



# PART TIME LECTURER FACULTY CHAPTER

RUTGERS COUNCIL OF AAUP-AFT CHAPTERS • March 2010

## President's Message: Our NJSFT Affiliation

In the February 2009 issue of this newsletter I discussed our union's efforts to form a coalition with other unions at Rutgers that are affiliated with the American Federation of Teachers (AFT). That organization—AFT Rutgers—was subsequently founded. Since then we have worked closely with the full-time faculty/TA union and the Union of Rutgers Administrators (URA) on issues of mutual concern. During the summer of 2009, when Rutgers sought to eliminate salary increases for faculty and staff, our close connection with the full-time faculty/TA union was crucial in enabling us to maintain salary increases for PTLs. As we move forward to negotiate our new contract in 2011, we will continue to coordinate with our sister unions to achieve a fair, reasonable contract. After a long period of deliberation, the Executive Board of our union has decided to expand further our "circle of solidarity." For many months last year, AFT Rutgers unions were in affiliation talks with another AFT organization in New Jersey—the New Jersey State Federation of Teachers (NJSFT). NJSFT represents kindergarten through 12<sup>th</sup> grade public school teachers in several cities, but they also represent several thousand PTLs or adjunct instructors at community colleges throughout New Jersey. After reviewing the impact of an affiliation with NJSFT with respect to benefits and costs, the Executive Board unanimously voted in favor of affiliation, which became effective January 1, 2010. What does this affiliation mean? For many members, the "alphabet soup" of union organizations that we are connected to seems both confusing and/or irrelevant. Why do we now need to be part of another labor organization, NJSFT?

The answer is quite simple. Joining NJSFT will allow us to have some additional resources that we currently don't have. NJSFT will be hiring a researcher/financial analyst to help us and other AFT Rutgers unions to understand the state and Rutgers' budgets when we negotiate with the University. They are also helping us to expand our efforts to get more PTLs involved in the union. Finally, NJSFT is establishing a committee of PTL/adjunct unions so that we can share information and develop strategies to advance the interests of PTLs/adjunct instructors in New Jersey. In short, by being part of NJSFT, we are in a stronger position to advocate for PTLs at Rutgers.

While affiliation with NJSFT will require us to pay "per capita" dues to NJSFT, the additional payments are manageable within our budget and well worth the extra cost. We believe that affiliation will be a "win-win" for both our union and NJSFT. If you have any questions about the affiliation, please don't hesitate to contact me at [msslott@hpae.org](mailto:msslott@hpae.org). And good luck with your Spring semester courses.

In Solidarity,

*Mike Slott*

President, PTLFC-AAUP-AFT at Rutgers University

### PTL Spring Campus Membership Meetings

RSVP to Denise at [deniseb@rutgersaaup.org](mailto:deniseb@rutgersaaup.org) or call 732-964-1000

Tuesday, March 9 Newark	Wednesday, March 10 Camden	Thursday, March 11 New Brunswick
Paul Robeson Campus Center Room 227 Newark, NJ 07102	Executive Meeting Room Campus Student Center Camden, NJ 08102	AAUP-AFT Office 11 Stone Street New Brunswick, NJ 08901
2:30 pm Refreshments	12 Noon Lunch	11:30 am Lunch

## PTL Monthly Open Houses this Spring!

Once a month this spring, Part-Time Lecturers can drop by the AAUP-AFT office in New Brunswick at 11 Stone Street for an Open House on Thursdays or Fridays. See the dates and times below. In addition to the membership meetings on each campus (see page 1 for that information), the Open House dates are an informal opportunity to learn more about what the union is doing, especially as the budget situation unfolds in Trenton and at Rutgers University. This year we are faced with even more uncertainty than usual related to the State budget as the new governor lays out his plan for New Jersey. The budget message is scheduled for March 16. Member participation in articulating our vision for higher education to legislators and Governor Christie cannot be underestimated because you are key voters who know our students and the need for quality higher education first hand.

This spring, the Open Houses and the membership meetings will include "listening sessions" to hear Part-Time Lecturer concerns about your terms and conditions of employment as well as the State and University budgets, e.g., outcome of the Professional Development awards. This information will serve as preliminary groundwork before we prepare to negotiate the next contract. One important use of the information gathered in these listening sessions is that it will help us craft the bargaining surveys that will go out to members next fall. The current contract will expire on June 30, 2011.

