

FAC
Feb 4th, 2015
AMENDED MINUTES

Members Present: Liz Ginno, Jame Ahiakpor, David Fencsik, Linda Ivey, Nidhi Mahendra, Michael Moon, James A. Murray, Linda Smetana, Helen Zong, Linda Dobb
Guests Present: Sophie Rollins

1. Approval of the agenda

M/S/P Smetana/Ahiakpor 9/0/0

2. Approval of the minutes from Jan 7, 2015

M/S/P Fencsik/Smetana 9/0/0

3a. Report of the chair

ExComm met and referred to FAC agenda item 3C [14-15 SCD 4]. This requests that FAC develop a new 10-year academic calendar based on semesters before the end of Spring 2015. The chair now has examples of policies from other CSU campuses for awarding “exceptional levels of service to students” WTUs (\$39,000), and needs volunteers to work on a policy (Murray and Dobb volunteered) This may be related to FAC7. RTP subcommittee met and is revising the RTP document and will meet again next week. The lecturer subcommittee is meeting next week. The teaching evaluation subcommittee is revising policy to be consistent with newly revised class evaluation form in preparation for second reading in senate in a couple weeks. The chair talked with the faculty liaison to athletics for feedback, and learned that President Morishita plans to veto FAC request to evaluate the Director of Athletics. As written now, the position reports to Student Affairs, and is several levels down relative to Academic Affairs, so the President does not feel there is a strong necessity to review the Director of Athletics.

3b. Report of Presidential Appointee Linda Dobb

She reports to the president on FAC work such as new teaching evaluation form, changing RTP documents, and the change in workload for those mentoring students. She notes that administration sometimes has different point of view from faculty on policies as she sends them up the chain, so she tries to keep the lines of communication to and fro open and up-to-date between us and the administration.

3c. Semester Conversion Steering Committee (SCSC) report

From Michael Moon (FAC), and Eileen Barrett, co-director of SC with Jason Singley. Eileen notes steering committee has 11 faculty members that are taken from the Academic Senate. Meetings are open to all, meet Fri 12-2p in UU102. Linda Dobb is on steering committee due to being in Academic Affairs. They are [charging](#) FAC with revising the 10-year academic calendar. Michael Moon has started to address this need. Calendar has workload and thus RTP implications. See [documents](#) he provided via email. Framework for conversion will involve students, faculty, and respect the new

ILOs. SCSC has met twice so far. COBRA identified tasks and costs of conversion, and the Carl Bellone report listed possible issues. Many of these documents are on SC website. Michael's document lists many tasks for FAC, and the calendar should be completed in Spring. He suggests we use existing calendars to use as guides and showed printouts of other CSU, and CC, and UC using semesters. FAC must address office hours, FERP, and many other RTP issues. Must address our faculty "duties" and will need a subcommittee to focus on the calendar. This subcommittee will need to identify members of that subcommittee from across campus (including from PEM such as the office of the Registrar; Glen Perry volunteered). SC have 4WTU to give to FAC members that are on this subcommittee. Mike refers to CSU chancellor's document that determines number of workdays, and a CSU academic senate document that describes campus autonomy for setting calendar. Linda D. suggests we line up with SFSU and SJSU. Jason suggests we coordinate with the CC that have the largest numbers of transfer students. We also must consider the exam schedule to make sure we have enough rooms. Discussion of considering taking entire week of T-giving off, thus postponing final exams. FAC could send out surveys to request input from faculty and invite faculty to committee meetings, as did Cal Poly. Linda D. suggests that coordination with SF and SJSU will help online students coordinate and shared faculty teach classes on both campuses. To establish a subcommittee we identified four committee volunteers Liz, Nidhi, Michael, Glen. Linda D. notes that shorter courses can be taught even within longer period semesters. CSU doc says there are 17 weeks per semester, 15 weeks of instruction (plus 1 finals week and 1 grading week). Eileen notes that teacher education has internships so it would be nice to coordinate with K-12 calendars. Interns need 4 courses in summer, so summer session can't be too short.

4. Old business

4a. 13-14- FAC4

Re-visited memo on role and responsibilities of a "Director" of a school. One question was regarding if a Director is considered above a Chair. We need the schools themselves to establish policies for review and appointment of the director. Linda I. suggest that each department gets a vote, and each chair relays the vote of their own faculty. This as followed by discussion of the role of a director with an example from School of Global Humanities and Cultural Studies. There was discussion of where resources derive to support director time and question of fairness across departments without directors for their respective programs. Murray suggests we ask 3 schools to draft selection policy and relay to FAC. Discussion of how to draft the policy document. M/S Murray/Mahendra to accept 13-14 FAC4 but re-number to 14-15. Discussion about how old form refers to schools that have now formed. Suggestion that we need only to change the school formation document to make it not optional to send to FAC for approval. Questions raised of whether FAC is relevant to formation of new schools. Some agreement on formation of schools but concern about appointment of directors. M/S/F 0/3/5, motion fails.

4b. 13-14 FAC 14

FAC has requested to review 3 different administrative officers, and we had previously discussed splitting it into 3 documents from 1 doc last year. This resulted in 14-15 FAC5 (Review of the University Diversity Office) and 14-14 FAC6 (Request for Reconsideration of the Academic Senate document 12-13 FAC13, amended). Discussion followed of why we don't separate UDO and the Sustainability director requests. Further discussion of revising the document (adding bullets about sustainability to make parallel to the UDO issues). Chair Ginno elects to move to new business to allow further development of the document.

5. New Business

5a. Chair sought volunteers to review our policy on intellectual property as indicated by the 2007-2008 Senate Task Force for review every 5 years. Linda Ivey and Linda Smetana volunteered.

5b. Chair sought volunteers for further refinement of the Amorous Relationship policy, but received none. Linda Dobb prefers a short policy that just says "don't do it."

Move to adjourn 3:48pm

Respectfully submitted,
James A. Murray