CALIFORNIA STATE UNIVERSITY, EAST BAY  
FACULTY AFFAIRS COMMITTEE  

Minutes of December 5, 2007

Members present: Jagdish Agrawal, Toni Fogarty, Doug Highsmith, Ann McPartland, Xeno Rasmusson (Chair), Arthurlene Towner (Presidential Appointee), Erica Wildy, Craig Wilson

Members absent: Mayling Chu, Asha Rao

Guests: Mark Karplus

Meeting called to order: 3:00pm

1. Approval of the agenda

2. M/S/P Minutes of 10/3/07 approved without amendment

3. Report of the Chair (Xeno Rasmusson)
   a. The Chair will hand over to Susan Correia the bulk of the changes to policy documents. These changes are documented in minutes of Fall Quarter meetings of the FAC.
   b. Further work is needed to clarify 10.1.1 of the Librarian PTR policy.

4. Report of Presidential Appointee (Arthurlene Towner)
   a. Faculty panels have been constituted; Panel chair(s) need to be elected; President of the CFA should be consulted.
   b. CLASS and CBE are currently each interviewing three finalists for their respective dean positions.
   c. Searches are underway for Associate V.P for Research and Sponsored Programs, Associate V.P., Continuing and International Education, University Librarian, CEAS Dean.
   d. Searches will begin soon to fill two directorships: SCAA and Hybrid and Online Support.
   e. Regarding equity programs—a joint CFA/CSU committee will implement equity programs associated with the application process. FAC will have an opportunity to review these programs in order to assure correct implementation, starting with assistant professors.
   f. There is a need to align policies with 15.26 under “Periodic Evaluation of Temporary Faculty Unit Employees” and to clarify 15.26 where it states “temporary faculty…shall be evaluated at least once during the term of their appointment….” There is a conflict between this statement and 2.2 under “Policy on Periodic Evaluation of Temporary Faculty,” which includes the statement “Part-time temporary faculty appointed for three or more quarters in an academic year shall be evaluated annually.”
5. Old Business
   a. Return of 06-07 FAC 4, the Appointment & Review document (incl. 06-07 BEC 15)
      ● Discussion of sequence of steps to complete revision process
        1. Review revised documents and make further changes as needed
        2. Coordinate changes with organizational chart for University
        3. Write cover letter to Senate, which summarizes and explains FAC modifications
        4. Send changed document with cover letter to Executive Committee
        5. Executive Committee reviews and finally presents cover letter and revised document to whole Senate
   b. Return of 06-07 FAC 5, College/Library Outstanding Faculty Award Policy, with 06-07 BEC 14 as additional feedback (incl. original referral packet)
      ● Revisions (in *Italic*) to document submitted “October XX, 2007”:
        1. Amend II.A., paragraph 2: “The College/Library criteria will be developed by a group of regular faculty selected by the Council of Chairs of the College/Library Faculty and it will specify…”
        2. Amend II.C., paragraph 2: “The college award committee, selected in the Fall Quarter in the manner approved by the college/library will be convened by the Dean/University Librarian…”
        3. Amend II.D.: “(e.g., A faculty member may receive the award for scholarly publication only once…”)
        4. Amend II.E., paragraph 1: Craig Wilson will present an amended version to the committee.
        5. Remove in their entirety the two paragraphs under “III. College Awards for Lecturers.”
   c. Election of FAC Subcommittee members
      ● 07-08 OUTSTANDING PROFESSOR (*4 faculty, including one from FAC and the previous year’s recipient, if available; 1 student; and ex-officio members (FAC chair and FAC Presidential Appointee)*)
         Michael Hedrick (previous year’s recipient)
         Craig Wilson (Teacher Education)
         Toni Fogarty (Public Administration)
         Jagdish Agrawal (Marketing)
         Bilal Hamran (Student)
         Xeno Rasmusson (Chair, ex-officio)
         Eileen Barrett (Director, Office of Faculty Development, ex-officio)
07-08 PROMOTION, TENURE AND RETENTION Subcommittee (5 faculty, at least one from FAC; ex-officio, non-voting members of the Subcommittee are: Presidential Appointee & Chair, FAC)

Jiansheng Guo (Human Development)
Erica Wildy (Biology)
Doug Highsmith (Librarian)
Asha Rao (Management)
Xeno Rasmusson (Chair, ex-officio)
Eileen Barrett (Director, Office of Faculty Development, ex-officio)

07-08 LECTURER SUBCOMMITTEE (3 Regular Faculty, 3 Lecturers)

Ann McPartland (Chemistry)
Craig Wilson (Teacher Education)
Xeno Rasmusson (Chair, ex-officio)
Mike Schutz (Sociology)
Jair Fory (Kinesiology and Physical Education)
Mark Karplus (Chemistry)
Eileen Barrett (Director, Office of Faculty Development, ex-officio)

Wang Award (traditionally FAC as a whole)
Sue Schaefer Faculty Service Award (traditionally FAC as a whole)

d. Online/Hybrid Policy Implementation
   • No action—this will move up in the agenda for the next FAC meeting.

6. New Business
   a. Clarification of 10.1.1 of the Librarian PTR Policy
      Members of the FAC asked who the third member of the committee is, and if there is any role for the entire PTR committee. There is an apparent need to rewrite 10.1.1 to make its intentions clearer. The FAC will return to this policy once there is sufficient documentary context.

7. Adjournment
   a. The meeting was adjourned at 4:50

Respectfully submitted,

Craig Wilson