All are welcome!

### Open House Dates

AAUP-AFT office, 11 Stone Street, New Brunswick, NJ 08901

Bagels and beverages

Thursday, March 18 3 pm	Friday, April 16 11 am	Thursday, May 20 3 pm
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Please RSVP so we have a better idea how many bagels to buy! Contact Denise at [deniseb@rutgersaaup.org](mailto:deniseb@rutgersaaup.org) or call 732-964-1000.

## Salary Increases for PTLs on February 1, 2010

This semester brings another 3% salary increase for all Part-Time Lecturers who are already being paid at or above the minimum negotiated salary of \$1,410 per credit (\$4,230 / 3-credit course.) Spring semester begins February 1 for payroll purposes, so check the pay stub for the check that arrives later this month. Let us know if you think you did not receive the appropriate raise.

There are other features of the Collective Agreement [http://www.rutgersaaup.org/misc/PTL\\_07-11\\_Agreement.pdf](http://www.rutgersaaup.org/misc/PTL_07-11_Agreement.pdf) to keep in mind. If your class enrollment goes over the approximate enrollment listed in your appointment letter by 33-1/3% or 25 students whichever is less, then you're entitled to a \$200 per credit stipend (15% for PALS.) Since class size itself is not negotiable, this compensation for oversize classes is our way of addressing arbitrary, unfair, or unreasonable increases in class size.

Remember that the annual parking fee for PTLs is \$25. This means \$25 per year, not \$25 per semester. When errors occur, refunds are in order.

You might want to browse through the Collective Agreement to see what other benefits or protections are of interest to you. Notice what needs to be added / strengthened and give us your suggestions. The next round of negotiations will begin in 2011 and we need to be prepared. Start now to learn more about the contract; we can help you become an informed member!

# Shall We Talk? Effective Management of Student Conduct

by Dr. Eleanor LaPointe (PTL, Sociology)

Student management is an integral part of the invisible labor that PTL's do. A class with "good" students (that is, students who take their roles seriously and who have learned early in their academic careers what is expected of them) can make a semester feel seamless and satisfying. But, as you may already be aware, a class can become an emotionally draining experience if even one or two students become disruptive. Lately, I have heard from more than a few colleagues who have been perplexed by the challenging behavior of some students in their classes. My guess would be that for a variety of reasons (structural and professional) most PTL's suffer through their classroom management problems in isolation.

The issues that teachers need to contend with in the classroom vary considerably in terms of frequency and importance. In the interest of brevity, I will address some of the least frequent but potentially most serious kinds of student behaviors—those that pose a threat to the safety of everyone involved and that can be the most disruptive in terms of classroom dynamics. Here are some examples:

- The student who continually speaks out of turn, sarcastically, threateningly, or incoherently.
- The clique, often fueled by one "ringleader," that sits together in the back of the room talking and drawing attention to themselves during lectures and discussions.
- The student who threatens suicide or who writes about feeling suicidal in an essay submitted to the teacher.
- The student who seeks out the instructor at inopportune, and more importantly, inappropriate times or places.

The Tennessee Board of Regents recently required university instructors throughout the state to complete a short online course on the effective management of student conduct. The following definitions were offered of behavioral categories. When we understand the nature of the behavior, we can begin to develop strategies for control:

**Distressed Students** - The behavior of the distressed student causes concern solely for the personal well-being of that student. Managing a distressed student may involve speaking to the student privately, documenting all conversations, and encouraging the student to seek counseling services. If a distressed student threatens suicide or harm to others, the situation should be reported to a Chair, Dean, or counselor.

(See: <http://healthservices.camden.rutgers.edu/psychservices/psychinfo-howtorefer.html>)

**Disturbed Students** - The behavior of the disturbed student often makes those around him/her feel vaguely uncomfortable and it seems that the student is acting irrationally. Managing a disturbed student is similar, especially if the student does not pose an immediate threat. Acknowledge the student's feelings, express concern, but do not argue with the student or try to convince him/her that she/he is irrational. If the student is disruptive in class, you may the student to leave the classroom for the remainder of the period. Then, contact an immediate supervisor for further guidance. Remember that students have rights too, and students cannot be asked to leave a class permanently by an instructor.

