Membership, Current and Future

Completing service:

Keith Garrison
Chris Jones

I would like to thank them on behalf of the Faculty for their contributions for our collective welfare.

Continuing service:

Brenda Hillman – AY 2014-2016
Steve Cortright – Senate Liaison

Elected replacements:

Rebecca Proehl – AY 2015-2107
Caitlin Powell – AY 2015-2017

Meeting Schedule and Minutes

A listing of meetings with agenda and minutes can be found under the Faculty Welfare Committee (FWC) tab on the Faculty Governance webpage http://www.stmarys-ca.edu/faculty-governance/faculty-welfare-committee. Agendas are posted in advance of the bi-monthly (most months) scheduled meetings. Minutes are posted generally the week following each meeting.

Rules of Procedure

The current Rules of Procedure for the FWC was approved (Senate Action S-14/15 – 2). This document is posted on the FWC webpage. In general, meetings are open to all members of the College community subject to the confidentiality constraints identified in the approved procedures. Agendas are normally posted on the FWC webpage at least 48 hours prior to each meeting.
Change in Terms of Service

The FWC recommended to the Committee on Committees (CoC) changes to be made to the description of the work of the Committee to bring the Faculty Handbook up to date to recognize the expanded responsibilities that members have on other committees established by the Administration. The FWC also recommended that the terms of the tenured members of the committee be increased from the current two years to three years and that the term of the pre-tenure member be reduced to one year. The FWC worked with the CoC on the text of the resolution passed by the Academic Senate at the May 18, 2015 special meeting. The new handbook language should appear in the 2015-2016 edition.

Faculty Salary Policy

The Board of Trustees approved a new Policy (FH 2.15.1) in 2012. Under this policy (FH Sec. 2.15.3.7) the FWC was assigned the responsibility to monitor compliance with the salary goals and salary administration. The data inspected is produced by the Office of the Provost based from a peer group of 48 institutions.\(^1\) This data is drawn from survey summaries prepared by College and University Professional Association for Human Resources (CUPA-HR). This is the third year that the FWC reported to the Academic Senate following this procedure.\(^2\)

_The Board of Trustees at their January meeting accepted the Full-Time Faculty Salary Scale for AY 2015-2016. This decision confirmed the addition of a Step 10 for the Full Professor scale as called for by the new Salary Goals (FH Sec. 2.15.1.2.) and completes Salary Goal 2._

The FWC appreciates receiving the CFO report (Salary Administration Policy 3.6) and the Office of the Provost report (Salary Administration Policy 3.3) by the schedule recommended in our report last year. Their cooperation allowed us to prepare our required report of the Faculty Salary Policy earlier this year. _However, the FWC is disappointed that the Academic Senate did not “Charge the Faculty Representative to the Board of Trustees to obtain a progress report from them on Salary Goal Number 5”\(^3\) that we first made in 2013 and repeated again in 2014._

The FWC learned unofficially that the meeting structure of the Board of Trustees has changed so that the Faculty Representative may no longer have an opportunity to bring forward our concerns to them. _Thus, we have recommended that the “Academic Senate ask the Provost to bring our concerns to the Trustees at their May_
meeting about their efforts to secure adequate resources as identified in their Faculty Salary Policy."4

A task force to conduct the mandated Three Year Review was formed last summer. The members of this group are: Bethami Dobkin, Robert Henderson, Peter Michell, Eduardo Salaz, Carole Swain, Valerie Burke, Steve Cortright, Chris Jones, Ted Tsukahara, Steve Smith (Trustee), and Tim McCaffery (Trustee). The initial meeting was held without the Trustee members to review possible agenda items to cover in official meeting with them. This meeting took place Tuesday, May 19th and the Academic Senate will receive a copy of the report hand delivered to the Trustees on Thursday, May 21st that was authored by Steve Cortright, Chair of the review task force for the drafting subcommittee: Beth Dobkin, Carole Swain, Ted Tsukahara.

The FWC will continue to work for greater transparency and long term planning for faculty salaries as we work with the new Faculty Salary Policy approved by the Board of Trustees, January 2012.

Campus Facilities Planning Committee

The Campus Facilities Planning Committee (CFPC) has not been very active this year. Chris Jones has represented the FWC at the scheduled meetings. The Alioto Recreation Center was completed and employee access is available via payroll deduction. He also reported that progress has been made to get approval of the new campus Master Plan from the Town of Moraga. The first new project is likely to be an expansion of McKeon Pavilion in 2016. Work also continues to resolve the parking problems on campus that will likely lead to the construction of a multilevel parking structure and the elimination of free parking for employees.

Faculty Benefits Related Activities

Jim Sauerberg, Coordinator of the FH, informed the FWC that HR changed the language for medical benefits for faculty (FH 2.14.7.5) to eliminate spouse coverage. After research into the change in retirement options from Reduced Services to Phased Retirement that introduced the Emeriti Retirement Heath Solutions, the FWC determined that the language change was not consistent with the information provided to faculty at that time. HR was informed about our findings. They conducted their own review and determined the new language in the FH was in error. They informed Jim Sauerberg of the mistake and asked that the original language be restored.

