CALIFORNIA STATE UNIVERSITY, EAST BAY
FACULTY AFFAIRS COMMITTEE

Minutes of October 3, 2007

Members present: Jagdish Agrawal, Mayling Chu, Toni Fogarty, Ann McPartland, Asha Rao, Xeno Rasmusson (Chair), Arthurlene Towner (Presidential appointee), Erica Wildy, Craig Wilson

Members absent: Doug Highsmith

Guests: Hank Reichman (Academic Senate President), Tom Cadwallader, Mark Karplus

Meeting called to order: 2:45 pm

1. Election of Committee Chair and Secretary
   a. Xeno Rasmusson elected chair
   b. Craig Wilson (fall), Toni Fogarty (winter), and Erica Wildy (spring) will rotate as secretary

2. Approval of the agenda
   M/S/P to approve agenda as written

3. Approval of the minutes of the last meeting (no minutes)

4. Report of the Chair (no report—new chair)

5. Report of Presidential Appointee (Arthurlene Towner)
   Arthurlene Towner stated that raises are coming; each faculty member will receive a letter describing the increase. We are asked to be patient and to notify University if corrections are needed

   Regarding merit pay, the Presidential Appointee reported that there are two programs, each with its own guidelines, which address merit pay for assistant and associate professors. A new grievance process is in place, one which involves faculty hearing panels. Faculty will be elected to these panels within departments. Representation among departments will be determined by FTEF. There will 141 panel members, University wide. The panel is comparable to a jury pool; when grievance proceedings are necessary, three members of the panel will be selected, plus one alternative. Those who serve will not be selected again within a certain period. Each department must elect 25% of its faculty to the panel. Lecturers are not to be excluded from elections. Lecturers may serve, but are not compelled to serve.

6. Old Business
   a. 06-07 FAC Annual Report
      Approved as written.
      M/S/P
b. Return of 06-07 FAC 4, the Appointment & Review document (incl. 06-07 BEC 15) (Hank Reichman)
Senate President Hank Reichman explained why the Executive Committee of the Academic Senate returned 06-07 FAC 4 for revision before it is returned to the Executive Committee. He pointed out the areas of concern, which appear as highlighted passages in the document. He described each concern and provided specific suggestions for improving the document. The FAC was reminded that it should be able to provide a rationale for each change. The areas of concern should be addressed soon, preferably in time for the Academic Senate meeting in November. Academic Senate President Reichman also suggested that Appointment and Review be item #1 for the next FAC agenda.

c. Return of 06-07 FAC 5, College/Library Outstanding Faculty Award Policy, with 06-07 BEC 14 as additional feedback (incl. original referral packet)
Noting that it is good to increase the number of awards for teaching, Hank Reichman reported that this document needs more detail before submission to the Executive Committee. He advised the FAC to rely on Academic Senate staff for assistance. Toni Fogarty and Asha Rao agreed to present a draft revision to the FAC and requested that other members of the FAC submit input to them.

7. New Business
   a. Review of FAC Policies and Procedures
   The FAC was reminded that highlighted passages cannot be changed. No action was taken on the document. There is no need to submit revisions to the Academic Senate.

   b. Terminal Degree change proposed for Criminal Justice
   Tom Cadwallader presented a request to change terminal degree descriptions for two Criminal Justice searches for 2007-2008. This change will expand the pool of applicants. The FAC approved the changes (described in a September 7, 2007 memo from Department Chair Patricia Zajac) and recommended revision of the “Appropriate Terminal Degrees” document, using the Music Department’s description as a model. The Office of Academic Services will make changes for future distribution.

   c. Discussion of Faculty Support Services reorganization
   Associate Provost Arthurlene Towner reported that Research and Sponsored Programs will move to UM in Warren Hall in December. Academic Senate President Hank Reichman stated that oversight of Faculty Support Services will be the responsibility of a body to be determined.

   d. Election of FAC Subcommittee members
      • 07 OUTSTANDING PROFESSOR
      • 07 PROMOTION, TENURE AND RETENTION SUBCOMMITTEE
      • 07 LECTURER SUBCOMMITTEE
      • Wang Award
      • Sue Schaefer Faculty Service Award
   No action by the FAC.
8. Adjournment
   The meeting was adjourned at 4:55
   M/S/P

Respectfully submitted,

Craig Wilson