**Disruptive Students** - The behavior of the disruptive student may or may not include elements of disturbed behavior, but the behavior always negatively impacts those around him/her and makes it difficult for routine work or instruction to occur. Document each incident of inappropriate behavior and any witnesses to each incident. Avoid escalating the situation; speak calmly and with concern. Avoid physical contact. If the student is uncooperative in leaving the classroom, contact Campus Security. If the student poses an immediate danger to others, you may choose to dismiss the class while waiting for police intervention. Protecting your safety and the safety of other students is most important in this situation.

**Dangerous Students** - The behavior of the dangerous student threatens the health and well-being of those around him/her. We all have cell phones; dial 911 for immediate campus security. While waiting, you may decide that cancelling the class is the safest strategy. Keep calm, document everything that happens, and do not attempt to keep the student from leaving the room.

Although these kinds of behavioral issues cannot always be headed off, instructors can take advance steps to set clear expectations and boundaries:

- Establish clear “civility” guidelines and precepts on your syllabus, emphasizing the need for respectful behavior and special norms in a classroom environment. You might relate examples of past classes where a sense of community had been established successfully or, alternatively, when a class environment just did not “gel.” Keep in mind that students are often grateful for the clarified guidelines. Discuss these guidelines during the first days of class. I have noticed that guidelines allow students to address transgressors directly and informally, and the instructor’s job is easier when sanctions come from fellow students who become empowered when they understand, and agree with, the classroom expectations.
- Do not hesitate to speak to students outside of class **before** the behavior becomes embedded in classroom dynamics.
- Remember that disagreeing with you is not necessarily a disruption. Students have a right to express their opinions, even dissenting ones. In fact, disagreement is a quality that many of the best faculty consider essential in shaping students qua citizens.

Consider including the Rutgers University Code of student conduct on your next syllabus:

<http://www.rci.rutgers.edu/~polcomp/judaff/ucsc.shtml>

#### Sources

East Bay AIDS Education Training Center, “Difficult Behaviors in the Classroom.”

<http://honolulu.hawaii.edu/intranet/committees/FacDevCom/guidebk/teachtip/behavior.htm>

(accessed January 8, 2010).

Tennessee Board of Regents, "Effective Management of Student Conduct Training."

<https://elearn.tbronline.org> (accessed January 8, 2010).

## 2010 Professional Development Awards

The Center for Teaching Advancement and Assessment Research at Rutgers has made its selections for the 2010 Part-Time Lecturer Professional Development Fund awards. The total amount of funds available has been distributed for this year. Congratulations to all awardees and thanks to all who applied. Twelve out of 45 applications were granted an award ranging from a high of \$1400 (which 3 people received) to a low of \$220. The high number of regrets serves to indicate that we need to increase the size of the fund to cover more of the meritorious applications. This is one of our achievements in bargaining our Collective Agreement last time: we succeeded in doubling the amount available each year during the past four years of the current contract—from \$5,000 to \$10,000. Now we have even more evidence that more money is needed! In the next round of negotiations (the current contract expires on June 30, 2011), we will strive to increase the amount of money available and to amend the selection process. Marisa Koz of the Office of Academic Labor Relations will be in touch with each award recipient to explain the mechanism for reimbursement for the professional development activity funded.

**Anne-Catherine Aubert**, \$200 for the purchase of a DVD and books to enhance the teaching of French

**Roberta Entner**, \$1000 to offset purchase of a movie camera and tripod for use in public speaking classes

**James Gallagher**, \$225 to offset costs to attend 3 conferences sponsored by NJ Society of Certified Public Accountants

**Amy Higer**, \$300 to offset costs to present a paper at the New England Political Science Association annual conference

**Yen-Fang Jenh**, \$1400 to offset costs of participation in an Oral Proficiency Interview workshop related to teaching Asian Languages sponsored by the American Council of Teachers of Foreign Languages

**Eun Kyung Lee**, \$1000 to purchase Korean films to enhance the curriculum for teaching Korean culture and cinema

**Neha Mittal**, \$220 to purchase materials to develop a new course in the MBA program at Rutgers-Camden

**Joan Glass Morgan**, \$1400 to offset expenses to attend the annual International Scientific Conference of the Center for Mindfulness in Medicine, Health Care, and Society

