adjunct Faculty members are also being included in the discussion on the GE revisions. Pavese reminded the Membership that one Adjunct Faculty member can serve as a department representative and he expressed his disappointment that

more Adjunct Faculty members not stepping forward and getting involved. He asked that the Department Representatives contact their Adjunct Faculty members, make them aware of Senate council seats that are open, and encourage them to participate. Pavese also commented on the health insurance plans available to Adjunct Faculty members, noting that they pay more than the COBRA rate. A member stated that the health insurance issues were discussed a departmental meeting and that the State claims that Adjunct Faculty members are a “riskier” group.

Pavese stated that 63% of Adjunct Faculty members are driving the GE program, and expressed his disappointment that input from Adjunct Faculty members was not included in the branding campaign. He said one issue is that Adjunct Faculty members do not have William Paterson email accounts and people do not know how to get in touch with them. Pavese said he thinks this is an issue that should be addressed in the Senate.

Pavese said that on a more positive note, department chairpersons are standing up to the administration and indicating that they are not willing to “bump” good, long-standing Adjunct Faculty members. He said there have been several times when Adjunct Faculty members were depending on teaching a class, only to have it taken away from them at the last minute.

Tardi noted that the Administration has managerial prerogative when scheduling Adjunct Faculty. She said attempts have been made to add agreements to the contract that establish seniority rights, but the Administration continues to view Adjunct Faculty members as contingency labor with limited rights. She added that during contract negotiations, the State negotiators referred to Adjunct Faculty members as “bedpan changers.”

Pavese added that after 16+ semesters, Adjunct Faculty members do receive more compensation, so there have been acknowledgements of the jobs they do. He added that there has also been a change in the frequency of observations and these are “little chips away at the big block.”

A member suggested that one possibility might be to discuss this issue at the Chairs Council and come up with a good faith proposal stating that the chairs and scheduling committee will do their best to schedule in a way that is reasonable and equitable.

Tardi stated that she would be happy to attend a Chairs’ Council meeting to ask that Adjunct Faculty members do not get bumped at the last minute. Tardi noted that we did have a chairperson who took a very strong stand and said no to bumping Adjunct Faculty members at the last minute. This chairperson then worked with colleagues to fill the full-time person’s class. Tardi stated that some chairs have the tendency to believe that the Union is interfering in their business and this is simply not the case.

6. Grievance Report

Williams reported that he has filed two grievances. One issue involves a Professional Staff supervisor who is not following the appropriate evaluation procedure. He said there are other problems with evaluations that stem from the online process that is currently in place, and the Union Leadership is working to resolve these issues.

7. Negotiations Report

Tardi reported that proposals have been submitted to the Administration and there has been no reply. She noted that the Office of Employee Relations (OER) is involved.

Tardi discussed “Weingarten Rights” which gives members the right to Union representation in the event that they are ever called in on an HR matter that involves allegations by a co-worker or supervisor. Tardi noted that the member has every right to reschedule a meeting and have Union representatives present. A member questioned if this applies when a member is called in to testify against someone else. Tardi clarified that this applies anytime a person is called into a meeting where allegations are involved, and she advised the Membership not to speak to anyone about the matter before notifying the Union. She noted that she is not looking to impede any investigations, but that she is simply trying to ensure a fair process for all. Williams added that even if a person is guilty, they have the right to Union representation to ensure that their rights are not being infringed upon.

Tardi stated that she spoke to the President about the Transition to Retirement program and for the first time he seemed interested, although he indicated that he does not think the OER will permit the Union to negotiate a better agreement than the one in the current contract. A member questioned if there is any consideration of the Professional Staff and Librarians in the Transition to Retirement Program. Tardi replied that the Union Leadership believes that it should be offered to all members, but they will first attempt to work it out for all faculty members before requesting that it be extended to all the Professional Staff and Librarians. A member commented that there is already a precedent for better plans at other universities. Tardi noted that the other agreements are not significantly better.

8. Old Business

Tardi reported that the Council did not contact us regarding the support of political candidates. She stated that Montclair has put together a resolution insisting that the National AFT come up with a process for assuring that each Local has a say in the matter and that action is taken before the state primary.

9. New Business

Selke reported that Debra Davis from the State Council will present a Reclassification Workshop for Professional Staff on Tuesday, March 4 at during common hour. An email will go out with more details.

Tardi stated that one of our members, Bruce Gionet, is in need of sick days. A moment of silence was observed in memory of Ana Gomez and Evelyn Gonzalez's husband. Following the moment of silence, a member commented that it would have been nice if the administration had made a campus-wide announcement regarding the loss of members of the campus community. Tardi noted that she will **once again** discuss this issue with the administration.

10. Adjournment

A motion to adjourn was made by S. Selke, J. Matthew. Approved unanimously. The meeting adjourned at 1:50 pm.

Respectfully submitted,

Jan Pinkston,
Recording Secretary
[Edited:]

LOCAL 1796
At
William Paterson University of New Jersey
General and Executive/Local Council Meeting

Date: March 27, 2008
Location: Valley Road 1010-1111
Time: 12:30 pm – 1:45 pm

Present: S. Tardi, L. Gazzillo Diaz, D. Catarina, C. Williams, R. Wolk, I. DiMaio, D. Fengya, J. Carter, S. Wollock, A. Scala, M. Giorgio, J. Parras, S. Betts, C. Simon, L. Hamel, J. Wilkinson, A. Montare, K. Louie, G. Guerrieri, C. Goldstein, C. McCollum, R. Cauthen, L. Razzore, L. Farber, G. Pope, V. Vicari, F. Pavese, C. Williams, E. Martinez, K. McNeal, J. Matthew

Items distributed to the Council and General Membership:

- 1) Minutes of the February 19, 2008 General and Executive/Local Council Meeting
- 2) Slate of 2008-2010 Executive Board Nominees
- 3) Document entitled “What Has Your Union Recently Done For You?”

1. Call to Order

The meeting was called to order at 12:46 pm.

2. Adoption of the Agenda

A motion to approve the agenda was made by S. Wollock, and seconded by A. Scala. Approved unanimously.

3. Approval of Minutes of the February 19, 2008 General Membership and Executive/Local Council Meeting

A motion to approve the minutes was made by J. Wilkerson and seconded by D. Catarina. Approved unanimously.

4. Treasurer’s Report

M. Mwaura presented the projected 2008-2009 budget. Tardi stated that the proposed budget was put together by the Executive Board and then presented to the Budget Committee (Esther Martinez, Rey Martinez, Al Montare, and Ken Schneider). Tardi noted that Jane Hutchinson has resigned from the Budget Committee due to too many other obligations.

During the budget presentation, Mwaura asked the Department Representatives to be sure and cash their checks. He noted that there are outstanding checks from five years ago that are no longer valid and need to be cancelled. Tardi urged the representatives to be cognizant that checks must be cashed within a certain time frame or they are no longer valid.

A. Scala made a motion that the Treasurer check with the bank to determine how long checks are valid, and then if a person does not cash the check within that timeframe it will not be reissued. The motion was seconded by A. Montare.

Discussion: A member stated the individuals who currently have outstanding checks should be notified. Tardi said that members should recognize that this could result in new checks having to be reissued with stop payments on the old check, resulting on additional costs to the Union. This could be costly or the Union. Tardi stated that the representatives have the responsibility of cashing the checks. Another member suggested that the checks be directly deposited into the representatives' bank accounts. Tardi said that will cost the Union money and we try to save money wherever possible. Another member suggested cancelling the checks and charging the person for the \$25.00 cancellation fee.

Following the discussion, the motion to check with the bank and determine how long checks are valid and not reissue them passed unanimously.

A motion to accept the proposed 2008-2009 budget was made by A. Scala and seconded by C. McCollum. The motion was approved unanimously.

5. Executive Board Reorganization/Nominations

Tardi announced that there are modifications to the 2008-2010 slate of officers for the Union Executive Board. As Tardi stated at a previous meeting, Linda Gazzillo Diaz is leaving the Executive Board for family reasons, but plans to remain active in the Union. Tardi noted that she cannot thank Gazzillo Diaz enough for her dedication over the years. Tardi stated that an additional change involves the Treasurer's position. Muroki Mwaura will be going on sabbatical and will also be involved in teaching in Africa. In order to establish continuity, he has also resigned his position, but will continue to represent us at the Council level. Tardi explained that Ed Matthews and Shari Selke have each served halftime as Co-Professional Staff Representatives and that Matthews is willing to take the role of Treasurer, with Selke assuming the role of fulltime Professional Staff Representative. Tardi noted that Matthews is well prepared to take over the Treasurer's position since he has previously served in Mwaura's absence and has assisted him with various projects.

A motion to accept the nominations was made by A. Montare and seconded by M. Giorgio. Approved Unanimously.

Tardi asked for nominations from the floor. Hearing none, she explained that if there would have been nominations from the floor, the individuals would have had ten days to submit at least five endorsements from individuals who have been members of the Union for at least 30 days. The election will be held at the next meeting.

6. President's Report

a. Board of Trustees Retreat

Tardi discussed a recent Board of Trustees (BOT) meeting that she attended. She stated that while it is clear that the Board is trying to make plans for the University, one problem is that they are "planning to plan." Tardi stated that the

meeting was especially problematic since she and Sue Godar, the Chair of the Faculty-Senate Committee, were seated in a corner away from the table and were told they were not allowed participate in the discussion. Tardi said her silence ended when one member of the BOT suggested that faculty take a cut in salary. Tardi told the BOT that she thinks they should consider cutting some of the layers of the administration. She said President Speert reminded the BOT that faculty members cannot take a cut in salary due to the contract. Tardi reminded the Membership that there is nothing to stop them from implementing a furlough which means that everyone, including faculty, staff and the administration would work one week without pay.

b. State Budget Consequences for WPUNJ

Tardi stated that 26 part-time faculty members received letters from the President stating that they will not be rehired. Tardi stated that according to President Speert, the halftime clinical faculty members have been rehired and others will be considered for rehire on a case by case basis. Williams said he has contacted all 26 individuals by email. He said he also spoke with a number of them directly and accompanied them to a meeting with President Speert. Williams stated that he directed them to the webpage that details the process and he will meet with them to discuss strategies and talk about what happened in the past. Williams commented that the President needs to be made aware how valuable these part-time faculty members are to the University. He noted that they are teaching classes that fulltime faculty members cannot teach and that replacing them with Adjunct Faculty members is not an option. Williams further noted that these individuals are running important areas departments, and when they are gone, there is no one who can step in and replace them. Williams said that during the meeting, the part-time faculty members let the President know exactly what they do, talked specifically about the value they provide, and let the President know that letting them go is not the best way to save money at the institution. The President told them that by contract he is obligated to alert them by a certain date, and there is a possibility that once the budget becomes clearer, he may be able to rehire them. Williams said he thinks that eliminating people who are directly touching programs is a terrible solution to the budget crisis.

A member inquired if halftime clinical faculty members are involved. Tardi stated that anyone impacted by this would have received a letter by now. Tardi stated the budget situation can get worse. She said the State is consolidating hospitals and that is a sign that the State universities may take another big hit. Tardi suggested the Union try and come up with a plan to increase revenue, and she encouraged the Membership to put forward their ideas. She said the President is interested in faculty and staff input about additional revenue, as well as where potential cuts could take place.

