

FSAC Minutes

3 Feb. 2005

Present: Wingard, Hayes, Skinner, Wautischer, Freund, Ayala and Houghton
Meeting began at 1:08 pm

Minutes of 9 Dec. not available; Works did not submit prior to meeting
Agenda approved with the addition of: Course Outline Policy

Announcements

- Several former RTP chairs will attend 2/17/05 meeting for URTP policy discussion. Wingard will set up time certain.
- New FSAC chair to be selected 2/17
- Freund will be stepping down due to responsibilities elsewhere
- Scheduling needs to be done soon

Reports

Chair's report: none

Faculty Affairs report: Faculty recruitment and interviews well underway.

Business

1. Course Outline Policy

Committee reviewed policy as marked by EPC and original. Objections were raised about change from “must” to “should” in syllabus introduction; committee found this unacceptable and felt it should be discussed at Senate, where it will receive the second second reading. Student Affairs will also comment on draft. The committee strongly recommended merging the first two sentences to read:

Faculty shall provide students with course outlines that are compatible with course descriptions in the university catalog in writing or electronic format within the first full week of class and must include the following items:

The committee also moved “*Course goals and objectives*” from optional to required #5; and added “*and tentative schedule of assignments and exams*” to #4

2. Faculty Recruitment Policy

Committee discussed a number of issues in formulating the policy, including:

- Distinction between policy and procedure and the balance of the two
- Keeping procedure to a minimum and focusing on what policy should accomplish
- Issue of hire should be consistent with announcement

Wingard proposed that subgroups should work out individual sections; Ayala will work with Houghton on “Approval for Search.” Others will take on other sections later.

Wingard asked committee members to bring copies of his email attachment on 2/17

3. University RTP Policy

Houghton presented Appendix B. He noted that he failed to find scholarship/teaching in the Education Code. Wingard followed with a report the RTP breakout during the Spring

Faculty Retreat; the session included discussions of flexibility in what constitutes professional work. Wingard noted that there is much detail about teaching, but very little about service. The committee discussed:

- Service and what it involves
- Teaching effectiveness and student evaluations
- Relative importance of the three areas and the different ways different disciplines have of meeting criteria.
- Who sets criteria? Should criteria be set at department or school level? Those within a particular domain (which may promote reproduction rather than innovation)?
- Apprentice/expert model of faculty development
- The importance of openness for change, but not change for change's sake

Houghton proposed: Start with identifying the important goals and issues, then work with existing policy rather than the proposed revision (from 10/07/04 agenda)

Meeting adjourned at 2:56 pm.