



Meeting Minutes
March 12, 2014
AUC 134, 11:00am

February 2014 Minutes approved online.

Present - JJ Soltz, Sean Garnes, Alexandra Lampert, Mary Roberts, Adam Schreiber, Diane Harris, Jody Horn and Kathy Engle.

Guest Speaker - Carol Bautista, Faculty Governance Coordinator

Carol has been at PLU for ten years and is the Faculty Governance Coordinator. PLU has a strong governance system and each tenure-track faculty member is encouraged to sit on one of the Faculty Standing committees. The different committees include Admission and Retention, Campus Life, Educational Policies, Rank and Tenure, Faculty Affairs, Governance, Instructional Resources and Global Education.

Faculty assembly meets four times during spring and fall semesters. Only faculty members attend unless you are an Associate to the Faculty Assembly. If non-faculty want to be present, there has to be a motion first. When a new election happens, all faculty vote online.

There are tenured and non-tenured (adjunct) faculty members. To be tenured faculty, members have six years to qualify (unless the faculty is granted credits toward tenure). They are reviewed for tenure (and promotion) based on several criteria: their teaching, service and scholarship which may include articles and books they have published, recommendations from outside sources, and evaluations by students in their classes. All student evaluations are reviewed by the Chair and Dean in that Academic Division/School, the Provost and Rank and Tenure Committee and placed in the faculty file. If not recommended for tenure, they are issued a terminal contract, they have a year to look for a job elsewhere. If they do become tenured, they are available to go on sabbatical but need to report on it when they return. Everyone gets annual reviews but the tenure line reviews are more extensive. The three year review for tenure-track faculty members is a big deal. After tenure, they get a four or five year review. More than half the faculty are tenured or on the tenure track (212 versus 195 contingent faculty). Eighty-two percent of the faculty have terminal degrees. For more information you can go to the Factbook on PLU's Institutional Research site: <https://www.plu.edu/institutional-research> (must log in with your epass). if you want to see more information about the academic side at PLU, please visit the Provost website (<http://www.plu.edu/provost/home.php>).

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Treasurer's Report - The balance as of February 28, 2014 was \$842.50.

Website - Adam agreed to look at our website and potentially take over the maintenance from JJ who has been swamped and does not have the time to do it. Adam has time, but is not familiar with Cascade. He and Jody will be meeting this spring to review the ASC website and Cascade.

Upcoming Events -

- **ASC Spring Social** is April 3 from 4:30 - 6 pm at 208 Garfield. Mary, Diane, Allison and Kathy met to discuss some details. Allison is going to have a student update the ASC "Did You Know..." flier for us to pass out at the event. Garfield Bookstore supplied us with coupons good for 25% off of an item, that we can pass out to attendees. They no longer offer beer or wine tastings but they will provide something that we can raffle off. We discussed inviting select people to be available if people have questions. Due to the venue, there will be no guest speakers. Allison volunteered to put together a survey to see what people were interested in. Kathy will create a flier to send to your constituents.
- **Benefits Fair** is April 10 from 9 am - 2 pm in CK East. There will be a sign-up for each ASC member to man the table for at least ½ hour. We talked about having candy at the table and as well as the poster from last year in which people put colored dots on issues that they were most interested in. We will have the "Did You Know..." fact sheets, but discussed saving money and not ordering more ASC note pads and passing them out.

ASC Officer Roles -

Those whose term end May 31, 2014: Jody, Mary, JJ, Drew and Kathy. Allison is not at the end of her term but, sadly, is leaving PLU, so her spot also needs to be filled.

Those with one more year to serve: Alexandra, Sean, Barbara, Tamara, Terry, Diane, and Adam.

ASC Nominations and Ballots - Jody sent out a nomination letter to review. A number of people volunteered to help fold, insert into envelopes and label the nominations for distribution. Jody will contact you by email if you volunteered.

Cards for Tamara and LTC Kevin Keller/ROTC - We passed around a card to sign for Tamara and the passing of her father. (We are so sorry, Tamara!) We also passed around a congratulations card to sign for ROTC and Lt. Col. Keller for winning their 3rd MacArthur Award.

Committee Reports –

- **Benefits** - There will be a few changes that were inevitable, including a 7.4% increase in premium. The deductible is increasing but will now include co-pays and pharmacy which it did not before so it is almost a wash. Of the two options this was the better plan for employees but costs the university a bit more. There were some questions about bringing back 'Good Fit Day' which allowed employees to earn a day of pay with no sick days used or a gift card.
- **Budget** - The budget will now be based on a flat model with less of a slush fund. Before the budget was based on fewer students than we had so there was a cushion. Now it will be based on something closer to our actual enrollment.

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- Habitat for Humanity - Nothing new for now.
- Long Range Planning - Currently evaluating Key Performance Indicators (KPI) at a macro level.
- Parking - They finished Phase 1 zone of installing new cameras and currently in Phase 2 zone. Phase 3 is scheduled for spring. The cameras have a much better quality. FYI: Did you know a parking ticket is reduced in ½ if you pay within 24 hours?
- Retirement - No report.

Next Meeting – Wednesday, April 9, 2014, 11am, AUC 134

Meeting adjourned 12:05pm.

Minutes respectfully submitted by Kathy Engle