

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

Minutes of October 6, 2010

Members present: Eileen Barrett(Chair), Linda Dobb (Presidential Appointee), Toni Fogarty, Doug Highsmith, Scott Hopkins, Ching-Lih Jan, Xinjian Lu, Julia Norton,

Members absent: None

Guests: None

Meeting called to order: 2:10 PM

1. Election of Committee Secretary for Fall 2010. Committee agreed to share the role of Secretary by quarter. M/S/P, Norton approved.
2. Approval of the agenda. M/S/P, Agenda approved as submitted
3. Report of the Chair (Eileen Barrett) –
  - a. Chair plans to meet with Senate Chair to go over responsibilities for the quarter.
  - b. Chair met with past FAC Chair (Dee Andrews) to discuss items held over.
  - c. Two items passed by last year's Committee returned for additional work by Senate and President and appear in New Business below. The first concerns Emerita/us Lecturers and the second relates to RTP guidelines for individual Departments and Programs. Presidential Appointee (Linda Doob) reported on changes to be considered in these two documents including Dean approval of departmental RTP guidelines; joint appointment consideration, and rebuttal time consistent with the CBA (Collective Bargaining Agreement).
  - d. Faculty encouraged to bring a Lecturer to the Faculty Development event in their honor on October 19<sup>th</sup> 4-6 pm.
  - e. Chair has informed ExCom of the inability to serve of Craig Wilson. ExCom will provide an appointment for Fall Quarter.
4. Review the policies and procedures for committee operation. Chair reminded us of duties involved and noted changes introduced by last years Committee and subsequently approved by ExCom. A quorum exists when six or more members are present.
5. Review of year end report from 2009-2010 Chair (Dee Andrews). Chair noted that besides the two returned documents above, work remains and a report is lacking from the ad hoc Student Evaluations Subcommittee.
6. Formation of Regular Subcommittees. Members discussed committee membership from FAC for the Lecturer Subcommittee (Scott Hopkins) and for RTP (Retention, Tenure, and Promotion) Subcommittee (Xinjian Lu). Additional participants were discussed and members will bring suggestions/nominations to our next meeting.

## 7. Old Business

- a. Revision of the Student Evaluation Policies: The work continuation was approved by last year's FAC (Faculty Affairs Committee). The past committee members will be contacted so see whether they desire to serve this year and finalize their report. Norton will serve as FAC member on this Special Subcommittee. Other subcommittee members from last year include Sandip Basu, Tom Bickley, and David Stronck.
- b. New policy on Distinguished Visiting Faculty Subcommittee and proposed combination with policy on Foreign Faculty was discussed. Members noted that although we haven't had funds to support Visiting Faculty in the recent past, having a policy that could be used should the occasion arise seems valuable. ExCom indicated that the removed policy on Distinguished Visiting Lecturer from the Policies and Procedures should perhaps be incorporated into the Policy for Foreign Faculty document.

## 8. New Business

- a. Revision of Policy on Emeritus Faculty (09-10 cFAC5) Referred back to FAC  
Members discussed the importance of naming worthy lecturers as Emerita/us Lecturers and wondered why the matter was returned. The Chair will discuss with the Provost.
- b. Revision of Retention, Tenure, and Promotion Policy (09-10 cFAC10 revised) Referred back to FAC  
Members discussed the three items mentioned in the Chairs report and proposed language for revising the document in a manner that protects both the interests of the Dean and faculty in selecting departmental guidelines. Committee decided to discuss further at our next meeting (October 20), probably referring the rebuttal and timeline issues to this year's RTP Subcommittee, but will likely consider joint appointments in the full committee.
- c. Selection of Student Evaluations Subcommittee Members. See discussion in item 7a.
- d. Review of Sections 3.6, 9.1, 12.2, and 12.3 in the RTP Policy and Procedures document was discussed as noted in section 8b above. More discussion will follow at the next meeting.

## 9. Adjournment

- a. M/S/P: Meeting was adjourned at 4:07 PM

Respectfully submitted,

Julia Norton