Members Present: Dee Andrews, Judy Clarence, Valerie Helgren-Lempesis, Julie Glass, Shyam Kamath (Recorder), Vincenzo Traversa (Chair), Bruce Trumbo

Members Absent: Hadi Behzad, Kathy Hann, Scott Stine

The meeting was called to order at 2:55 p.m.

1. Approval of the Agenda
   A motion (Glass, Helgren-Lempesis) to approve the agenda was passed unanimously.

2. Approval of Minutes of the Previous Meeting
   A motion (Andrews, Glass) to approve the minutes was passed unanimously.

3. Report of the Chair
   Vincenzo Traversa reported on the status of the modifications of the Promotion, Tenure and Review Policy Document for Librarians that had been approved by FAC in its meeting on October 4, 2000. The proposed modifications had been reviewed by Ex Com and they reverted the document back to the Library PT&R Policy Review Committee to consolidate all the modifications in one submission to the review and approval process in the future. They preferred that this be done in lieu of the piecemeal modification procedure that had been adopted. Chair officially communicated this to Judy Clarence for further action. She pointed out that Ex Com’s preference had already been conveyed to the library committee and they would complete and consolidate all suggested modifications before re-submission. She also pointed out that another reason for the library committee to prepare a consolidated modification proposal was the number of minor errors that had crept into the modification proposals that had been previously submitted.

   Chair then reported that the memo soliciting nominations for the Wang Family Excellence Awards approved by the Senate (with the correction made to the award amount as pointed out by Judy Clarence at the first two meetings of FAC this Fall) had been distributed to all CSU, Hayward faculty members by the Senate Office.

4. Report of the Director of Faculty Development
   Julie Glass informed the Committee that she had no new developments or issues to report except that the Untenured Faculty Reception held on Wednesday, October 25, 2000 from 3-5 p.m. at the Center had been a ‘wonderful’ success.

5. Old Business
   Nominations for Outstanding Professor Subcommittee: Chair mentioned that he had received the remaining nominations for this committee from the requisite schools. The final composition of the Committee was as follows:
Nominations for Subcommittee on Lecturer Policies and Procedures: Chair reported that Kathy Hann had not succeeded in persuading anyone to serve as the sixth member on the committee in spite of concerted efforts and requested that FAC committee members help. Shyam Kamath promised to make a best efforts suasive search for a nominee from the SBE.

6. New Business
Proposed Changes to the Promotion, Tenure and Retention Policies and Procedures: In introducing this topic for discussion, Vincenzo Traversa noted some issues of relevance to the committee, including the following:

He distributed copies of an e-mail from Emily Stoper, Chair of Academic Senate, dated October 30, 2000 entitled ‘Another PTR Change Proposed’ as a piecemeal addition to the proposed changes already submitted. He noted that the memo from Emily Stoper dated October 25, 2000, containing suggestions received from various sources for changes to the PT&R Document, omitted to consider the specific comments on Section 12.2.12 made by FAC in its meeting on October 4, 2000. He conjectured that FAC’s comments had not been circulated to members of the ExCom.

He pointed out that the suggestions forwarded by Senate in the memo of October 25, 2000 were not organized in a clear and sequential manner and the modifications suggested had not been clearly marked on the relevant extracts from the PT&R Document enclosed with the Senate memo. He suggested that the proposed changes therefore needed to be redone in a coherent, clear and logical manner since changing the PT&R document was a very serious matter with great import for the university and needed to be done with clarity and deliberation. He also added that the changes suggested be submitted in totality rather than in the piecemeal manner in which they were being sent to FAC.
Judy Clarence asked for clarifications regarding the procedure for submitting proposed changes to the PT&R document and the approval process. Chair clarified the multi-stage procedure that had to be followed. Judy Clarence then suggested that FAC consider reviewing the changes at this stage rather than wait till all the modifications had been submitted to which Vincenzo Traversa retorted that he believed the order in which the suggestions had been forwarded from Ex Com made it imperative that a more coherent, clear and integrated document be submitted.

At this juncture, Shyam Kamath put forward the following motion as modified by information from the Chair:

‘Referring to the letter regarding the Proposed Changes to the PT&R Policies and Procedures from the Chair of Senate dated October 25, 2000 and another e-mail document titled Another PTR Change Proposed dated October 30, 2000, FAC postpones a decision on the proposed changes till such time as Senate provides a combined and integrated document that clearly identifies the contextual background, sources and contents of the suggestions made therein.’

The motion (Kamath, Helgren-Lempesis) passed unanimously.

Dee Andrews requested that FAC begin discussion on the less controversial changes suggested in Emily Stoper’s memo of October 25, 2000. Much spirited discussion ensued with respect to the changes to Sections 4.1.2, 4.2 and 12.2.4c. Vincenzo Traversa, in particular, pointed out that the proposed changes to Section 12.2.4c did not take into consideration Sections 12.2.3a, b, c, d, e, and f as providing guidance to the issues therein. Dee Andrews requested that copies of the PT&R Policies and Procedures Document as well as the CBA Document be made available to all FAC members so that a cogent and informed discussion of the proposed changes could be effected. Chair promised to make copies available post-haste.

It was decided to postpone further discussion to a subsequent meeting.

7. Adjournment
A motion to adjourn (Andrews, Helgren-Lempesis) passed unanimously at 4:02 p.m.

Respectfully submitted,

Shyam Kamath (recorder)