

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

Minutes of April 21, 2010

APPROVED

Members Present: Dee Andrews (Chair), Mitchell Craig, Doug Highsmith, David Larson, Xinjian Lu, Lynn Paringer, Craig Wilson

Members Absent: Dennis Chester, Linda Dobb (Presidential Appointee), John Lovell

Guests: Will Biggs, Cal Caplan, Andy Cumbo, Debby De Angelis, Jim Spagle, Alan Sue

Meeting called to order at 2:05pm.

1. Approval of the agenda as amended. (M/S/P)
2. Approval of the minutes of 04/07/10 (M/S/P)
3. Report of the Chair (Dee Andrews):
 - a. FAC members agreed by email to the order of officers in the Appendix A of the Administrative Appointment and Review Document; and to removal of the reference to a faculty questionnaire in the Chairs' Section of the same document.
 - b. The Student Evaluations Subcommittee held its 4th meeting on April 18 to discussion drafted revisions in the Student Evaluation Policy. The committee will reconvene on April 26 to conclude revisions of the Policy on the Student Evaluation of Teaching for referral to FAC. As reported early, the committee plans to continue meeting to the end of May in order to review the student evaluations form itself.
 - c. An additional referral, regarding the Library's RTP Policy, has also been sent to FAC by the Academic Senate. If we have time, we will address that document on May 5.
 - d. The Lecturers Subcommittee has been convened for Wed. April 28 to discuss creation of a status of Lecturer Emeritus.
 - e. Today, FAC will review the recommendations of the RTP Subcommittee; revisions in the proposed *Coaching Track Policy: Appointment, Placement, and Evaluation*; and a new Policy on Departmental Criteria for Professional Achievement. The Director of Athletics and other members of the Athletics Department will join us at 3pm.
 - f. A reminder that all policies aimed for the floor of the Senate this year must be to the Senate Office no later than May 14.
4. Report of the Presidential Appointee (Linda Dobb): No report
5. Old Business
 - a. Policy on Student Evaluation of Courses, incorporating updated referral regarding evaluation of online teaching: In subcommittee.
 - b. New Policy for RTP Professional Achievement Guidelines: Dee Andrews shared a draft "Policy on Departmental Criteria for Professional Achievement" with the other members of FAC. The draft will be discussed further by email and at the next FAC meeting.

6. New Business

a. Clarification regarding revised RTP document:

RTP Subcommittee Chair Craig Wilson led FAC in a review of the draft modification to the RTP forwarded to FAC by the Subcommittee. Committee members discussed various proposed changes, with some concern being expressed about the proposed new language of Section 9.1.3, which deals with the review procedures for tenure-track faculty holding joint appointments. Draft language for a proposed new Subsection [3.9.2], which would deal with “Professional Misconduct” was discussed briefly and, based on these discussions, the Chair will draft some modifications for both of these sections. FAC will conclude discussion of and take action on the RTP document at its next meeting.

b. Policy on Evaluation of Coaches and Assistant Coaches:

FAC was joined by guests Debby De Angelis, Will Biggs, Andy Cumbo, Jim Spagle, and Alan Sue from the Department of Intercollegiate Athletics, and Cal Caplan from the Department of Kinesiology, to continue discussions from the last FAC meeting of the draft *Coaching Track Policy—Appointment, Placement and Evaluation*, developed by the Department of Intercollegiate Athletics. The representatives of the department and the Committee reviewed and discussed draft changes based on suggestions from FAC’s April 7 meeting that distinguished between classification head coaches and working-title head coaches and that added circulation of each coach’s working personnel action file (WPAF’s) to the evaluation process. Dr. Caplan suggested that it might be beneficial for the coaches to have a member of the tenured faculty participate *ex officio* in evaluation process to help assure that due process takes place, but Faculty Athletics Representative (FAR) David Larson, an FAC member, stressed that no other CSU campus in NCAA Division II involves tenured faculty in the evaluation process for coaches, and that the involvement of the FAR in the proposed policy for CSUEB is unusual. FAC approved the policy with modifications clarifying the order of evaluation of head coaches and the composition of peer review committees (M/S/P 7-0).

c. Emeritus Status for Lecturers: In Subcommittee.

7. Adjournment: The committee adjourned at 4:40pm.

Minutes respectfully submitted by Doug Highsmith.