CALIFORNIA STATE UNIVERSITY, EAST BAY
FACULTY AFFAIRS COMMITTEE

Minutes of October 15, 2008

Members present: Jagdish Agrawal, Dee Andrews, Toni Fogarty, Doug Highsmith, Dave Larson, Ceasar Maloles, Arthurlene Towner (Presidential Appointee), and Craig Wilson (Chair)

Members absent: Luther Strayer

Guests: Mark Karplus

Meeting called to order: 2:10 PM

1. Approval of the agenda
   M/S/P, Agenda approved with the following changes:
   a. Change date from "07" to "08" for all FAC Subcommittees
   b. Remove Wag Award Subcommittee as award was funded for 10 years only

2. Approval of the minutes of last meeting (October 1, 2008)
   M/S/P, Minutes approved with two typo corrections

3. Report of the Chair (Craig Wilson)
   a. Cesar Maloles will replace Asha Rao for the Fall, 08 quarter
   b. No replacement for Erica Wildy for AY 08-09 yet
   c. Agenda items 5a, 6c, 6d, and 6a will be addressed first, due to urgency

4. Report of Presidential Appointee (Arthurlene Towner)
   a. Appointment and Review document needs clarification; there is a difference between the chart in the Appendix and the text. II.A, last sentence in third paragraph states “For Dean searches…may be appointed by the President from the University Faculty…”. Page 4 of the chart in the Appendix states “1 Presidential faculty appointee”.
   b. Position of Associate VP of Enterprise needs to be added to the Appointment and Review document
   c. A number of aspects in the PRT document need clarification
   d. Need clarification regarding procedure and evaluation criteria regarding periodic evaluation of temporary faculty; there is a misfit with CBA and with the Policy on Periodic Evaluation of Temporary Faculty. In the policy, 2.6 states “copies of any materials used to evaluate a temporary faculty member shall be provided to that faculty member before being forwarded to the next review level.” CBA 15.22 states “The result of each stage of the periodic evaluation process shall be a written statement…shall be placed in the Personnel Action File…”. However, the current Periodic Evaluation of Full-time, Temporary Faculty Form is completed
both by the Department Chair and the College Dean or Designee before it is provided to the faculty member.

5. Old Business

a. Range Elevation – Submission Timeline revision
M/S/P
A submission timeline was included in the Range Elevation Policy and Procedures – draft revision, 2007. FAC approves the inclusion of the submission timeline in the Range Elevation Policy and Procedures

b. Online/Hybrid Policy implementation
M/S/P
FAC shall establish a special Online/Hybrid Policy Implementation Subcommittee to address the issues regarding student evaluation and chair/peer evaluation of online/hybrid courses. Toni Fogarty will serve on that subcommittee and she will ask Julie Glass and Gary McBride, both of whom serve on the Online Campus Advisory Committee, to also serve on the subcommittee. Craig Wilson (FAC Chair) will try to find a faculty member at CEAS to serve on the subcommittee, and will also seek approval of the Executive Committee to appoint the subcommittee members who are not members of the FAC.

c. Return of 06-07 FAC 5, College/Library Outstanding Faculty Award Policy – no action taken

6. New Business

a. Election of FAC Subcommittee members
M/S/P
The Subcommittee members are (names enclosed within parenthesis are unconfirmed):
1. Outstanding Professor Subcommittee: (Eileen Barrett), (Bijan Gillani), Dave Larson, Cesar Maloles, Dave Larson, (TBA), and Craig Wilson
2. PT & R Subcommittee: Jagdish Agrawal, Dee Andrews, (Eileen Barrett), Sally Murphy, (Eric Seuss), Craig Wilson, and (Jim Zarillo)
3. Lecturers Subcommittee: (Eileen Barrett), Doug Highsmith, (Mark Karplus), (TBA), (TBA), (TBA), (TBA), and Craig Wilson
4. Wang Award: no longer needed; item removed from the Agenda
5. Sue Schaefer Faculty Service Award: FAC as a whole

b. Evaluation of Temporary Faculty – no action taken

c. Referral to FAC regarding revision of the PT&R document
M/S/P
FAC Secretary will draft a reply which will include the following points:
1. Acknowledgement of conflict regarding the use of “shall” and “may” between sections 3.3.3. and 4.1.2.
2. Year’s evaluation cycle began on October 1, so any changes in the Pt&R document will not affect the current cycle, as per Article 15.3 of the CBA
3. Current practices in college PT&R committees
4. PT&R document needs to be carefully reviewed for clarity and consistency of language, especially in regards to the CBA

d. Referral to FAC regarding revision of the Academic Dishonesty Policy
M/S/P
Item postponed until the November 5th meeting. FAC will invite all of the parties mentioned in the referral to this meeting to discuss the policy and to resolve discrepancies and differing interpretations. Individuals to be invited include: Carl Bellone, Eunice Chan, Julie Glass, Carol Nowicki, Carl Bellone, and the Fairness Chair (not yet elected).

7. Adjournment
M/S/P
Meeting was adjourned at 4:02 PM

Respectfully submitted,

Toni E. Fogarty