

FSAC Meeting Minutes:  
February 10, 2011  
Sue Jameson Room  
1:00 p.m. to 3:00 p.m.

Present: Richard Senghas (Chair), Sandra Newton, Chip McAuley, Paula Hammett, Viki Montera, Richard Whitkus (recorder), Melinda Barnard (Vice-Provost), Catherine Nelson (California Faculty Association representative), Emily Hurd (Associated Students representative)

Convened: 1:05 p.m.

Agenda: Approved.

Minutes: Minutes from December 9, 2010, approved.

## REPORTS

### Chair Report (Senghas)

- Draft Reappointment, Tenure and Promotion (RTP) policy going to Senate today for first reading.
- Executive Committee discussing catalog copy yearly cycle.
- In two weeks representatives from the Executive Committee will meet with Chancellor's Office with regards to general input to graduation initiative.

### AFS (Newton)

- Academic Freedom Subcommittee (AFS) is organizing the Academic Freedom Workshop (handout provided) on Friday, March 11, 1-3 pm, Schulz 3001.
- Discussion is underway with representatives from the Administration on language for the Sonoma State University free speech policy.

### AVP (Barnard)

- Contracts for the lecturers for spring 2011 were completed in good timely order.
- Fourteen tenure track searches are currently in progress.
- Thirteen sabbaticals have been approved and awarded for next year.
- Settlement on California State University - wide Faculty Early Retirement Program workload becoming finalized.
- Attended presentation on electronic evaluations. Will use the information to help inform SSU on the issues involved. Will ask for input from CFA as well.
- Discussed an RTP arbitration settlement of a grievance from another campus. Basic directive from arbitration is department RTP criteria cannot be dismissed at the expense of University RTP criteria. Does not appear to be an issue at SSU, however requested issue be added for to future FSAC agenda.

### BUSINESS (as usual)

#### 2. TC 1:30 Jennifer Mahdavi, Chair, Student Affairs Committee

SAC has been dealing with questions regarding Class Attendance Policy that originated with Dispute Resolution Board. Resulted in draft policy changes (handout provided).

#### Input from FSAC

- Clarification requested on “officially approved University activities”.
- Please consider workload implications in implementing policy.
- Request addition “When students are absent from classes for valid reasons...”
- Committee supports policy change as provided and amended.

#### 1. Disruptive Classroom Behavior (AVP Barnard).

A draft of guidelines for dealing with disruptive classroom behavior and sample incident report were provided as means to generate discussion of the issue. Committee was asked for directions on how to proceed.

#### Input from FSAC

- Suggestion to take out some parts to draft a policy, leaving the rest as guidelines.
- General discussion on rights and responsibilities of faculty and students; how far guidelines will extend (parents?); what may be proscribed as policy vs. guidelines; when reference to a councilor would be appropriate; the need for timeliness of reviewing incident reports to be able to provide student access to next class session; concern over American with Disabilities Act (ADA) with respect to policy/guidelines.
- Discussion moved to how to move forward on defining policy and procedures and guidelines. FSAC will delegate a taskforce, but need input from Student Affairs Committee, and AFS. Issue will be brought to next AFS meeting and to SAC (SAC Chair Mahdavi still present). Group will be formed from pertinent stakeholders.

### **REPORTS (cont.)**

#### **FSSP (Whitkus)**

- Faculty Research Associate (FRA) reported interviews mostly completed with departments on university support needs for scholarly activities. These qualitative aspects of the FRA survey will be combined with earlier quantitative survey results.
- Faculty Research Expertise, Scholarship, and Creative Activities system (FRESCA) is updated and improved. The Goldstein competition required faculty to upload their profiles.

#### **PDS (Senghas)**

- Professional development recommendations to be coming to FSAC.
- Goldstein awards announced – Kathy Charmaz (Sociology) and Anne Goldman (English).
- Planning for new faculty orientation underway.
- PDS staying informed on Provost intentions towards Center for Teaching and Professional Development.

#### **URTP (Hammett)**

- Review of 2<sup>nd</sup> year candidates done.
- Next will be reviewing 3<sup>rd</sup> through 6<sup>th</sup> year candidates.
- Open seat on URTP.

**CFA**

- No report

**BUSINESS (the day-to-day)****4. RTP Policy Preparation for Senate Business (Senghas)**

Markup of changes to policy provided on Senate website.

Discussion of language on pg. 13. Executive Committee queried why language was not parallel in format for student evaluations and evaluation document prepared by Department RTP committee. Centers on “quantitative or a combination of quantitative and qualitative” for student evaluations, while “qualitative and quantitative” on Department RTP evaluation document. Committee discussed reason for the difference and how to present to Senate. Also came up with potential alternate, to read “It is the responsibility of the Department RTP Committee, not the candidate, to use available qualitative and quantitative components of student evaluations of teaching as evidence in their evaluation document.” All harrumphed with satisfaction, patted selves on back, and moved on to next item.

**3. Planning for next year (Senghas)**

Discussion on succession of FSAC Chair for next year. Agreement reached that if reelected to FSAC, Senghas would be chair.

**GOOD FOR THE ORDER**

Meeting adjourned 2:45 p.m.