Comments from members

A member stated that he lived through this at another university where they had furloughs that they promised to pay back and they ended up losing entire

departments. Tardi said that's one reason she is fearful of the way things are going, and she pointed to the branding campaign. She noted that she has been trying to figure out the identity of William Paterson for 15 years and she's still not sure certain about it. Tardi said her fear is that at some point in the future a governor will make the determination that all State universities are not necessary; consolidation should occur. Tardi also pointed to the new agreement with State community colleges that essentially puts them on the same plane as we are. Tardi noted that people tend to think we're indestructible and that positions cannot be eliminated, but the truth is that they can eliminate departments which would endanger all employees. Tardi said this is one concern that we have in common with the administration because when cuts occur, fewer administrators are needed. She told the Membership that last year she went before the BOT and pleaded for them to not take money away which resulted in the implementation of the winter session that now generates a significant amount of revenue for our institution. A member asked if it is legal to have something like a "finder's fee" for students, similar to how "headhunters" for large corporations operate. Tardi stated that part of the problem we have is that there is no thread that ties everything together at William Paterson. A member asked if there is a way to make alliances with local high schools and teach classes for high school seniors and give them credit at William Paterson. Another member stated that more students translates to more revenue and that the University needs to seriously seek to increase enrollment. Tardi said this can be a double-edged sword because they are working to fill seats and are concerned with the body count, but are losing standards. She said the question becomes why is Montclair and Kean growing, and William Paterson is not. A member commented that accepting under prepared students can be a good thing, however, they do have to meet the mark. The member said we need to be aware of our mission as a public institution. A member stated that community colleges do provide education for a lot of students, and we should not see them as an enemy. Another member suggested renting out the rec center. He said prior to the construction on the student center, the University rented the rec center for \$3,000 per day for several different programs each year, and this year there has only been one rental. Tardi stated that this was an excellent suggestion and she would look into this further. Another member commented that the quality of the facilities and a nice atmosphere also attracts students to other universities.

c. School Board Endorsement

In the interest of time, Tardi asked to move the agenda so the Membership could discuss endorsing Marie Hakim as a candidate for the Clifton School Board.

A motion to endorse Marie Hakim for the position on the Clifton School Board was made by D. Fengya and seconded A. Montare. The motion was approved unanimously.

The discussion about increasing revenue continued with C. Williams suggesting that the University should find a way to create an asymmetrical semester, possibly over the summer, where distance learners could work on their own schedule.

Tardi said she thinks it's a good idea, but that technical support might be problematic. A member questioned the University retention rates. Tardi stated that they are not as good as they should be and that we need to keep all the students that we have. Tardi said there is a new retention initiative that is being worked out by the administration. A member suggested that faculty members should get in touch with high schools and mentor students because open houses are not enough. Another member suggested increasing our presence at local community colleges because they already have a physical infrastructure in place. A member suggested cohort programs in conjunction with area businesses. Tardi encouraged all Department Representatives to go back to their department and discuss ways to increase revenue and cut costs at the University.

7. V.P. for Grievances Report

Williams reported a member has been accused of harassment and the Executive Board feels that the Union should pay for the individual to meet with an attorney and go through a hearing before an administrative law judge. Williams said this has been common practice in the past, and if more funds are required after the initial stage, the matter will be brought back before the Membership for approval. Tardi noted that \$4,000 has been budgeted for attorney fees, and there is a possibility that the AFT National defense fund will cover the cost. Tardi said our attorney thinks that dismissing the individual is excessive punishment. A member asked if the individual is tenured and if we have insurance. Tardi stated that the answer is yes to both questions. A member expressed concern at not knowing the extent of the harassment. Williams said that generally we believe our members are telling the truth, and consider a person to be innocent until proven guilty. Tardi said the incident happened during a class with 25 students and there is no consistent point of view about what took place.

A motion was made by J. Matthew to authorize up to \$1,500 for attorney fees for the member. It was seconded by C. McCollum and approved unanimously.

8. Adjournment

A motion to adjourn made by A. Montare and seconded by C. McCollum. Approved unanimously. The meeting adjourned at 1:54 pm.

Respectfully submitted,

Jan Pinkston,
Recording Secretary
[Edited:]

LOCAL 1796
At
William Paterson University of New Jersey
General and Executive/Local Council Meeting

Date: April 15, 2008
Location: UC 171
Time: 12:30 pm – 1:45 pm

Present: S. Tardi, C. Williams, J. Pinkston, M. Mwaura, E. Matthews, S. Selke, F. Pavese, R. Wolk, G. Pope, D. Frizzell, K. Martus, G. Guerrieri, J. Carter, J. Najarian, S. Wollock, R. Soto, S. Betts, D. Fengya, K. Louie, J. Peterman, A. Montare, K. McNeal, G. Furst, D. Catarina, A. Holpp Scala, J. Matthew, R. Kearney, M. Giorgio, V. Vicari, E. Goldstein, K. H. Kim, D. Van Boerum, R. Cauthen, M. Williams, B. Duffy, L. Emiola, J. Heavey, S. Rienstra, L. Rivela, A. Cheo, B. Mason, I. Nack, E. Phadia.

Items distributed to the Council and General Membership:

- 1) March 27, 2008 General and Executive/Local Council Meeting Minutes

- 1. Call to Order**

The meeting was called to order at 12:36 pm.

- 2. Adoption of the Agenda**

A motion to adopt the agenda was made by R. Wolk, seconded by A. Montare. Approved unanimously. Tardi requested to modify the agenda by moving the NL Issue to #5. **A motion to accept the agenda as modified was made by R. Wolk and seconded by S. Wollock.**

- 3. Approval of Minutes of the March 27, 2008 General Membership and Executive/Local Council Meeting. A motion to accept the minutes was made by K. Martus and seconded by B. Duffy. Approved unanimously.**

- 4. Executive Board Elections**

D. Fengya read the slate of nominees for the 2008-2010 Executive Board: (President, Susanna Tardi; Vice President for Negotiations, Gina Guerrieri, Vice President for Grievances, Chriss Williams; Professional Staff Representative, Shari Selke; Adjunct Faculty Representative, Frank Pavese; Librarian Faculty Representative, Robert Wolk; Treasurer, Ed Matthews; and Recording Secretary, Janelle Pinkston). Fengya reported that no additional nominations had been received. The Recording Secretary cast a single vote and the nominees were elected.

- 5. NL issue**

Selke reported on a failure to reach agreement with the administration regarding the NL issue for Professional Staff. Selke said that the new contract states if a local agreement regarding the matter cannot be reached, a year-long study of the hours worked by

Professional Staff members would be conducted beginning in November, 2008. Tardi noted that negotiations seemed to be progressing so the November deadline was set aside; however, once the President's cabinet became more heavily involved in the negotiations process it came to a standstill. Tardi and Williams met with President Speert, John Polding, and Marc Schaeffer. At that negotiation meeting, President Speert refused to negotiate an across the board, equitable NL agreement, noting that he did not want the Professional Staff to "punch a clock." He stated that if the Union pursued this issue, in four years he would force faculty members to punch a time clock. Tardi responded by saying that faculty members have nothing to do with this issue and that the process recommended by the Union did not involve punching a clock. The President was only willing to agree to permit the staff of one department (Financial Aid), to record the number of hours worked beyond the 35 hour work week. Tardi said that President Speert further stated that there are no problems in any other departments regarding compensatory or flex time. Tardi noted that at the table during State negotiations, the State consistently requested proof that there were abuses and she said there is no way to prove abuse without the documentation of time. Tardi further clarified that if there was no abuse in other departments, the documentation of additional hours worked beyond 35 hours would present no threat to the administration. Tardi explained that the term "NL" was misinterpreted by some administrators as meaning "no limit."

A member asked why the administration is so reluctant to create a process to track the hours. Tardi responded that President Speert has taken an "if it's not broken, don't fix it" attitude toward the issue. Tardi added that we don't know if it's not broken. She said the Union is aware of complaints of abuses from two departments, and in one of those, the abuses have been clearly acknowledged by the administration. Tardi stated that the negotiations meeting ended with her stating that she would bring this issue back to the Professional Staff. She told the President that it is up to the Professional Staff to decide whether or not to accept his "agreement" which is not equitable, or to implement the study in the master contract. A member suggested that the Union work out a model for the particular department in question which would then become the model for every group. The member suggested that this would either cause the supervisors to fall in line and abide by what they see, or the model would be discussed with each department as necessary. Tardi said that the Union already has the model but members must be willing to tell the Union when problems exist. Tardi said she believes the Professional Staff should decide this issue since it is not a faculty or librarian issue. Tardi further stated that the faculty and librarians should support the Professional Staff in their decision.

Tardi presented two options: 1) the Union can back off and deal with problems as they arise, or 2) Professional Staff members can vote to engage in the self study in the contract. Tardi noted that in the past, Union Leadership has requested that the administration provide supervisor training and evaluation, and to date this has not appropriately occurred. She said the administration questioned various supervisors to determine if there are problems in their departments and they said no problems exist. Tardi noted that no one can prove there is a problem unless it is documented. Tardi stated that at one point during the negotiations meeting, the President stated that Professional Staff are 24/7. Since the meeting, another key administrator referred to the Professional

Staff as 24/7. Discussion ensued ending with a comment by a member that Professional Staff members are needed on this campus and she strongly urged that everyone support them.

Ed Matthews made a motion to schedule a meeting of the Professional Staff as soon as possible to discuss and vote on this matter. A. Montare seconded the motion and it was approved unanimously.

6. Senate Administrative Evaluations

Tardi explained that she wants the Union Membership to understand that the Senate Administrative Evaluations were stopped due to issues with anonymity and questions about the quality of the results given the process that was established. Tardi stated that the previous evaluations were being conducted through Zoomerang which provided links to the URLs for the survey. Anyone who clicked on the link from their William Paterson email account was using the William Paterson server, therefore, their responses were not guaranteed to be anonymous. Williams agreed, stating that a person must assume that anything sent through the William Paterson system is public and can be retrieved later, and can even be monitored when it is on a computer screen. Tardi stressed that the difference between confidentiality and anonymity, stating that anonymity means the respondent cannot be identified while confidentiality means the identity of the respondent is known, but the information remains private. Tardi said that the evaluations are extremely important and people in her department were stating that they would not complete them because they were concerned about these issues.

Tardi stated that she researched the matter and discovered two problems: 1) If the person responding clicked on the URL to the survey from their William Paterson email, it was going through the William Paterson server and therefore was not anonymous; and 2) the URL could be forwarded to different computers and theoretically people could vote several times. Tardi stressed that she is not accusing anyone of anything, but the potential for wrongdoing existed, and this made her question how much credence would be lent to the results if there was a possibility that the evaluations could be completed multiple times. She said the Senate is now going to use an outside company called Campus-Vote to conduct the evaluations, and it appears the issue has been resolved as long as everyone reads and follows the directions prior to completing the evaluations. With the new system, each URL will have a unique identifier and the Senate committee will be given summary information that cannot be traced. Tardi requested that the representative from Campus-Vote provide an assurance of anonymity statement and the representative agreed to do so. Tardi noted that the Senate Executive Board will have the responsibility of following up on this issue.

