

CALIFORNIA STATE UNIVERSITY, EAST BAY  
FACULTY AFFAIRS COMMITTEE

Minutes of October 21, 2009

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

Members Absent: Julia Norton, Luther Strayer, Craig Wilson

Guests: John Lovell

Meeting called to order at 2:05.

1. Approval of the agenda, as amended: M/S/P
3. Approval of the minutes for October 7, 2009: M/S/P [5 yea; 1 abstention]
4. Report of the Chair (Dee Andrews): The Chair welcomed Lynn Paringer as a new member of the Committee, and welcomed John Lovell as a visitor and future Science representative [pending approval by the Academic Senate Executive Committee]. The Chair said she would look into the lack of committee material being posted on Sharepoint. The Chair reported that she had submitted a request to the Senate Chair to charge FAC to (1) draw up a proposal to postpone implementation of the new RTP document's Professional Guidelines until Fall 2010, and (2) to establish a policy document for Professional Guidelines.
5. Report of the Presidential Appointee: Linda Dobb expressed appreciation of the work of the Committee, and urged it to continue to be engaged on issues related to the faculty. She also expressed appreciation for Chair Andrews for presenting at the department chairs session on implementation of the new RTP document.
6. Review of FAC Committee Policies and Procedures: Carried over to next meeting.
7. Old Business
  - a. Faculty Office Hours: The Committee reviewed the 02/18/09 memo from Senate Chair Opp to FAC charging the Committee to review this policy and the current Academic Senate Policy on Office Hours, specifically for online instruction. This led to a wide-ranging discussion on both the current policy and the general purpose of office hours. Chair Andrews will provide draft revision based on this discussion at next meeting.
  - b. Administrative Review Document changes: Chair Andrews will seek a new charge from Academic Senate Chair Sue Opp on the FAC review of this document.
  - c. Policy on Student Evaluation of Courses: Clarification was sought as to the charge for a special subcommittee. Chair Andrews will report back on the charge of the subcommittee at the next FAC meeting.

- c. Election of FAC subcommittee members: Chair Andrews distributed a list of the standing subcommittees of FAC, as well as the proposed Special Subcommittee on Student Evaluations, with proposed membership thus far. Lu announced that Yi Jiang was willing to serve the CBE representative on the Outstanding Professor Subcommittee.

The faculty membership of the Outstanding Professor Subcommittee was approved (student member to be solicited by Chair Andrews from ASI): Sue Opp, David Larson, Craig Wilson, Yi Jiang, Julie Glass (ex-officio) and Dee Andrews (ex-officio) (M/S/P)

8. New Business: None.

9. Adjournment: The meeting was adjourned at 3:38.

Respectfully submitted,

Doug Highsmith, Acting Secretary (substitute for Craig Wilson)