

Faculty Affairs Committee
AMENDED Minutes
May 18, 2016

In attendance: Jim Murray (Chair), James Ahiakpor, Kimberly Kim, Linda Smetana, Holly Vugia, Diana Wakimoto, Caron Inouye.

Absent: Linda Dobb

Guests: Zinovy Radovilsky, Mark Robinson

Meeting called to order at 2:00pm with quorum

1. 16-17 Organizational meeting

1a. Welcome new members and introductions

New FAC members Grant Kien (CLASS), Lianne Christiansen (CSCI), Zinovy Radovilsky (CBE)

1b. Elect Chair

Murray self-nominated/Smetana/elected unanimously by acclamation.

1c. Elect Secretary

Moon for Fall '16, Wakimoto for Winter/Spring '17.

2. Approval of the agenda

Murray/Smetana/unanimous.

Murray moves to review Title IX syllabus additions and to include in a common syllabus policy as 5a and move 5a to 5b. Murray/Vugia/unanimous approve change.

3. Approval of the 5/4/16 minutes

Murray/Moon/approved with corrections without objections.

Add: replace references to 'Business' to CBE

Add: goals of Faculty Scholar program need clarification

Amended minutes approved/2 abstentions.

4. Reports

4a. FAC Chair

Murray emailed his report to the committee; the content of the email is below.

A. Dobb pointed out that the addition to the "common syllabus" of Title IX language should be added to official syllabus policy.

- old policy on web: <http://www.csueastbay.edu/faculty/senate/files/Policies/12-13-new-policy-page/syllabus-policy.pdf>
- newer policy [14-15 FAC16] passed in 2015, (approved by President Morishita 1/19/16)

It appears there is no official policy about contents of the "common syllabus"; FAC can address this next year, but they are now items 8-10 in the newly proposed policy document [15-16 FAC 12].

B. FAC needs to choose a new representative for the Semester Conversion Steering Committee to replace Mike Moon this fall. I believe compensation will be \$500 per quarter instead of WTUs, since they expect less workload compared to 15-16. Please let me know if you are interested. Murray will send a call to FAC.

C. Senate passed FAC7, FAC10, and FAC11 on May 17.

FAC11: Some in Senate expressed an interest in seeing our rubric for exceptional service applications. Some asked if one receives this award, would that affect how the work counts toward RTP. In particular, would it no longer be considered "above and beyond", but just be considered "par for the course"?

Discussion ensued regarding the reason for this concern.

FAC7: A senator expressed concern that the policy might result in an infinite loop in which a member of the advisory committee is recused because they were nominated, then a replacement is elected, and then the new person is nominated, and is recused, so on and so forth. The assumption is that would not happen but it could.

FAC2, FAC3 passed senate vote. Murray will submit report for the 2015-16 Assigned Time for Exceptional Levels of Service to Students Awards process to the Academic Senate.

D. The teaching eval subcommittee is making progress, which you can see in the agenda link to Peer Observation ideas. I hope to carry over this work to next year.

E. Although we don't have time to decide about Teacher-Scholar now, the notes lack specific objections from FAC. Request that FAC remind chair of their specific feedback.

4b. Presidential Appointee

Dobb absent.

4c. Semester Conversion Steering Committee (SCSC)

Moon described some activities and current status of the semester conversion process.

Smetana asked whether support for advising. Moon mentioned Degree Audit Review system and Maureen Scharberg (Dean, Undergraduate Studies) as two new sources of support for advising.

5. Business Items

5a. Title IX Common Syllabus Policy Amendment

Discussion ensued regarding example of adding Title IX language FAC voted on at last meeting to the common syllabus policy.

Murray/Wakimoto/passed unanimously

5b. Teacher Scholar Program

Objectives of program need further development.

6. Discussions

6a. Peer evaluation policy on Evaluating Teaching

Murray shared ongoing meeting notes and explained rationale for the subcommittee work. Discussion ensued. Vugia pointed out the need for the reviewer to have access to the Blackboard material or other online material, as these are central to our courses, particularly hybrid or online.

Adjournment at 2:48pm.

Minutes respectfully submitted,
Michael Y. Moon