CALIFORNIA STATE UNIVERSITY, EAST BAY
FACULTY AFFAIRS COMMITTEE

Minutes of on May 20, 2009

Members present: Dee Andrews, Toni Fogarty, Doug Highsmith, Dave Larson, Luther Strayer, Arthurlene Towner (Presidential Appointee) and Craig Wilson (Chair)

Members absent: Jagdish Agrawal, Julia Norton, Asha Rao

Guests: Susan Opp, Linda Dobbs, Thom McCoy, Will Biggs

Meeting called to order: 2:05 PM

1. Approval of the agenda
   M/S/P, Agenda approved

2. Approval of the minutes of the meeting on 05-13-09
   M/S/P, Minutes approved as amended
   - Under 5.a remove “The following items and sections…New timeline”, replace with “M/S/P, The RTP document was discussed and the proposed changes were accepted unanimously.”

3. Report of the Chair (Craig Wilson)
   In regards to FAC 6 (Periodic Evaluation of Temporary Faculty), during the Academic Senate Meeting, the definition of the academic year was clarified.

4. Report of Presidential Appointee (Arthurlene Towner)
   - Regarding student evaluations, another university is involved in an unfair labor action for requiring all student evaluations to be online. FAC should take this into consideration when it reviews the student evaluation policy.

5. New Business
   a. Election of FAC Chair and Secretary for 2009-2010
      M/S/P
      FAC unanimously elects Dee Andrews as FAC Chair for 2009-2010.
      FAC unanimously elects Doug Highsmith as FAC Secretary for 2009-2010

6. Old Business
   a. 2009-10- Temporary Processes for Evaluation of Coaches and Assistant Coaches (from Lecturer Subcommittee)
      M/S/P (See attached document for revised document)
      - FAC intends to develop permanent processes in 09-10, and provide to the Senate an updated Evaluation of Temporary Faculty document that includes a separate section for Evaluation of Coaches and Assistant Coaches.
      - Rename document 2009-10 temporary Processes for Evaluation of Coaches and Assistant Coaches
Insert the following in the document: “The coaches will elect peer-review evaluation committees of at least 3 (three) members from among the active full-time coaches. Each committee will elect a chair. The committee will conduct a peer-evaluation according to the applicable evaluation criteria indicated in the document Coaching Track Policy – Appointment, Placement and Evaluation – March 2005.”
Insert the following in the document: “All committee recommendations will be by single majority vote. The recommendations will be in writing, with minority opinions included anonymously. Reports must signed by all members of the committee.”

b. Review of Revisions adopted by the Library Faculty of Faculty Bylaws
M/S/P
The proposed revisions to the bylaws were approved unanimously.

c. Administrative Review Document changes: Clarification/revision of Article V, Sections B. & C.
Acting Chairs
A number of revisions were discussed (See draft document), including:
● Removal should be C.
● D.2. Remove “Within a brief time period (one week or less)”, replace with “At the time”
● D.4. Insert “or unwilling” after “Department Chair is unable” and before “to serve”
● D.4. Remove “or whenever for any reason a vacancy appears or is anticipated during the incumbent Department Chair’s term”
● D.4. Remove “shall” after “the College Dean”, replace with “will”
● D.4. Remove “not to exceed one and one-half quarters”, replace with “ending no later than the beginning of the subsequent academic year.”

d. Faculty Office Hours (referral February 18, 2009) – No action taken

e. Administrative Review Document changes: Clarification/revision of Article V, Sections B. & C.
Acting Chairs - No action taken

7. Adjournment
M/S/P: Meeting was adjourned at 4:01 PM

Respectfully submitted,

Toni E. Fogarty