A member stated that she has a Zoomerang account and she disagrees with Tardi's statement about Zoomerang not being anonymous. Tardi noted that she contacted a representative from Zoomerang and had a lengthy discussion with that person as well as an AFT attorney. Tardi clarified that it is not Zoomerang itself that is the problem, but rather the problem occurs when a person is accessing Zoomerang from a URL on the University server. If it is accessed from a person's personal browser at home, there is no

problem. A member questioned if this is illegal and if so, isn't it too late? Tardi responded that she brought up the entire matter numerous times at the Senate and clarified that the administration evaluation committee was charged to modify and improve the measuring instrument (the evaluation). Tardi said she questioned whether the online evaluations would be anonymous. The recommendation to administer the evaluations online was a Senate Executive Board decision. A member asked if the administration has the right to read personal email. Tardi responded that they have the legal right to read email because they own the server, and although it seems like a violation, the University has an internal policy regarding this matter. A member questioned if someone on campus has had this happen. Tardi stated that a member was on a website and someone called him and told him they could see exactly what he was working on at that time. A member asked what happens to the evaluations that were already completed. Tardi responded that they must be repeated because the Senate will wipe out all the surveys and start over with Campus-Vote. A member stated that as a point of general information, he knows of a person who was fired that engaged in a confidential conversation with his attorney over email, and a federal judge ruled that the company had the right to that information. Another member stated that issues like this come up over and over again and the company wins every time. Another member commented that although paper ballots can also be traced, there was never a complaint about the paper ballot that was used here. The member asked why we don't return to the paper ballot system. Another member stated that the problem with paper is the number of hours it takes to tally up the results, and it's very tedious work, especially if only 2 or 3 people are doing it. Tardi noted that the quality of the results was a more important issue than the amount of work it took to tally the results. Another member pointed out that personal email on your hard drive at home is yours because you own it and that email on your hard drive at the University belongs to the University since they own it.

7. Grievances Update

Williams gave an update on the faculty member who is being assisted with funding for his legal expenses. The faculty member has received a letter from President Speert stating that he intends to dismiss him. Williams is currently soliciting the Council and National AFT for additional funds to assist with legal expenses. He will report back about this matter at the next meeting.

There are problems with the Professional Staff evaluation process, specifically regarding the violation of the contract requirement for "de novo" review by the next level supervisor. Williams explained that this term means the folder should be reviewed "with fresh eyes," and in two cases, discussion with the next level supervisor occurred before the Professional Staff member had the opportunity to respond to the official file. Union Leadership is working on new language that will prohibit that from occurring.

Williams stated that the Union filed a grievance regarding this year's Sabbatical Leave. Tardi said there should have been a pool for the one semester sabbatical applicants and a separate pool for individuals applying for a full year sabbatical. Since no clear guidelines were in place, the Committee awarded only half year leaves. A member asked if this means that people who applied for one year were not awarded. Williams said, of those

who were awarded, some were awarded only half year leaves. Another member questioned if this has happened in the past. Tardi stated that this was the first year the Union negotiated at the table for a ½ year at full salary and full year at ¾ salary. This means that the pool of applicants increased, particularly the pool of one year applicants. She noted that ART issues also complicated this matter. Tardi said she was one of the applicants and was willing to remove her name from the pool. She noted that the Executive Board and the President said it was not necessary for her to do so. Tardi stated that Gazzillo Diaz, Williams, and the administration are currently looking into this matter. A member asked if the Union and the administration are going to negotiate specific numbers in the future. Tardi responded that the policy will be changed, and before it is finalized it will be brought before the Membership. Tardi noted that during contract negotiations, an “X” range was on the table and the Union gave that up in part to be able to get the full pay for one semester and ¾ pay for the one year sabbatical leaves. She noted that it is a delicate situation because the Union is not looking to take anything away from those who have been awarded. A member stated that faculty members apply for both ART and Sabbatical leaves because they don’t know what they will be awarded and asked if this can be viewed negatively. Tardi responded that a faculty member can apply for both, but it is unethical to expect that both will be awarded if the project and/or timeline are not significantly different. A member asked if the committees operate independently of each other and are not aware of what the other is considering. Tardi responded that the policy needs to be clarified to prevent “double dipping.”

The Librarian Range Adjustment Agreement has been reached and is awaiting signatures. Tardi said that negotiations went well.

The Adjunct Faculty membership is close to 50%. Tardi asked the department representatives to continue spreading the word about the importance of Union membership.

8. Adjournment

A motion to adjourn was made by A. Montare, and seconded by A. Cheo. The motion was approved unanimously. The meeting adjourned at 1:43 pm.

Respectfully submitted,

Jan Pinkston,
Recording Secretary

LOCAL 1796
At
William Paterson University of New Jersey
General and Executive/Local Council Meeting

Date: May 13, 2008
Location: UC 171
Time: 12:30 pm – 1:45 pm

Present: S. Tardi, C. Williams, J. Pinkston, E. Matthews, S. Selke, F. Pavese, C. Goldstein, G. Guerrieri, M. Peek, J. Carter, J. Najarian, R. Soto, S. Betts, D. Fengya, K. Louie, J. Peterman, A. Montare, G. Furst, A. Holpp Scala, J. Matthew, M. Giorgio, C. Simon, V. Vicari, A. Cheo, I. Nack, L. Rivela, D. VanBoerum, J. Heavey, S. Rienstra, M. Arteaga, M. Williams, R. Cauthen, D. Potacco, K.H. Kim

Items distributed to the Council and General Membership:

- 1) April 15, 2008 General and Executive/Local Council Meeting Minutes

- 1. Call to Order**

The meeting was called to order at 12:36 pm.

- 2. Adoption of the Agenda**

Tardi requested to amend the agenda by adding “Announcements” as #4. **A motion to approve the agenda with the modifications was made by A. Montare and seconded by S. Rienstra. Approved unanimously.**

- 3. Approval of Minutes of the April 15, 2008 General Membership and Executive/Local Council Meeting. A motion to accept the minutes was made by A. Montare and seconded by S. Rienstra. Approved unanimously.**

- 4. Announcements**

Tardi explained that the sheet cake is a tribute to Linda Gazzillo Diaz and Muroki Mwaura who are stepping down from their Union Leadership positions, as well as to Lou Rivela who is retiring from the University. Tardi noted that although Rivela did not serve in a leadership position, he has served for many years as a “mover and shaker” in the Union and the Faculty Senate (applause from the membership).

Tardi noted that the Irwin Nack Scholarship was not awarded this year but will be doubled next year. In addition, the State Council will be giving a \$1,000 scholarship to each of the State Universities, so next year instead of two scholarships, we will be awarding 5, totaling \$5,000. The scholarships will be announced early in the academic year in order to give the students plenty of time to apply.

5. Action Items

a. Communications Director

Tardi explained that the Executive Board has been discussing ways to improve our Local's website and interface. Vince Vicari has agreed to work with a web designer to create an interactive interface that will encourage member participation. In addition, Vicari will act as a liaison between the website designer and the Executive Board. Currently, Bob Wolk serves on the Executive Board as the Librarian Representative and Communication Officer, and the Executive Board is proposing to disconnect the two positions. If appointed as Communications Director, Vicari would take over one of Wolk's credits, as well as the one credit currently earned by the webmaster. The Board also seeks permission to compensate Vicari for the initial set-up on the new website which is estimated to involve about 10 hours.

A motion was made by A. Montare to hire V. Vicari at a rate of \$65 per hour for 10 hours to setup the new website and also to appoint Vicari to the Communications Director position on the Executive Board. The motion was seconded by K. Louie and approved unanimously.

b. Safety Resolution

Tardi gave examples of a number of safety related incidents that took place on the campus this year that she did not feel were taken seriously enough by the administration, and she suggested that the University should offer a mandatory classroom management orientation for new faculty members. She said new faculty members attend orientation anyway, and a classroom management workshop could help them identify warning signs they should look for and exactly what to tolerate and not tolerate in the classroom. A member agreed, stating that this would be helpful for all faculty members as she is seeing more and more inappropriate behavior in the classroom, and there is a possibility that even some very seasoned faculty members do not know the best way to deescalate certain situations. Tardi said she already spoke to the President and Provost about this matter and has the attention of one of members of the Board of Trustees. She noted that while we cannot mandate that full professors go through any type of orientation or special training, we can mandate the training as a requirement of employment. A member questioned if this is related to the student's code of conduct. Tardi responded that it is absolutely related and that the student handbook needs updated to include a "no tolerance" policy. Tardi described a recent situation with a student who made gun threats and noted that if the students in the classroom would not have reported it, no one would know. Tardi said she plans to discuss this matter with the chief of police because even though this student made a threat, he is only being removed for one semester and will be allowed to work at home. In September he will be allowed back on campus and she questions whether this is an appropriate resolution to the problem. A member questioned the policy for disruptive students. Tardi stated that if it's the first time, the faculty member should speak to the student after class, but if at anytime the

faculty member senses danger, they should call security because it is better to be safe than sorry. Tardi described two recent incidents involving guns. In one case a campus police officer's gun was discharged and in another incident, a student brought a toy gun to campus for a theatre production. Tardi stated that many faculty members are not accustomed to some of the behaviors that take place in the classrooms and on campus, so clear guidelines should be presented up front.

A motion to develop a safety resolution that will include a statement of no tolerance was made by A. Holpp Scala and seconded by R. Soto.

Discussion: Williams said the language in the resolution should include creative wording that is fair and allows for a judicial body that questions matters. He also recommended implementing a new hire safety information program and an additional program for current faculty and professional staff. A member agreed, stating that students should also be informed in a much more thorough manner so the policy is taken seriously. Tardi stated that when something happens on campus, the incident and resolution should be printed in the student newspapers so it is clearly known that inappropriate behavior will not be tolerated. She said one problem is that everything is kept quiet, and if students and/or faculty members don't come forward, the administration does not share the information. Tardi noted that the Board of Trustees has a safety committee, and one of the trustees, Michael Jackson, said he was not aware of the recent incidents and was very concerned about them and concerned that he was not made aware of them. A member commented that he wrote a proposal regarding an information-sharing committee because he feels there should be information sharing and accountability from the campus police, but the proposal did not go anywhere. Tardi said that on July 5, 2007, she requested that a security task force be formed. The president agreed and stated that it would be convened by February of 2008 but no action has been taken. Tardi noted that when she questions him about the matter, he says that it will get done. She said this is a borderline Senate issue and she urged all senators to join with the Union to make sure these issues are addressed.

Pavese noted that the adjunct faculty are "left out in the cold" on these issues. A member stated that zero tolerance is very common in public schools, but there are a lot of pros and cons with it because a threat assessment needs to be completed. Tardi responded that the more complicated we make this, the more difficult it will be to implement. Tardi said she will make an attempt to attend the Board of Trustees' Safety Commission meeting and let the board know that faculty and staff are very concerned about safety issues on campus. The motion to develop a safety resolution passed unanimously.

6. President's Report

a. Faculty Layoff Update

Tardi reported that all the nursing faculty members were rehired, as well as one person in the History Department. The Union did advocate with the Council to go

to Jane Oaks who has the ear of the governor to discuss the fact that we were the only institution with this solution to the fiscal crisis. Tardi said she is not sure if that helped or not, but she hopes it is being considered because there are other ways to cut back instead of taking members out of the bargaining unit. A member asked if the budget cuts are over. Tardi responded that there was originally a \$10.4 million deficit and we are now about \$2 million short. The Board of Trustees did not pass a tuition and fee hike yet, but last year it was passed at the July meeting. Tardi said people can still be rehired into June, and that she does not anticipate that more money will be taken away. A member inquired about the summer policy, stating that it seemed to be much more developed and specific than in the past, and he wondered if this is leading up to a five day work week in the summer. Tardi said she asked the administration about a five day work week in the summer and was told that the four day work week benefits the institution by saving on energy and there are no plans to change the schedule.

b. Administrative Evaluations

Tardi reminded the Membership to complete the administrative evaluations. Tardi stated that the Union was right to stop the first evaluation process because due to the way it was being administered, there was a chance that individuals could have completed multiple surveys and that would have impacted the study. In addition, there was a possibility that it would not have been anonymous. Tardi stated that while she doesn't believe there were hackers, there was the potential for this to occur. A member questioned if the surveys are more secure than last time. Tardi responded that if you follow the directions given by the Union they are secure, but if you follow the directions that were given by the Senate they are not secure because those directions made use of the University server. A member stated that many people are upset because they completed the survey a month ago, and must now complete it again. Tardi stated that the revised process assures anonymity and prevents completion of multiple surveys by one individual. She said she understands that it is frustrating, but it is still very important to complete the surveys because the Board of Trustees will take the results very seriously if the Union's instructions are followed.

c. Advisement

Tardi stated that she recently received a message alerting her that she has new advisees, and she questioned if anyone was informed about this new process. Tardi said this is a violation of the terms and conditions of employment because it is the end of the semester and it is not fair to increase the advisement load the week before exams, when faculty members have papers to correct, exams to put together, and reports to write. The supervisor of advisement made this decision and it is an undue burden on faculty members. Tardi noted that when the administration is changing the obligations of the advisors, they need to inform people.

