Council will meet on Tuesday, April 16, 2013 at 5:30 p.m. in Dicke Hall 230.

I. Minutes of April 2, 2013 meeting

II. Reports from Constitutional Committees
   a. Budget & Appropriations Liaison Ballard Chair Beaschler
   b. Academic Affairs Welch Moritz Welch Moritz
   c. Student Activities Walton Walton
   d. Personnel Zekany Zekany

III. Reports from Operational Committees
   a. Athletics Crago Simmons
   b. Information Technology Hurtig Rieman
   c. Cultural & Special Events Allison Bell
   d. International Affairs Schertzer Keas
   e. Religious Affairs MacDonald MacDonald
   f. General Education Hurtig Hurtig

VI. Other Reports
   a. Vice-Presidents
      i. Academic Affairs Crago
      ii. Financial Affairs Ballard
      iii. University Advancement Block
      iv. Admissions and Financial Aid Lesick
      v. Student Affairs Thompson-Bradshaw
   b. Deans
      i. Arts and Sciences Albrecht
      ii. Engineering Baumgartner
      iii. Pharmacy Sprague
      iv. Business Administration Fenton
      v. Law Veltri
   c. Student Senate Ambos
   d. Health Services Advisory Committee Ballard

VII. Chair/Faculty Comments

VIII. President Comments/Questions

IX. Unfinished Business

X. New Business
   a. Personnel Committee (Merit Pay System for Undergraduate Faculty) (Attachment C)

XI. Announcements

XII. Adjournment
CONSTITUTIONAL AND OPERATIONAL COMMITTEES

Budget and Appropriations – Ron Beaschler
No report.

Academic Affairs – Traci Welch Moritz
Committee will meet next on April 16, 2013.

Student Activities – Jenny Walton
No report.

Personnel – Kay Zekany
The Personnel Committee is forwarding two separate grievance issues to University Council from the Grievance Committee this academic year, as specified in the Faculty Handbook. Please see Attachment A and Attachment B. There is also a motion from Personnel in New Business. Please see Attachment C.

Committee on Athletics – Tom Simmons
No report.

Information Technology – Jeffrey Rieman
No report.

Cultural and Special Events – Laurie Bell
No report.

International Affairs – Brian Keas
No report.

Religious Affairs – David MacDonald
No report.

General Education – Julie Hurtig
No report.

OTHER COMMITTEES

Student Senate – Eric Ambos
Student Senate heard presentations from two organizations seeking recognition as on-campus organizations last Wednesday. Phi Mu Delta was approved and will begin the process of recolonizing over the next year before seeking final approval from the Student Activities Committee. Northern Secular Alliance was not approved and will work with our Secretary of Campus Organizations and the Office of Student Involvement to be reheard at a future meeting.

Health Services Advisory Committee – William Ballard
No report.
Dear Paul:

I am writing to inform you that on August 27, 2012 a grievance was filed with this committee and the proceedings have been completed. This notification is in accordance with the Faculty Handbook Appendix 11 item 11: "When the [Faculty Grievance] committee has completed its review, it shall submit a general report, excluding confidential details on specific cases, through the Personnel Committee to the University Council. It shall also transmit to the Council through the Personnel Committee, the President’s decision on the disposition of the committee’s recommendation."

The summary follows:

For this hearing the ONU Faculty Grievance Committee consisted of faculty members Patrick Croskery, Kristen Sobota, Richard Miller and Kofi Nsia-Pepra. Due to the nature of the grievance, the Chair of the Committee, Dexter Woods, recused himself. He was replaced by alternate Michelle Musser with Patrick Croskery taking over as Chair for this case.

The nature of the grievance fit within this committee's responsibility per the Faculty bylaws ((Bylaw 5, section 2G(2)): it involved a salary issue and the "non-application, misapplication, or inconsistent application of policy."

The committee carefully reviewed the relevant portions of the Faculty Handbook as well as substantial documentation provided by the grievant and person grieved against. The committee met with the involved parties in separate meetings on September 11, September 14, and September 17.

After deliberation and voting unanimously by secret ballot on the three issues raised by the case, the committee communicated its findings and recommendations to President DiBiasio on September 17, 2012. On October 19, 2012, President DiBiasio notified the involved parties to that he was upholding the findings of the committee.

