

Faculty Standards & Affairs Committee

Minutes September 29, 2016

Present: Steven Winter (Chair / Sci & Tech), Sandra Feldman (A&H), Armand Gilinsky (Bus & Econ), Matthew Paolucci (Soc Sci), Rita Premo (Library), Deborah Roberts (Assoc Vice Provost), and Elaine Newman (CFA).

Absent: Viki Montera (Educ), SSP (no rep), AS (no rep).

Meeting Recorder – Gilinsky Adopt Agenda – Adopted Approval of Minutes from 9/15 – yes

Standing Reports:

Chair (Winter)

- Emeritus Faculty resolution with slight amendment going to AS today, SW will include background and SSU policy document.

AVP (Roberts)

- Provost has requested that FSAC re-visit the office hours policy (from 2015-16 FSAC and 9/1/16 Agenda). FSAC has received comparative policies from other CSU. EN recommended that FSAC take this up as “Guidelines” for the forthcoming Faculty Handbook, rather than as a blue-paper policy.
- All faculty PAF currently in storage are being scanned and moved to “OnBase” (electronic database). Paper files are still being retained rather than shredded.
- *Discussion:* Question if paper files should be handed over to faculty or not. What’s the policy at other campuses? EN will ask CFA if it’s ok to hand faculty their files after shredding. Moodle process is going well with files. DR is holding seminars for search committees, visiting, and temp faculty.

AFS (pending) - No Report

FSSP (Winter) - No Report

PDS (Paolucci)

- Primary charge is needs assessment for Faculty PD. Survey being designed by Justin Lipp of Faculty Center to determine.

URTP (Gilinsky) - No Report

ASI (xx) - No Representative

CFA (Newman)

- Voter outreach and phone-a-thon for Prop 55, extension to tax on wealthiest Californians that goes to K-12. Dates: 10/6 and 10/27, 5-8p, Stevenson 2011, dinner provided. Bring your own mobile phone.

Business Items:

16-17:1 Appoint Liaisons

RP offered to check her schedule to determine if she is free to serve on AFS, which meets alternate W 1-3.

16-17:2 Faculty office hour guidelines (for forthcoming faculty handbook).

16-17:3 SETE Aggregate Data Usage

FSAC could first reconsider the roles of SETE in RTP. Could revert policy back to just two courses only. Could be presented as the mean and/or median of two courses over time.

16-17:4 Periodic Evaluation of Unit 3 Coaches

FSAC charged with developing an approved policy for 2017-18 for Department of Intercollegiate Athletics (DIA). Queries: (1) who is doing the evaluations? (2) what are the components of the process? (3) what are the specific evaluations measures for each component (e.g. questions on the student eval). (DIA documents currently intended to be "in use" are in 9/1/16 packet.) CFA already has a *Coaches' Handbook*. Files and student evaluations are spotty, and PAFs are incomplete, however.

EN shared two very relatively recent examples of policies from other campuses: East Bay (dated 5/18/10) and San Marcos (dated 1/1/16). Both have their pluses and minuses. Recommended convening the coaches and provide them with these examples and then draft a policy themselves. Chair (in other role as Faculty Athletic Rep) has also offered to help. Needs to include section that specifies systematic procedures for reappointment and reappointment with reclassification.

SF asked if there was a self-study or program review for IAC. NCAA has a list of questions for IAC that need to be answered every 5 years. Self-review goes to President.

EN suggested that the Chair organize a 2-hour workshop — sometime before or on 20 October — with coaches to introduce the key sections of the existing SSU and other sample policies and have them read and "imagine you were being reviewed under this policy..." to discuss relative merits, strengths and weaknesses, what is fair, what is disconcerting, what is missing, etc. Coaches will have the option to create a committee to draft a policy with FSACs help. FSAC will convey the expectation that the new policy will be ready for its consideration in 30 days' time after the workshop.

16-17:5 NCAA Violations by Coaches Information to Personnel Action File (hold over to 10/13)

(16-17:6 Resolution on behalf of Emeritus Faculty)

16-17:7 Post-tenure review policy. MP gathered policies from CSU campuses similar in size to SSU: Channel Islands, East Bay, Humboldt, San Marcos. MP will circulate the sample policies to FSAC members.

Meeting adjourned @2:48pm