CALIFORNIA STATE UNIVERSITY, HAYWARD
FACULTY AFFAIRS COMMITTEE

Minutes of Meeting of January 31, 2001

Members Present: Dee Andrews, Hadi Bazad, Judy Clarence, Julie Glass, Kathy Hann, Scott Stine (recorder), Vincenzo Traversa (Chair), Bruce Trumbo

Members Absent: Shyam Kamath, Valerie Helgren-Lempesis

The meeting was called to order at 2:50 PM. Vincenzo Traversa announced that the next FAC meeting will be held on February 7. He noted that Mack Lovett will attend that meeting to address the matter of non-academic-related student complaints.

1. Approval of the agenda: A motion to approve the agenda passed unanimously, though the order of the agenda was later altered (see below).

2. Approval of the minutes of November 15, 2000: A motion to approve the minutes passed unanimously.

3. Report of the Chair:

   A. Regarding the Wang Family Excellence in Teaching Awards, Vincenzo Traversa reported that he has forwarded to the Senate the names of the two candidates selected by the FAC in its meeting of January 17.

   B. Vincenzo Traversa announced the unanimous decision of the FAC Subcommittee for Selecting the Outstanding Professor for 2001. Following a brief discussion, Julie Glass moved that FAC approve the subcommittee's decision. The motion was approved unanimously. Chair Traversa will now write the appropriate letters to inform the three candidates of the decision. He will send letters to the unsuccessful candidates; the selected candidate will be informed by President Rees. Bruce Trumbo asked that, in the future, this subcommittee provide a more detailed summary of its procedure and its decision-making process, and that this summary be presented to the FAC in closed session. This met with general agreement.

4. Report of the Director of Faculty Development: Julie Glass explained that a series of workshops on assessment will be announced early in Spring Quarter. She also noted that there will be a meeting concerning University mentoring on Friday, February 2, from 3 to 5 PM. On the subject of mentoring, Bruce Trumbo raised concerns about the success of the ‘across-campus’ mentoring program, suggesting that it might be more successful (i.e. new faculty might have more contact with their mentors) if it were less confidential. Julie Glass explained that the program is not so much ‘confidential’ as it is ‘informal’, and suggested that the mentee might benefit from this informality. Dee Andrews offered that posting a list of mentors-mentees would alleviate the sense of confidentiality, and help the mentors get the credit that they deserve for participating in the program. The discussion ended with Trumbo requesting that this matter be further explored by the Office of Faculty Development.

5. Old Business—Proposed changes to the promotion, tenure, and retention policies and procedures: In response to Emily Stoper’s memorandum dated 10/25/00, the FAC Subcommittee on the PTR Document met on 1/23/01. The subcommittee considered nine items, as outlined on its memorandum
of 1/23/01. Following discussions led by members of the subcommittee, each of the nine items was considered and voted on individually, as follows:

Item 1: Motion to approve (Andrews/Trumbo): Approved unanimously.
Item 2: Motion to approve (Andrews/Trumbo): Approved unanimously.
Item 3: Motion to approve (Andrews/Trumbo): Approved unanimously.
Item 4: Motion to approve (Andrews/Trumbo): Approved unanimously.
Item 5: Motion to approve (Andrews/Trumbo): Approved unanimously.
Item 6: Motion to approve (Andrews/Trumbo): Approved unanimously.
Item 7: Motion to approve (Andrews/Trumbo): Approved unanimously.
Item 8: It was noted that FAC has already forwarded this item to the ExCom, and so no vote was required.
Item 9: This item concerns the “dates chart” at the end of the university’s PTR document. Following discussion, it was moved (Andrews/Trumbo) that the dates on which first- and second-year junior faculty submit dossiers not be changed. The motion was approved unanimously.

6. New Business: Because of time constraints it was moved (Hann/Andrews) that the order of topics under Agenda Item 6 (New Business) be altered, with topic C becoming topic A, A becoming B, B becoming C, and C becoming D. The motion passed unanimously.

A. Ten-Year Academic Calendar--Cesar Chavez Holiday. In a memorandum (“Cesar Chavez Holiday”) dated December 6, 2000, Emily Stoper requested that the FAC amend the 10-year calendar to account for the new Cesar Chavez holiday of March 31. At approximately this same time Provost Frank Martino requested that Associate Vice President Leigh Mintz assess the impact of the new holiday on the legal calendar guidelines. Having reviewed Mintz’s memorandum (“Effects of New Cesar Chavez Holiday on Academic Calendar”) dated December 7, 2000, the FAC moved (Stine/Trumbo) as follows: “In view of the mandatory observance of the Cesar Chavez holiday, the University shall make the Monday of Memorial Day week into a Wednesday.” The motion passed unanimously. Bruce Trumbo then moved as follows: “In light of the new Cesar Chavez holiday, the FAC recommends to the administration that all University offices observe a one-day grace period for all appropriate deadlines during the Spring Quarter of 2001.” The motion passed unanimously.

B. Referral on Lecturers. In a memorandum (“Referral on Lecturers”) to Vincenzo Traversa dated November 30, 2000, Emily Stoper recalled that, in the Spring of 2000, FAC had considered, and passed, eleven of the fifteen recommendations brought to it by the Subcommittee on the Use and Treatment of Lecturers. Stoper requested that the FAC consider the remaining four recommendations. In response to that request, the FAC discussed those remaining recommendations. While there was widespread agreement that the university can do more to help its lecturers (including in the area of professional development), there was a consensus that the four recommendations were in some cases not desirable, in some cases not plausible, and in some cases neither desirable nor plausible. With this in mind Bruce Trumbo made the following motion: “FAC rejects the four recommendations made by the Subcommittee on the Use and Treatment of Lecturers, as outlined in Emily Stoper’s memorandum of November 30, 2000, entitled ‘Referral on Lecturers’.” The motion passed by a vote of 4-2.

A motion to adjourn (Trumbo/all) passed unanimously at 4:10 p.m.

Respectfully Submitted,
Scott Stine