Minutes of the Meeting of November 20, 2002

Members Present: B Trumbo (Chair), E. Barrett, J. Bhadury, J. Clarence, R. Garcia, M. Hedrick (secretary), J. Lopus, E. Padilla, V. Traversa

Members Absent: L. Ramirez

Guest: Bill Langan, Affirmative Action Liaison Officer (AALO)

The meeting was called to order at 2:45 pm

1. The agenda was approved.

2. Minutes of the meeting of November 6, 2002 were approved.

3. Report of the Chair:
   - The issue of staff representation to the Academic Senate was briefly discussed. There was no indication from the committee that the issue should be re-opened for discussion.
   - Terminal degree: 1) the current agreement with the Provost’s office is adequate; 2) the committee may wish to consider a revision of section 4.1.1 of the PTR document.
   - The Presidential Appointee to FAC is not an ex officio member of the lecturer subcommittee.

4. Report of the Director of the Office of Faculty Development
   No report

5. Old Business
   Lecturer Subcommittee – Discussion of membership: There was a brief discussion of the issue. No change from previous FAC meeting (11/6/02) and the committee’s decision will be passed on to ExComm.

6. New Business
   a. Bill Langan (AALO) met with the committee to discuss the function of the AALO and FDEC (Faculty Diversity and Equity Committee) and its role in assisting departments with tenure-track searches. Dr. Langan discussed the recommendations of last year’s FDEC that were brought to FAC and ExComm. These recommendations (listed below) will be amended the AALO and sent to FAC for action.
Recommendations to be sent to FAC:
   i. As a mechanism for assessing the degree to which tenure-track search committees adapt diversity recruitment strategies, designation of the chair or another member of each search committee to be "diversity facilitator"

   ii. Having the AALO and Special Assistant to the President for Diversity and Equal Opportunity make a presentation over diversity issues at an annual meeting of search committees, possibly in lieu of having the AALO meet individually with each search committee

   iii. FDEC is proceeding with a newly hired Faculty Survey

   iv. a proposal to have search committees embrace the concept of inclusiveness and strive for committee membership that reflects ethnic and gender diversity

   v. FDEC withdraws its proposal that FDEC membership be changed to formally require inclusion of a statistician

   vi. ideas for early appointment of search committees to begin orientation in spring and enable searches to start earlier

b. PTR subcommittee: There was a discussion of potential future topics for the PTR subcommittee. No actions taken.

7. Adjournment: The meeting was adjourned at 5:05 pm.

   Respectfully submitted,

   Michael Hedrick, Secretary