

CALIFORNIA STATE UNIVERSITY, EAST BAY
FACULTY AFFAIRS COMMITTEE

Minutes of the Meeting of January 18, 2012

Present: Eileen Barrett (chair), Jeanette Bicais (quarter secretary), Linda Dobb (ex officio), Liz Ginno (phone conference), Scott Hopkins, Ching-Lih Jan, Dave Larson, Danika LeDuc
Guest: Mike Mahoney, Steve Peng

- 1) Approval of the agenda
M/S/P (Larson/LeDuc).
- 2) Approval of the November 16, 2011^h minutes

M/S/P (Hopkins/LeDuc)

- 3) Report of the Chair

Introductions: New person in the Academic Senate Office, Sophie Rollins: Luther Strayer, Environmental Science, to second term: Steve Peng, winter quarter replacement for Tony Lima, CBE, will be forwarded to the Academic Senate for approval.

RPT document is on the Ex-Com agenda for Tuesday, with the goal of approval before the end of the winter quarter.

Lecture's Subcommittee: Still to convene and discuss policies on Faculty Office Hours and Range Elevation. Gretchen Reevy is Chair.

Student Evaluations Subcommittee: Meeting January 27, 2012. Sharon Green is Chair.

- 4) Report of the Presidential Appointee -- None.

- 5) Old Business

- a) Policy on emeritus/a Status
Appointment with Provost Houppis pending
- b) Policy on Administrative Review
Still in progress

- 6) New Business

- a) Faculty Office Hour Policy
Relevant section: "Part-time faculty will maintain the equivalent of one office hour per week for each course of their teaching load."
Subcommittee recommendation: "Part time faculty will maintain the equivalent of one office hour per week for every four (4) units of their teaching load."

Discussion: The relevant section raises the question of lectures teaching 10 one hour classes and thereby required to have 10 hours of office hours. Other issues that complicate the above section are the time lectures spend answering emails, whether lectures are required to spend more office hour time than TT faculty, whether they are compensated for the time, and whether students are being served if there is not sufficient office hours where lectures are available.

The language of the subcommittee's recommendation could be clearer, eliminating any ambiguity if a lecture has a teaching load that is not a multiple of four. For example, a lecturer may teach five units, which would equal one office hour for the four units and another hour for the one unit.

Recommendation: “Part time faculty will maintain one office hour per week for one (1) to four (4) units of their teaching load, two office hours per week for every five (5) to eight (8) units, and three office hours per week for nine (9) or more units.”

M/S/ (Hopkins/LeDuc)

Discussion: Larson suggested making a new paragraph with the section.

Vote: unanimous

7) Announcements

- a) Mike Mahoney reported that FDEC wants to be a standing committee; however lectures cannot be on a standing committee. Referral to Faculty Affairs will be that lecturers may be on standing committees. Concerns include lectures are not paid to be on committee, they have a voice when are committees, and why can't lectures serve if they self nominate.
- b) Eileen Barrett invites all TT searches candidates to visit Faculty Development on their campus visit.

8) Adjournment

M/S/P (LeDuc/ Ginno) at 3:19pm.

The FAC web page is <http://www20.csueastbay.edu/faculty/senate/committees/fac/index.html>