

Approved Minutes – Faculty Affairs Committee meeting

September 19, 2018, SF 329

In attendance:

Kate Bell, Communication (secretary)
Eric Engdahl, Teacher Education
Chandrakala Ganesh, Health Sciences
Kathy Hann, Mathematics
James Murray, Chair
Sarah Taylor, Social Work
Jiannan Wang, Library
Karen Ling, Guest, Office of Academic Affairs
Mark Karplus, Guest, Senate Chair
Angela Schneider, Guest, Student Affairs

Called to order at 2 p.m.

1. Approval of the agenda (Murray moved, Taylor seconded)

Move to add document from CBE defining new terminal degree equivalencies. (Murray, Engdahl).
2. Approval of September 5th minutes, with corrections – spelling of Linda Dobb's name.
Application for prof leave for 2019 – Nov. 1 for the 2019-20 AY (Murray, Ganesh). Carried.
3. Reports:

FAC Chair – emailed out report in advance.

Report of the Chair:

Senate got through their entire agenda today, and every item was approved, including "18-19 FDEC 1: Statement on Protecting Vulnerable Populations", which passed narrowly 14-13. If you like you can read this statement on the senate agenda, but for your information those who voted against it were not opposed to the idea of protecting the vulnerable, but objected to using an 'information item' to call on faculty to use best practices in human subject research. Feel free to speak with me if you would like more details about the debate.

As you saw a couple hours ago the Academic Affairs office provided some very helpful templates for how we might wish to schedule the next three summer sessions, so please review those if you have time. We do not need to vote and finalize schedules just yet, and I hope you all can share our potential schedules with your colleagues, and also receive feedback on this year's semester schedule with ideas for improvements.

Tomorrow I will ask to revise the agenda to add the attached memo from for our approval. It defines the CBE terminal degree equivalencies, and FAC must approve this memo as per URTP policy.

Also, Senate Chair Karplus has asked FAC to send a representative to the next COBRA meeting (2-4p next week) to offer input on how best to allocate new funds from the CSU Graduation Initiative. If any of you would like to be FAC rep, I am happy to defer to you, or I am able to go as well. I welcome your input on the COBRA request from the Provost.

Also, today I received an email Student Affairs would like to develop a pledge regarding student conduct and academic honesty, that all students here would know about. They would like a faculty member to be on the Task Force. I hope one you might want to help with this pledge.

Kate Bell has offered to take minutes tomorrow, and we could decide for the task to rotate in alphabetical order in the future (with Kathy already having served once, thanks!).

As you review the minutes of last meeting you will see yellow highlight where I substantially revised a section and want to ask you all if my additions are accurate.

I highlighted some parts of the old Professional Leave Committee policy that we might need to revise, and provided a link to CBA that governs how leave should be handled.

I hope you had a chance to review the minutes from last year discussing the changes we made to the academic calendar. Academic Affairs has created a template we can use a starting place for discussion of the AY19-20 propose calendar.

As we discuss the MPP positions for which we form search committees, and scheduled of review, we should update old titles with new ones from the organization chart:

<https://www.csueastbay.edu/staff/files/docs/campus-org-chart.pdf>

I hope you have reviewed the Constitution and Bylaws and we can discuss clarifying language and procedures so we can adopt changes before the end of the year.

Thanks
Jim Murray, Chair of FAC

Presidential Appointee – absent so no report.

4. Appointments:

RTP, Awards, SET, Lecturers, Disruptive Behavior subcommittees require approval by Excom. Member names are expected by end of Monday, Sept. 24.

Sarah Taylor reported on the first meeting of the Disruptive Behavior Committee. Members are reading up on current literature on the topic and will meet again Oct. 1. Plan is to meet about once a month.

5. Information:

OP Award letter suggested updates from last year's committee will be referred to the Awards subcommittee for approval.

6. Business:

- a. FAC discussed the election of the Professional Leave Committee for 2019. Karplus suggested it should take place in early in Fall semester next year, no later than about Oct. 15. Hann suggested it would make sense to hold the election in Spring semester 2019 and the committee concurred. The document requires minor changes for gender-inclusive language, typos, to change deadlines and ensure the policy is consistent with the CBA. FAC will make professional leave recommendations by the end of fall semester.

- b. Revisions to the 2015-2025 Ten-year, Quarter-to-Semester Transitional Calendar. The committee discussed calendars prepared by Karen Ling (OAA guest) through spring 2020. Committee members agreed that it would be useful for the University to have calendars established for seven years out. The committee discussed the 2019-2020 calendar in depth. The current 2019-20 calendar has classes beginning on August 21st, a Wednesday. Murray suggested that it works better for many programs and courses to begin Fall semester on a Monday. Karen Ling explained that the calendar is constrained by a Chancellor's office mandate that each semester have 147 ± 2 days of instruction and a stipulation of no more than 45 days in a pay period. This gives limited flexibility to adjust dates in the Fall semester, when there are multiple holidays – Labor Day, Veterans day and Thanksgiving Week break. These constraints make it unlikely CSUEB can avoid a midweek start to the semester in 2019. The calendars will go to ExCom for consideration after we vote next FAC meeting.

- c. The committee discussed revisions to policies governing faculty participation in the appointment and review of administrative officers, including the need for parallel language for search committees and administrative appointment review and the importance of faculty contributing to the search committee for the University Diversity Officer. Karplus noted that faculty have sent forward revisions adding faculty participation in this search committee, but the president has not agreed to the change. The most recent hire of a Diversity Officer in 2018 had faculty on it, though this participation is not predetermined in policy.

The committee discussed whether the review schedule for administrative officers moved temporarily to a different position should be altered, and the clock reset when they return to original duties.

The committee discussed Section III D of the policy, which states that the UARC should convene in Fall quarter, and will examine dates to see how this timing works with the semester calendar, as well as updating position titles, review schedules and committee makeup.

Under section IV, Murray noted that there is not language under appointment of associate college deans for deans not associated with a college.

7. Adjournment 3:50 p.m.