CALIFORNIA STATE UNIVERSITY, EAST BAY
FACULTY AFFAIRS COMMITTEE

Minutes of October 17, 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: 2:45pm

1. Approval of the agenda
   M/S/P (unanimous) to approve agenda as written

2. Approval of the minutes of the last meeting (10-3-07)
   Proposed amendments:
   a. Remove third sentence under “7a. New Business” and remove “the” before “revisions” in last sentence of paragraph.
   b. Add “The Office of Academic Services will make changes for future distribution.” to end of “7b. Terminal Degree change proposed for Criminal Justice” paragraph.
   M/S/P (unanimous) to approve minutes as amended.

3. Report of the Chair
   a. The terminal degree decision is already at the Provost’s office.
   b. The call has gone out for nominations for Outstanding Professor.

4. Report of Presidential Appointee (Arthurlene Towner)
   Arthurlene Towner hopes to see elections of hearing panels soon. However, we should make sure to do the elections right. Departments should assure that all who are eligible (including lecturers) are on the list of panel candidates.

5. Old Business
   a. Return of 06-07 FAC 4, the Appointment & Review document (incl. 06-07 BEC 15)
      Using wording proposed by Hank Reichman in an email dated October 16, 2007, the committee proposed that the paragraph on page 3 below #6 be changed to read: "Faculty shall be represented on search committees for administrative positions in Academic Affairs and Student Affairs that are not covered by this policy. Faculty appointments to such search committees will be made by the Senate Executive Committee. Newly created administrative positions which the Senate Executive Committee deems of critical impact to the faculty shall have faculty search committee representation as determined by the Executive Committee in consultation with the President and, the composition and selection criteria for search committees, where deemed necessary, will be added to this document by the Senate.” M/S/P (5/2/0)
In response to a recommendation by Hank Reichman in the October 16th email, there was a proposal to remove references in Appendix A to the appointment and review of college associate deans, department chairs, and associate department chairs. M/S/P (unanimous)

There was a proposal to add this language to II.A after “in Appendix A.”:
“The mode of election for faculty representatives for all appointment and review committees shall be university-wide, except in those cases where each college and the library must be represented. In such cases, elections will be held at the college and library level.” M/S/P (unanimous)

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)
Toni Fogarty submitted a draft revision of “Policy and Procedures for the Awarding of the College and Library Outstanding Faculty Award.”

c. Election of FAC Subcommittee members
- **07 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))
- **07 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)
- **07 LECTURER SUBCOMMITTEE** (3 Regular Faculty, 3 Lecturers)
- **Wang Award** (traditionally FAC as a whole)
- **Sue Schaefer Faculty Service Award** (traditionally FAC as a whole)
The Chair encouraged committee members to recruit candidates for subcommittees and to submit candidate names at the next FAC meeting.

6. New Business
a. Range Elevation—Submission Timeline revision (urgent)
Arthurlene Towner explained that the revision is necessary because there needs to be a 30-day advance notice. This is not possible with the October 31st deadline and the typical late September start to the fall quarter. She provided a draft communiqué from Michael K. Mahoney that proposes a series of deadlines, starting with a deadline for candidate portfolio submission on November 15th. Where the 15th falls on a weekend, the deadline will fall on the preceding Friday if Saturday is the 15th, and on the following Monday if Sunday is the 15th. The committee recommended that the URL on the communiqué be changed from “csuhayward” to “csueastbay.” With this amendment, a proposal to revise the submission timeline was M/S/P (unanimous).

b. Online/Hybrid Policy implementation
No action was taken.

7. Adjournment
a. Craig Wilson will be absent for the November 7\textsuperscript{th} meeting. Toni Fogarty will take minutes at the November 7\textsuperscript{th} meeting.
b. The meeting was adjourned at 5:00

Respectfully submitted,

Craig Wilson