CALIFORNIA STATE UNIVERSITY, HAYWARD
FACULTY AFFAIRS COMMITTEE

Minutes of Meeting of May 16, 2001

Approved as presented

Members Present: Dee Andrews, Judy Clarence, Julie Glass, Kathy Hann, Valerie Helgren-Lempesis, Shyam Kamath, Scott Stine, Vincenzo Traversa (Chair)

Members Absent: Hadi Behzad, Bruce Trumbo

Guests: Felix Herndon, Don Sawyer, Valerie Smith

The meeting convened at 2:57 PM.

1. Approval of the agenda: Approved unanimously.

2. Approval of the minutes of the meeting of May 2, 2001.

   A correction was made in item #6, paragraph one: title should read “Assistant Vice President of Instructional Services.” Corrected minutes approved unanimously.

3. Report of the Chair:

   The Chair reported that 01FAC 4 (regarding PTR Policy and Procedures) was passed by the Senate with minor modifications in section 4.1.2 (Instructional Achievement) regarding the need for peer evaluations and course materials to be included with student evaluations.

   The Librarian PTR document was accepted by ExComm with minor modifications and sent on to the Academic Senate.

4. Report of the Director of Faculty Development:

   The Director will be working on plans for Fall orientation of new chairs and new faculty. Ideas for same are most welcome. She reminded members of the end-of-year social for all faculty on the East Lawn behind the Science Building, on Wed. June 6, 1-3.

5. Old Business

   A. Non-Grade-Related Student Complaints

   Prof. Stine reviewed the events of the last meeting. He then reread his email and various responses re: a proposal to replace the motion on the table, as discussed at the very end of the meeting of May 2. The new proposal was as follows: “Students with non-grade-related, non-discrimination-related complaints shall go to the department chair who, in conference with that student, and with the faculty member who is the subject of the complaint, shall make every effort to resolve the matter at the department level. If the complaint is not resolved at the department level, the student may consult with the Assistant Vice President of Instructional Services who, with a tenured faculty member (an ombudsman?), elected at large by the University to hear non-grade-related, non-
discrimination-related complaints, shall resolve the conflict in a manner that is neither punitive nor recorded.”

Prof. Andrews relayed her conversation with the Chair of the Senate, who stressed that it was important to keep the deans in the process, in keeping with the CBA. Prof. Stine asked whether or not disciplinary actions are not covered elsewhere (as in the CBA): the point here was to resolve the dispute, not to discipline the faculty member. Prof. Glass asked why the deans needed to be involved. Prof. Hann suggested it was because these complaints occasionally fall into a gray area, and chairs and deans often refuse to see that there is a problem. Prof. Kamath asked why we needed to take any action at all and strongly opposed punitive measures. Prof. Traversa agreed. Prof. Stine noted that the nature of the problems was unclear. Ms. Clarence stressed that these disputes should not go to the Fairness Committee, since this procedure might raise false hopes to students regarding punitive measures.

The motion was made (Kamath/Andrews) to amend the motion from the meeting of May 2 as follows: “Students with non-grade-related, non-discrimination-related complaints shall go to the department chair who, in conference with that student, and with the faculty member who is the subject of the complaint, shall make every effort to resolve the matter at the department level. If the complaint is not resolved at the department level, the student may proceed to the School Dean, who shall make every effort to resolve the complaint at the School level. If the complaint is not resolved at the School level, the student may proceed to the Assistant Vice President of Instructional Services. The Assistant Vice President of Instructional Services shall confer with a faculty member, elected by the faculty at large. The Assistant Vice President of Instructional Services and faculty member together shall make every effort to resolve the complaint. The Assistant Vice President and faculty member may make a recommendation to the School Dean to resolve the complaint.”

In addition, the motion was made (Stine/ Helgren-Lempesis) to add the following details regarding the service of the faculty member: “The faculty member shall be elected to a one-year term, and shall meet with the Assistant Vice President of Instructional Services to address student complaints once a quarter, three quarters a year.”

Both motions passed unanimously.

B. Discussion of Report of the Subcommittee on Lecturer Policies and Procedures

FAC members and guests discussed at length revisions in the 4 proposals outlined in the April 27 Report of the Subcommittee. Prof. Andrews, liaison to the Lecturers’ Subcommittee, distributed the suggested revisions. The four proposals now read as follows:

“1. That the University continue in its efforts to hire more tenure-track faculty in the face on expected high numbers of faculty retirements and other separations in the near future.
2. That where the hiring of a lecturer instead of a tenure track faculty member is appropriate, and the lecturer’s workload will regularly require service beyond teaching and office hours, that the lecturer be appointed at 15 wtus, including 3 wtus assigned time. In no instance should this policy be used as a means to convert tenure-track appointments into lectureships.
3. That individual departments carefully assess the level of service already carried out by their part-time lecturers.”
4. That departments of Schools award one or more assigned units (wtus) to part-time lecturers performing uncontracted tasks, or not permit lecturers to perform these tasks. Exceptions will be made only in cases where lecturer representation is deemed necessary or where a lecturer derives extracurricular professional benefits from such tasks."

The discussion focused on the wording in #1 and 2, and the content of #4. In #1, the concluding phrases, beginning with “in the face of …” were omitted as unnecessary. In #2, the word “shall” was added twice: following “appointed” and to replace the word “should.” Re: #4: concern continued that lecturers might be exploited by departments all the more if compensation was provided for “voluntary” work. At the same time, the guests emphasized that lecturers be permitted to continue to volunteer their services if they so chose, especially where issues of representation or professional development were involved.

FAC determined to resolve these apparently contradictory problems by replacing proposal 4 with the two following proposals:

“4. That lecturers who are asked to perform uncontracted tasks ordinarily performed by tenure-track faculty, due to insufficient tenure-track faculty, and who agree to such service, shall be compensated with assigned time.
5. That lecturers may choose to perform uncompensated tasks in cases where lecturer representation is necessary, or where lecturers derive professional benefits from service.”

The motion was made (Andrews/Kamath) to accept the five re-revised proposals. The motion passed unanimously.

5. New Business

A. Religious Holidays

Held over to AY 2001-2002.

B. Faculty Award

Held over to AY 2001-2002.

6. Adjournment: Motion to adjourn approved unanimously at 5:30 PM.

Respectfully submitted,

Dee Andrews (Recorder)