

Faculty Standards and Affairs Committee  
Minutes  
February 1, 2018

**Members in Attendance:** Armand Gilinsky, Emiliano Ayala, Sandra Feldman, Maureen Buckley, Rita Premo, Steven Winter

**Excused:** Elaine Newman, Deborah Roberts

**Meeting Recorder:** Maureen Buckley

1. Approval of Minutes
  - a. Minutes for December 14, 2017 approved
2. Standing Reports
  - a. Chair (Gilinsky):
    - i. Armand reviewed some issues on the horizon for FSAC
    - ii. ExComm issues were reviewed in the President's letter re: budget and commencement
  - b. AVP (Roberts): No Report
  - c. AFS (Premo): Has not yet met this semester
    - i. Steven may take on this representative role for Spring 2018
  - d. FFSP (Premo): Has not yet met this semester
  - e. PDS (Premo):
    - i. The application for Teaching Innovation Award is due Feb. 15; there is only one application thus far
    - ii. CCE is launching a post fire working group on campus; on April 11 the campus will host a fire response mini conference (for faculty and community partners).
    - iii. SSU wide teaching and learning symposium will be April 13 and 14 and the faculty center will support some individuals attending.
  - f. URTP (Gilinsky): No Report
  - g. ASI (No Representative at Present): No Report
  - h. CFA (Newman): No Report
3. Discussion Items:
  - i. SETE Revisions to increase response rates, minimize bias
    1. The end date for SETEs was discussed, particularly if it seems best for the policy to stand with Schools setting the end date; Armand noted that the students report being confused by the inconsistency; At present the FSAC decided that there is insufficient information available to make an informed decision on this topic. For example, it would be useful to know if certain deadlines correspond with better response rates.
    2. Another question is revising the questions in a manner that would help improve response rate
    3. FSAC will invite Matthew and Sean to provide information on "the state of the state"
  - ii. SETE Reporting
    1. Armand had invited Sean Johnson to attend, but there may be an issue with him receiving his emails.

4. Business Items:
  - i. Procedure for Placing NCAA Violations by Coaches to PAF
    1. Elaine submitted request (via email) that this include a timeline, and the value of this was discussed, with the overall sentiment being that the procedure could follow the “10 day to respond” approach typical for most issues on campus. Steven added that the possibility of 1-2 extensions be included, they must be formally requested. Sandra mentioned a statement such as “not to exceed X amount of time.”
    2. Armand reported that the compliance officer at SSU reviewed this document and strongly recommended NOT having a timeline, but rather just a sequence.
    3. The committee decided to add timeline (step 1, 10 business days; step 2 no more than 20 business days; step 3 no more than 20 business).
    4. Other enhancing edits were made, including separating steps 3 and 4.
    5. This will now move on to ExComm.
  - ii. Periodic Evaluation of Unit 3 Coaches
    1. Armand expressed that this document looked fine and noted the time and care that had gone into drafting this document.
    2. Steven noted that since this is the equivalent of an RTP for coaches it should go on to ExComm.
    3. Armand suggested titling it “Procedures, Criteria and Forms for the Periodic Evaluation of Athletic Coaching Faculty” and this was approved by FSAC members.
    4. Sandra suggested making the format internally consistent (periods or no periods on end marks; complete vs. incomplete sentences).
    5. The document was approved to move on to ExComm.
  - iii. Nursing and Anthropology RTP Revisions
    1. Maureen and Sandra will take lead on Anthropology.
    2. Steven and Emiliano will take lead on Nursing.