Present: Eric Engdahl, Gretchen Reevy, Jeff Newcomb, Dawna Komorosky Kevin Pina, Ying Guo, Jessica Weiss

Engdahl volunteered to secretary today’s meeting.

Gretchen Reevy elected chair.

1. Agenda approved, unanimously.

2. Report of the 2016-2017 Chair
16-17 FAC 13: Lecturer Subcommittee recommended changes to the CSUEB Bylaws passed in the Senate, November 2017 and will be placed on the spring 2018 ballot of the university faculty. These are bylaws which would enable lecturers to serve on four of the six standing committees of the academic senate.
In our 16-17 academic year we were to make a recommendation regarding revisions to the policy on periodic evaluation of temporary faculty and to discuss and make recommendation regarding 15-16 FAC 8 “New CSU East Bay Policy on emerita and emeritus status.” Last year we made a lot of progress on the periodic evaluations policy and we are close to making a recommendation. We did not discuss the emerita/emeritus issue but will this year.
There are three additional items that might be appropriate to discuss in the subcommittee this year:
A study of the impact of semester conversion on faculty workloads.
Revision of office hours policy and consideration of alternate contact hours.
Awards specific to lecturers
Chair recommends one more meeting this quarter.
A Subcommittee of the East Bay chapter’s CFA Executive Board is working on an FAQ for Q2S for lecturers. There are many issues that are unresolved in the transition to be worked out.

3. Periodic Faculty Evaluation
Reevy lead committee through submitted policy reviewing work done on policy so far.
Engdahl brought up challenge of evaluating lecturers who are clinical supervisors or have administrative duties.
Committee went through and discussed document. Chair recorded comments and will discuss with Karplus and Dobb.
Suggestion made to remove language on 2.3 regarding date of the email starting the 10 day rebuttal period. (in red and in parentheses). Approved unanimously.
Change language about evaluation of Lecturer in same year they teach if they only teach spring qtr/semester; the change is to allow Lecturer to be evaluated in that year. Approved unanimously
Reevy listed outstanding issues:
Number of committee members for evaluation.
Evaluation of lecturers in clinical supervision and admin tasks.
Push range elevation and emeritus policy to next meeting.
Meeting adjourned 11:00

Minutes submitted by E Engdahl