Members Present: Jami Bryan, Bruce Carroll, Shaoyu Chi, Julie Dyer, Randall Edwards (ex-officio member), Charles Errico, Jean Hogan, Shelli Jarvis (ex-officio member), Marya Johnson, Tamatha Lambert, Fred Markham, Nan Peck, Charles Scarborough, Ruth Stanton, Dwayne Treadway, Kathy Weiner, and Martha Wheeler.


The meeting was called to order at 2:05 p.m.

I. Vice President’s Report – Randall Edwards reported that, pending a budget status meeting between Dr. Templin and VP Garcia, an announcement will be made in February that the addition of several positions will be approved and added to the college in the Fall of 2011. He also reported that none of the reductions (2%, 4%, 6%) requested by the Governor were included in the budget submitted to the General Assembly. The final budget, however, is subject to approval by the General Assembly which is currently in session. In addition, the General Assembly is considering the Governor’s retirement recommendations.

Shelli Jarvis reported that the Compensation Committee met in December to consider the proposal for 3% increases in P-14 and student hire wages and adjunct faculty credit hour rates. Dr. Templin has agreed to the increases and the packet will be presented at next week’s Administrative Council meeting for final approval. The pay increases for P-14’s and student hires, if approved, will take effect in the next pay period. For adjunct faculty the credit hour rate increases will take effect for the Spring semester.

An increase for adjunct faculty who fall below the 85% of the NOVA range was recommended. This would mean that all but 86 would receive an increase in pay per credit hour. A 2% increase in the base rate per credit hour for future hires has been agreed to by Dr. Templin and will be presented to the Administrative Council for approval. The increase would be effective starting the Spring 2011 semester.

II. Vice Chair’s Report - Julie Dyer, Vice Chair, reported that the Classified Subcommittee of PSC received twelve nominations for Classified Emeritus status for 2011. All twelve nominees were qualified and were recommended for approval. Dr. Templin endorsed the subcommittee’s recommendation.

The committee discussed the existing policy that requires retiring faculty lose their email privileges until such time as they are classified Emeriti. It was suggested that the Personnel Services Committee should consider a proposal to change the policy so that retiring faculty retain their email privileges regardless of Emeriti status. A motion was made and seconded to initiate
such a proposal for consideration by the committee. Nan Peck and Charlie Scarborough volunteered to put together a proposal for the next meeting to address this issue.

III. Chair’s Report – Dr. Errico announced that the three Presidential Sabbatical Awardees were Patrice Fleck, Therese Aylward, and Michael Turner. The public announcement has been made and will be published in the Intercom. Dr. Errico also proposed, and the PSC concurred, that future nominees should give their presentations at the annual PUP Conference in addition to the presentations they presently make at Convocation.

Dr. Errico announced that the Service Awards Luncheon would be held on Friday, April 1st, 2011 at the Waterford in Springfield. He noted that the change of date to hold the luncheon on a Friday was a direct result of the recommendations made by the PSC. It is anticipated that more faculty will be able to attend. Pending approval by Drs. Templin and Gabriel, it is hoped that there will be enough money to advertise a “one free guest” option to bring in more attendees.

Dr. Errico is going to suggest that the Compensation Committee take the Salary Equity Proposal for review and consideration.

Dr. Errico referred the committee to David Mastropaolo’s email dated January 12, 2011 regarding Assistant Dean training which is to be held in three sessions: Friday, February 4, Friday, February 11, and Friday, April 1, 2011.

There are 22 one year restricted faculty positions. It was determined that if restricted faculty apply for and are selected as full-time faculty, for purposes of years of service, they will be credited for the one year of restricted service.

IV. Substitute Faculty Compensation – Fred Markham indicated that there were still a lot of questions to be resolved and indicated that he would conduct more research and report back to the PSC next month.

V. Faculty Increase and Retirement Contributions – Ruth Stanton reported that the proposal to require employees to contribute 5% of their salary to retirement is being presented at the General Assembly for legislative action. The Governor’s proposal to increase salaries by 3% across the board with a possible 2% bonus at the end of the year actually represents a decrease in pay for faculty. The committee discussed ways it could present proposals which would allow for a unified voice to legislators to let them know this is unacceptable. Motions were made and seconded that the following proposals be presented to the College Senate on behalf of the PSC:

- The PSC strongly opposes any reduction in the Virginia State contribution to the retirement funds for State employees, since this would be a breach of faith in their commitment to contribute to the fund in lieu of a pay increase, promised in 1983.
- That the Senate Constituency Committee be reinstated and staffed so it can fight on behalf of the college.
It was suggested that perhaps the College Senate could organize a way for individuals to contact legislators directly on this matter. Dana Kauffman is the point of contact who would act as a bridge between individual faculty members and the General Assembly.

VI. Faculty Office Hours – Dr. John Dever requested that the PSC address the issue of faculty office hours so that there is continuity between the campuses in how faculty address office hours. Per the Faculty Handbook, faculty are required to offer student 10 office hours – 5 hours are to be held in a fixed location and 5 hours can be offered in a more flexible method such as email, telephone, etc. The Instruction and Students Services Committee has requested that the PSC review current policies and consider revising them to allow more latitude for Deans to negotiate with faculty. It was noted that some Deans are very specific about where fixed office hours should be held. The matter was carried over to the next meeting of the PSC to see if a compromise position could be met.

VII. Hiring of Professional Faculty on a Temporary Basis – Tamatha Lambert reported that she met with Shelli Jarvis on this issue. HR has the capability to address this problem through the P-14 process.

VIII. Workshops in Emergency Preparation – Nan Peck recommended that Emergency Preparedness Training should be mandatory. It was also recommended that the training should be devised by the Chief of Police (Dan Dusseau) and the Director of Emergency Preparedness (Will Flagler).

IX. Adjunct Pay Periods – This item was not discussed.

X. EWP Performance Ratings – This item was not discussed.

XI. Race/Ethnicity Identification – This item was not discussed.

The meeting was adjourned at 3:30 p.m.