**Mary Nagy**, \$1200 to offset expenses in a research project in Communication that involves undergraduate students

**Alena J. Singleton**, \$1400 to purchase technology to create a virtual classroom environment for teaching Sociology

**Ying Sun Tombler**, \$800 to offset costs to attend an annual conference on teaching Economics at Robert Morris University

**Timothy Urban**, \$900 to assist with purchase of software and labor necessary to enhance online music practice

## Where Do Dues Go?

by Steve Peterson, Treasurer (PTL, Math)

The table below shows where your money goes: it is a summary of revenue and expenses for the Part-Time Lecturer Faculty Chapter of Rutgers AAUP-AFT for fiscal year 2008-2009. We have affiliations with state and national organizations, the American Association of University Professors (AAUP) and the American Federation of Teachers (AFT), which help us with solidarity, strategic planning, research, legislative and political action, and other ways of developing clout. This year we did not need to spend very much on legal fees but will spend more in this category if we have any arbitrations or if we are negotiating a successor contract, which we will need to do for the current contract that expires on June 30, 2011. In addition to the information shown in this table, the Chapter has \$31,000 in the bank and a Certificate of Deposit worth \$40,000. Contact me if you have any questions. Steve Peterson, Treasurer, [batubatu@verizon.net](mailto:batubatu@verizon.net)

Rutgers PTL Faculty Chapter, AAUP/AFT	
July 08 - June 09	
<b>Revenue</b>	
Membership Dues	\$32,193
Representation Fees	\$30,812
Interest	\$ 1,024
<b>Total Revenue</b>	<b>\$64,029</b>
<b>Expenses</b>	
Affiliation Dues	
National AAUP	\$ 17,555
AAUP Collective Bargaining Congress (CBC)	\$ 900
State Conference of AAUP	\$ 592
AFT Convention Expenses	\$ 7,590
National AFT	\$19,431
<b>Subtotal: Dues</b>	<b>\$46,068</b>
Service Bureau (staff support)	\$5,000
Other Expenses (e.g., meetings, room rentals, food, postage, legal consultation fees, grievance handling)	\$11,918
<b>Total Expenses</b>	<b>\$62,986</b>
<b>Net Income, July 08 – June 09</b>	<b>\$ 1,043</b>

## CTAAR Program: Assessment Practices at Rutgers, March 3

The Center for Teaching Advancement and Assessment Research (CTAAR) has scheduled a luncheon discussion on “Notable Assessment Practices at Rutgers University” from 11:30am to 1:30pm on Wednesday, March 3 to be held in Room 411 at the Rutgers Student Center on the College Ave Campus.

If you want to attend this program, please RSVP to [devanas@ctaar.rutgers.edu](mailto:devanas@ctaar.rutgers.edu). Two topics will be addressed: “Learning Goals and Senior Survey” and “Development of ePortfolios for Assessment.”

# Join the Rutgers Part-Time Lecturer Faculty Chapter-AAUP-AFT

**Switch from representation fee payer status to full membership  
A small investment means  
strong defense of  
higher education and employment well-being**

<b>PTL</b>	<b>PTL minimum salary for 3-credit course</b>	<b>Rate</b>	<b>Per semester</b>	<b>Per pay period</b>
<b>Representation Fee</b>	<b>\$4230</b>	<b>0.425%</b>	<b>\$17.98</b>	<b>\$1.65</b>
<b>Full membership dues</b>	<b>\$4230</b>	<b>0.50%</b>	<b>\$21.15</b>	<b>\$1.94</b>
<b>Difference</b>			<b>\$3.17</b>	<b>\$0.29</b>

## PTL Achievements

Kudos to **Chengwen (Arthur) Wang** in the Newark Math Department for receiving a 2009 President's Volunteer Service Award complete with letter of thanks from President Obama. Chengwen's work in the Chinese-American community complements his teaching at Rutgers and Essex County College where he also achieved tenure this year. On the publication front, watch for **Teresa Politano's** new book *Celebrity Chefs of New Jersey*. If you've received an award or published a book/article this year, please let us know so we can mention in the PTL newsletter. No reason to hide accomplishments! Contact Karen Thompson by calling the office at 732-964-1000, ext. 21 or [kgt@rci.rutgers.edu](mailto:kgt@rci.rutgers.edu).