The faculty handbook bylaws (Bylaw 5, section 2G(2)) call for "A written report, excluding details will be submitted by the Grievance Committee through the Personnel Committee to the University Council." Therefore, please share this report with the respective groups.

I would like to thank the committee members for their thoughtful work on this important matter.

Sincerely,

Pat

Patrick Croskery
Acting Chair, ONU Faculty Grievance Committee
From: Dexter Woods <d-woods@onu.edu>
Date: Thu, Jan 10, 2013 at 4:53 PM
Subject: Grievance Committee Summary Report
To: Paul Logsdon <p-logsdon@onu.edu>

Paul Logsdon
Personnel Committee

Dear Paul:

The following report is in accordance with University Faculty Handbook, Appendix 11, Item 11, which states: "When the [Faculty Grievance Committee] has completed its review, it shall submit a general report, excluding confidential details on specific cases, through the Personnel Committee to the University Council. It shall also transmit to the Council through the Personnel Committee, the President’s decision on the disposition of the committee’s recommendation."

The University Faculty Grievance Committee (the “Committee”) has reviewed two grievances. The Committee members that reviewed the grievances were Patrick Croskery, Kristen Finley Sobota, Richard Miller, Kofi Nsia-Pepra, and Dexter Woods, who served as Chair. The grievances had previously been heard by a college committee pursuant to the college’s internal grievance procedures, resulting in a written report for each grievance. The college’s procedures provided for the review of such reports by President DiBiasio who exercised the option of referring the reports to the Committee for an advisory report. Pursuant to the college’s procedures, the Committee reviewed the reports and accompanying materials to consider whether the college committee committed a procedural error, took action outside its authority, or rendered a decision unsupported by the facts of the record. The Committee, by secret ballot, unanimously recommended to uphold the college reports. Subsequently, President DiBiasio agreed with the Committee’s recommendation.

If you need anything else, please let me know.

Thanks,

Dexter

Dexter Woods

Faculty Grievance Committee
To: Dr. Robert Alexander, Chair of University Council  
From: Dr. Kay Zekany, Chair of Personnel Committee  
RE: Faculty Handbook Updates to Appendix 20, Merit Pay System for Undergraduate Faculty, Guidelines and implementation procedures for merit pay system  
Date: April 16, 2013

We recommend updating Appendix 20, Merit Pay System for Undergraduate Faculty, to clarify whether or not faculty salaries may be reduced for performance issues before a faculty accountability process is instituted through the faculty governance system. The SPFB Committee recommended a faculty accountability process be implemented at the University, for which the Administration is supportive. For purposes of faculty welfare, we recommend the University formally adopt faculty accountability policy and procedure guidelines before implementing salary reductions.

APPENDIX 20 [begins on page 206]  
MERIT PAY SYSTEM FOR UNDERGRADUATE FACULTY  
(9/92) (9/93) (9/97) (9/02)

…

Guidance and implementing procedures for merit pay system to include:

1. Written criteria for allocation and awarding merit increases. The criteria may be subjective.
2. Awards based on written evaluations, with sign-off by the individual evaluated, acknowledging the evaluation and acknowledging that it is part of the merit award process.
3. Provisions whereby all who have heretofore been eligible for faculty merit increases will continue to be eligible and be covered in the allocation and award process, to include all Classification 3 teaching faculty and those holding such positions as Department Chairs, Director of Heterick Library, Director of Audio Center, and Director of Athletics.
4. All department chairs (or deans/directors, where appropriate) should at the time they are doing yearly merit evaluations, indicate the dollar amount of the salary merit increase recommended for the next year to the faculty member; and that the deans should report to and consult with the department chairs any subsequent parity adjustment given to that faculty member. **
5. Limits on the amount of merit increases, maximum and minimum, one person can receive per year.
6. Allocations for merit pay are not to be based upon mathematical relationships with other components of pay, such as across-the-board, cost of living, promotion, or other. Until such time that the University has established a faculty accountability process through University Council and signed by the President, a faculty member's salary cannot be reduced for performance issues.
7. Avoidance of any implication that merit increases are forever automatic and recognition that all salary increases are dependent upon several factors, most of which are controllable but some of which are not.  
* Taken from statement by president accepting University Council recommendation, 9/25/92.  
** Approved by University Council and president for implementation in 1998-99 merit pay cycle, 12/17/96.