

Faculty Welfare Committee (FWC):

The Faculty Welfare Committee for the 2010-2011 academic year consisted of: Rochelle Ruffer, Lisa Durant-Jones, Yousuf George, Laura Riddle, and Becky Fahy. Peg Ferber, Sara Varhus and Jo Ellen Pinkham were ex-officio. Becky was a member for fall semester only due to maternity leave. The FWC was truly a collaborative effort from all members: Rochelle chaired the committee, Lisa attended all FEC meetings, and Laura took the minutes of all but the first two meetings.

FWC met a total of nine times throughout the 2010-2011 academic year on 7/15, 9/13, 9/28, 10/15 (faculty only), 11/9 (faculty only), 12/3 (faculty only), 1/11, 3/1 and 4/5. Minutes from the nine meetings are pasted below.

To summarize, our main accomplishments were:

(1) Market Adjustment of Full-time Faculty wages

The faculty on FWC worked with Jo Ellen Pinkham and Sara Varhus on the methodology for a market-based adjustment to faculty salaries. We began this conversation in the Spring 2010 semester and continued over the summer. Faculty receiving market adjustments were notified during the first week of October. FWC provided input to Jo Ellen about the methodology, presentation to the faculty and the wording of the letters to faculty who were and were not receiving market-based adjustments.

(2) Summer Stipends and Summer Teaching Pay

The committee ranked this issue as the top issue for our committee. The faculty members of FWC met three separate times to draft a proposal for consideration by Sara, Peg and Jo Ellen about summer stipends. After presentation of this proposal to the entire FWC in January, we agreed that background information needs to be collected. FWC worked with Jo Ellen to create a survey regarding summer stipend pay to be sent to comparable institutions. The committee will begin analysis of the data in September and continue to move this issue forward.

APPENDIX:

(1) Faculty Welfare Meeting Minutes: July 15, 2010 from 1:30 – 2:30 p.m.

Present: Joseph DaBoll-Lavoie (outgoing committee member), Lisa Durant-Jones, Yousuf George (incoming committee member), Rochelle Ruffer (chair), Jo Ellen Pinkham, Peg Ferber, Sara Varhus

Absent: Becky Fahy (vacation) and Laura Riddle, incoming member (clinic)

The purpose of this meeting was to discuss the methodology for the analysis of faculty salaries. We reviewed the data and methodology. Jo Ellen then shared preliminary aggregate results (costs, number of faculty, distribution across ranks). We agreed that we would ask to be on the September 17th faculty meeting to explain the process and methodology with the faculty and that we would meet approximately a week before to review the presentation and aggregate results.

(2) Faculty Welfare Meeting Minutes: September 13, 2010 from 11 a.m. – 12:15 p.m.

Present: Lisa Durant-Jones, Becky Fahy, Yousuf George, Laura Riddle, Rochelle Ruffer (Chair), Jo Ellen Pinkham, Peg Ferber, Sara Varhus

Prior to the meeting, Jo Ellen shared the power point presentation she planned on using for her presentation to the faculty on Friday Sept. 17th regarding faculty market adjustments to salary. She also shared the letter that all faculty will receive regarding whether they qualified for the market salary adjustment.

The meeting focused on providing input to the power point presentation and letters. The committee provided a great deal of feedback to Jo Ellen. Given time constraints, it was agreed that Rochelle would review any revisions to the presentation.

(3) Faculty Welfare Meeting Minutes: September 28, 2010

Present: Rochelle Ruffer (Chair), Lisa Durant-Jones, Becky Fahy, Yousuf George, Laura Riddle, Jo Ellen Pinkham, Sara Varhus

Absent: Peg Ferber

1. The 7/15 and 9/13 meeting minutes were approved
2. The committee members reported that feedback about salary adjustments presented at the 9/17 faculty meeting was positive. A representative from the Academic Affairs subcommittee had questions about the salary letter. Some clinical faculty expressed surprise that there were no clinical faculty lines to compare them to. However, Sara reported that the clinical faculty salaries were leveled based on local market, position qualifications, and internal data.
3. The salary adjustment letter was reviewed and some wording changes made.
4. Jo Ellen provided an update of CBRAC as follows:

