Members present: Mayling Chu, Michael Hedrick, Jennifer Laherty, Carol Lauzon (chair), Rita Liberti, Fung-Shine Pan, Xeno Rasmusson, Nancy Thompson, Arthurlene Towner (Presidential appointee)

Members absent: Jane Lopus

Meeting called to order: 2:55pm

FAC observed a moment of silence for the Virginia Tech community.

1. Approval of the agenda
   M/S/P to approve the agenda.

   M/S/P to approve the minutes of both meetings.

3. Report of the Chair
   a. The Chair reported that the organizational meeting for the 2007-2008 FAC would take place on May 16. Members inquired as to the status of June 6 as the organizational meeting date. The Chair will report back as to the final meeting date for FAC this academic year.
   b. The Chair reminded the committee that the deadline for the Sue Schaefer CSUEB Faculty Service Award is April 27.

   a. In a follow-up to a question asked by the Committee in a previous meeting, Towner noted that University staff members’ participation on various administration appointment and review committees is coordinated through the staff connections process. Several years ago the staff assembly was the mechanism through which staff members were elected to various committees. Staff assembly was dissolved when it was determined that the only body that can represent staff are the various unions to which staff belong.

5. Old Business
   a. Appointment & Review Document Referral. In response to the Office of the Academic Senate memo dated April 17, 2007, FAC continued to make a number of final changes to the document and hopes to forward it to the Senate Office in the near future.
b. Referral regarding the need for a policy for the Faculty Award Endowment. A $30,000 gift/endowment is to be used for faculty awards (but not to compete with the existing Philips Outstanding Professor Award). FAC discussed the possibility of using this money for college (and library) wide Outstanding Faculty Awards whose winners would then be automatic nominees for the Philips’ campus-wide award. In this way a potentially deeper, broader pool of nominees is guaranteed each year for the Philips Award. FAC hopes to make a recommendation to the Senate soon after its May 2 meeting.

6. New Business
   a. none

Adjournment.
M/S/P to adjourn at 5:15 pm.

Respectfully submitted,
Rita Liberti