

**APSCUF MEMBERSHIP MEETING  
December 2, 2008  
Common Hour - SWC 111  
MINUTES**

President Jace Condravy called the meeting to order at 12:30 PM.

- I. Approval of October 30, 2008 Minutes: Susan Parsons/Deb Cohen made motion to approve as written. Motion passed unanimously.
- II. Review of Performance Review for Probationary Faculty and Tenure Guidelines:
  - A.) In page #1, discussion on item #1 that second year probationary faculty member will need student surveys for all classes for two semesters. Also, in page #1, discussion on item #5 that Provost Bill Williams rejected the phrase, "A representative sample," and that is why the phrase is included [in delete marks].
  - B.) In page #2, discussion on item #5 which states that "student surveys for all classes" must be submitted. "Numerical summaries" are not included in the language, but these may represent faculty performance positively, and it is usually in the faculty member's best interests to include.
  - C.) In page #3, the passages that are highlighted represent APSCUF proposed language.
  - D.) In page #2, Bill Williams agreed that the "Year one and year two student surveys for all classes" has been deleted (in deleted marks).
  - E.) In page #4, note the deleted marks.
  - F.) In page #5, a compromised was reached as listed in item #2 including inclusion of subsection #d which reads "all the data included in the applicant's Fifth Year Probationary Performance Review file to demonstrate performance in Effective Teaching, Continuing Scholarly Growth, and Service"; in other words the faculty member needs make two copies of the fifth year probationary performance review file to submit with tenure application.
  - G.) In page #6, Bill Williams also rejected the "double dipping" language as reflected in subsection #o, in deleted marks, [Members of the university-wide committee may neither participate in the discussion nor vote on the committee's recommendation if, in the current year, they have already evaluated the candidate as department chairperson, or as a member of the

department evaluation/tenure committee]. Jace Condravy mentioned that there is some precedent against the “double dipping” concept, but there has never been a grievance filed pertaining to it.

H.) Motion to approve the “Performance Review for Probationary Faculty and Tenure Guidelines” made by Wilma Cavill and seconded by Amy Walters but contingent upon the adding of the same explanation on how student evaluations for clinics and studio classes are represented as on the promotion document. Discussion: Note: Language needs to be added that was brought up by the Music & Art Departments and Jace Condravy will ask Bill Williams about it. Motion approved.

III. Announcements:

- A.) Optional inclusion of official APSCUF statement for syllabi: “APSCUF is the Association of Pennsylvania State College and University Faculties. We uphold the highest standards of teaching, scholarly inquiry, and service. We are an organization that is committed to promoting excellence in all that we do to ensure that our students receive the highest quality education.” Faculty members may include the APSCUF statement in their respective syllabi if desired.
- B.) Dec. 5<sup>th</sup> APSCUF Social: Deb Cohen announced the social, asking for volunteers to help set up beginning at 3:00 pm; the social will be held at the Ski Lodge.
- C.) Jace Condravy also mentioned that Tom Percy will be taking a two-year leave to become a historian for the White House and the CIA and that he will be moving to McLean, VA.
- D.) Motion to adjourn made by Itzi Meztli and seconded by Deb Cohen.