7. NL Professional Staff Update

Selke explained that an emergency meeting of the Professional Staff was called recently due to a failure to reach a campus wide agreement regarding comp time. Since no agreement was reached with the administration, the contract will now be implemented which states that campuses who do not have a Local agreement (William Paterson is one of only two in the State University system), must implement a year-long study of the number of hours that Professional Staff members work per week. Selke explained that full participation in the study is needed in order to be effective and to demonstrate that Professional Staff routinely put in above and beyond the normal 35 hour work week. Selke assured the Membership that this will not be very taxing and will simply require a few extra keystrokes on their usual bi-weekly time sheet. Selke noted that unless everyone participates, the administration will have no reason to work on a Local agreement and the subject will be dropped. Tardi said it is imperative that all Professional Staff members participate because if not, the State will claim that by choosing not to participate, members acknowledge that there is no problem and the State will not be willing to negotiate the matter again. Selke said a letter will go out to the home addresses of all Professional Staff members and she urged everyone to speak to their colleagues about this issue. A member stated that Professional Staff members should not feel trepidation because a supervisor might be upset, but rather that the matter can be approached in a conciliatory rather than antagonistic way. The member noted that you may get along very well with your supervisor right now, but if a change occurs, the new person may not be as understanding. Tardi noted that this is a great way of documenting how much work and dedication there really is from the Professional Staff. A member commented that once the process is established, it would be better for the Union to notify the supervisor rather than relying on the administration to inform the supervisors. Tardi said she wanted Office of Employee Relations (OER) to implement the study right away in hopes that it could begin in November, but the OER does not work over the summer. Tardi said in order to participate, the Professional Staff member would put in about five minutes at the end of the day which isn't much since this is our last chance to put some reigns on what takes place on this campus in regard to Professional Staff. In a related matter, a member pointed out that according to article 23G of the contract, Professional Staff members who work three hours over their normal work time on a project approved by their supervisor can request \$7.50 for a meal cost. The member stated that this is something few people know about, but that more people should start considering.

Tardi noted that the Librarian Range Adjustment goes into effect in September, and the amount awarded for this year will be retro to July. The Union Leadership will also negotiate 2008-2009 awards in September (applause from membership).

9. Grievance Report

Williams reported that there was nothing new to report.

10. Adjournment

A motion to adjourn was made by A. Montare and seconded by F. Pavese. The motion was approved unanimously. The meeting adjourned at 1:45 p.m.

Respectfully submitted,

Jan Pinkston,
Recording Secretary
[Edited:]

LOCAL 1796
At
William Paterson University of New Jersey
General and Executive/Local Council Meeting

Date: September 16, 2008
Location: SC 211
Time: 12:43 pm – 1:45 pm

Present: S. Tardi, C. Williams, G. Guerrieri, J. Pinkston, E. Matthews, S. Selke, F. Pavese, R. Grier, G. Pope, M. Williams, K. Asada, J. Carter, J. Najarian, S. Wollock, M. Turkish, P. Swanson, R. Soto, S. Alon, L. Gazzillo Diaz, J. Cho, D. Fengya, K. Louie, J. Peterman, A. Montare, G. Furst, M. Yildiz, A. Holpp Scala, J. Matthew, M. Giorgio, C. Simon, E. Goldstein, J. Hutchison, K. Martus, R. Cauthen, A. Cheo, M. Rosar, V. Fiaud, N. Kalb, C. Hong, M. Arteaga, S. Rienstra, J. Heavey, D. Van Boerum, K.H. Kim

Items distributed to the Council and General Membership:

- 1) May 13, 2008 General and Executive/Local Council Meeting Minutes
- 2) Calendar of Workshops and General Meeting Dates
- 3) Lists of Department Representatives, State delegates, Standing Committee Chairs
- 4) AFT Local 1796 Leadership Goals and Objectives
- 5) Adjunct Faculty Supplemental Medical Plan

1. Call to Order

The meeting was called to order at 12:43 pm.

2. Adoption of the Agenda

After discussion, the agenda was modified to add “Political Campaign Discussion” under New Business. A motion to approve the agenda with the modifications was made by F. Pavese and seconded by R. Soto. Approved unanimously.

3. Approval of the May 13, 2008 General Membership and Executive/Local Council Meeting minutes. A motion to accept the minutes was made by A. Montare and seconded by K. Martus. Approved unanimously.

4. President’s Report

a. Welcome New Unit Members

Tardi welcomed everyone back for the new academic year. Members of the Executive Board and the Membership introduced themselves.

b. Department Representatives Approval

Several changes to the department representative listing were discussed.

A motion to approve the department representatives listing with the changes was made by K. Martus and seconded by A. Montare. Approved unanimously.

c. State Delegates Approval

Tardi noted that the number of delegates we are allotted depends on the number of full paying members in our Local (“full paying” includes those who pay the agency fee of 85% as well as their own additional contribution of 15%). The State Council maintains that we are entitled to 13 delegates, but Tardi plans to confirm that this figure is accurate. **A motion to accept the delegate list with the alternates was made by A. Montare and seconded by E. Goldstein. Approved unanimously.** Selke noted that if we determine that we are allotted more delegates, the list will be modified.

d. Salary Increase

A member asked when the cost of living adjustment (COLA) will appear on paychecks. Tardi responded that the 3% increase goes into effect in September and will be reflected on the October paychecks. A member questioned the amount of the adjunct faculty increase. Tardi responded that the amount depends on the number of semesters the person has taught at the University. She asked Pavese, the Adjunct Faculty Representative, to find out the exact amount and report back to the Membership.

e. Dues Increase

Tardi said the AFT National voted for an increase in dues and our Local was not aware of it. She said this is very problematic because we estimate our budget each academic year, and we were not notified of the increase even though the former treasurer contacted AFT National and Council to get an estimate on the dues for the 2008-2009 academic year. Our Local budgeted for a certain amount based on the information from AFT National and Council prior to receiving the message from National regarding the increase. Tardi stated that she told Council representatives to write to National and object to this practice of submitting resolutions to increase dues without notifying the Council and locals of its intentions. Council representatives said that since our Membership received a raise, an increase in dues should not matter. Tardi said one of her main objections to this is the fact that the Union Leadership did not have a chance to discuss the matter locally. The amount of the increase will be 65 cents per paycheck this year and an additional 65 cents per paycheck next year for fulltime faculty members. Tardi said the increase will be used to help build a strike fund in case we have serious issues in the next contract. A member questioned if the dues for part-time faculty members and adjunct faculty members will also be increased. Tardi said yes, but the amount will be less, with part-time members paying an additional 32 cents per paycheck, and adjunct faculty members paying an additional 17 cents per paycheck. Tardi asked the representatives to discuss the matter with their departments. The Union Leadership will send the Membership a general notification with a rationale for the increase that has been provided by the State Council. Tardi said in the future she hopes AFT National will provide resolutions prior to the end of an academic year so the Membership can be made aware of any changes. A member commented that National should have considered that although we received an increase in pay, we are now paying more for our

health care benefits. Tardi stated that National is aware of that, and she thinks that if they are going to implement an increase, they should have a plan of how it will benefit us. Tardi noted that most of the money in our budget goes to AFT National and Council, and they must be held accountable for the services they provide to our Local.

f. Goals and Objectives

Tardi referred to the Goals and Objectives in the packet, and pointed out that some goals could have been stated as objectives if they were strictly dependent upon Union leadership. However, since they are dependent upon the administration, specific timeframes cannot be established. Tardi encouraged the Membership to suggest other goals. A member said she would like our Local to increase political action because over the summer, our actions helped retain benefits for adjunct faculty members. She said she would like to expand our Local's presence in local and county politics. Tardi said we have been involved by contributing money and hosting a legislative breakfast. Pavese, the COPE representative, stated that we must lobby no matter how distasteful it is. Tardi said this is the responsibility of the COPE Director, since COPE is a system by which members can contact legislators. Tardi noted that the participation of our Local and other Locals has been very poor. She said she is concerned that National and Council do not always consult individual Locals about what positions we hold or give us the opportunity to get member feedback. Pavese noted that our elected representatives will do things from their own viewpoint so it is important that we all have input. He said if we do not like the way they represent us then we should not re-elect them. Tardi said she told Steve Young at Council that if possible, Cope Directors should be given time to get input from the Local before being asked to vote on important matters because it is the Council's responsibility to let the Locals know about issues in a timely manner.

Tardi stated that in regard to the last objective regarding member training, promotion, range adjustment, retention, and tenure workshops are already planned for this semester and a calendar will be sent to the Membership.

A member suggested that since student enrollment is down, a goal should be included that supports students. Tardi responded that we can develop a better liaison with the goals we have in common with students. Tardi said that as Union President, she has attended many tuition hearings over the years, and this was the first year there was a good response by the students and the faculty. She said the Board of Trustees is cognizant of what the tuition is, and that is why William Paterson had such a low tuition increase this year.

g. BOT Retreat

Tardi stated that at last semester's Board of Trustees' retreat, she, along with Sue Godar, the Chairperson of the Faculty Senate, had a "gag" order and were basically seated in a corner and told not to speak. Following that meeting, Tardi had expressed her outrage and frustration, and she reported that at the most recent BOT retreat, they were invited to sit at the table and were

encouraged to participate. Tardi said it was clear to her for the first time, that the BOT is aware of the issues we face at this University. Tardi said she told the group about the negative reputation and image of the school. Two or three BOT members graduated from William Paterson, and they remember the University at a time when things were different. They understand that we have an image problem that must be addressed. Tardi said the BOT wants faculty input and she encouraged the Membership to contact her or send email correspondence directly to BOT members. Tardi noted that the board is going to be re-examining the marketing campaign and they are looking at data which indicates that William Paterson has a higher SAT average than Montclair, although that is not being published. She noted that the number of sponsored students at William Paterson does not fit that so they are not highlighting that fact. Tardi stated that the board wants a strong campaign that puts us in a position of power and strength. She said the board decided that the goal is to reach 12,000 students, and they are now trying to decide what cohort they will focus on to achieve this goal. They discussed focusing on admitting more Honors students to help raise the profile of the institution and assist with recruitment, but Tardi stated she is concerned this could result in the University being viewed as elitist, when our mission statement focuses on diversity. Tardi stated that most of the BOT members are corporate leaders and it has taken them a while to realize that there are no easy solutions.