- a. Health care plans – CBRAC reviewed proposals from Excellus regarding plan options
 - i. There will be a less than 6% overall increase in premium rates across the three plan offerings.
 - ii. There will be a change to the basic level health care plan (blue Healthy Choices) because due to Federal health care reform (PPACA), essential services, including prescription drug riders, can no longer have annual (or lifetime) caps. Instead, there will be a \$7 generic co-pay and then employees will pay full cost for any brand drugs.
 - iii. There is consideration of adding another plan which would be between the basic plan and the EPO plan that would have a full drug rider with co-pays.
 - iv. There are 202 employees/families on the basic plan. There will be a targeted communication to employees on the basic plan informing them that the prescription drug coverage rider their plan will change.
 - v. A worksheet will be provided with information about the drug benefit to help employees determine which plan might work best for them.
 - b. Dental plan – the dental plan may change to offer a high and low plan with a possible change in carrier, possibly MetLife. RFPs were sent and the CBRAC is discussing the options.
 - c. There are changes to the flexible spending accounts in that what is allowed has changed – for example, over the counter drugs will no longer be reimbursable
 - d. All plans will be written extending coverage of dependents to age 26 years.
 - e. The Health Fair will be held on October 28 and 29 with open enrollment targeted for November 1 to 21. Lynne Allen from Mercer and Jo Ellen will give the presentation to the staff.
 - f. In the future, CBRAC will address the tuition programs (remission and exchange) and post-retirement benefits.
5. Goals for next year were discussed as follows:
- a. Summer teaching compensation. The committee has been asked by the FEC and faculty to address this issue. It was suggested that a model for compensation be developed. Lisa requested that this be a high priority item.
 - b. Summer stipends. It was suggested that a process be developed that is transparent and equitable. This is a broader issue than just summer as stipends are requested throughout the year. Sara indicated that it would be difficult to put a strict policy in place.
 - c. Travel funds. Yousuf indicated that the high cost of travel to conferences makes it difficult for some faculty to attend conferences.

- d. Workload Initiative. There was some discussion about the purpose of the workload initiative. There seems to be a lack of communication to departments about how this process works and who is eligible to apply for a workload release.

(4) Faculty Welfare Meeting Minutes: October 15, 2010: 12 – 1:30 p.m.

Present: Rochelle Ruffer (Chair), Lisa Durant-Jones, Becky Fahy, Yousuf George, Laura Riddle,

Absent: Jo Ellen Pinkham, Sara Varhus, Peg Ferber (at our request)

1. The 9/28 meeting minutes were approved.
2. James Fenwick attended the meeting to provide information about faculty concerns regarding summer salaries.
3. The meeting focused on the reasons why summer salary increases should be considered.
4. It was decided that additional data are needed before a proposal for increased summer salaries could be made.
5. Those present will collect data from other colleges regarding how they determine summer salaries and bring to the next meeting.

(5) Faculty Welfare Meeting Minutes: November 9, 2010: 2:30 – 4 p.m.

Present: Rochelle Ruffer (Chair), Lisa Durant-Jones, Becky Fahy, Yousuf George, Laura Riddle,

Absent: Jo Ellen Pinkham, Sara Varhus, Peg Ferber.

1. The 10/15/10 meeting minutes were approved.
2. Jo Ellen sent word that the CBRAC committee will reconvene in early 2011 to begin addressing post-retiree benefits and tuition benefit programs.
3. Rochelle reported that it is unlikely that the college will approve a summer salary increase for FY 2012 due, in part, to the following:
 - a. Graduate credit hours are under budget
 - b. Revenue from room and board is under budget
 - c. Financial aid will be larger than expected
4. Data from other colleges, both within New York and from other states, were reviewed.
5. Those present discussed various options for summer salary increases. The pros and cons of different models were discussed.
6. Rochelle will draft a proposal that will be presented at the next meeting.

(6) Faculty Welfare Meeting Minutes: December 3, 2010: 12- 1:30 p.m.

Present: Rochelle Ruffer (Chair), Lisa Durant-Jones, Becky Fahy, Yousuf George, Laura Riddle

Absent: Jo Ellen Pinkham, Sara Varhus, Peg Ferber.

