Faculty Standards and Affairs Committee
Minutes
October 26, 2017

Members in Attendance: Isabel Briseno, Maureen Buckley, Armand Gilinsky, Elaine Newman, Rita Premo, Deborah Roberts, Steven Winter
Excused: Emiliano Ayala, Sandra Feldman

Meeting Recorder: Maureen Buckley

1. Approval of Minutes
    a. Minutes for September 28, 2017 approved with cosmetic changes
2. Standing Reports
    a. Chair (Gilinsky):
        i. Senate presented with two business items that came from us
            1. Animal care
            2. Cost Sharing
    b. AVP (Roberts):
        i. Dr. Roberts extended thanks to faculty in this time of upheaval
        ii. WASC report out noted overwhelming sense of community at SSU as a key feature of SSU
        iii. Searches are moving forward and the search committee meetings will be scheduled soon
        iv. RTP dates were adjusted and new timelines should be honored.
        v. Sabbatical reviews are in process
        vi. Range elevation is not automated and thus has been time consuming. They are committed to Nov 1 deadline for those eligible for this year.
        vii. Thanks CFA and AS for hosting a Toast of Gratitude
    c. AFS (Premo):
        i. Victor Gralin will come to the next meeting
        ii. Working on an informal policy for people who are having academic freedom issues that can be resolve outside the formal process
    d. FFSP (Premo): No report
    e. PDS (Premo):
        i. Planning a workshop next week on dealing with trauma in the classroom with an outside speaker
    f. URTP (Gilinsky):
        i. There are two applicants for sabbatical with questionable eligibility due to date of hire
    g. ASI (Briseno):
        i. ASI meeting on Monday
        ii. There was a focus on getting to students involved in WASC
        iii. Adjusting deadlines
        iv. Look for an elections chair commissioner
        v. Voted on DACA resolution to support undocumented students and there will be monthly events in support.
    h. CFA (Newman):

i. The contract extension ratification vote is coming up next week

3. Business Items:
   a. Range Elevation Revised per Presidential Request
      i. Deborah reviewed the edits provided by legal counsel and secured committee approval.
      ii. The question was posed about whether this needs to go through further review or can go forward from here. Elaine recommended that Armand inform the senate that these were clerical changes, and given the time sensitive nature of the document. Steve motioned to accept the changes on this policy as brought with the inclusion of placing a period after the words "collective bargaining agreement" in section 5 and eliminated the rest of the sentence. And given the timeliness that the Chair include it as part of FSAC report at Senate today. Rita seconded it. Approval unanimous.
   b. Policy for Access to LMS
      i. We reviewed the revised policy, which is substantially shortened
      ii. Elaine advocated for the addition of a line related to permissions and limited access, with a highlighted line under "Principles for Access to LMS"
      iii. Deborah suggested an instructional designer give the policy a look especially with regard to definitions. We agreed to pursue this, and revisit the policy with their feedback.
      iv. Deborah expressed that the definitions should be consistent with existing online policy. Elaine confirmed that they are consistent with a 2013 online policy
      v. Rita asked about instructional student assistant location caveat and this was clarified
      vi. Rita expressed curiosity about where librarians are categorized in the general scheme and Deborah expressed that they would fall under "Teachers". Armand concurred.
      vii. Deborah cautioned that as we look at new systems we might want to consider if the language we chose is Moodle specific or LMS specific
   c. Department RTP Policy Approval Guidelines, Timeline, and Notification
      i. Armand brought the issue of providing guidance to departments regarding RTP policies before the end of the academic year and asked the committee how they would like to proceed.
      ii. Elaine suggested tight deadlines for getting policies and then guarantee of full review by a set time.
      iii. We could have a university wide memo that outlines the dates, with caveat that if you don't get it to us by date X is may not get resolved.
      iv. Armand thought a good goal date for getting something out would be 11/30
      v. Deborah noted her experience with other CSU department policies and asked what are the things we are looking at and some ideas were shared. She went on to suggest a template for elements to include in the policy. This would provide guidance beforehand.
      vi. Elaine wondered if the template could be constricting.
      vii. Steven noted the need for consistency within the policies.
      viii. Deborah shared that WASC raised the question of how we give faculty credit for doing assessment in their department.
      ix. Deborah wondered about prior guidelines and where they would be housed for us to reference. Nobody seemed to know the answer to this question.

x. Rita highlight two issues 1) direction to departments to get materials to FSAC in timely fashion and 2) bigger conversations about RTP and campus philosophy.
xi. Armand made note of a possible checklist of things to consider.
xii. Elaine added that they could also be directed to faculty center resources about effective teaching
xiii. Armand will draft a memo

d. NCAA Violations by Coaches Info to Personnel Action File
    i. This item was table due to lack of new information