

FSAC Minutes - draft
April 25, 2013
Sue Jameson Room
1:00 p.m. -3:00 p.m.

Attending: Viki Montera (Chair), Melinda Barnard, Andy Merrifield, Parissa Tadrissi, Richard Whitkus, Sandra Newton (recorder)
Absent: Paula Hammett, AS Rep. Gallino, Eric Williams
Guest: Armand Gilinsky

Convened: 1:05 pm

Agenda: Approved as amended

Minutes of 4/11/2013: Approved

BUSINESS

1. URTP Annual Report and Discussion

Guest: Armand Gilinsky, URTP

Provided synopsis of URTPS Final Report to FSAC for Academic Year 2012-2013 dated April 19, 2013. Melinda added that URTP received sabbatical files right away (compared to past years); and incomplete RTP files was big issue this year. Discussion from committee members ensued. Topics covered:

- Responsibilities for what documents and by whom in the process. Process didn't work well this year; we need to do better.
- Going Digital:
 - Electronic process (if implemented) would mitigate some errors. Process could be designed to be identical to new faculty hire process, steps prevent missing documents and adding digital signature capabilities.
 - URTP (Armand Gilinsky) volunteered to work with task force to investigate feasibility of digitalization of process. Andy added that we are just now moving to electronic SETEs and should see how this works first, and ensure all avenues of options are shared with faculty.
 - FSAC agreed and will work with URTP to investigate electronic URTP packets – Motion was made and passed.
- Discussion as to whether FSAC wants to send anything formal to schools about incomplete files. Outreach from URTP to departments?
- Workload issues – URTP reading of packets was over Spring Break this year. Andy added that this is a contractual calendar adjustment issue through CFA and is an issue at the bargaining table. Perhaps a statement from FSAC about this issue would be beneficial (for Fall 2013).
- Extraordinary work put forth by this year's URTP committee and chair. FSAC Chair will send a letter of appreciation to the committee.
- AVP (Melinda) will set up workshop for early Fall for Department and School RTP Chairs.

REPORTS

Chair (Montera)

- Asked for ACT committee proxy 8:30 a.m., April 30th – Richard W. stepped up!
- Legislative issue - SB520 and amendments continue – recommend watching carefully.
- Governor's Higher Education Plan has measurable goals. Again recommend staying informed and remaining cautious of this proposal – with implications.
- Terry Lease brought forth a resolution concerning student workload in summer and winter sessions through SEEIP. Senate is sending the resolution to EPC to review. It may come to FSAC next Fall.

AVP (Barnard)

- Little Hoover Report – can report on it at next meeting, but recommends faculty read as it discusses faculty workload issues.
- Addressed money coming from the State – \$17.2M, of which \$10M is for online courses to mitigate bottleneck courses. More information on this will be forthcoming as faculty may have opportunities to submit proposals.
- Academic Technology Task Force has been working and proposed a model for Faculty Center should come in Fall 2013.

CFA (Merrifield)

- Of the \$10M, stated that the RFP is vague & poorly written, but the message is clear – it's about adding sections of classes to address bottlenecks.
- As for SB520, they are now talking about Public-to-Public partnership. There are questions about workload & FTES. We need to be careful; very concerned about implications.

AFS (Newton)

- No report; they did not meet.

FSSP (Whitkus)

- No report; they have not met.

PDS (Tadrissi)

- No report; they have not met.

BUSINESS

3. New RTP Criteria—Dept. of Geography and Global Studies. Richard and Sandi briefed FSAC about review and concerns to be addressed before FSAC will approve. Sandi and Richard will work with Viki to send a memo outlining these concerns to GGS Dept. Chair on behalf of FSAC by next week. This memo will also remind the Dept. Chair that this RTP policy cannot be used until approved by FSAC.

2. Off-Campus Exam Proctoring Policy. FSAC reviewed policy with SAC amendments and endorses such amended policy, and recommends it move forward to Lauren Morimoto, Chair, Athletics Advisory Council for consideration.

5. Resolution on Civility – Second Reading in Senate. FSAC reviewed edited resolution. FSAC agreed that revision is improved. FSAC is supporting this resolution with an amendment to remove the words “any display of” from the 2nd sentence in the 1st paragraph. Discussion brought to the attention that these words in that sentence would infringe on faculty teaching and academic freedom. FSAC Chair will put forth this amendment during the discussion of this item at Senate.

4. SETE Task Force Recommendation- Discussed edited FSAC recommendation. Other topics were discussed:

- What of the electronic SETE process – is this another task force?
- We need to be sensitive to changes to questions.
- Reminder to RTP committees – we are in transition with electronic SETEs and be sensitive to RTP process.
- Is there concrete data about electronic SETEs?

Chair will forward memo to Sandi to share with current SETE Task Force.

7. Cumulative Review Summary (Barnard). Melinda summarized and distributed a report; wants FSAC to look at this for our next meeting. Melinda would like to clarify between peer evaluation vs. peer observation. May need to revisit this policy in Fall 2013. This will be further discussed at the next FSAC meeting.

6. DIP/Sabbatical Summary Report (Barnard). Melinda summarized and distributed a report; discussed disconnect between money vs. funding in schools/departments. Further discussion on this item next meeting.

Meeting adjourned – 2:55 pm