

register your contact information with the service. The news report said that about 20% of students have registered.

To receive Pitt's emergency messages, one must register with the service. The instructions are to: 1) Open the Pitt web site; 2) click on my.pitt.edu and log in; 3) click on the Emergency Notification button; and 4) register your contact information. One phone number must be registered in order to receive the messages.

After last week's emergency, President Baker received an email from Stephen Hirtle in the School of Information Sciences who wondered why the emergency messaging service does not work with Pitt phones. President Baker asked the Assembly members if anyone knew the reason for this. No Assembly members offered an answer. Assembly Member Hartman reported that while the emergency notification contact information requires phone numbers other than one's office, cell phones are not an option for faculty and staff whose cell phones do not work in their office.

Food Services Department Presentation. Pitt's Food Services Department will give a presentation on their catering services at noon on October 16 in room 1228 Cathedral of Learning. Those who wish to attend should RSVP to Lori or Cindy in the Senate office at x4-6505 or contact them through email. This is a good opportunity to learn more about Pitt's catering services and to sample some of their food offerings. Immediate Past President Frieze added that Assembly members are welcome to invite their staff as well.

Faculty Newsletter. The Fall Faculty Newsletter was sent out yesterday. Members should let one of the officers know if they have something to contribute to the next newsletter. Approximately one newsletter per term has been distributed.

Senate Educational Policies Committee Update. The Senate Educational Policies Committee met on September 18 and discussed the issue that was referred to them from the September 11 Faculty Assembly meeting on whether Pitt faculty should be prohibited from receiving royalties on their authored textbooks and other materials sold to University of Pittsburgh students. President Baker attended the meeting; the discussion mirrored the points that were brought up at Faculty Assembly. The Committee decided to invite Vice Provost Bob Pack to its October meeting to discuss the issue further, especially whether the Pitt bookstore could make the

Assembly members should email their concerns to President Baker or Senate Educational Policies Committee Chairperson Judith Erlen. Members also are welcome to attend the next Senate Educational Policies Committee meeting, which will be held Tuesday, October 30, from noon-1pm

<p>arrangement with publishers to deduct the royalty fee from faculty books sold in the bookstore. President Baker was not sure if they would reach a conclusion before the next Faculty Assembly but they would report to the Assembly in the future.</p> <p>Assembly members discussed this issue further. Assembly member Munro asked if the University deducts the fee, where would the money go. Would a discount be passed on to the students, or would the publisher benefit from that. President Baker replied that no royalty fee would be associated with books sold in the Pitt Bookstore. The price of the book would go down by the royalty fee. Assembly member Pike noted that some of the books a faculty member works on as an editor have certain expenses associated with publication of the book, which the faculty member recoups through his royalties. Until he recoups his expenses, he operates at a loss, and he expressed a concern about this. President Baker acknowledged that there are a lot of things that need to be reviewed, and they will be discussed at the next Senate Educational Policies Committee. The policy does not have a penalty for non-compliance, at least nothing is stated at this time. There would be opportunity to recoup expenses, as royalty fees would be obtained outside of the Pitt bookstore. Assembly member Flynn posed that the impetus behind the policy is that the teacher is trying to ‘get rich’ off of the students; this is somewhat misleading. He noted that while on a tour at CMU, a faculty member who authored a textbook used in his class was viewed by CMU as a benefit in that students were being taught by an expert. President Baker offered that the impetus for this policy is that faculty should not profit from their own students. However, it was noted by another Assembly member that our salaries are paid from student fees. Assembly member Balaban asked if there were any statistics on the average amount of money faculty make on these royalties; that is, if the amount is \$10-\$15, this may be an inordinate amount of work for a small yield. Assembly member Slimick reported that he heard of a faculty member who put together class notes, have them reproduced outside of the University then required students to purchase the materials at \$55 for 100 pages of notes. This is the type of activity that the policy would address.</p> <p>President Baker concluded his report by asking for questions or comments.</p>	<p>in Room 826 Cathedral of Learning.</p>
<p><u>Reports by and Announcements of Special and Standing Committee of the Senate.</u> Tenure and Academic Freedom Committee: Chairperson Carey Balaban. TAFC Chairperson Balaban presented an</p>	<p>President Baker invited TAFC Chairperson Balaban to return to a future meeting for further discussion.</p>

annual report that is mandated by the Faculty Assembly. The purpose of this report is to allow faculty to track the utilization of faculty inside and outside the tenure stream, and full-time faculty and part-time faculty in aggregate units across the University to assure that radical changes are not taking place in terms of the formation of the faculty. One implication of the report given two years ago was the need to allocate more Faculty Assembly members to the School of Medicine. The general trends noted in the past continue. This year's report is attached at the end of the minutes.