A member stated that Montclair is the fastest growing university in the United States, with more than 400 international students and a 99% graduation rate. The member stated that he continues to ask about international students, recruiting techniques, reputation, and image at William Paterson because we have to be very strong. Tardi agreed, stating that we recruit from a very small area, focusing on Passaic, Morris, and Bergen counties. A member expressed concern that people think the term diverse equals minority, and that the issue is economics, not ethnicity. Another member commented that once we get students, we have to retain them. The member stated that students from Passaic Community College would be willing to transfer to William Paterson if they thought they would get academic support, and that William Paterson needs to increase support to non-traditional students and students of varying cultures. Tardi noted that the BOT agrees that we have been successful at increasing diversity but acknowledges that the retention rates are not good. As Sue Godar told the BOT, although we have a good retention rate in the first year, the problems do not become evident until the second year due to probation and dismissal policies. A member stated that when he hears there is an advertising campaign for branding, it makes him think of a cow. The member further stated that corporations need brand names, and although our administration might like that, in reality we should be working under the model of an academy. He said he would like to see a campaign that stresses that William Paterson is an academy, not a training school. Tardi stated that there is no chance of that in the future because the word “customer” is in their lingo and they’re not willing to adopt another perspective. A member questioned how you relate to an academy when people don’t understand the concept. The member replied that it’s not in the use of the word, but rather

that we have to change the perspective of getting more students to understand the concept that we are going to educate not train. Another member agreed, stating that the vast numbers of students are not coming here to enrich their mind. Tardi stated that the BOT members must deal with the practical, everyday issues. They want to increase enrollment so they have money to make the University a better place. A member stated that there is a reality at Trenton state. They turned that university around, changed the requirements, and became a better institution on an academic basis. Tardi agreed, but stated that it took three years, and during that time period Trenton State's enrollment decreased. Tardi said we're already at the bottom so that is not an option. A member stated the importance of attracting international students. He said he is amazed at how eager Korean universities are to train their students in English and that we need to be more active instead of waiting for students to apply to us. Tardi stated that if you have strategies for doing that, please pass them along to the board. A member stated that the report from Institutional Advancement regarding why students do not come back to William Paterson is very enlightening and all members should read it.

h. Member request related to Health Insurance

Tardi asked all department representatives to poll their members and determine if anyone is having problems with the health care system. She said if so, please identify the problems and report them to the AFT office or bring them up at the next meeting so we can report problems to the Council and try to improve the services that are provided.

5. Vice President for Grievances Report

a. Weingarten Rights

Williams told the membership that everyone has Weingarten Rights which means that if you are ever called into a meeting and you have a reasonable basis to think that discipline is involved, you have a right to request Union representation. Williams said that this applies even in casual situations, and he noted that just the fact that there is a question means that an investigation has already occurred and it is your right to contact the Union. Cards describing Weingarten Rights are being printed by the Council, and will be distributed to all faculty, professional staff, and librarians.

b. Sabbatical Leave Grievance

Williams reported that the Sabbatical Leave grievance is an ongoing issue that he hopes will be resolved in the next few weeks. Williams stated that the Union Leadership submitted a fair and decent proposal to the administration, and is waiting for a response.

c. Pending Legal Issues

Williams described a matter involving an individual who violated the State and University ethics code by having a second fulltime job. He noted that while it is common for faculty to teach at other universities, permission is required and is granted the majority of the time. The problem is that the individual failed to report the employment on the ethics form and that is why

they are coming down on him so hard. A member questioned ART and Williams stated that it is implied that a person would not spend the extra time teaching at another institution. Williams said everyone should be aware of this and fill out the ethics form accurately. Tardi noted that this rule includes all employment including work that is done on a voluntary basis. Tardi said the Union tried to fight the inclusion of volunteer work, but the State Ethics Commission determined that volunteer work can possibly present a conflict of interest regardless of it is on a person's own time or not.

6. Vice President for Negotiations Report

a. Sabbatical Leave Policy Revision

Guerrieri described issues with the Sabbatical distribution. She stated that no one who applied for a one year sabbatical received it and that the Union Leadership will work with the administration to make the process more equitable in the future by putting the applicants in two separate pools. The Union is proposing a policy that would require that the Union and administration meet as soon as the number of leaves are available and what percentage of the sabbatical leave requests are fulltime and part-time. Guerrieri stated that if there are not enough applications, some will be reverted to the full year pool so no positions are sacrificed. A member asked if the information on the number of leaves will be made available. Tardi stated that we don't know if the administration will accept the proposal or not. She noted that the Sabbatical Leave Committee needed more guidelines beyond what is stated in the current policy.

Pavese made a motion to put the items not covered at this meeting first on the agenda at the October meeting. The motion was seconded by A. Holpp Scala. The motion was approved unanimously.

b. NL Professional Staff Study

Selke stated that William Paterson is the only University that does not have a local agreement regarding NL compensation for professional staff. As per the contract, we must now go forward with a study to determine the number of actual hours that Professional Staff work. She said it is imperative that all professional staff members participate in the study, and it will require very little time on their part. Guerrieri stated that the study is not intended to be combative or antagonistic, but rather, it should be seen as something positive that will help establish a permanent record that will be consistent in the event that supervisors change. We are waiting for the Office of Employee Relations (OER) to move the "study" forward.

7. Adjunct Faculty Representative Report

a. Health Insurance

Pavese clarified that adjunct faculty members make \$1100 per credit per semester if they have taught less than 16 semesters at the University. If they have taught over 16 semesters, the amount is increased to \$1150 per credit per

semester. Pavese will be distributing information about a health plan that adjunct faculty members are eligible to purchase.

8. Old Business

A member pointed out that the meeting room is in violation because the doors marked “exit” are locked. Tardi said Williams should mention that when he calls to complain that the gate to Lot 3 is not working.

9. Adjournment

A motion to adjourn was made by A. Montare and seconded by R. Soto. The motion was approved unanimously. The meeting adjourned at 1:52 p.m.

Respectfully submitted,

Jan Pinkston,
Recording Secretary
[Edited:]

LOCAL 1796
At
William Paterson University of New Jersey
General and Executive/Local Council Meeting

Date: October 21, 2008
Location: UC 171
Time: 12:30 pm – 1:45 pm

Present: S. Tardi, C. Williams, J. Pinkston, E. Matthews, S. Selke, F. Pavese, R. Wolk, L. Mbogoni, G. Pope, M. Williams, K. Martin, K. Asada, J. Carter, J. Najarian, M. Turkish, S. Alon, R. Soto, L. Gazzillo Diaz, J. Cho, E. Martinez, D. Fengya, T. Neman, K. Louie, M. Thompson, A. Montare, K. McNeal, G. Furst, A. Holpp Scala, R. Kearney, E. Phadia, K.H. Kim, A. Cheo, S. Rienstra, J. Heavey, D. Catarina, M. Giorgio

Items distributed to the Council and General Membership:

- 1) September 16, 2008 General and Executive/Local Council Meeting
- 2) 2008-2009 General Meeting Attendance Sheet
- 3) Promotional Opportunities 2008-2009 Academic Year

1. Call to Order

The meeting was called to order at 12:38 pm.

2. Adoption of the Agenda

A motion to approve the agenda was made by A. Montare, and seconded by L. Gazzillo Diaz. Approved unanimously.

3. Approval of Minutes of the September 16, 2008 General Membership and Executive/Local Council Meeting

A motion to approve the minutes was made by A. Montare and seconded by D. Caterina. Approved unanimously.

4. Announcements

Tardi announced that our Local is hosting a special pension information session on Thursday, 11/13. Vince Baldassano and another pension expert will attend.

FYI -- Tardi stated that President Speert was given a \$30,000 salary increase at the last Board of Trustees' meeting.

5. Financial Investment Update

Tardi introduced Vince Baldassano of Oppenheimer who updated the Membership on our Local's investments.

6. Presidential Campaign Discussion

Tardi noted that as previously agreed, the campaign discussion would be limited to 10 minutes, and if more time is necessary, the discussion will continued after the other agenda items are covered. She also noted that as per Robert's Rules, everyone would be allowed to speak only once until after everyone who wanted to speak had a chance to be heard. She also made it clear that the opinions expressed do not necessarily represent the feelings of the Local. Tardi explained that due to University regulations, no campaign material can be distributed at a Union meeting, and the Union Leadership confirmed this with John McAusland, the Union attorney. Pavese said that Kevin McGovern, the Council attorney, disagreed with that decision. Tardi noted that the information was provided by Council; it was an email from Steve Young rather than one from the attorney. Tardi stated that after John Polding sent the memo regarding political campaigns to the University community, Chriss Williams specifically checked with the Union attorney and was told both verbally and in a written communication, that we should not distribute political campaign information at a Union meeting held at the University. Williams added that there is money available in the COPE fund that can be used to distribute that type of information.

Comments from the Membership:

Pavese stated that he feels it is good to discuss the campaign, and he hopes everyone from both sides will feel free to state their feelings. He added that in his opinion, Barack Obama is the candidate who is most supportive of the things that impact teachers and education. A member stated that she spoke to Steve Hahn and was told that we can talk about the presidential election in class. She said she is pleased that the students are excited about the election and that a mock debate in one of her classes was very successful. She also commended the American Democracy Project's efforts to register students to vote. A member stated that she wanted to clarify that the mailings sent by the Council are paid for with COPE funds and that no member dues go toward political endorsement. Tardi said her objection with the Council mailings is that our Local was not asked to take a position nor did we have any input. She said that Frank Pavese, the COPE Officer, could have used COPE funds to distribute information since no member funds can be used. Pavese said he has been trying to give members the opportunity to discuss the subject but he has been silenced, and if it weren't for him, the subject would not have been discussed today. Tardi stated that any member has a right put any item on the agenda at anytime, and no one has ever been silenced. Tardi said she asked people who are very politically involved what helps the most with campaigns and she was told that it is most important to "put your money where your mouth is" by funding actions such as phone-a-thons and political walks rather than having a last minute discussion. Tardi stated that any public political action representing the Local must be decided upon by the Membership because the Executive Board takes the lead from the Membership. A member asked if the Membership has the right to vote on how COPE funds are used. Tardi said the COPE Committee makes the recommendations and then brings them to the Membership. She noted that the COPE Committee has not yet been convened by the COPE Officer. Tardi noted that our Union typically supports local leaders who support higher education. Pavese stated that if the Membership is aware that COPE or the AFT

are endorsing a candidate yet no one voices their opinion, their silence is equal to giving an okay. Tardi stated silence is not agreement; it is merely silence. Tardi further emphasized that political stances are not simply a matter of silence because we vote in this Union. A member stated that when the council endorses a candidate, surveys are administered to gauge people's support for the issues and perhaps the Council should make the information public. Tardi said she would support that. A member stated that she is not clear on what we could have or should have responded to as far as the campaign is concerned. Tardi noted that this issue was brought up two meetings ago. The COPE Officer is in charge, and the COPE Committee is supposed to make recommendations. Tardi said this process did not take place in our Local or at the Council. Pavese stated that he spoke to Tardi about this matter in September and was told that bringing up the matter at the General Meeting would be too divisive and he was given a gag order. Tardi responded that no one put a gag order on Pavese and that the other members of the Executive Board could attest to that fact. She clarified that Pavese wanted to have a vote for our Local's support of a Presidential candidate at the September meeting which would have constituted a violation of our past practice on this type of issue. Political issues that require the Local to take a public stance must be presented at our General and Executive Local Board meeting, brought back to the departments of the Union representatives, and then voted on at the next General meeting. Leadership and Membership voted on and approved the process when the issue to pay for a bus to protest the war in Iraq was raised (note – 2-3 years back). Linda Gazzillo Diaz was timing the discussion and stated that the ten minute limit was up. A member stated that she agreed with the Union President that this discussion does not represent action and she thinks it is important to move on and discuss promotions, range adjustments, and other important business.

