

CALIFORNIA STATE UNIVERSITY, EAST BAY  
FACULTY AFFAIRS COMMITTEE

Approved as amended Minutes of the Meeting of April 4, 2012

Present: Eileen Barrett (chair), Jeanette Bicais, Liz Ginno, Ching-Lih Jan, Dave Larson,  
Danika LeDuc(quarter secretary),Luther Strayer,

Guests: Linda Dobb, Mike Mahoney, Sophie Rollins

Absent: Tony Lima, Scott Hopkins

- 1) Approval of the agenda  
M/S/P (Ginno/Bicais)
- 2) Approval of the March 7th minutes  
M/S/P (Ginno/Larson)  
Eileen had a few corrections to the minutes that she displayed, and they were approved as corrected.
- 3) Report of the Chair
  - a. Eileen mentioned workshops being offered by the Office of Faculty Development in response to the recent shootings at a college campus in Oakland.
  - b. Outstanding Professor nominations are in. The deadlines for material April 13<sup>th</sup>. The subcommittee will convene next week.
  - c. The lecturer subcommittee is taking a vote to the proposed changes to range elevation document.
  - d. The provost objected to Emeritus/a faculty document. Sub-committee (Barrett, Jan, and Larson) came up with some changes that might solve the problem but are not sure. This is discussed under “Old Business.”
  - e. Mahoney and Linda Dalton asked for a review of strategic planning documents. Linda Dalton will attend April 18<sup>th</sup> at 3 p.m.
  - f. Concerns were raised in Senate about faculty office hour policy about part-time faculty. Eileen pointed out “in consultation with department chair” should resolve problems raised by Senators Watnik and Wallmann about departments with unique teaching assignments. The second issue raised was if a full-time faculty member has a course release, do they still have to do three office hours per week. This was the first reading, so it is not yet sent back to FAC. Bicais brought up Teacher Ed and how they bank units. How about emails and phone calls? Why doesn't that count? Eileen suggested to insert “In consultation with their department chairs, full-time faculty who have release time from teaching and part-time faculty will maintain the equivalent....” Ginno asked what is the teaching load? Maybe define it as quarterly teaching load? Strayer suggested “Exceptions must be approved by department chair.” Dobb read to us from 20.1b of the contract. 20.2a says “the composition of professional duties and responsibilities of individual faculty cannot be restricted to a fixed amount of time, and will determined by the appropriate administrator after consultation with the department and/or the individual faculty member.” Dobb suggested “Instructional faculty have a

professional responsibility to maintain office hours. At CSU East Bay, the standard expectation is that ...” Larson said if it is better for Barrett to bring the document back, we should. Dobb would like to resolve the issues with lecturers now, and hold off on full-time faculty issues.

4) Report of the Presidential Appointee

Linda Dobb reported that the President had signed off on our revisions to the RTP document that had been approved by the Senate.

5) Old Business

a) Policy on Emeritus/a Status

Jan and Barrett found mistakes and fixed them on this document. The Provost referred FAC to the Fresno document, and the working group (Barrett, Dobb, Jan, and Larson) looked at the Fresno document. Fresno document discusses the granting of emeritus status to administrators. Larson brought up the fact that he saw the term “CEO Emeritus” a few times in the past couple of weeks. Bicais brought up the fact that no minimum employment is needed for emeritus/a status at Fresno. Barrett, Larson, and Jan felt this didn’t apply to us. Bicais asked about Chancellor’s office. Barrett said they have a policy to grant emeritus/a status to presidents. The Provost also asked for clarification on the department chair letter requirement. The new language is “The recommendation shall be in the form of a letter written by the department chair after consultation with the department faculty.” Barrett has altered the language of point 2 (regarding lecturers), but she is not convinced that this will be approved by Provost. Dobb will meet with Provost and discuss it. Point 3 leaves open the possibility of lecturers to apply. Could we amend it to put “and/or continues active scholarship?” It is proposed that we may get rid of point 2 and amend point 3. There was an issue with parking permits; maybe they have a right to purchase permits but not complementary parking.

b) Policy on Administrative Review

Barrett needs more time to finish this document.

c) Policy on Range Elevation

Dobb reported that the CSU administration lost a case at Cal Poly because their requirements for lecturers were not in compliance. The Chancellor’s office then asked all campuses to examine their own policies. The ranges themselves will be kept as is, but the criteria for elevation to each range may be made more specific. One suggestion by the lecturer sub-committee was to change the requirement for “exemplary teaching” to “consistently effective.” For range C, the suggested language is “an applicant for this advanced range must possess the appropriate terminal degree or specialized professional expertise or experience (including teaching), and must demonstrate consistently effective job performance.” For range D, the suggested language is “An applicant for this advanced range must possess the appropriate terminal degree or specialized professional experience (including teaching), must demonstrate consistently effective job performance, and must make other contributions to their discipline, the department,

college, or University.” It was also recommended that “licensure” and participation in Faculty Development be added to the list of general criteria. Larson commented that he wants “exemplary” back. Although the argument for removing it is that what constitutes “exemplary” is unclear, the term “consistently effective” is not necessarily clearer.

d) Faculty Membership of Standing Committees

Barrett will meet with Gretchen Reevy. Reevy is advocating for lecturer participation on standing committees.

e) RTP Policy and Procedures for Librarians

Ginno is still working on this.

6) New Business

a) Review of Strategic Planning Documents

There is a link in the agenda to the documents needing review. We will meet with Linda Dalton to discuss this at our April 18<sup>th</sup> meeting.

7. Adjournment: 3:55

M/S /P (/LeDuc/Strayer)

xc: Academic Senators  
Administrative Officers  
College Deans  
Department Chairs

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