

APPROVED Minutes FACULTY AFFAIRS COMMITTEE MEETING

Wednesday, November 15, 2017 SF 329

In attendance:

James Murray, Chair
Kathy Hann, Mathematics
Linda Dobb, Presidential Appointee
Eric Engdahl, TED
Yi Karnes, Management
Grant Kien, Communication
Kimberly Kim, Nursing & Health Science
Sarah Taylor, Social Work
Jiannan Wang, University Libraries

Called to order 2:00 PM

1. Approval of the agenda
 - Murray moved
 - Kien second
 - Unanimous approval
2. Approval of 11/1/2017 draft minutes
 - Correction to Engdahl's name in the minutes
 - Moved by Murray
 - Kien second
 - Unanimous approval
3. Reports
 - a. FAC Chair
 - Chair Murray's suggestion on adding more lecturer members for the subcommittee was discussed at Senate meeting. Some suggested services of lecturers should be considered voluntary. Senate voted to delete related language in the document.
 - Murray has received documents on workload expectations for semester from the dean.
 - Linda: every college will need their own workload expectations document.
 - Sophie will send more recruiting information.
 - SET subcommittee library representative: Sharon Radcliff
 - RTP subcommittee members: Izzet Darendeli/CBE, Matthew Atencio/CEAS, Liz Ginno/LIB
 - b. Presidential Appointee
 - RTP procedure is in process
 - Sabbatical leave requests are due. All requests will be held until 2/15/2018.

- About 30 faculty searches are currently going on. All search work is expected to be completed before the semester begins.
 - Engdahl: The state is not going to reimburse the benefits for new hires. Linda: Admins are going to look into necessary positions.
- c. Semester Conversion Steering Committee (SCSC) report
- SCSC discussed catalog rights for fall 2017 enrollments. Fall 2017 freshmen will be able to choose 2018-19 catalog, or keep the current catalog. SCSC will ask ExCom to refer to CIC to provide a recommendation on this issue.
4. Business
- a. Office Hours Policy: reviewed the latest version
- Linda: faculty are supposed to hold office hours during finals week.
 - “faculty office hours” changed to “faculty contact hours”
 - Several suggestions of change made to the latest version.
 - *(Note added after meeting: Dobb notes that “contact hours” has a different meaning in the CBA, so we should choose a different term.)*
- b. Disruptive student committee formation request to Excom
- Excom asked formal request be submitted. Concerns include how it may be applied to everyone on campus. Some suggested to make it more broadly used.
 - Taylor: was it planned to draft for a classroom setting
 - Kien: faculty to faculty issues are not included
 - Murray: Excom suggested more FAC members serve on the committee
 - Charge should consider wider use of the policy
 - Composition of the committee members
 - Kien: role of the University Police
 - Should it be a subcommittee of FAC? Murray and Wang: No. Taylor: Yes
Linda: include Student Affairs
 - Quorum level: 2/3 or 50%
 - Policy vs resource for faculty to use
 - Kien: will be good addition to FLC
 - Murray: it is a one-year committee charge
 - Sarah and James will work on the document and will share it with FAC via Google Doc.
- c. Agreed Adding Blackboard to emeritus rights is reasonable
- d. Considered that faculty be allowed read-access to e-dossier after deadline
- Comment: all dossier should be treated equally

5. Discussion

- Linda: it is challenging for nominees for Wang Awards to write a 5-page, single-spaced document in a very short time.
- Hann: the recommender or the nominated members to draft the document?
- Linda suggested that starting next year the award information be sent to all faculty.

6. Adjournment

- Murray moved
- Approved
- 3:28 PM