Minutes of February 23, 2011

Members present: Eileen Barrett (Chair), Dennis Chester, Toni Fogarty, Doug Highsmith, Ching-Lih Jan, Xinjian Lu, Julia Norton, Luther Strayer

Members absent: Linda Dobb (Presidential Appointee), Craig Wilson (ill)

Guests: None

Meeting called to order: 2:10 PM

1. Approval of the agenda. M/S/P, Agenda approved.

2. Approval of the Minutes 2-16-2011. Minutes not available.

3. Report of the Chair. ExCom discussed our Emeritus faculty report and covered many of the same points that FAC had discussed. Report is referred to the Lecturer subcommittee to review.


5. Old Business
   a. Policy on Distinguished Visiting Professors: Eileen reported on a version that she crafted from the previous Policies and Procedures statement for FAC for the existence of a standing committee and portions from the more recent FAC document on Endowed Chairs for the University. She will discuss her draft with VP Burt and bring to FAC again as soon as he has looked it over for inconsistencies on the funding end.
   b. Policy on Course Requirement Information (Course Syllabus) Ching Lih looked at more recent policies in the CSU and decided that the one from Fresno is most appropriate to draw from. The committee agreed with her choice and after eliminating the first paragraph, decided to consider it further next meeting.
   c. Review of the Administrative Review policy: Julie brought some comments of possibilities for changes to Appendix A. The committee discussed the pros and cons of reducing committee size and rearranging some of the reviews into larger clusters. Julie will bring a revised document to work from to a future meeting and will discuss items with Craig via email.
   d. Policy on fulfillment of faculty ancillary responsibilities: Xinjian brought up some of the multiple sides of the questions of formulating a policy. The committee decided to send the referral back for more information.
   e. Update the Layoff Policy: Chester will bring suggestions to the next meeting.
   f. RTP: Delayed.
   g. Time-Manner Policy: Luther noted some issues and pointed out some typos to be corrected. M/S/P to send Luther’s comments and questions back to the Senate Chair. We approve the document in principle pending changes and clarifications.
   h. Department Chair Review Toni outlined some of the issues, particularly around the need for faculty to have a viable list of willing and acceptable candidates to vote from. After discussion she agreed to bring forward a document outlining possible changes to the existing procedure.

7. Meeting Adjourned: 4:05 PM

Respectfully submitted,

Julia Norton