

CALIFORNIA STATE UNIVERSITY, EAST BAY  
FACULTY AFFAIRS COMMITTEE

Minutes of March 16, 2011

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

Members absent: Linda Dobb (Presidential Appointee)

Guests: None

Meeting called to order: 2:07 PM

1. Approval of the agenda. M/S/P, Agenda approved with addition of Chair appointment and Administrative Schedule.
2. Approval of the Minutes 3-2-2011. Minutes approved with modifications.
3. Report of the Chair.
  - a. Lecturer Subcommittee has convened and is studying the Emeriti Faculty document.
  - b. Distinguished Visiting Scholars document was presented again and we decided to include a definition of scholarly activity. M/S/P presented revision with addition of the definition.
  - c. Craig Wilson will serve as secretary in the spring. (This announcement was met with enthusiasm.
  - d. Linda and Eileen are meeting to discuss issues in the RTP document.
4. Report of the Presidential Appointee (Linda Dobb): No report.
5. Old Business
  - a. Policy on Course Requirement Information (Course Syllabus) Ching-Lih brought another list of materials to be included. M/S/P to bring the document to the committee again after formalizing. We approved of the focus that Ching-Lih is taking.
  - b. Department Chair Review Toni wrote up a draft document and raised some new issues. We discussed particularly the transparency issues concerning a vote by the departmental faculty on the willing and acceptable candidates after the initial ranking. M/S/P to send the revised document to ExCom.
  - c. Policy on fulfillment of faculty ancillary responsibilities: We are awaiting more information from ExCom.
  - d. Update the Layoff Policy: a subcommittee of Dennis, Julie and Doug met to discuss the policy. Dee Andrews was consulted and is in favor of continuing the committee. A major change suggested is to include an additional faculty member appointed by the faculty Union. The subcommittee saw the document as arranged into pieces that had to do with things to do before any layoffs are considered. Things to do once layoffs are required. Protections for faculty named in layoffs (appeals, etc.). M/S/P Eileen to write up and present t committee.
  - e. RTP: Delayed as discussed above in President's report.
  - f. Review of the Administrative Review policy: Dee Andrews gave input to the changes approved last meeting as requesting. Although these are not major, M/S/P to see a full version incorporating both the Chair Review changes from part b, the changes to the committee structure, and the changes suggested for the schedule.

6. New Business. None.

7. Meeting Adjourned: 4:15 PM

Respectfully submitted,

Julia Norton