Faculty Affairs Committee meeting,
April 1, 2015
APPROVED Minutes

Members Present: Secretary James Murray, Chair Liz Ginno, James Ahiakpor, Linda
Dobb, Michael Moon, Linda Ivey, Linda Smetana, Nidhi Mahendra
Members Absent: Maria Gallegos, Helen Zong
Guests: Sophie Rollins, Mark Robinson, Glen Perry

Called to order by Chair Ginno at 2:05 pm.

1. Approval of the Agenda
MSP Linda Smetana / Moon

2. Approval of the Minutes from March 4, 2015 with corrections.
MSP Murray/Ahiakpor, 1 abstention

3. Reports

3a. Report of the Chair
Faculty awards subcomm is meeting Monday, with 2-3 nominations in each category
(Outstanding Faculty Mentor of Students, Outstanding Researchers (tenured and non-
tenured), Outstanding Contributor to Community Engagement, and Outstanding Scholar
on Issues of Diversity, Social Justice & Multiculturalism). Nominations were due March
20th. The deadline for applying for the Education Experience Enhancement Award is
April 6th.

Motion to have subcommittee evaluate the awards for Exceptional Service, and bring to
FAC for approval.
MSP Murray/Smetana

3b. Report of the Presidential Appointee Dobb.
She will re-send reminder to faculty to apply for Exceptional Service WTU.

3c. Report of Semester Conversion Steering Committee.
Michael Moon is chair of the Calendar Subcommittee of FAC (CS-FAC) and member of
the Semester Conversion Steering Committee (SCSC). See PDF he presented dated April
1, 2015, which was also linked in email to all faculty. FAC received referral from
Excomm and SC Steering Committee Directors on Feb 3, and then CS-FAC convened
and began soliciting comments from FAC and the SCSC, as well as from chairpersons of
departments. CS-FAC also met with financial aid administrators, and with
representatives of groups with outside-accredited programs. CS-FAC met with the AVP
of APGS Opp and solicited comments from the Provost, deans, faculty, students, and
staff members and they each weighed in on the two prototype calendars. These two
calendars were shown to FAC members as hard copies with colors coding for different
types of days. Prototype-1 has a 5-day and Prototype-2 has a 3-day Thanksgiving break

period. Moon then explained the key aspects of the two calendars, using PDF slides which are linked to the FAC agenda. He explained that major constraints exist due to the CBA contract and CSU policy including mandated holidays and operational requirements such as grading time. Another major choice is whether to keep Winter break minimal as we have now, or to lengthen it to allow for an Intersession of instruction. Note that under Prototype 1 there would be 3 Mondays without class meetings, but under P2 there be only 2 Mondays without class meetings. P2 includes Wednesday before Thanksgiving as a travel day. Discussion ensued of the relative merits of each prototype. Discussion included the need to schedule more classes on Fridays in the future.

Motion to send forward to Excomm/Senate Prototype 2 as the preferred semester calendar (3-day Thanksgiving Week).
MSP Ahiakpor/Ivey, unanimous

4. Old business
4a. 13-14 FAC 14 split into 3 new documents.
Discussion was postponed until next meeting because the accompanying documents, the waiver form and proposed changes to the Appointment & Review document, needed to be updated and included for FAC members review

5. New business
5a. Intellectual property policy referral from Acting Senate Chair Eileen Barrett from 2013 to re-visit old policy every 5 years.

5ai. CSUSM policy was reviewed.

5aii. Linda Dobb updated the old policy for approval. Updated information but made no major changes. Dobb suggested that FAC might consult the CBA to see if our policy is consistent with our contract. Dobb stated that receiving a sabbatical does not rise to level of "extraordinary support" that would allow university to share copyright, but being paid specifically to create something might mean that the university retains copyright.

MSP Ahiakpor/Smetana, 1 abstention

5b. Student Evaluation of Learning policy suggested changes from Student Evaluations of Learning Subcommittee of FAC

FAC members viewed both final edited version and the version that showed all of the changes made. The subcommittee brought the policy in line with the CBA and updated the language. Discussion of section 2.1 language and Ginno suggested that the sentence, "This requirement includes tenure track faculty at all ranks" be changed to the CBA inclusive terminology of "all faculty unit employees", so as to include temporary and part-time faculty. Moon asks if section 2.4 has a time frame; discussion revealed that this was simply offering the idea that faculty have the freedom to use other formative evaluation tools that are not part of the official student evaluation process. Section 1 proposed removing "including part-time lecturers" so as to make it more clear than "all"

means "all". Ginno asks if policy should include language about the evaluation form for instance the ability to add department-specific questions. Proposed inserting 2.3.2 "Each department may, in consultation with their faculty and the Testing Office, add additional questions to their course evaluations, without review by FAC". This renumbers the subsequent two items to 2.3.3 and 2.3.4. Suggestion to remove underlining from some wording. Section 5.1.2 seems to contradict experience that chairpersons can access faculty evaluations. Discussion of whether to keep records after 5 years and CBA seems to require keeping records for 5 years after separation.

MS Ivey/Smetana, postponed vote until next meeting

5c. Review of the Terminal Degree in Engineering definition from School of Engineering
Murray briefly noted before time ran out that the policy statement by the School Director was vague as to the lower limits of the definition of a terminal degree.

6. Adjournment, moved 3:52pm

Respectfully submitted,
James A. Murray, Secretary of FAC (Spring 2015)