Note: Faculty met by themselves to discuss the summer salary issue.

1. Rochelle reported on her meeting with the Deans regarding the summer salary issue.
2. The summer salary proposal was discussed and changes made.
3. Rochelle will revise the proposal which will be presented at the January meeting.

(7) Faculty Welfare Meeting Minutes: January 11, 2011, 2:30 – 4 p.m.

Present: Rochelle Ruffer (Chair), Yousuf George, Laura Riddle, Jo Ellen Pinkham, Sara Varhus, Peg Ferber

Absent: Lisa Durant-Jones

1. Reviewed and discussed the Proposal for Summer Teaching Compensation
2. It was decided that the following questions need to be explored before the document can be acted upon.
 - a. Do summer salaries differ based on...
 - i. Required vs non-required courses
 - ii. Adjunct vs full-time faculty
 - iii. Graduate vs undergraduate courses
 - iv. Faculty rank
 - v. Academic discipline
 - b. How does summer related to the academic year?
3. It was decided that a more complete benchmarking survey needs to be conducted.
4. Rochelle raised faculty concern about the timing of the IDEA course evaluations. Many faculty felt that they were conducted too early in the semester.
5. Action Items:
 - a. Jo Ellen will construct a benchmarking survey.
 - b. Sara will begin discussing the above questions with the Deans.

(8) Faculty Welfare Meeting Minutes March 1, 2011: 10:45 a.m. – 12:15 p.m.

Present: Rochelle Ruffer (Chair), Lisa Durant-Jones, Yousuf George, Laura Riddle, Jo Ellen Pinkham, Sara Varhus, Peg Ferber

1. The minutes from the January 11, 2011 meeting were approved.
2. Jo Ellen reported that the CBRAC committee is addressing post-retiree medical benefits and the tuition remission and tuition exchange programs.
3. Jo Ellen presented a rough draft of the summer stipend survey. The form was reviewed and changes made. The survey will be sent to Rochester area colleges. In addition, it was decided that we should send the survey to colleges in the area

- that have graduate departments comparable to the ones at Nazareth. Committee members will ask other departments about colleges with comparable programs (i.e., PT, OT, Nursing, Social Work, CAT, Education and Management).
4. Sarah presented some factors that need to be considered in exploring summer salaries.
 - a. Summer compensation is primarily a graduate issue
 - b. Most graduate programs offer summer courses or have year round programs
 - c. Need to determine the nature of the work in the summer (e.g., teaching vs supervising)
 - d. Need to differentiate pay per course vs. need for full-time faculty
 - e. Simplify the pay categories for adjunct/per course teaching
 5. It was decided that we should communicate the progress the committee has made on summer salary compensation to the faculty.
 6. Sarah reported that travel compensation will be increased to \$500 per faculty.

(9) Faculty Welfare Meeting Minutes, April 5, 2011: 10:45 a.m. – 12:15 p.m.

Present: Rochelle Ruffer (Chair), Lisa Durant-Jones, Yousuf George, Laura Riddle, Jo Ellen Pinkham, Sara Varhus

Absent: Peg Ferber

1. The minutes from the March 1, 2011 meeting were approved.
2. Discussed the Civility Task Force and whether the Faculty Welfare Committee would be the appropriate committee to implement the task force recommendations.
 - a. Laura will discuss this with the FEC
 - b. There are processes in place for dealing with respect and diversity which may need to be communicated to faculty and staff
 - c. Sara suggested that there could be a Faculty and staff assembly day devoted to civility
3. Jo Ellen reported that the CBRAC committee met on April 1, 2011
 - a. The committee discussed tuition remission and tuition exchange. Changes to eligibility for tuition remission are going forward.
 - b. Their next issue is post-retiree medical benefits for Tier 3 employees
4. Jo Ellen updated the status of the summer stipend survey
 - a. Need to get information about colleges with comparable programs for OT and PT
 - b. Need to get survey sent out by April 22
 - c. Next step is to analyze the survey results and develop recommendations for how to proceed. The plan is to collect the data over the summer so the committee can consider this in the fall.