Gazzillo Diaz made a motion to move the agenda. The motion was seconded by Wolk and approved unanimously.

7. Promotional Opportunities

Tardi reported that the Union Leadership was able to secure good range adjustment numbers, especially in light of the difficult financial times. She indicated that the Professional Staff received six, not seven as indicated on the handout. Tardi explained the process, stating that the Union Leadership meets with the administration and presents an argument for the number of positions to be awarded. The administration looks at the number of people who are eligible and the number who applied the previous year. Tardi said last year's range adjustment applicant pool was so small (four people applied at the associate level and three were awarded), that it makes it difficult to justify asking for more. Tardi said she knows of two individuals who were awarded the promotions two years ago and then they left the University. She said she told the president that those two promotions were essentially stolen and she thinks they should be given back because it's not fair that individuals who are invested in the University and plan to stay were turned down. A member asked if Tardi can divulge the names of the individuals who left. Tardi declined, saying that it is best to make general statements rather than use people's names. A member questioned if anyone knows they left. Tardi said no one knew they were planning to leave before they were granted the promotions; the individuals used the promotions as a bargaining chip to advance themselves. A member commented that she

served on the Promotion Committee last year and there were many excellent applicants. Tardi stated that most applicants not only meet the criteria, but they exceed it. Tardi said she believes that once an individual is tenured, he or she should receive an automatic promotion. A member stated that she knows from experience how difficult it is to sit at the table with the administration and negotiate. She commended the Executive Board for their work.

Tardi stated that an individual has the right to apply simultaneously for a range adjustment and promotion as long as they are eligible, submit two separate folders, and meet the deadlines. If the promotion is awarded, the person can remove themselves from the range adjustment pool. She also said that those who are awarded a promotion cannot apply again with the same portfolio, but those who are awarded a range adjustment are allowed to use the same portfolio. Tardi said individuals who want the most amount of money over the course of their career should apply for a range adjustment as soon as possible and then apply for the promotion. Those who feel seniority is more important should apply for the promotion first and then wait four years for the range adjustment. A member questioned whether the requirements are the same for both promotional opportunities. Tardi responded that they are not the same because for a range adjustment, excelling in teaching is a requirement and you must excel in one other area of choice: either scholarship or service. A member commented that you can go for more than one range adjustment in your career, but you should apply early to make the most money. A member commented that when she served on the committee, the committee was told not to consider whether or not the person had received a prior range adjustment. Tardi responded that according to the policy that is true, however, if two candidates are equal and one has never received anything, it would be equitable to give it to the person who had not received anything in the past. This is a committee or individual decision; it's not specified in policy. She urged members who are going to serve on the committee to be fair. A member stated that once an individual receives a promotion, he or she should start gathering information all over again because the slate is wiped clear and a faculty member cannot be judged on what he or she did prior to the promotion. Tardi stated the reason the President would not change the policy to allow a candidate to use the same portfolio for a range adjustment after a receiving a promotion is because he believes the promotion is related more to your career. A member stated that you can apply for another range adjustment after four years as long as you are stellar in your position over the next four years. Tardi stated that those who are planning to apply should encourage individuals with whom they have worked and who have integrity to serve on the committee. She also reminded the Membership that while serving on any committee with a Union observer or representative, any problems should be reported to the Union Leadership immediately. A member asked if there is any possibility that there can be term limits for faculty members who serve on these committees. Tardi said the Union advocated for staggered terms because it is very dangerous when there are people with no experience on the committee. A member stated that an email from Steve Hahn indicated that there is a limited quantity of material that can be submitted for promotion. Tardi responded that he cannot limit the amount of material that someone chooses to submit. She further emphasized that selecting candidates to be awarded is very difficult because there are a lot of deserving people, and most people who apply are honest and hard-

working. Tardi noted that although there is an advantage to knowing someone on the committee, it is not a shoe-in, and she has never said it was and she is not saying it is now. Matthews stated that during the negotiations meeting, there was a discussion about the possibility of granting individuals an automatic promotion when they are tenured. The President asked why the Union did not bring up that idea during State-wide negotiations. Tardi responded that the Union knows that the State would not support this idea. Tardi asked the President if he would consider making that a Local agreement and he refused. Tardi reminded the members to apply for a promotion in their tenure year.

8. Negotiations Update

Tardi gave an update on negotiations for Guerrieri who was absent due to health reasons. Tardi stated that Williams and Guerrieri now constitute the Union negotiations team. The lack of timeliness with which negotiation items have been addressed necessitated this change. Tardi's key roles regarding negotiations are strategic planning and negotiations involving President Speert. Tardi said the issue regarding compensation for the Assessment Coordinators is ongoing. One problem is that the duties of the Assessment Coordinators vary widely from department to department. The Union is working to get uniformity in the duties in order to assess compensation for that title. Tardi explained that well over a year ago, Linda Gazzillo Diaz put forth a study on Assessment Coordinators to determine exactly what they do and how they are compensated. She presented the information to the administration in a detailed Excel document. The administration was not willing to agree on compensation and stated that they would provide their own study. Tardi said that after a year and a half, the Provost finally submitted his "study" which was a piece of paper with limited data on it, and that made it clear that the administration was not negotiating in good faith. Tardi expressed her displeasure at the tremendous amount of time that has been wasted on this matter, and she stated that the Union leadership has contacted the attorney about filing an unfair labor practice (ULP) for failing to negotiate in good faith. The "study" was probably put together fifteen minutes before the negotiations meeting began. Furthermore, after a year and a half of negotiations on this issue, the Provost stated that this was not negotiable; it is a duty and responsibility of the faculty.

9. Grievances Update

Tardi said both the President and the Provost encouraged her to file a grievance over what occurred on the sabbatical committee, but now they are saying there is no problem. She said they now want to award next year's pool instead of this year's pool that was treated unfairly. Tardi questioned if the Provost understands what the term "equity" means. Tardi noted that she had a recent discussion with the Governor and he mentioned that our Local must have good labor management relations because we file so few grievances. Tardi said it is very frustrating because our Union Leadership will be close to reaching an agreement on negotiation issues, and the administration will stop and say they have to consult with the President's Cabinet. This leads back to square one. Tardi said that in the case with the Assessment Coordinators, after they saw Linda's document that clearly demonstrated the inequity, they went back to the deans and the deans took some of the compensation away. Tardi said she does not want to draw an ultimatum unless she knows the Membership is behind her, but she feels the administration is taking

advantage of us now. She said she understands that members do not expect to receive payment for everything single thing they do, but assessment responsibilities are overwhelming. Tardi said that once the Union Leadership gets a recommendation from the attorney regarding the ULP, she might come before the Membership and ask that no one participates in assessment until the matter is settled. A member stated that he served as Assessment Coordinator for his department last semester, and he found that the job is not defined and people do not know exactly what work they're supposed to be doing. Tardi said that is a good point and we will try to address that in the negotiations process.

A member noted that some chairpersons are new and unaware that the Union recently (2007) negotiated an agreement regarding adjunct faculty evaluations. Tardi stated that another member also expressed concern over this issue. She said that she would have the Union secretary send a copy of the agreement to all faculty.

Tardi stated that the work of the Assessment Coordinators varies from college to college. She stated that she told the Dean of Science and Health that there is inequity. The dean investigated by asking the department chairs who are members of our bargaining unit and have no right to negotiate for us. Tardi said that if they do not want to compensate people, they should get the administrators to do the job. Tardi stated that it is not fair when one dean provides compensation and another does not, nor is it fair that when the dean providing the compensation removes it.

Tardi said the matter with the sabbatical committee is ongoing and the next step is to go to a hearing in front of an administrative law judge because the negotiations stalled when the Union identified the inequity. The Union Leadership is also working on another issue involving a member whom the administration believes held two fulltime jobs at the same time. Tardi said they are trying to exact a punishment that is excessive, and at the suggestion of the Executive Board, the member has consulted with our attorney (the fee was less than \$200). If more consultation with the attorney is required, the Membership can vote on whether or not to authorize further funding. A member asked if the person completed an outside employment form. Tardi said the person did update the form to include the job in question. She said that ART is also involved, and the administration wants to get \$21,000 back from this person, in addition to two months suspension without pay.

Tardi stated that individuals the president intends not to retain should be getting a letter shortly. She urged colleagues who receive such a letter to contact the Union Leadership for guidance. She noted that based on the financial outlook of the State, it is obvious that the University will be facing more cuts next year. A member commented that *The Star Ledger* has been reporting that New Jersey will cut \$500 million from the State budget next year. Tardi said the governor recently called for an additional 5% cut, but it is not from education. Tardi noted that higher education has the largest percentage of discretionary funds and that's why she supports top-down accountability. A member asked where a person can find out more details about ethics. Tardi said to go to Human Resources where the policy is specified, and direct any questions directly to John Polding. Tardi said she does not like the fact that members must report volunteer

activities, but the ethics commission ruled that volunteer work must be included. A member stated that she has strong feelings about privacy.

Tardi said the President will notify tenure candidates on 11/3 and 11/10 is the final day to request an in-person interview. The final outcome will be announced on 11/24. Tardi asked the department representatives to please encourage members of their departments to notify the Union of any issues or concerns.

10. Adjournment

A motion to adjourn made by A. Montare and seconded by G. Pope. Approved unanimously. The meeting adjourned at 1:50 pm.

Respectfully submitted,

Jan Pinkston,
Recording Secretary
[Edited:]

LOCAL 1796
At
William Paterson University of New Jersey
General and Executive/Local Council Meeting

Date: November 18, 2008

Location: UC 171, A/B

Time: 12:30 pm – 1:45 pm

Present: S. Tardi, C. Williams, G. Guerrieri, S. Selke, F. Pavese, R. Wolk, L. Mbogoni, G. Pope, M. Williams, K. Martin, K. Martus, K. Asada, J. Carter, S. Wollock, S. Alon, R. Soto, J. Cho, E. Martinez, S. Betts, D. Fengya, T. Newman, K. Louie, A. Montare, K. McNeal, G. Furst, D. Caterina, A. Holpp Scala, J. Matthew, I. DiMaio, C. Simon, E. Goldstein, A. Cheo, M. Rosar, J. Heavey, S. Rienstra, M. Giorgio, D. Van Boerum

Items distributed to the Council and General Membership:

- 1) October 21, 2008 General and Executive/Local Council Meeting
- 2) Membership letters and cards

1. Call to Order

The meeting was called to order at 12:41 pm by Chriss Williams. He explained that Tardi had been delayed by traffic.

2. Adoption of the Agenda

The agenda was modified to put the Grievance Officer's Report at #4, the Negotiation Officer's Report at #5 and the NL Study discussion at #6 if necessary, pending Tardi's arrival. **A motion to approve the modified agenda was made by K. Martus, and seconded by A. Cheo. The motion was approved unanimously.**

3. Approval of the Minutes of the October 21, 2008 General Membership and Executive/Local Council Meeting. A motion to accept the minutes was made by K. Martus and seconded by J. Matthew. The motion was approved unanimously.