## AFT/COPE Campaign Begins

We are launching an AFT/Committee on Political Education (COPE) campaign in March. The political landscape for public employees is constantly changing and requires attention to legislative agendas that impact higher education as well as to candidates who seek our votes in New Jersey and on the federal level. Join AFT/COPE to have a voice in political action decisions via one-time contribution or payroll deduction.

When many Part-Time Lecturers contribute to AFT/COPE through payroll deduction, a small amount that is manageable according to one's individual budget can add up to greater visibility and clout. Recently, corporations won an appeal before the Supreme Court to have free speech rights in politics as if the business itself were an individual. We professional educators need free speech rights and banding together is necessary if we are to develop countervailing clout.

Please download the AFT/COPE form: [http://rutgersaaup.org/misc/COPE\\_explanation.pdf](http://rutgersaaup.org/misc/COPE_explanation.pdf)



**Rutgers Part-Time Lecturer Faculty Chapter AAUP-AFT**  
**11 Stone Street**  
**New Brunswick, NJ 08901-1113**  
**732-964-1000; FAX 732-964-1032**

## **Join the union! Members encourage other colleagues to join!**

AAUP-AFT has tools that no other organization has to address PTL terms and conditions of employment. To claim these union tools at Rutgers, a Part-Time Lecturer must be a **full dues-paying member**. Eligibility begins in the second semester of teaching (unless a full-time faculty or a TA/GA the previous semester in which case the person is immediately eligible). Dues are 0.5% (.005) of the salary (\$21.15 a semester if the salary is \$4,230 per course) deducted in small amounts per paycheck. If PTLs do not join, they continue to pay a “**representation fee**” of **85% of dues**. Switching to full membership costs just a little bit more—an inexpensive upgrade considering the union negotiates higher salaries and protects PTL salary and other benefits! Join to become a full “citizen” in the union in order to vote and participate in decisions that affect PTL working conditions at Rutgers University. Membership forms may be sent to Rutgers AAUP-AFT via regular mail to 11 Stone St, New Brunswick, NJ 08901 or via FAX to 732-964-1032.

Check your mailing label to verify your status as a Member (U) or a Representation Fee Payer (R). If you have questions about your status, call our office at 732-964-1000 or send an email to [aaup@rutgersaaup.org](mailto:aaup@rutgersaaup.org).

## **Join the Rutgers PTL Faculty Chapter-AAUP-AFT!**

A membership form can be found inside or online at <http://www.rutgersaaup.org>, click on “Join AAUP”

### **Contact information**

#### **Officers:**

President, Mike Slott (Labor Studies, SMLR, New Brunswick); [msslott@hpae.org](mailto:msslott@hpae.org)

Vice President, Richard Gomes (PALS, Newark); [richard\\_gomes33@yahoo.com](mailto:richard_gomes33@yahoo.com)

Secretary, Teresa Politano (Journalism, SCILS, New Brunswick); [teresa.p@att.net](mailto:teresa.p@att.net)

Treasurer, Steve Peterson (Mathematics, New Brunswick); [batu@att.net](mailto:batu@att.net)

Camden VP, Ann Rosen Spector (Psychology, Camden); [arspecto@camden.rutgers.edu](mailto:arspecto@camden.rutgers.edu)

Newark VP, Anthony Bevilacqua (Urban Education & Mathematics, Newark); [bevilacq@andromeda.rutgers.edu](mailto:bevilacq@andromeda.rutgers.edu)

#### **Executive Board representatives:**

Nancy Ellis (Fine Arts, Camden); [ellis@camden.rutgers.edu](mailto:ellis@camden.rutgers.edu)

Paul More (Mathematics, Camden); [pdmore67@aol.com](mailto:pdmore67@aol.com)

Eleanor LaPointe (Sociology, New Brunswick); [elan40@juno.com](mailto:elan40@juno.com)

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#### **Staff Representative:**

Karen Thompson (English, New Brunswick); [kgt@rci.rutgers.edu](mailto:kgt@rci.rutgers.edu); union office 732-964-1000, ext. 21