Minutes of the Meeting of October 17, 2001

Members present: Eileen Barrett (Chair), Dee Andrews, Judy Clarence, Kathy Hann, Michael Hedrick, Jane Lopus, Gary McBride, Scott Stine, Steve Williams

Members absent: Julie Glass

Guests: Russ Merris (Math & CS), Mike Schutz (Sociology), Dean Michael Leung (School of Science)

1. Approval of the Agenda.  M/S/P  9-0

2. Approval of the Minutes of October 3, 2001  M/S/P  9-0

3. Report of the Chair  - No report

4. Report of the Director of Faculty Development

Some faculty have asked about submitting dossiers electronically. The issue will be examined.

5. Old Business

a. Religious Holidays. The start of the academic calendar near a major Jewish holiday and the sensitivity to Religious holidays in general was discussed. The committee examined several documents on this issue from a variety of CSU campuses regarding policies/procedures (if any) concerning religious holidays. CSU-Long Beach cited a California Education Code that governed religious holidays. The committee will look into this particular code and will discuss it at the next FAC meeting.

b. Faculty Service Award. A new faculty award for outstanding contributions for service to the University will be created in honor of Sue Schaefer. Financial contributions to the establishment of this award will be matched (up to $500) by Russ Merris. Because Dr. Merris has taken the lead in the creation of this award, he was invited to FAC to discuss the various issues regarding this award. Dr. Merris expressed a desire to have FAC identify appropriate types of faculty service. Two types of faculty service were identified: external service (e.g., Community Service activities) and internal (on-campus) activities that directly affect faculty. Though both service
activities were considered important, Dr. Merris felt that internal service contributions might better reflect the spirit of the award, as exemplified by Sue Schaefer’s contributions to the University. The committee adopted Russ Merris’s proposal that FAC accept responsibility for creating guidelines/policies regarding the Sue Schaefer faculty award. M/S/P 9-0.

c. **Nominations for Subcommittee on Lecturer Policy and Procedures.** There was general agreement that a subcommittee on lecturer issues continue for the 2001-02 AY. One charge of the subcommittee will be whether to make this a permanent subcommittee of FAC. A motion to form a lecturer subcommittee of FAC was unanimously approved. M/S/P 9-0. The committee nominated Scott Stine (FAC member to the subcommittee), Alison Warriner, Felix Herndon, Mike Schutz, Valerie Smith and Don Sawyer.

d. **Membership of Subcommitee for the Selection of Outstanding Professor.** The committee approved the following nominations for membership of the Subcommittee of Outstanding Professor: Julie Norton (SCI), Scott Stine (ALSS & FAC), Steve Williams (SEAS), Shyam Kamath (SBE), Eileen Barrett (Chair, FAC), Julie Glass (Presidential Appointee). M/S/P 6-0

e. **PTR Policy and Procedures.** Dean Michael Leung discussed with the committee areas of inconsistency between the Collective Bargaining Agreement (CBA) and the PTR Policy and Procedures document. Areas of inconsistency were noted in the criteria governing promotion from Assistant to Associate Professor. FAC formed a subcommittee to draft new language to clear up inconsistencies in the two documents. In addition, ExComm asked FAC to clear up language in the PTR document regarding eligibility for service on PTR committees (Sections 3.5.1 and 3.5.2 of the PTR document). Nominations for the subcommittee were Jane Lopus, Michael Hedrick, Kathy Hann, Dee Andrews and Jennifer Laherty.

f. **Fairness Committee B membership terms.** Temporary replacement for members of the Fairness Committee during summer term will be sought, preferably from those faculty teaching during the summer quarter. M/S/P 6-0

g. **FERPers BEmeriti status.** Tabled until the next FAC meeting.

6. **New Business**

a. **Wang Family Excellence Award.** The committee approved a memo from the Chair of FAC that will be sent to all CSUH faculty asking for nominations for the Wang Family Excellence Award. M/S/P 6-0

Respectfully submitted,

Michael Hedrick, Secretary