CALIFORNIA STATE UNIVERSITY, HAYWARD
FACULTY AFFAIRS COMMITTEE

Minutes of the Meeting of October 20, 2004

Members Present: Julie Glass (Presidential Appointee), Nancy Harrison, Carol Lauzon, Tony Lima (Secretary), Cesar Maloles, Anne Pym, David Stronck, Vincenzo Traversa (Chair)

Members Absent: Eileen Barrett, Jennifer Laherty

Meeting called to order at 2:48 p.m.

1. Approval of the Agenda

   M/S/P (7-0) to approve the agenda.

2. Approval of the minutes of the previous meeting

   M/S/P (6-0-1) to approve the minutes of the October 6, 2004 meeting.

3. Report of the Chair

   Chair Traversa’s report had several parts:

   a. As noted in the approved October 6 minutes, Lauzon has also volunteered for this subcommittee. Stronck has recruited Shira Lubliner (TED), an untenured Assistant Professor to replace him on the Promotion, Tenure and Retention Policies subcommittee. Maloles has recruited Prof. Hongwei Du (ACCT) as another untenured member of this subcommittee.

      The discussion of whether or not to include untenured faculty on the Promotion, Tenure and Retention Policies subcommittee was revisited by Glass. She suggested it might not be appropriate for them to serve since they are going through the process. However the consensus of the committee was that a decision had been made at the October 6 meeting and that we would live with that decision. Harrison asked whether including untenured faculty on this subcommittee would establish a precedent. Chair Traversa offered to discuss this issue with the Senate chair and report on the outcome of this conversation at the next FAC meeting.

   b. Stronck has recruited Prof. Doris Yates (REC) for the Outstanding Professor subcommittee.

   c. Chair Traversa introduced Prof. Nancy Harrison (PSYC) who will replace Robles for the fall quarter.
d. Chair Traversa noted the announcement of the Wang Family Excellence Award. The FAC will choose the recipients of this award later this academic year meeting as a committee of the whole.

4. Report of the Presidential Appointee

Prof. Glass reported on a successful meeting to instruct faculty about sabbatical leave procedures.

5. Report of the Subcommittees

Subcommittees are still in the process of being formed. Hence there were no reports.

6. Old Business

a. Administrative Review Schedule.
   Chair Traversa distributed job descriptions for the three new positions being considered for administrative review.
   M/S/P (7-0) to add the three new positions to the regular cycle of administrative review.

b. Discussion of the size of administrative review committees.
   Harrison noted that some positions require review by individual colleges. A three-member committee would not be adequate for such a review. The committee decided to discuss membership on each of the four administrative groups separately. (The four groups are defined in the document Policies and Procedures Governing Faculty Participation in Appointment and Review of Administrative Officers and Department Chairs of the California State University, Hayward” III.B.1 – 4.) Where text from this documented is quoted and altered in the following four paragraphs, old text is shown with a strikethrough and new text is underlined.

   Group 1 (Provost, etc.): M/S/P (7-0) to reduce the number of faculty reviewing this group from 5 to 3. The revised text reads “…five three tenured regular members of the College Faculties or Library, excluding deans and directors, no more than two one of whom shall be from the same college…”

   Group 2: M/S/P (7-0) to revise the committee membership to read: “…three tenured regular members of the College Faculties or Library, excluding deans and directors, no more than one of whom shall be from the same college…”

   Group 3: M/S/P (7-0) to revise the committee membership to read: “…three tenured regular members of the College Faculties or Library, excluding deans and directors, no more than one of whom shall be from the same college…”

   Group 4: Prof. Stronck suggested reducing the committee size to two faculty members from the College being reviewed, one faculty member from another College and the optional Presidential appointee. Pym noted that ALSS has 18 departments; two faculty members will probably not be sufficient to represent that
many viewpoints. Glass noted an error in the summary document distributed to committee members. Lima pointed out that the sentence describing the Presidential appointee had apparently been omitted from the summary but was included in III.B.4 of the original review committee document. Harrison and Stronck suggested the size of the committee should be proportional to the number of departments in the College; perhaps the faculty of each College should vote on the size of the review committee.

M/S/P (8-0) to change the wording of III.B.4 as follows: “…two to four tenured regular members of the College Faculty, excluding deans, from different departments, and one tenured regular member of the faculty of another College or the Library, excluding deans and directors. The number of committee members will be determined at the discretion of each College. Committee members from the College Faculty shall be elected by the procedures of faculty elections in the college…”

7. New Business

No new business.

8. Adjournment: The meeting adjourned at 4:07 pm.

Respectfully submitted,
Tony Lima, Secretary