At the conclusion of his report, Chairperson Balaban invited questions. Assembly member Shear posed a question regarding part-time faculty. Are part-time faculty on a contract with a percent effort as opposed to those hired to teach one course on an adjunct basis? TAFC Chairperson Balaban replied that the data comes from Pitt's Factbook, and he believes that the definition of part-time faculty is anyone on a contract with the University as issued by the Provost's Office. This includes anyone who is less than full time. There is a definition of part-time faculty in the Faculty Handbook. The report will be posted on the Senate website; Lori Molinaro will have the attached slide presentation and a written report.

Immediate Past President Frieze asked if there were any data on diversity statistics within the different University units. TAFC Chairperson Balaban replied that the data are not given in that form in the Factbook. When the TAFC studied the data, the gains within diversity were found in the male faculty rather than the female faculty. Diversity trends would require a greater statistical breakdown and a careful analysis to determine their meaning. While the University remains sensitive to market forces, depending on how many people are available on the market within disciplines, the University may be limited in meeting its goals in certain areas. This would take a fairly sophisticated analysis if undertaken school by school. The TAFC would be pleased to look into this further with other committees, such as the Anti-Discriminatory Policies Committee or with any groups concerned with getting greater diversity on the campus. President Baker added that information reported to the AAUP on female faculty is available on the website for the Provost's Advisory Committee for Women's Concerns. TAFC Chairperson Balaban reminded the Assembly that TAFC only tracks those trends mandated by Faculty Assembly. While the Assembly could broaden the TAFC's mandate, these issues are outside the expertise of TAFC. The TAFC would collaborate with other interested parties within the University. Professor Munro asked about academic freedom for part-time faculty and requested TAFC

Chairperson Balaban to elaborate on what sorts of rights this included. TAFC Chairperson Balaban gave a scenario where a part-time faculty member's contract was not being renewed; what academic freedom rights does the faculty member have inside the contractual agreement. This is the question at hand. Assembly member Munro expressed worry about exposing the University to frivolous lawsuits. TAFC Chairperson Balaban said that in the past there have been egregious problems with non-tenure stream faculty contracts, and the TAFC has been involved with these faculty. In most cases, the faculty member's contract was renewed. The TAFC does monitor and track these incidents. Assembly member Slimick stated that one of the situations that has come up at AAUP is: what happens with long-term, non-tenure track for 25 years who are told this is the end--what do they do? Is there a form of tenure on these long serving people? Vice Provost Andy Blair offered that full-time, non-tenure stream faculty do have the right to appeal and can use the panel process to appeal. TAFC Chairperson Balaban concurred, and restated that in his experience, such situations have been resolved prior to the installation of the panel. Assembly member Wion added that still, for part-time faculty, although their terms of employment are an annually renewable contract, many are renewed year after year and then suddenly are not renewed, and no reason is given. AAUP has given a number of procedural steps recommended to institutions to give part-time faculty some rights and protections so arbitrary decisions by a supervisor or department or higher up cannot happen without any recourse. He asked if the TAFC looked at AAUP proposals and is there any chance that some of these will be written into or adapted to conditions at Pitt to achieve a balance between the individual's needs and rights and the University's concerns about lawsuits. TAFC Chairperson Balaban replied that his Committee would be pleased to have anyone experienced in these policies contact the TAFC. Vice President Catherine Greeno offered that Lisa Brush, the local AAUP President, brought to the Faculty Assembly last year the AAUP proposal for part-time faculty, and the Educational Policies Committee had some discussion over it. Because of the complexities of the issue, the Committee impaneled a Subcommittee. There was no particular urgency about this, and it was left to Lisa Brush, who chairs the subcommittee, to pursue this. The subcommittee has not been convened. Vice President Greeno invited Assembly members interested in collaborating on these issues to contact her, and she will be put them in touch with the subcommittee.

Unfinished Business and/or New Business.

Governmental Relations: Vice Chancellor Paul A.

Supowitz. Vice Chancellor Paul Supowitz introduced himself and briefly explained his role. Vice Chancellor Supowitz updated the Assembly on two current issues:

Budget request. When Pitt became a state-related University in the 1960's, the Commonwealth appropriation was about one-third of the budget. Today, the appropriation is in the 11-12% range. This year's appropriation was a modest increase of about 2.3% and did not keep pace with inflation. In comparison, the state system had a 3% increase, and the community colleges had a 3.5% increase. This year we went until July 19 until the FY 2008 education budget was passed. The University's fiscal requests for 2009 are due by the middle of September. It is difficult to know what the economic and political fiscal realities will be for the next June. The request made for next year is similar to last year's request and is an 8.5% increase. This request is based on the University's needs, and as part of this request, the University is asked how the increase will affect tuition. If the 8.5% increase were attained, salary increases would be at least 4%, and tuition increases would be held to 4% or less.

