18.1 The University recognizes the importance of an adequate working environment and supporting services to promote effective teaching and learning. Therefore, within the limits of available space and resources, the University shall make a good faith reasonable effort to provide each Member of the Bargaining Unit the following:

18.1.1 suitable office space and furniture, phone, and network-compatible computer with access to either a network or personal printer;

18.1.2 access to copying services for their reasonable academic copying needs;

18.1.3 office and classroom supplies; and

18.1.4 library resources, computing systems with technical support, classrooms, and laboratories that are responsive to Bargaining Unit Faculty and student needs and consistent with standards of quality recognized at the national level.

18.2 The University will make a good faith effort to respond in a timely fashion to reasonable requests from Bargaining Unit Faculty for measures to secure hazardous materials.

18.3 Laboratories used by Members will be in compliance with O.S.H.A. standards.

18.4 Professional Development Fund: The purpose of the Professional Development Fund is to afford each Bargaining Unit Member the opportunity to improve the practice of teaching and to support individual Members’ teaching in pursuit of the goals of the university. Both the University and the AAUP-WSU recognize the importance of continuous improvement in the skills and accomplishments of the faculty in these areas.

18.4.1 During each fiscal year of this contract each college shall make available a sum of no less than $125 per fiscal year for each NTE Bargaining Unit Member for professional development. Professional development expenses may include but are not limited to: travel, software, hardware, books, journals, and supplies that directly support the Member’s teaching or research that is directly related to teaching. This fund is not to be used for professional memberships unless such are needed in order to obtain publications not otherwise readily available. This fund shall not be used either to supplant routine computer hardware replacements or to obtain software for which the University purchases a site license. It may be used to replace hardware more frequently than the usual scheduled replacement cycle or to upgrade existing hardware.

18.4.2 Unused funds shall be carried forward from one year to the next by the college on behalf of each eligible faculty member. The maximum amount available to any Member pursuant to Sections 18.4.1 through 18.4.5 will be $125.

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18.4.3 Disbursements from these funds must be approved by the Member’s dean or designee. To request funds, a Member must submit to his or her department chair a written request that includes a statement describing how the requested travel or materials will enhance the Member’s teaching or contribute to the practice of teaching.

18.4.4 The impact or result of professional development funding should be reflected in each Member’s annual faculty activity report.

18.4.5 Deans are not required to disburse faculty development funds to Members with a continuing pattern of poor performance, to Members who have not reasonably demonstrated productive use of past funds, or to Members whose requests do not show a direct relationship between the requested expenditure and their own teaching or their contributions to the practice of teaching.

18.4.6 Nothing in this Article precludes Deans and/or Department Chairs from providing additional funds for travel or to support other professional development activities or needs.

18.5 Academic Services Committee. The University and the AAUP-WSU recognize that issues may arise regarding the services provided to faculty in support of their teaching and research by Computing and Telecommunication Services (CaTS), the Center for Teaching and Learning (CTL), the Office of the Registrar, the Office of Disability Services (ODS), and the Physical Plant. Accordingly, at the request of either the AAUP-WSU or the University, the parties will form an Academic Services Committee.

18.5.1 Committee Membership. The Academic Services Committee shall have seven members, each of whom will be a faculty member, and none of whom can be a director of or otherwise directly affiliated with any of the five units named in Section 18.5. Three committee members will be appointed by AAUP-WSU, three committee members will be appointed by the University, and the AAUP-WSU and the University will jointly appointment a Lake Campus representative.

18.5.2 Once a committee has been formed, the office of the Provost will arrange for an initial meeting, at which the committee will elect a chair (or co-chairs if the committee so desires).

18.5.3 Normally, only committee members will attend meetings of the committee. However, the directors of the five units specified in Section 18.5 will normally meet with the committee upon the committee’s request, and likewise the committee will normally agree to a request from one of the directors to hold a meeting with the committee. It is understood that the parties must be reasonable and flexible with respect to scheduling constraints.

18.5.4 Normally, the Committee will make recommendations to the Provost, although it may also make recommendations directly to a director of an individual unit.

18.5.5 When the Provost (or other administrator to whom the Committee issues a recommendation) takes action (or elects not to act) following a written recommendation from a
majority of the Committee, the Provost (or other administrator, respectively) shall inform the Committee of such action and communicate the reasons for the decision in writing. The parties recognize that the Provost (or other administrator, respectively) will not communicate reasons for their actions (or decisions not to act) that are based on confidential information.

18.6 Communications with Bargaining Unit Faculty. When using email to send a message notifying all Members of the Bargaining Unit of a deadline or in some way requiring their response (e.g. deadlines for obtaining parking passes or enrollment for health insurance), the University will use an email list that includes the university email address of all Members.