

CALIFORNIA STATE UNIVERSITY, EAST BAY
FACULTY AFFAIRS COMMITTEE

Minutes of March 2, 2011

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

Members absent: None

Guests: Sue Opp, Donna Wiley, Jackie Alnor

Meeting called to order: 2:10 PM

1. Approval of the agenda. M/S/P, Agenda approved with some reordering.
2. Approval of the Minutes 2-16-2011 and 2-23-2011. Minutes approved with modifications.
3. Report of the Chair.
 - a. Chair convened the subcommittee on Lecturers. Gretchen Reevy to Chair. The lecturers are to discuss changes to the Policy on Emeriti Faculty, the student evaluation policy; and syllabi proposals.
 - b. It is time for FAC to agree to the representation of faculty among colleges for the University RTP committee. CBE has 55 faculty or 18% of the faculty, CEAS has 48 or 16% of faculty, CLASS has 114 or 37% of faculty, and COS has 89 faculty or 29%. The total number of faculty is 306. M/S/P that representation of the 5 member University RTP will remain at 2 from CLASS and 1 from each of the other colleges.
 - c. 40 participants to Faculty Learning Communities. There are still a few openings.
 - d. Eileen made some changes in the Visiting Scholars document after discussing the original version with Bob Burt and brought the changes back for our approval. M/S/P for FAC to accept the changes and send forward to ExCom.
 - e. We need to decide whether to meet on March 16. After some discussion we decided to schedule a meeting for that date.
4. Report of the Presidential Appointee (Linda Dobb): No report.
5. Old Business
 - a. Policy on Course Requirement Information (Course Syllabus) Ching Lih brought a draft document that the committee discussed along with Sue Opp and Donna Wiley. We considered moving some recommendations to the required sections. We looked at San Jose's document as well as Fresno's document last week. The focus was on avoiding the Fairness committee. The draft document will be slightly revised and sent to the lecturer subcommittee for urgent consideration. M/S/P
 - b. Review of the Administrative Review policy: Julie wrote up the ideas that we discussed last week. We made additional changes with more combinations and suggested sending the revised draft to Dee Andrews for an outside opinion. If Dee made no additional suggestions, the report should go to ExCom otherwise we will review it again at the next meeting. M/S/P
 - c. Policy on fulfillment of faculty ancillary responsibilities: We are awaiting more information from ExCom.
 - d. Update the Layoff Policy: We discussed the possibility of eliminating or revising the committee. We decided to convene a subcommittee of Dennis, Julie and Doug. They will

meet next Tuesday at 2 pm at Faculty Development conference room. Julie will ask Dee for some input as well.

- e. RTP: Delayed.
 - f. Department Chair Review Toni wrote up a draft document. After discussing some of the issues we decided to include a vote by the departmental faculty on the willing and acceptable candidates after the initial ranking as resulted in a list by the departmental committee. M/S/P to send the revised document to ExCom.
6. New Business. Generous thanks to Toni Fogarty for her voluntary service to FAC for Fall and Winter and to the Student Evaluations Subcommittee. Also grateful thanks from the secretary for her assistance when needed.
7. Meeting Adjourned: 4:15 PM

Respectfully submitted,

Julia Norton