Personnel Services Committee  
October 19, 2006

Members Present: David Babel, Richard Bautista, Myrtho Blanchard, Janet Bush, Fran Emory, Charlie Errico, Barbara Hatheway, Bruce Mann, Mitch Markon, Maria Nieto-Shahsavarian, Irene Osterman, and Nancy Wyatt.


Call to Order: Charlie Errico called meeting to order at about 2:10 when a quorum had assembled. He asked that members introduce themselves. He announced that the Manassas faculty representative dropped out. He also announced Fran Emory’s resignation as of October 24, 2006.

Meetings will continue to be held on third Thursday of every month at the Annandale Provost’s office. Next meeting is scheduled for November 16, 2006 at 2:00 p.m.

Charlie proposed and the committee agreed that the committee should gather for a brief meeting on December 7, to discuss faculty sabbatical and classified staff emeriti. An article should go out in the Intercom reminding staff of the December 1 due date for the Presidential sabbatical. Patti Hill will send applications to the committee by December 6, and members should have a decision by the January 07 meeting. Classified emeriti decision should be decided the same day.

The committee discussed the salary studies/increases and raised the following point:
- PSC should make recommendations early in the process.
- Ask that we document and communicate impact of past and current increases and show progresses, if any, made.
- Future studies should focus on Administrative Faculty, and more specifically on the Deans.

Other general recommendations and discussion:
- Sub-committee formed to work on Telecommuting Policies for teaching faculty (B. Blois, D. Wilson, and M. Blanchard as possible members)
• Academic Dean Council recommended amendment to the 5 credit hours per semester requirement. This discussion revolved around the difference between the amount of credits professional and administrative faculty can teach vs. teaching faculty. (I have reviewed the policy, and discovered that administrative faculty can only teach a total of 8 credits per fiscal year). Charlie recommended that a recommendation be forwarded to the Faculty Senate.
• Consider adding summer pay for 9-month teaching faculty to retirement salary.
• Speak with Nan Peck regarding modification of faculty orientation.