The umbrella committee to discuss faculty employment related benefits is the Employee Benefits Advisory Committee (EBAC) which members of the FWC are expected to attend (FH 1.7.4.2.) CFO Michell is chair of EBAC and the meeting time

4 Document from Faculty Welfare Committee to the Academic Senate, Annual Report on Faculty Salaries, April 8, 2015.
scheduled conflicted with the teaching responsibilities of some of the members of FWC. Thus, a guideline was adopted by the FWC to have at least two members negotiate teaching schedules to attend these meetings rather than attempt for all FWC members to seek teaching schedule adjustment to attend the meetings. Steve Cortright and Ted Tsukahara have attended the meetings for FWC.

EBAC continues efforts to provide choice for medical benefits for faculty though the cost increases for PPO option vs. the HMO option have trended higher in recent years due to various demographic and utilization factors. The Affordable Care Act continues to influence the business decisions made by our current providers. EBAC will meet in early July to begin deliberations on how to deal with the anticipated relative higher PPO premium increase.

Last year EBAC began looking at wellness strategies to advance to blunt future increases in premiums paid by employees. A campus Wellness group was established with membership drawn from Athletics, Health Center, Sodexo, and HR. Kinesiology was invited but was unable to participate because of staffing uncertainties. First steps include a centralized Website for information about all programs currently available on campus, healthy cooking classes via Sodexo, regular wellness events but current planning does not include the Alioto Recreation Center.

The stated purpose of the Retirement Benefits Subcommittee (RBS) is “to assist EBAC in its role of assisting and advising the Vice President of Finance in fulfilling oversight responsibilities with respect to the retirement benefit plans of Saint Mary’s College and to help assure that the plans are being managed in the best interest of the plan participants and of the College. These plans include the Defined Contribution Retirement Plan, the Tax Deferred Annuity Plan and the Emeriti Retiree Health Plan.” The College has retained Heffernan Financial Services, owned by TIAA, as the consultant to facilitate the work of RBS. The RBS has developed a comfortable process with Heffernan analytical process and begun to make recommendations for additional choices for employees to investment their retirement contributions beyond those currently available through TIAA-CREF. HR is working on a communication program to launch late summer to assist employees with their financial planning for retirement. Ted Tsukahara has been the FWC member on RBS since its launch.

**Faculty Service Workload Survey**

Faculty service demands continues to be an issue raised with the FWC. A closed meeting of the FWC with the Provost was held to discuss how to get better information about the extent of the faculty concerns. After this meeting the FWC worked on a new survey instrument that instead of the Office of Institutional Research because of faculty suggestions that it would improve response rates. The survey was tested in May 2015 using the Academic Senate as a pilot group to determine whether the instrument captures better quantitative and qualitative data about service. Members of the Academic Senate Executive Committee and the FWC
are reviewing the responses to determine weather a survey of all ranked faculty early in the fall semester should be launched.

Special Cases Raised

FWC was contacted informally by a faculty member who asked that the Tuition Exchange Program benefit be studied to see if it could be expanded given the number of high school aged dependents of full time employees that she was aware of from her social network on campus. We obtained information from Ann Kelly in Human Resources to determine if expansion of this benefit was feasible given the Program constraint that over time the number of students attending SMC by employees of member institutions was in relative equilibrium with dependents of SMC employees attending member institutions. Over time the financial impact of any expansion is neutral, the FWC recommended to the Academic Senate to request for an increase of the new awards from two to four. Senate Action 14-14/27 was sent to the EBAC that has deferred further discussion of it until a collective bargaining agreement has been signed with SEIU.

The Women’s Faculty Group approached the FWC to request that we look into on campus childcare services. Preliminary research suggests that the Staff Council does not find much support for this idea among their constituents. The FWC is attempting to organize a meeting between these groups this summer to determine if the childcare benefit issue should be brought back to EBAC. Recently, the FWC has learned informally that a student led initiative to organize a childcare coop on campus has been working through the administrative approval process. The success of their proposal may meet the needs brought by faculty.

Several faculty came to the FWC concerned about the MOU related to teaching restrictions for Jan Term and Seminar for colleagues considering a move towards retirement either by the Reduced Services path or the Phased Retirement path. The FWC began some research on the consistency of the MOU with past and current practices. Preliminary findings and recommendations will be on the agenda for the first meeting of the committee in AY 2015-16.

A faculty member asked the FWC to determine why morning coffee/tea service hours in the Faculty/Staff dining room had been restricted from what was announced when the area was created and from her experience in the prior academic year. Sodexo was contacted and explained that the current hours were what were agreed upon with the College for this year.

Valerie Burke, Chair of the Academic Senate, and Cynthia Ganote, Director of Faculty Development asked the FWC to investigate how faculty development grants could be expanded to cover all full time faculty. Work on this project was suspended when efforts to organize a union for contingent faculty came to our attention.
Tenured faculty approached the FWC to determine how to improve medical leave benefits for lecturers. Work on this request was suspended, first by the campus effort to define eligibility through the Affordable Care Act, and then by union organization process.

**Faculty Handbook Changes Needed**

The FWC notes that the FH requires new language to clearly identify our responsibilities now that a collective bargaining agreement is being negotiating covering the terms and conditions of employment for contingent faculty. Our current charge on behalf of “faculty” needs to be modified to “faculty covered by Rank and Tenure procedures” or something equivalent.

Respectfully submitted,

Ted Tsukahara,
Chair, AY 2014 - 2015