4. Grievance Officer's Report

Williams stated that several individuals who have received non-reappointment letters have contacted him. He encouraged department representatives to advise their colleagues to contact the Union Leadership if they are not being retained. A member stated that individuals who are not being retained may not come forward due to embarrassment so the department representative might not be aware of the situation. Williams stated that the matter can be pointed out in a general way if the Union is on the agenda at departmental meetings, and noted that is one reason why it is important to make sure the Union is on the agenda. A member asked if the practice of not reappointing individuals signifies a climate change at the University. Williams stated no, that the University will always have students and the administration has the responsibility to provide qualified faculty

members who are moving forward with the tenure process. Williams stated that mentorship in departments ensures that new faculty members are given the correct information about the tenure process. A member stated that President Speert is on record as saying there are no plans to reduce faculty or to implement furloughs. Another member stated that although he said that, there is a clause in the contract that employment is subject to budgetary considerations. Williams stated that the most recent round of non-reappointments is not something new; the University has a history of laying people off during a financial crisis.

Tardi arrived at 12:52 and began presiding over the meeting.

Williams announced that the Sabbatical Committee grievance has been settled. He explained that faculty members who applied for a one year sabbatical but were awarded only a ½ year sabbatical will be eligible to apply for the one available ½ year sabbatical. Tardi stated that the caveat is that the person who is awarded the additional ½ year will get ½ pay. A member asked if that is a ½ year for the semester or year. Tardi stated that the amount balances out to be ¾ pay for a year. A member stated that if someone applied for a one year, she assumed that the one year would be available. Tardi stated that the Union assumed the same thing, and will clarify this for future committees. Tardi noted that if a person applies for a full year, there should be a certain percentage of one year proposals that are awarded by the committee. She said there was too much flexibility in the hands of the committee. Tardi noted that the important factors the committee should consider are insufficient policy specification and the merit of the research to the candidate's field. She stated that a one year project should be feasible within one year, not able to be completed in ½ year, and we're still negotiating this. A member asked what happens if a person gets zero. Tardi responded that a person who is not awarded is eligible to get a full year in the following year. A member asked if projects can be revised to fit in a shorter timeframe so that a candidate who applies for one year might be awarded one semester. Tardi stated that in the original proposal, a person must specify if the project will require one year or a ½ year, and she doesn't understand how that can be revised. She stated that models and theories are wonderful, but they must be implemented in an equitable manner because revising takes time and requires that another committee meeting take place; that becomes very difficult when there is a calendar to follow. A member stated that 1/7th of the faculty should be able to take a sabbatical every seven years. Tardi stated that the number of sabbaticals is determined by the State, and that only 26 half year sabbaticals will be awarded this year. A member stated that since there are two pools, there should be two committees. Tardi stated that the administration will not agree to two separate committees. Williams stated that two committees are not necessary as long as there are two separate pools. He noted that it is not fair to compare the one year proposals to ½ year proposals by deciding which is more meritorious. Guerrieri noted that one of the sticking points in the negotiations is that the administration wants to lump everyone into one pool. She stated that doing all or nothing is a problem and compromises the idea of having two separate pools. A member stated that he hopes to go on sabbatical next year and is in the process of lining up someone to pick up his quarter of the salary because that is how sabbaticals operate in the college of Science and Health. Tardi said that is another issue that has not been clarified. She stated that a member who

was getting external money applied and received the sabbatical but a person who applied for the one year did not get it. Tardi said there are ways of getting your needs met outside of the sabbatical leave. A member commented that the funds are only a supplement. Tardi asked what is the secret. She stated that if a faculty member can't apply under this program then what are the options? Williams clarified that there is a finite number of sabbaticals in our contract unlike promotions, where the Union leadership presents how many we think should be offered and then the number is negotiated locally with the administration. Tardi noted that the flexibility comes into play because it's up to the committee to decide who gets the ½ year and who gets the full year. A member suggested that the sabbatical process could operate similarly to the promotions and range adjustments process. If you apply for a promotion and receive it, then you do not pursue the range adjustment. A member suggested completing part of the project in a semester and calling it "phase 1." Tardi stated that members don't understand how the committee generally operates because it is a complicated process. They typically want to meet as few times as possible and make a decision. She further stated that if we impose a policy that involves those kinds of layers it will not work. Tardi stated that the individuals applying for ½ year sabbaticals, put together proposals that were extensive and could not have been completed in a ½ year, but the committee didn't even look at that. Tardi stated that the committee needs guidelines, and that the suggestions made here have been great, but the administration will not accept them. A member stated that he would like to see a decision on the one year proposals first. Tardi responded that the committee does not want to make the decision on the one-year proposals first because they want to compare the quality of the projects, rather than comparing the ½ year proposals to the full year proposals. Tardi stated that the committee wants to ensure that the proposals fit the guidelines of the policy, contribute to the respective fields, and are feasible within the timeframe. A member asked for clarification about the new applications for people in the one year pool. Tardi stated that the individuals who applied for a one-year sabbatical but received only a ½ year, will be sent a notification that they can apply in a separate pool, and only one full year will be awarded. They can submit their original proposal; no new information will be required.

Williams distributed cards containing Weingarten Rights information. The cards have information about the three things members should do if they are summoned to attend a meeting with a College/University representative: 1) Ask for an agenda prior to the meeting; 2) Request that a Union representative accompany you to any interview that has the potential to result in disciplinary action; and 3) Always immediately stop and request Union representation if in the process of a meeting, you believe disciplinary action may result. Williams encouraged the department representatives to take a packet of cards back to their department for all members. He reiterated that this is another reason that it is important to have the Union on the agenda at departmental meetings. Tardi noted that it never hurts to contact the Union and that members should know they can always talk to members of the Executive Board "off the record." A member described an incident where he was interviewed by a University official and had no idea that the purpose for the interview was to get evidence that could be used against him. Tardi stated that the Union was naïve a few ago when we assumed that if people are innocent and they answered questions it was no big deal, but since then we have found out that is not the case. She

stated that she is not encouraging members to hide anything, but just reminding people that when in doubt, seek guidance from the Union leadership.

5. **Negotiations Officer's Report**

Guerrieri noted that workshops on tenure and retention and professional staff performance based promotions were recently held. She noted that the sabbatical workshop has been cancelled since negotiations are currently underway and no concrete information is available. Guerrieri stated that the assessment compensation issue is currently stalled because the administration failed to produce the information regarding compensation as promised. She stated the Union leadership will keep moving forward with this issue and will strive for equity across departments. Tardi added that after one and a half years of negotiating this issue, the Provost now claims it is not negotiable. Tardi gave an update on the issue involving the faculty member who was alleged to have two fulltime jobs. She stated that matter has been resolved and the individual was fined \$10,000 and suspended for 1 ½ months without pay. Tardi noted that this took substantial negotiation on the part of Union, and the member was satisfied with the outcome.

Tardi asked the Membership to make note of the email message she sent advising individuals not to participate in advisement. She stated that faculty advisors are being asked to participate in an event called "Show Me Your Schedule" on 12/9, in which students will be certified for graduation. Tardi stated that while she recognizes that the professional staff members in the Registrar's Office are very overworked, this responsibility should not be placed on faculty members. Tardi noted that the administration is claiming that this is a duty and responsibility of the faculty, but it is not; it involves a condition of employment and should have been discussed if not, negotiated with the Union. Tardi said she is currently working with the administration on this matter, and she asked the Membership not to agree to participate until there is further clarification.

6. **Action items**

Tardi stated that in the spring semester, Pavese was elected to serve as the Adjunct Faculty Representative, but he was not officially appointed as the COPE Officer.

A. Montare made a motion to appoint Pavese as the COPE Officer for one year, seconded by K. Martus. The motion was approved unanimously.

Tardi stated that Vince Vicari was approved as Communications Officer, but the amount of compensation was not agreed upon. Tardi explained that Vicari is currently creating a new, interactive website with Wolk's assistance, and since this is a new position it is not clear how many hours the job will entail. She suggested that the Membership approve the amount that was originally budgeted for the position, and then Vicari can write a report on the amount of work and the number of hours required. **A motion to approve Vicari up to 4 credits was made by A. Montare and seconded by Martus. The motion was approved unanimously.**

7. President's Report

Tardi stated that she asked President Speert about the safety task force that was to be formed more than one year ago. Speert said the Chief of Police has been on leave and that the task force will be implemented as soon as he returns. She also spoke to Speert about the dedication of the new faculty lounge to faculty members who are deceased, but dedicated their lives to teaching at our University. She suggested that a committee be formed and criteria established so that the lounge can be dedicated fairly, rather than having rooms and/or buildings around campus that are named after deceased faculty members.

8. NL Study

Selke reported that she had a recent meeting with John Polding, Lou Szucs, Tardi, and representatives from the Council regarding the implementation of the Professional Staff NL Study. The projected date for implementation is January 17, 2009. Selke explained that according to our current contract, any campus without a local NL agreement must participate in a year-long study to determine how many hours Professional Staff members work per week. Selke stated that since President Speert refused to negotiate a local agreement, the study must now be implemented. Selke explained that Professional Staff are very dedicated and project oriented so they don't necessarily have an end to their work week and are often expected to complete projects at no additional salary. She said some supervisors are very agreeable and allow professional staff to take unofficial comp time, but others do not, and this leads to inequity across campus. Selke stated that while the study is voluntary, it is very important that all professional staff members participate. Tardi added that this study can only be implemented one time, and it is extremely important that all professional staff members participate. She said if no one participates, it will become a "dead" issue and can never be brought up at negotiations again. Tardi stated professional staff members will be required to spend 5 -10 minutes at the end of each day (on University time), recording the extra hours they worked. A member asked if the supervisors are aware that the study will take place. Tardi said that once the details are finalized, Human Resources will notify professional staff and will host a workshop for supervisors.

9. Membership report

Tardi asked the department representatives to distribute the letters and membership cards to all members of their department. She noted that they should especially focus on adjunct faculty members because 50% full membership is required or the State can remove adjunct faculty members from the bargaining unit.

10. Treasurer's Report

Tardi, speaking on behalf of Matthews, stated that we will have a small increase in dues beginning in January. She stated that Adjunct Faculty members will now pay dues on a percentage basis, as is the common practice of the other locals in our Council. A detailed letter explaining the increase will be sent out to the entire Membership soon.

11. Adjournment

A motion to adjourn was made by K. Martus and seconded by A. Montare. The motion was approved unanimously. The meeting adjourned at 1:49 p.m.

Respectfully submitted,

Jan Pinkston,
Recording Secretary

LOCAL 1796
At
William Paterson University of New Jersey
General and Executive/Local Council Meeting

Date: December 16, 2008
Location: UC 171
Time: 12:30 pm – 1:45 pm

Present: S. Tardi, C. Williams, G. Guerrieri, J. Pinkston, E. Matthews, S. Selke, F. Pavese, R. Wolk, M. Williams, K. Martin, K. Martus, J. Najarian, S. Wollock, S. Alon, R. Soto, R. Pardi, L. Gazzillo Diaz, E. Martinez, E. Knaus, T. Newman, J. Peterman, A. Montare, K. McNeal, J. Matthew, R. Kearney, C. Simon, E. Goldstein, A. Cheo, E. Phadia, T. Heinzen, C. Goldstein, D. Potacco, M. Rosar, R. Cauthen, M. Giorgio

Items distributed to the Council and General Membership:

- 1) November 18, 2008 General and Executive/Local Council Meeting Minutes
- 2) Agreement regarding the 2007-20087 Sabbatical Committee Recommendations Concerning Applications for Full Year Sabbaticals

1. Call to Order

The meeting was called to order at 12:46 pm.

2. Adoption of the Agenda

A motion to modify the agenda to move (#8) Adjunct Faculty Officer's Report to #4 was made by K. Martus, seconded by J. Peterman. Approved unanimously.