Prospects in Pittsburgh, Harrisburg and Washington, DC:

Next year, the Commonwealth is entering an election year. All of the PA House of Representatives and 50% of the PA Senate will be up for re-election. Typically, legislators are loathe to raise taxes during an election year cycle. Federally, the University works closely with higher education associations to support overall funding, particularly on the research side, for NIH and other federal agencies that support research. Locally, the University's relationship with the city is critical because it affects our daily lives. The University works closely with various city services (rental housing in Oakland). A new chief of building inspections will be appointed soon. The Hometown Safe Streets project is planned for next spring on 10-11 intersections along Forbes and Fifth Avenues; this project will improve pedestrian safety and attractiveness of the Oakland area. A number of ongoing initiatives between the City and the University continue, such as the Oak Hill property, the former Robinson Court area, and both parties are working out details on those agreements.

Vice Chancellor Supowitz asked for questions. Assembly member Slimick asked with respect to Harrisburg, how are we doing with the prisons? Are the prisons getting a 10% or 20%

President Baker thanked Vice Chancellor Supowitz for his report.

increase? Vice Chancellor Supowitz replied that dramatic budget increases have slowed and have leveled off a bit, especially from two years ago. Assembly member Munro asked why the University's budget request is going up so much. Vice Chancellor Supowitz replied that the University asked for 8.5% last year and ended up with a 2.3% increase. Assembly member Munro wondered if this amount reflects Pitt's anticipated expenses. Vice Chancellor Supowitz replied that Pitt's requests have not changed much over the last few years. President Baker stated that he read a *University Times* article on the budget request. He was happy to see an emphasis on keeping tuition down and that the Commonwealth needs to increase its funding if the University has any hope of keeping tuition realistically low. Vice Chancellor Supowitz acknowledged that it is a challenge to make legislators understand the importance of not raising tuition. Because universities do not vote and do not make campaign contributions, they must use education and persuasion as their tools to make legislators understand how critical education is to the future. In particular, the importance of the University to the region, the economic development that goes along with being a research-intensive University, and the ability to attract students and faculty must be emphasized.

Senate Commonwealth Relations Committee. President Baker asked Assembly member Beatty, who serves as Co-Chairperson of the Senate Commonwealth Relations Committee, if he would like to comment on his Committee's activities. Co-Chairperson Beatty gave an overview of the Committee. Legislators are invited on a regular basis to discuss issues and concerns. The Committee is not there to create issues but to share with the legislators where the University is coming from. The Committee visits all of the branch campuses and works with their local legislators, too. Activities are well underway this term. President Baker reminded Assembly members that they are welcome to attend the luncheons, if they have an interest. Cindy from the Senate Office coordinates the luncheons.

Proposed Revisions to the University's Faculty Medical and Family Leave Policy: Vice Provost Patricia Beeson. President Baker offered that Pat Weiss, Chairperson of the Senate Benefits and Welfare Committee, could not be in attendance at the Assembly. At the Benefits and Welfare Committee meeting on September 20, the members unanimously endorsed the proposed changes. Vice Provost Beeson gave a brief background on the proposed changes. Two

A motion was made to accept the revisions to the family leave; the motion was seconded and passed with no dissensions.

<p>years ago, the Provost’s Advisory Committee for Women’s Concerns undertook a benchmarking exercise to review Pitt’s Faculty Medical and Family Leave Policy relative to institutions that are comparable with Pitt to see if Pitt’s policies are in line with Pitt’s peer institutions. This Advisory Committee is composed of members of the faculty, staff and students. Immediate Past President Frieze was on the Advisory Committee at that time, and she remains on this Committee. The Committee found, for the most part, that Pitt’s policy was in line with its peer institutions. However, there were a few areas where the policy could be brought inline with the peer institutions: 1. The length of the paid leave a new parent gets, in particular, adoptive parents and/or the father; 2. Tenure track considerations on when the clock stops and under what conditions; and, 3. The University needed to do a better job of communicating to the faculty what the family leave policy is about. Once these areas were identified, an ad-hoc committee of the Council of Deans was convened to address these concerns. The policy changes were endorsed by the Council of Deans, then were taken to the Senate leadership and then to the Senate Benefits and Welfare Committee; both bodies endorsed the changes. The changes to the policy are attached to these minutes. Vice Provost Beeson discussed each of the changes.</p> <p>Vice Provost Beeson asked for questions. Assembly member Wendell asked if a faculty member can request several years later that a prior birth year not be counted towards tenure. Vice Provost Beeson said the request should be made in the birth year. The faculty member needs to file a paper for the record that the year doesn’t count toward tenure. Vice Provost Blair stated that a faculty member who did not file the request in the year of birth could still later ask the Provost for consideration not to count the birth year towards tenure.</p> <p>President Baker recommended that these proposed changes be accepted.</p>	
<p><u>Announcements.</u> President Baker reminded the Assembly of the Fall Plenary Session on October 17. At the November 7 Faculty Assembly, the Senate presidents of the regional campuses will be in attendance and will make brief presentations about issues on their campuses. Vice Provost Beeson will report on the assessment of student learning.</p>	<p>No action was required.</p>
<p><u>Adjournment.</u> President Baker adjourned the meeting at 4:18 pm.</p>	<p>The meeting was adjourned.</p>

