Members present: Kevin Callahan, Cal Caplan, William Langan, Sally Murphy, Sue Opp, Norma Rees, Henry Reichman, Don Sawyer, Eric Soares, Emily Stopper, Steve Ugbah

Members absent: Don Wort

Guests: Jane Lopus, Mack Lovett, Frank Martino, Leigh Mintz, Julia Norton, Joe Zelan

1. **Approval of the agenda**

   M/S/P (Sawyer/Murphy) to approve the agenda with item 12 being moved to item 7.a.

2. **Minutes of the meeting of October 10, 2000** - were not yet available.

3. **Reports**
   
   **A. Report of the Chair**
   
   Next week's agenda will include appointment of members to the now permanent Faculty Ethnicity and Diversity Committee. Some appointments will be for one year and some for two, so staggered terms can be established.

   **B. Report of the President**
   
   A delegation of faculty and administrators from Laney College, led by President Deborah Blue, visited with their CSUH counterparts on Friday, October 13th. Plans are underway to implement contacts initiated during the successful visit. A meeting was held on the Contra Costa Campus with Chuck Spence, Chancellor of the Contra Costa Community College system and the presidents of its three campuses yesterday, October 16th, partly in preparation for the forum on higher education for Contra Costa county established by the Assembly Resolution authored by Assemblyman Torlekson. That resolution calls for a survey of needs and demands for higher education of Contra Costa residents. The survey will be conducted by the CSU Chancellor's office. The formal alliance we are creating in Contra Costa will include the community colleges and K-12.

   **C. Report of the Statewide Academic Senators** - There was no report.

4. **00-01 CR 1, Nominees for Institutional Review Board Membership**

   M/S/P (Ugbah/Soares) to approve 00-01 CR.

5. **99-00 CAPR 15, Five-Year Program Review for the Department of Statistics**

   M/S/P (Soares/Murphy) to place 99-00 CAPR 15 on the Senate agenda.

   Caplan reported on the benefits to students that cooperation between the Departments of Statistics and KPE has brought. Sawyer complimented the Department of Statistics on their
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willingness to work with faculty and students from other disciplines. President Rees complimented the department on its maintenance of relations with alumni.

6. 99-00 CAPR 16, Five-Year Program review for the Physical Science Program

M/S/P (Ugbah/Opp) to place 99-00 CAPR 16 on the Senate agenda.

Opp explained that the Single Subject Matter Preparation Program no longer distinguishes between the life sciences and the physical sciences. A new program for science is already in place and listed in the catalog.

7. Faculty Student Liaison

M/S (Caplan/Opp) to recommend the establishment of a subcommittee of FAC for the purpose of making recommendations regarding proposed Senate policies affecting students referred by the Executive Committee. The membership of this committee would consist of two faculty members appointed by the Executive Committee from a list proposed by FAC, and two students appointed by Associated Students (AS).

Stoper reported the practices involving liaison with students on the eight other CSU campuses which responded to her inquiry sent last week. One campus had a non-voting student member on their Executive Committee; four of the eight reported difficulties finding students to serve on committees on which student places were designated; two reported that a representative of the Senate meets occasionally with their AS Board and informs them of pending matters affecting students.

Caplan argued that a subcommittee would be less demanding than a standing committee, and equalizing the number of faculty and students would be less intimidating to students. Reichman argued that such a committee would be impractical. It might not meet until an issue arises late in the academic year and the students appointed back in September might not even be enrolled in School. Callahan thought referring issues that arise to a regularly meeting committee, such as the AS Board, would be better. Murphy felt that formal recognition of the importance of faculty-student liaison called for the establishment of a subcommittee. Soares pointed out that it was difficult to get the students on last year's Ad-hoc Committee of Faculty-Student Liaison to attend some meetings, even though they were active and enthusiastic students. Langan pointed out the inconsistency in passing a measure designed to increase faculty-student communication without communicating with students about it, and urged the Chair to invite AS to comment on the proposal before the Senate.

The motion passed.

M/S/P (Caplan/Opp) to place on the Senate agenda the following proposal: the Senate chair or a designee will attend Associated Student meetings.

M/S/P (Ugbah/Caplan) to place on the Senate agenda the following proposal: the Chair of Associated Students will be invited to make a report on student affairs at all Senate meetings, as part of the regular list of reports.

M/S/P (Callahan/Caplan) that the Chair or a designee will report regularly to the Associated Students Board, conditional upon being invited to do so by that Board.
M/S/P (Reichman/Langan) to refer to FAC the issue of establishing a new policy requiring department chairs who are approached with non-academic-related student complaints to listen to the point of view of both the student making the complaint and the faculty member about whom the complaint is made, and to fill out a form stating both points of view and send it to the dean. The Dean would then decide what action should be taken.

The CBA spells out procedures for disciplining faculty, which include record keeping.

President Rees felt that debate about what goes in or does not go in to the Personnel Action File does not address the issue from the student's perspective. Students want to see action taken on their complaint or to see that their complaint is being heard seriously.

It was agreed that the Chair would draft a letter of referral and share it with members of Ex Comm for their input before sending it to FAC. Her letter would enumerate the concerns expressed by members of Ex Comm. And include the report on non-academic-related student complaints, prepared by Mack Lovett several years ago. It was also agreed that the letter will set a time for FAC to report back to Ex Comm with their recommendation on a policy, and encourage them to consult with Mack Lovett and Charlotte Perry about their experiences with such student complaints.

M/S (Soares/Ugbah) to refer to FAC (following a friendly amendment by Callahan and Caplan) a proposal to expand the Fairness Committee's charge to include non-academic-related student complaints.

It was pointed out that should the Fairness Committee conclude that a student received an inappropriate grade, their changing the grade was a clear action that did not constitute faculty disciplinary action covered by the CBA. What action could be taken in response to a positive finding regarding a non-grade-related complaint, other than disciplinary action governed by the CBA, is not clear. It was answered that the Fairness Committee already empanels a hearing committee involving charges of discrimination, and that the panel, if the charge is supported, recommends action to the President, who may then proceed to act in accordance with the CBA.

The motion passed.

It was agreed by consensus not to act on the final proposal in the Chair’s October 11, 2000 letter to Ex Comm, involving joint meetings between members of Ex Comm and members of the AS Board.

7a. Proposed Changes in the PT&R Document (originally agenda item 12)

M/S/P (Caplan/Reichman) to refer all the proposed changes to the PT&R document to FAC, including the question of the scheduling of first and second year retention reviews.

8. Review of Process for Selection of FMI Appeals Panel

Discussion of revising the selection process for the Appeals Panel for FMI's concluded that insufficient time existed to arrange the University-wide faculty referendum needed for any
and
10. Campus Representation on the Academic Senate CSU

The Chair announced that these items would be handled by e-mail. Any member having suggestions for the campus response to the Chancellor's Request for Review of Student Records Policies should e-mail those suggestions to the Chair. The prevailing consensus was that we opposed changing campus representation on the Statewide Academic Senate.

11. Senate’s Role in the Budget Process - Postponed until next week's meeting.

12. Adjournment

M/S/P (Caplan/Callahan) to adjourn.

Respectfully submitted,

William Langan, Secretary