The meeting was convened at 2:50

Members present: Eileen Barrett (Chair), Kris Ramsdell (Library), Tony Lima (Economics), Vincenzo Traverso (MLL), Rich Luibrand (Chem and Biochem), Rita Liberti (KPE), Lynn Paringer (Economics), and Pablo Arreola (Academic Affairs)

Members absent: Dee Andrews (Hist), Carol Lauzon (Biol. Sci.)

Guests: Bob Burt, Don Sawyer

1. Approval of Agenda

   In order to accommodate Don Sawyer’s appearance at the meeting, item 6b was moved to 5a and everything else was moved down a notch. M/S/P agenda as changed.

2. Approval of the minutes of the November 16th meeting

   Minutes have not yet been received from the meeting of November 16th, 2005.

3. Report of the Chair

   At the last senate meeting, the agenda item on Veteran’s Day was passed unanimously.

   This quarter we have two Monday holidays. For those teaching on Monday night there will be a schedule change. The week after Martin Luther King Day there, Wednesday night classes will not meet. Rather, the Monday classes that would have met will be meeting in the Wednesday time slot. Recommendation was made that we suggest to Carl Bellone that faculty be notified well in advance of the beginning of the quarter of these schedule changes. The deadline for the outstanding professor award is January 18th

4. Report of the Presidential Appointee

   no report

5. Old Business

   a.) Referral regarding PT&R, section 4.2.1b from Don Sawyer:
At issue is the time frame that a faculty member needs to wait prior to coming up for promotion. Is it the SSI maximum or the rank maximum? Vincenzo indicated that there was a conflict about the two criteria in the college of science. The issue is currently being raised by a faculty member desiring promotion. Professor Traversa indicated that there was a conflict over the same issue about 2 years ago. Professor Barrett felt the concern over 4.2.1 in the PT&R document was whether or not the candidate had reached the maximum salary for his/her rank and classification. Dr. Arreola indicated that a precedent had already been set. The university has used service maximum before. He knows of at least one case in which we allowed SSI to be the service maximum. One question is whether other faculty who might be affected by the policy could go back and reapply. The language in the PT&R document could be applied to any promotion (i.e., from Assistant to Associate as well as from Associate to Full). Professor Traversa felt that the committee may want to make an exception for this case but that it may need more time to consider a policy change. He also stated that the university has been following the service maximum position. The committee decided to rule in just this case and approved the use of service maximum as the criteria for consideration of promotion. This was conveyed to Don Sawyer.

b.) Range Elevation:

Professor Luibrand felt that we should give any policy suggestions on range elevation to the Deans before it goes to any other committee. Professor Traversa had questions on range elevations C and D citing that the wording was identical for each range.

c.) Endowed faculty honors:

Bob Burt had previously asked the committee to set a policy on endowed faculty honors in the event such an occasion presents itself. The committee drafted a policy. Bob was present to speak on the relevance of the issue and the address any concerns the committee might have. He also suggested changes in some of the wording on the document. The committee approved a Policy on Selections of Endowed Faculty Honors and agreed to send it to ex com.

d.) Outstanding Professor:

The committee considered gathering information on the manner in which other campuses determine how to select outstanding professors. Professor Liberti and Professor Ramsdell are looking into it.

e.) Student evaluations of on-line courses:
Pablo indicated that CFA has expressed concern with respect to on-line evaluations. Professor Barrett has had conversations with Martha Wallace as to whether or not they can be done securely and will try to contact her again.
f.) The use of “schools” as an organizational unit:

This was tabled.

g.) Policy regarding faculty offices:

One of the charges to FAC is to devise a set of procedures and policies for the allocation of faculty office space. Dr. Arreola indicated that he felt that having a private office, particularly for full-time faculty should be a high priority. He felt the committee could draft a policy recommending a minimum level of accommodation (private office, phone, etc.) be provided to each faculty member. The committee might want to consider gathering information from the deans about how much sharing of office space actually occurs.

The meeting was adjourned at 4:30