Members present: Mayling Chu, Michael Hedrick, Jennifer Laherty, Carol Lauzon (chair), Rita Liberti, Jane Lopus, Xeno Rasmusson, Arthurlene Towner (Presidential appointee)

Members absent: Fung-Shine Pan, Nancy Thompson

Guests: Jennifer Eagan, Jeffrey Seitz, Mitch Watnik

Meeting called to order: 2:55pm

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

2. Approval of minutes of the May 2, 2007 meeting.
M/S/P to approve the minutes as amended.

3. Report of the Chair
   a. Chair Lauzon reported that it is unlikely that FAC will meet on June 6, but members will be notified.
   b. As there was no quorum of the 07-08 FAC members, Chair Lauzon will report to the Senate office that an email vote for chair for 07-08 is requested.
   c. Fall quarter secretaries were reminded to send final FAC minutes to the Senate office.
   d. FAC had a discussion with Professor Watnik regarding FAC’s memo to ExComm recommending adjustments to the University 10-year calendar. FAC members were urged to go to the Senate meeting to support FAC’s recommendation.

4. Report of the Presidential Appointee
   a. The request to add clear language distinguishing full-time temporary faculty employment on the web, http://www.csueastbay.edu/OAA/position.html, was acted upon. FAC members expressed their gratitude to the Provost office.

5. Old Business
   a. FAC/PTR Document Issue (Guests TIME CERTAIN: 3:00 pm). Several cogent arguments and possible revisions to the University PTR document were suggested relating to department chairs moving through the promotion, tenure, and retention process since these faculty cannot act in the department chair review process. The following represent the ideas shared (in no particular order):
      - The Associate Dean may not be the appropriate person to fill the role of the absent chair review as the Associate Dean is an administrative role.
      - Peer review at the department level is important and should be a peer to peer review.
      - The affected department could elect a chair from another department in their same college or from an allied field in a different college to write the department chair review.
• Point: There is no requirement of rank to be a department chair. Some FAC members expressed that there may be a larger issue at here with having untenured faculty serve as department chair and/or the PTR document might need a revision to account for faculty acting in this administrative role.
• Perhaps a FERP faculty who was the department chair in the affected department be enacted to serve in this role.
• The department could consult with their Dean to develop a list of eligible chairs in and out of the college and the department could elect from that list.
• The department elects its chair in consultation with the Dean therefore the department should elect its surrogate.
• All faculty going through the PTR process should be entitled to three levels of review.
• The same issue can occur if an Associate Dean is not tenured and their department faculty member is not tenured/full.
• Thus far, when these situations arise, the affected faculty member simply receives one less review than is normal.

Chair Lauzon consulted with the Senate office in terms of timing in making a recommendation (the deadline to submit to the Senate’s agenda was Friday May 18). We were advised that if the change was simple that is could possibly be addressed. FAC felt that the issues at hand were much larger than anticipated and would require a thorough discussion from the PTR subcommittee of FAC in 2007-08. M/S/P to defer the issue to Fall Quarter 2007. FAC thanked the guests for coming to meet with FAC regarding these issues.

b. Faculty Awards Endowment Policy. Chair Lauzon reported that FAC’s email recommendations were incorporated into the document that was sent to the Senate.

6. New Business
   a. Review/approval of the Academic Dishonesty Incident Report form revision. M/S/P to alter the form to include the following question: Was the student informed and how? M/S/P to revise the form to remove the Social Security Number line and change it to include NetID. FAC also recommended that the policy and the form be revised in concert since the policy simply states that the student should be informed. FAC recommended that the policy might state that the student must be informed and the form revised accordingly.

7. Adjournment
   The meeting was adjourned at 4:50pm
   M/S/P

Respectfully submitted,

Jennifer Laherty