

FSAC Meeting Minutes – Dec 10, 2020

In attendance: Paula Lane (Chair), Rich Whitkus (SST), Mary Wegmann (Library), Emily Clark (CFA), Tom Whitley (SSS), Victor Madrid (AS), Deborah Roberts (AVP)

Absent: Angelo Camillo (SBE)

Minutes by Tom Whitley

- Meeting called to order at 1:00pm
- Approval of the agenda and last meeting minutes – a new business item was added to the agenda: the excellence in teaching award.

Standing Reports

- Chair – Embedded within other items below.
- AVP – Dr. Roberts thanked everyone for a wonderful semester. Hopes for a restful winter break.
- AFS – Committee met yesterday by attending a virtual conference. Dr. Lane has expressed to AFS that the resolution regarding online bullying was their document, and was not something FSAC needed to act upon. She invited any member of AFS to attend FSAC to bring up anything they would like to discuss. FSAC awaits anything specific they would like to put in writing regarding their resolutions.
- FSSA – Last meeting occurred on Friday. It was a workshop on how faculty can and should apply for RSCAP. Pertinent issues were very well covered, and about 20 participants attended – many new faculty. Many good questions were asked, and the workshop went very well. FSSA would like to continue holding workshops like this in the future.
- PDS – Last meeting occurred on Monday afternoon. Primary item on the agenda was the revisions to their charge. PDS considered that they may need more guidance from FSAC on exactly how a committee changes their charge. Will be revising another draft and will submit it to FSAC soon for review and comment.
- URTP – No report
- CFA – On the docket in February: interrupting racism workshop, and contract negotiations. Workshop for lecturers in the Spring.

Old Business Items

- 1. URTP Revisions – FSAC thanked Dr. Whitkus for his work on editing the URTP documents. Dr. Lane will provide the documents to Senate today (12/10) and request that faculty give feedback to her via email. Those comments will be compiled and brought forward at our first FSAC meeting next semester. Committee agreed that this was the appropriate way to incorporate additional comments.
- 2. URTP Revisions – One comment (as above) has already been received. Will be addressed at our next meeting with other comments.
- 3. URTP Information from other CSUs – One document was provided that summarized information about how URTPs are structured at other CSUs.
- 4. Chair Duties – Dr. Roberts shared that she is interested in a document that would be useful in an orientation, and which would provide a university-wide common set of guidelines and duties for chairs. FSAC could survey the current council of chairs, or look at past five year chairs, to ask what duties Department Chairs perform, or have responsibilities for, which would be campus-

wide duties; such as a program review, course accreditations, lecturer pools, RTP committees, etc. Discussion ensued regarding how a survey might be conducted, what resources already exist, what surveys have already been made. Suggested question: "We would like to revise our current chair handbook, we request your help in updating it, etc." Dr. Lane will work with Laurel to develop a new survey asking for input.

- 5. Retreat Rights – Dr. Roberts brought forward a letter from the Chancellor's Office encouraging departments and/or schools to develop or share guidelines on retreat rights for administrators to return to the faculty. Discussion ensued regarding FSAC committee members experiences with faculty retreat processes in the past. Dr. Roberts suggested that we currently treat it much like an interview process where the candidate has time with the members of the department, who have 'interview' questions and get a feel for how well the candidate would fit in with the teaching faculty. In such a situation though, questions arise as to whether the department's decision or opinions could be overridden, etc. FSAC could come up with guidelines and processes to cover this. Dr. Lane offered that this item be carried over to the next meeting.

New Business Items

- Excellence in Teaching Award – Move for Dr. Lane to ask Laurel that the next Excellence in Teaching Award be moved to FSAC for review. Motion was made by Dr. Whitkus, seconded by Mary Wegmann, approved with no additional discussion.

Meeting adjourned at 2:20pm