3. Approval of Minutes of the November 18, 2008 General Membership and Executive/Local Council Meeting. A motion to accept the minutes was made by K. Martus and seconded by J. Peterman. Approved unanimously.

4. Adjunct Faculty Officer's Report

Pavese announced that he has been working with Ellie Goldstein, Chair of the Membership Committee, to prepare membership letters. He asked the department representatives to encourage everyone, including adjunct faculty members, to become full members of the Union. Pavese reported the he recently met with John Polding concerning a change in the pension choices for adjunct faculty members. Current adjunct faculty members will have the choice of remaining with the PERS system or switching over to ABP, while new adjunct faculty members will be automatically enrolled in the ABP system. The changes are slated to take place in the spring and all adjunct faculty members will be contacted by Human Resources and will receive a letter from the Union outlining the changes. Pavese noted that

those who choose not to make an election may lose benefits. He asked the department representatives to be sure and report this information to all adjunct faculty members. Tardi added that adjunct faculty members should also be reminded to use the university email system and to frequently check their email. A member asked if it is possible to run a workshop regarding the pension changes. Pavese stated that the information was printed in the November 8th issue of *The Voice*, and he plans to send a copy of that information to all adjunct faculty members. Tardi noted that it is very difficult to get a substantial number of adjunct faculty members together in one place at one time. Pavese agreed that scheduling is a problem, and stated that one of his objectives is to scan the article and send it out with the email message. Tardi noted that in light of the budget situation, there was a misunderstanding about whether or not there have been blanket cut-backs on the use of adjunct faculty members. She stated that she does not believe that blanket cut-backs have taken place. Pavese said to encourage the administration to consider the ethical aspects of retaining good adjunct faculty members who have been at the university for a long time. Tardi said that due to the fiscal crisis, the administration wants to fill classes to the maximum instead of hiring adjunct faculty members for the spring semester. She further stated that she hopes the administration will be conscious of the short term and long term effects their decisions have because adjunct faculty members are needed at this institution.

5. Announcements

Tardi wished everyone a healthy and happy holiday season and a restful break. She cautioned the Membership about responding to what she calls “in-fighting” on the University server. She said that specifically, turf wars are taking place in response to the GE issue, and from her perspective as a Union leader, she believes it is best for the administration to know as little as possible about the disagreements that take place among faculty and staff members. In a discussion with the Provost, Tardi noted that the method being used to discuss the GE changes is ineffective.

6. President’s Report

a. State and University Fiscal Concerns

Tardi expressed her concerns over the current fiscal crisis nationwide and particularly the crisis in the New York metro area. She anticipates that next year will be extremely difficult and stated that Council has already mentioned that the governor is considering cancelling the State contracts, and that all the State colleges might be facing an additional 10% decrease in funding. Tardi noted that while we were able to absorb this year’s decrease in State funding, we cannot raise tuition significantly and risk making ourselves non-competitive. Tardi said the biggest discretionary funds in New Jersey are in higher education and she is worried that the State will attempt to implement a mandatory furlough. Tardi said we need to show how professors and other higher education workers in this State serve students and serve them well, and that’s one reason why branding, advertising, and marketing are so crucial. Tardi expressed her dissatisfaction with

the new marketing campaign, stating that it was put on the table before being shown to the faculty and the administration spent \$1 million to figure out that we have an image problem. She noted that during the last budget crisis, she was able to counteract the furlough by suggesting that the winter session be implemented, and it has turned out to be quite lucrative for the University. Tardi stated that while the Union was able to negotiate a decent number of promotions and range adjustments, there are never enough slots available. She further stated that Union Leadership was able to increase the number promotions and range adjustments from the number the administration had planned on making available. Tardi said that President Speert recently made a comment about the unusual number of faculty members who were tenured (there were 26 this year). Tardi reminded the Membership that prior to hiring individuals, department members should make sure they are a good fit because it's not fair to relocate people so we can "try them out." If they are not a good fit or if there are reservations about them, they should not be hired in the first place.

Tardi said the Provost told her the State has mentioned the word furlough, and she considers this to be a quick and dirty solution to the fiscal problems. She encouraged the Membership to think of other ways of reducing spending and increasing revenue, and stated that anyone with ideas should put them forward. A member stated that he thinks cutting sections of courses is going to irritate students, and if they can't get the classes they want and/or need, it could impact retention. Tardi said the Provost assured her that classes that are necessary for timely degree completion will not be cancelled. Tardi noted that her concern with the cancellation of classes is equity since it is left up to the deans to decide what classes are cut. Tardi said she wants the Union to establish criteria for cancelling classes, and apply it fairly across the board. Tardi said she told the Provost that if the registration window was open longer more classes might fill. The Provost told her he wanted to close them now and would reopen them if necessary. Tardi asked the Membership to make the Union Leadership aware of cancelled classes and any inequities that occur. A member asked what happens when classes are cancelled resulting in a faculty member going below load. Tardi responded that a faculty member cannot go below load because the chairperson must find a course for them to teach. She noted that due to managerial prerogative, it may not be a course or a schedule that the faculty member desires, but the chair must find a course for them to teach as no one can be paid less. Tardi said the chairperson might also "bump" an adjunct faculty member from a course in order to give it to a fulltime member, and she urged department representatives to discuss the importance of respecting adjunct faculty members. A member commented that faculty members must have a 24 credit load during the entire year, so it is possible to teach a reduced load during one semester and make it up during another semester. A member asked if it is possible to combine similar graduate and undergraduate courses. Tardi questioned the ethics of combining graduate and undergraduate classes for fiscal reasons. She said this issue was recently discussed at the Faculty Senate, and she is aware that this practice occurs at other universities, but it has not been the practice at William Paterson. Tardi noted that

it is unfortunate that many of our members are not fully aware of their rights and/or don't know about all the policies so they tend to just go along with whatever they are told without questioning anything.

b. Outside Activities Report

Tardi stated that there have been a number of questions and concerns about the outside activities report. Williams said he researched the matter, and that a primary concern is whether or not our internal ethics form follows the state's mandate. He found that two documents exist; one for our institution, and one for the State. He noted that the institutional form is the one that everyone uses and it incorporates the State form. Williams noted that there does not seem to be any significant differences in the two forms. Tardi noted that the Union and the administration fought this issue about two years ago because the State Ethics Board developed the policy without considering its application to faculty members. Tardi commented that the request for information about voluntary service and household information is very intrusive. A member questioned the survey that was recently distributed by HR regarding race and ethnicity. Tardi said she will check with the Council about this because they did not identify it to the Union as a State requirement, nor did they provide a reason for it. Tardi said there is no need to complete the form until the Union has had a chance to do research on it. A member stated that he opposes the form, so he opened the document, didn't check off anything, and closed it.

c. Banner Security Issue

Tardi said that over the course of a recent five day period, individuals in the College of Education were able to access student and faculty names, phone numbers, addresses, and social security numbers in Banner. After an investigation, it was determined that only two people accessed the system and they did not appear to have suspicious purposes for doing so. Tardi stated that she considers this to be a breach of security and she is very concerned about how this was allowed to occur, and what problems may occur in the future. She has been told by the administration that they're "working on it." Tardi said the Union will follow through with this matter.

d. Professional Staff NL Study

Tardi noted that a year-long study regarding the hours worked by Professional Staff members is about to be implemented. She urged Professional Staff to participate in this study and she warned that unless a significant number of Professional Staff members participate, the Union will not be able to address the issue in future contracts. Selke stated that a letter outlining the details of the study will be sent jointly from the administration and the Union. She urged all Professional Staff members to participate in the study which will allow the Union to gather data on how various offices across campus handle the sometimes large number of hours worked by Professional Staff members. She noted that timesheets will not change, but Professional Staff members will be required to complete a paper form (on work time), and submit it to their supervisor for

approval. After the supervisor signs the form, the supervisor will have the responsibility of submitting the form to Human Resources and they will provide a copy to the Union. A member suggested that Professional Staff members also make a copy of the form for themselves. Tardi stated that she cannot stress enough how important it is that that all Professional Staff members participate in the study. Guerrieri noted that this is not intended to be antagonistic toward a person's supervisor; it is merely to demonstrate how much time the Professional Staff put in each week and how the matter in handled in various departments.

e. Scholarships

Tardi reported that this year our Local will be awarding a number of scholarships totaling \$5,000: one from AFT Council (\$1,000), two AFT scholarships from our Local (\$1,000 each), and two Irwin Nack scholarships (\$1,000 each). The Union office will soon begin advertising the scholarships. Tardi said that anyone wishing to serve on the scholarship committee should notify her. When applying, students will be required to write an essay about what unionism means to them.

7. Grievance Officer's Report

a. Retention and Tenure Results

Williams reported that approximately six people were notified that they were not being retained. Of those requesting Union assistance, one individual had their decision was reversed. He said this number is in line with what usually occurs, and he stressed the importance of mentoring new members to give them less chance of being placed in this position.

b. Sabbatical Leave Resolution

Williams stated that the Union filed a grievance regarding last year's sabbatical leave process, and the 12 members who applied for a full year sabbatical but were only awarded a ½ year, were invited to reapply for one remaining ½ year position. Tardi will serve as the observer on the committee. Due to the persistence of Union Leadership, this issue involving the sabbatical leave process was resolved.

Williams described an incident that ended up being a misunderstanding between two members. He said issues between members are very difficult to resolve, and the Union is here to mediate those types of disputes. A member commented about the tenure results and described an instance that occurred in the past when a person was not recommended for tenure in his department. The member stated that he went back to the previous letters written about this person and was able to point out the individual's track record which resulted in the decision being reversed. Tardi noted that is why it is important to give colleagues feedback and point out some of the areas in which they need improvement, rather than waiting until they are in their third year to let them know that issues exist. Tardi further stated that the policy requires that mentoring be done by the retention and tenure committee. A member asked when a person is denied tenure, is that position frozen, or is it offered to another individual who may not be up to par for tenure. Tardi responded by saying that if a person is not qualified, then they should not be

retained. The president has the right to notify a person even in his or her fifth year that fiscal constraints do not allow for their tenure.

8. Negotiation Officer's Report

a. Sabbatical Leave Policy Update

Guerrieri reported that negotiations are still underway regarding the sabbatical leave policy, and the sticking point is that the administration will not agree to two separate pools. Tardi added that the Union requested that the applicants are put in two separate pools to be ranked, prior to being discussed, examined, and awarded. Tardi noted that a person cannot apply for a one year sabbatical and be eligible for the ½ year.

b. Assessment Coordinator Compensation Update

Guerrieri reported that negotiations regarding the assessment coordinator compensation have stalled. She said that after working on this issue for close to two years with no resolution, the Union is considering telling the Membership to cease assessment activities until the matter is resolved. Tardi stated that one issue is that assessment is not the same in each department; in some cases more advanced work is necessary, while in others it is almost to the point of maintenance. Tardi further stated that individuals coordinating assessment efforts deserve to be compensated at a rate of no more than 3 credits per year; some individuals were being compensated and others were not.

9. New Business

A member stated that he received a memo about paid family leave, but the memo failed to express what the percentage is. Tardi said she would look into this and send a clarification. Another member encouraged everyone to support the Employee Free Choice Act (EFCA), a union organization tool that allows employees to form and join labor unions. More information about EFCA is available on the national AFT website (www.aft.org).

10. Adjournment

A motion to adjourn was made by A. Montare, seconded by J. Matthew, and approved unanimously. The meeting adjourned at 1:50 p.m.

Respectfully submitted,

Jan Pinkston,
Recording Secretary
[Edited:]