

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

Minutes of December 2, 2009

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

Member Absent: John Lovell

Meeting called to order at 2:10.

1. Approval of the agenda, as amended (Revise Item 5a. to read “Review of 08-09 changes and clarification/revision of Article V, Sections B & C: Acting Chairs” (M/S/P)).
2. Approval of the minutes, with these amendments: Doug Highsmith was absent because he was on furlough. Item 3c revised to read “The policy was circulated to the deans, who expressed no concerns; the policy will be forwarded to ExCom for action by the Academic Senate.” (M/S/P)
3. Report of the Chair (Dee Andrews)
 - a. The Subcommittee list has been forwarded to ExCom for Senate action.
 - b. Amendments to the Emeritus Policy have been forwarded to ExCom for Senate action.
 - c. The Senate approved the FAC proposal to suspend Professional Achievement Guidelines in 09-10 RTP Evaluations under “guidelines for professional achievement” in the introduction to section 4.0 of the RTP document.
4. Report of the Presidential Appointee (Linda Dobb)
 - a. Linda Dobb requested an update regarding the policies for the evaluation of coaches. Dee Andrews will add the evaluation of the policy to the January agenda.
 - b. Would it be appropriate for a departmental letter of support to be required for an associate professor applying for full professor if the same professor is serving as department chair? After discussion, the FAC affirms the Associate Provost’s judgment that no departmental letter of support should be required for those associate professors applying for full professor who are also serving as department chairs.
 - c. There is no timeline for review of faculty with joint appointments. What review timeline would apply to those with joint appointments. The Chair will refer this question to the RTP Subcommittee.
5. Old Business

- a. Administrative Review Document: Clarification/revision of Article V, Sections B & C: Acting Chairs. The Chair provided the FAC with copies of FAC minutes from Spring 2009 with references to FAC actions on this section of the document. Craig Wilson found a copy of a draft revision that post-dated these meetings. After clarification of the state of the draft in Spring 2009, the committee recommended further changes which were incorporated into the draft. Craig will provide the Chair with a clean copy of the revisions.
 - b. Policy on Student Evaluation of Courses, incorporating updated referral regarding evaluation of online teaching. No action taken.
6. New Business
- a. New Policy for RTP Professional Achievement Guidelines. No action taken.
 - b. Clarifications regarding revised RTP document. No action taken.
 - c. Review of Post-Tenure Review Timeline. No action taken.
 - d. Review of Administrative Review Document for Currency. No action taken.
7. Adjournment. The Committee adjourned at 4:00.

Minutes respectfully submitted by Craig Wilson.