Kutztown University
Senate

Memo

TO: Jennifer Schlegel, Committee on Committees
FROM: Deryl Johnson, University Senate President
RE: Faculty and Staff Retention Task Force
DATE: Nov. 10, 2014

Please have Committee On Committees populate this new task force.

Membership

I would like 3-10 people that represent the following constituencies:

- AFSCME
- APSCUF
- TEMPORARY FACULTY
- TENURE TRACK FACULTY
- SCUPA
- DEANS/ASSOCIATE DEANS
- HUMAN RESOURCES
- UNIVERSITY SENATE

With 2 co-chairs, one a tenured faculty member and one from professional staff. Please limit the number to no more than 10 people. Appointees may represent more than one area. Changes to the committee must be approved by Committee on Committees.

Charge

To recommend to the University Senate, (no later than April 15, 2016), practices and procedures to increase faculty and staff retention. The scope of this committee does not include any items specifically covered in any union contracts, nor recommendations to reduce teaching or advisement loads. The focus may explore resources, hospitality, collegiality, policy and procedure education, mentoring outside of the department, HR or faculty orientation training, etc.

Reporting/Communication

I ask that the task force make a preliminary report to the university senate executive board by April 15, 2014. I also direct the committee to gather information from or to communicate with Human Resources, Center for Excellence in Teaching, Chairnet, APSCUF’s Temporary Committee, Faculty Orientation and Dr. Carole Wells, local chamber of commerce offices, all campus unions and the Institutional Climate Committee.
Participation Call

Dear Campus Community

The University Senate approved the establishment of a Faculty and Professional Staff Retention Task Force to convene during the next 18 months.

The charge of the Task Force is "To recommend to the University Senate (no later than April 15, 2016), practices and procedures to increase faculty and staff retention. The scope of this committee does not include any items specifically covered in the contract, nor recommendations to reduce teaching or advisement loads. The focus may explore resources, hospitality, collegiality, policy and procedure education, mentoring outside of the department, HR or faculty orientation training, etc."

The Committee on Committees has been charged with populating this Task Force and as such is looking for interested individuals representing at least one of the following constituencies:

- Campus Unions including: AFSCME, SCUPA, APSCUF
- Temporary Faculty
- Regular Faculty
- Deans/Associate Deans
- Human Resources
- University Senate

If you are interested in serving on this task force, please email a statement of interest to: jschlege@kutztown.edu and a copy to: Senate@kutztown.edu by December 3, 2014 at noon.