

**CALIFORNIA STATE UNIVERSITY, EAST BAY  
FACULTY AFFAIRS COMMITTEE**

*Approved*

Meeting Minutes of January 6, 2010

**Members Present:** Dee Andrews (Chair), Dennis Chester, Mitchell Craig, Linda Dobb (Presidential Appointee), Doug Highsmith, David Larson, Xinjian Lu, Lynn Paringer, Craig Wilson

**Members Absent:** Julia Norton

Meeting called to order at 2:10pm.

1. Approval of the agenda, as amended (addition of item # 6f: Single Updated Policy Pertaining to Emeritus, FERP and Retired Faculty) (M/S/P)
2. Approval of the minutes, as amended (punctuation changes in item 1; removal of phrase in item 4.a.) (M/S/P)
3. Report of the Chair (Dee Andrews):

The Chair:

Welcomed Mitchell Craig as the newest member of the Committee;

reported that, contrary to the 12/02/09 Chair's Report, the policy on emeritus faculty had not be forwarded to the Executive Committee, but would remain with FAC to be considered as a possible part of a larger policy on emeritus, FERP , and retired faculty;

reported that the membership of FAC's standing subcommittees, as well as well as the Special Subcommittee on Student Evaluations, have been approved by the Executive Committee of the Academic Senate;

met with Julie Glass, Director of the Faculty Development Center and with Jane Lopus regarding items that needed to be reviewed in the campus RTP document. Issues raised in these discussions will be forwarded to the RTP Subcommittee;

noted that the Committee has received two more referrals from the Chair of the Academic Senate, and that these items would appear on the agenda for the next FAC meeting;

reported that she would be out of town and unable to attend the next FAC meeting on 1/20, and, with the agreement of the other members of the Committee, Craig Wilson would be chairing that meeting in her stead;

noted that Doug Highsmith will be serving as FAC Secretary for the Winter quarter.

#### 4. Report of the Presidential Appointee:

The Presidential Appointee will be meeting Friday with the Professional Leave Committee. The Professional Leave document is in need of updating, and this matter will be forwarded to FAC after the Professional Leave Committee has reviewed it.

#### 5. Old Business

a. Administrative Review Document: Review of Section V. "Appointment and Review of Department Chairs" was continued, using as its starting point a draft of the section which incorporated changes agreed to by the 2008/09 FAC. Sections V.A. Appointment; V.B. Removal, and V.C. Interim Chair were discussed at length. Chair Andrews will be sending out to committee members a new draft which will reflect changes agreed to at the meeting.

b. Policy on Student Evaluation of Courses. No action taken.

c. Policy on Emeritus Faculty, revisited: No action taken.

#### 6. New Business

a. New Policy for RTP Professional Achievement Guidelines: No action taken.

b. Clarification regarding revised RTP document: Referred to the RTP Subcommittee

c. Review of Post-Tenure Timeline: Craig Wilson will review this item and report back to the Committee with recommendations.

d. Review of Administrative Review Document for currency: No action taken.

e. Policy on Evaluation of Coaches and Assistant Coaches: David Larson will review this document and report back to the Committee with recommendations.

f. Single Updated Policy Pertaining to Emeritus, FERP and Retired Faculty: Lynn Paringer will review this document and report back to the Committee with recommendations.

#### 7. Adjournment: The committee adjourned at 3:50pm.

Minutes respectfully submitted by Doug Highsmith.