

APPROVED Minutes

FACULTY AFFAIRS COMMITTEE

Thursday, October 26, 2017

FAC Meeting, Wednesday, November 01, 2017, SF 329

In attendance:

James Murray, Chair

Kathy Hann, Mathematics

Linda Dobb, Presidential Appointee

Eric Engdahl, TED (17-19)

Yi Karnes, Management

Grant Kien, Communication

Kimberly Kim, Nursing & Health Sci, (16-18)

Sarah Taylor, Social Work (17-19)

Guests:

Mitch Watnik (APS), Shirly Yap (CFA), James Carroll (Student Conduct), ASI rep Adelisa Kostic

Called to order 2:00

1. Approval of the agenda

- Murray agenda moved
- Sarah Taylor 2nd
- unanimous approval

2. Approval of 10/18/17 draft minutes

- Murray moved minutes
- Kim 2nd
- unanimous

3. Reports:

a. FAC Chair

- no report, welcome to visitors

b. Presidential Appointee

- no report

c. Semester Conversion Steering Committee (SCSC) report

- catalog rights of students is the current main issue

4. Subcommittee appointments

Vote for representatives

- Awards Committee:
 - Choose 1: Mi Sook Kim, Ying Guo, Brian Du, Du wins by majority vote

- Unanimous approval: Danielle Baudry
- SET:
 - CLASS, Danielle Gaudry, Craig Derksen, Derksen by majority vote
 - CBE, Me Sook Kim, Ying Guo, Brian Du, Masa Yamaguchi, Me Sook Kim by majority vote
 - At large, Tod Zuckerman, Zuckerman by majority vote
 - Needs 1 LIB representative
- Lecturer Subcommittee:
 - Peter Hoag, Eileen Coughlin, Kevin Pina, Pina by majority vote
- RTP
 - CBE CEAS and LIB not represented yet

5. Business:

a. 17-18 FAC X: Retention, Tenure, and Promotion Policy and Procedures document for Electronic Submission of Dossiers with Quarter to Semester changes

i. Latest version

- Murray, 9.2 Affinity hires, seeking language for interdisciplinary work

6. Discussion:

a. Disruptive students policy discussion

Review of:

i. CSUEB online guide

ii. Chair Murray assembled excerpts of policies from other campuses

Discussion

- Murray summarized several policies from around the CSU system
- Taylor explained her approach to creating an environment that will avoid many of the problems with disruptive students
- Murray questioned the absence of training for Faculty regarding student conduct
- Guest Carroll as student conduct representative explained his dept is aware of the issue of needing initiatives and preventative measures
- Murray focused discussion on the issue of who has ultimate decision-making in the classroom, instructor or police?
- Dobb explained she understands herself having power to remove a student as instructor, and if police get called and asked to help, they end up in the position of judgment
- Carroll explained disruptive behavior is across the board, faculty as well as students, police will look for an immediate threat of danger to anyone in the incident, his office is a 'due process' function, not a fast responder to situations
- Murray enumerated 3 possible goals:
 - Is the policy as is good enough?
 - Does a list of best practices exist?
 - Should there be training for faculty?

- Carroll called the info on the web site a guide rather than policy, explained that creating policy would be a broader process
- Murray, some people feel the web document is insufficient, should put together an ad hoc subcommittee to review and contribute to the response to the issue
- Engdahl stated an F.A.Q. would be helpful, especially for the adjunct faculty
- ASI rep, feels there needs to be more detail in the guide, the UPD should be able to cooperate with the faculty member to remove disruptive students, some rules like eating in class are not responsive to busy working student's needs
- CFA rep Yap, in a review position, will consider how the issue plays out vis a vis the contract
- Murray will request Excom form an ad hoc subcommittee to address the issue and make recommendations, will be soliciting committee members

b. Office hours policy; latest version

- Discussion and commentary on the latest version of the document
- Hann, the policy on finals week office hrs could be revised to accommodate the reality of that week's scheduling
- Guest Watnik, the current wording doesn't include the duty of the chair to hold hours to meet with students
- Taylor explained the wording should be able to accommodate various types of non-teaching faculty roles, and adapt to actual teaching hours rather than job classification
- Karnes, the their dept is in this situation and makes themselves available
- Engdahl, could write something to affirm the chair should make themselves available
- Guest Watnik, current policy requires even non-teaching full time faculty to hold 3 open hrs per week
- Kim, there are situations where assigned time lowers the WTU, but they should still maintain full office hrs because their assigned time is meant to give them more contact hrs with students
- Hann, revise the finals week language to allow rescheduling
- Engdahl, the posting of the absence on office door should also include other notice to students
- Murray, Further feedback over email is welcome

Announcements

- CFA contract voting is open

7. Adjournment

- Murphy moved
- Approved
- 3:10 PM