

FACULTY STANDARDS & AFFAIRS COMMITTEE

November 7, 2013

Present: Richard Whitkus, Bio, Chair, Ed Beebout, Coms, Kyuho Lee, Bus, Viki Montera, Edu, Eric Williams, CCJS (recorder), Paula Hammett, Lib, Melinda Barnard, Provost Suite, Gina Bishop, AS, CFA rep: A. Merrifield Poli Sci

Adopt Agenda

Minutes Approved for 10/24/13

Standing reports:

Chair (Whitkus)

Meeting with Armand Gilinsky from URTP- setting up electronic files. San Marcos already does it and AVP Bernard will try to get template, but we will need a task force. Melinda, Richard, Paula and Armand and need someone from IT will serve.

SETE's- We should craft memo to RTP committees and Deans and we may see changes in response rates and to be aware when viewing files. Early Spring. CFA rep expressed concerned because at SJSU the scores have gone down with electronic SETE's. Further noted there is a discussion about changes in evaluation in terms of bargaining, so things might be different for the next contract and before evaluation next fall. So proceed with the memo recognizing that those changes might occur.

Structure and Functions: Should a representative of new faculty center be a permanent member of PDS. We will discuss in business item 4.

Senate: Academic senate: First certificate program approved in SEIE – Professional Sales Certificate in School of Business. They will also be discussing issues with hiring with new GMC director.

There was some confusion about the faculty census handed out by the provost and their meaning. Melinda brought the correct faculty FTE and headcounts. Tenure density: TT faculty to total faculty . In system-wide headcounts 44.7% for 2012 and 42.8% for 2013. At SSU TT to total ratio is 44.1% for 2013 and FTE is 62.1%.

SETE form is still up and we're getting responses from faculty. No responses from students. AS Rep asked about how students would find out about the forum: answer- mainly by e-mail and flyers.

AVP (Barnard)

SETE update: Out of 48 departments, 30 department added questions to the SETE's. There are some that are about the course, not the instructor. The data is looking excellent. 20 faculty that teach combo courses (lab, lecture, etc) so students will get e-mail for both lecture and lab and working to make sure Profs just get one report, rather than several. Final SETE is in the folder on Moodle. Gave out screen shots. Discussion about changes and how to track what changes have occurred. AVP Bernard says we're working on it, but there will be a change and need to be sensitive to the change. Make sure that all of this information gets out to make sure that no one gets harmed due to change. AVP Bernard passed out faculty and student e-mail drafts that are going out. Also sending out emails to people in

the RTP process to be sent out later. Also doing Facebook posts and Twitter blast about the SETE's and the change over. Q: Is there is a difference between bullet points and e-mail? Discussion about some other issues specific to the School of Education. Also changes to the e-mail to make sure that the announcement links new procedure to policy. She will bring in sample reports.

CFA pay increase goes into effect November 14th. Moneys will be retroactive to July 1st.

We hired instructional designer through IT to help develop technology used in classes

Moving to implement absence management with faculty. Doing pilot in spring. Two choices: ask faculty to do forms themselves and AC does a check or system where department AC fills out form and sign it as they have up until now. Wants feedback on which system is better. Chair Whitkus will put on agenda for 11/21.

AFS (Montera)

Year end report. Main thing is for us appreciation of their help on several issues for us; they want to strengthen their presence on campus. They are hoping to add at large positions to increase participation. If they do, we may want to chime in.

FSSP (Whitkus)

Discussion about efficacy of routing of PEF. Matthew Benny ORSP said RSCAP funds are still at chancellor's office. They are discussing eligibility. RFP will be delayed in terms of funding. May also delay when moneys must be spent. Revision at Federal OMB about use of grants and standardizing IBC rates across campuses. IRA funds are set aside to be spent in accordance with RSCAP. If you don't use it, you lose it. Find other projects so the funding could be used. 50% will go out now, and 50% will go out with RSCAP.

PDS (Ad Hoc)

10/27 meeting discussion with Margie and Eric (development) doing a development workshop about what the center can and can't do for them. Tentatively, will do in February. Feedback from department chairs about why there has been drop off by faculty. Workload is the obvious issue. Contacted by Fullerton student who wants to do a survey project about PD on all campuses and we can use this to help find out needs. Dir. of Academic Excellence and Innovation, Ann Steckle, has been given leeway to redesign faculty center so she had focus groups for what we want and she's compiling data.

ASI (Bishop)

Discussion about banning sale of single use water bottle. Discussion of advising and also a discussion with Sean Johnson about SETE's.

CFA (Merrifield)

Child abuse reporting act got letter out to see if there is additional meet and confer. They have scaled down demands. All new faculty will be mandatory reporters and go through online 45 min training. All existing faculty will just be told what the law is. DOMA and trying to make sure people get the benefits they are entitled too. Also, Affordable Care Act is being implemented, but things are still unclear. Small group of faculty that could be effected (those who taught less than 6 units), but might be teaching with Extended Ed (SEIE), might now be eligible for benefits under ACA (based on 30 hour work week). The CSU is "trying to do the right thing" for these people. So some people might get benefits. No one will lose them. BARGAINING NEXT MONTH.

Business Items:

- SEIE Course Policy (bring from last meeting), Matthew Palocci APC

Course policy questions. Three questions: SEIE curriculum committee? Department review, clarification? Instructor evals are going to be consistent with policy?

Ans Q1: currently for non-academic certificates, there was no body that reviewed them. APC wants to actually review programs rather than create a new committee. Discussion about how this changes policy. Discussion of what the process will look like now.

Q2: Departments vary as to how they are reviewed, some have committee, and some chair does, some with whole dept. APC didn't want to impose process, so they were vague. Would an explanation of examples be prudent? Yes.

Q3: Was that a suggestion on language? Yes. Section 6b we want to make sure its clear that the evaluations will be done consistent with SSU policy. AVP Barnard - need to be careful, because Ext Ed isn't required to use SETE's. Matthew will bring back to find out policy. Non-credit bearing courses are out of scope from CBA. Can be problematic, so need to work on language to see whether they aren't covered under CBA. Matthew- will be handled in a footnote.

- Periodic Evaluation of Temporary Policy – updates (attached)

Approved our version of review. There were a few questions. First, combine sections E+F. Whitkus made changes. Approved.

Also asked us to put in document what eligibility means. Answer: not a policy issue, but a contractual issue, so shouldn't be a part of document. Also discussed that adding to the definition could lead to bigger problems.

Meeting Adjourned at 3:00 P.M.