

FSAC Minutes 9-26-13

1-3pm, Sue Jameson Room

Convened: 1:02

Present: Richard Whitkus (Chair), Ed Beebout, Viki Montera, Eric Williams, Paula Hammett (recorder), Melinda Barnard, Andy Merrifield, Mallory Rice (AS – substitute for Gina Bishop)

Absent: Gina Bishop, Kyuho Lee

Guests: Mike Visser, Chiara Bacigalupa, Laurel Holmstrom

Agenda approved

Minutes approved

Standing Reports

Chair (Whitkus):

- ACT
 - What do we want to do next in “reimagining the University” strategic planning?
 - Concerns about new college rating system via Department of Education in 2015. Focus on access, affordability and outcomes. Lots of federal dollars at stake.
- SETE TF
 - Call went out for faculty interested in reformulating SETE question content. Sandra Newman chairing this TF. Contact her for information.
 - Whitkus will be setting up a blog to help facilitate discussion and “Keep people talking.”
- Chancellor White will visit campus October 9, 4pm, GMC. Issues to bring forward:
 - Number of advisees is increasing; number of TT positions declining.
 - More time needed for scholarship, advising, research, etc.
 - Positive messages – RTP procedure
- Late sabbatical application received. Whitkus reviewed applicable policies and procedures and found no reason to waive the deadline, so application review was denied.

VP Faculty Affairs (Barnard):

- Will be at Chief Research Officer meetings in Long Beach and will miss Oct. 10 and Oct. 24 FSAC meetings. She will send information via the Chair.
- Sent out Sabbatical and DIP funding memos to department chairs; good response.
- RTP meetings – great response.
- Ann Steckel hired as new Director of Educational Design and Curricular Innovation. She comes from CSU Chico and starts Oct. 7. Office will be in new Faculty Center on 1st floor of Library.

- New NSF grant in collaboration with UC Berkeley for faculty development opportunities for STEM faculty, including stipends. Will broaden to other faculty in subsequent years.
- Instructional Designer position now posted on campus job site.

AFS (Montera): no meeting

FSSP (Whitkus/Lee): report delayed

PDS (Beebout):

- Spring workshop attendance is of concern; looking for ways to stimulate a systemic change regarding engagement at all levels in faculty development.
- PR, personal invitations, attending Department Chairs meetings, feedback on topics of interest.

CFA (Merrifield):

- Encourages all to look at BOT materials coming from latest BOT meeting.
- Governor not likely to add funding to CSU budget.
- Statewide Academic Senate resolution on accepting intersegmental courses for CSU credit; skeptical of technology solutions.

Business Items:

1. Dispute Resolution Board request for guidance.
 - Recent cases have brought to surface issues of some faculty needing to establish clear expectations and to communicate more clearly how and when assignments will be evaluated and returned to students. Do not recommend specific policies or timelines be established, but would like to see if there is a way to provide more guidance to faculty about reasonable expectations on timely return of graded assignments.
 - Clear communication regarding assignments, assessments, weighting of grades on the syllabus.
 - Perhaps the Rights & responsibilities document or the Course Syllabus document.
 - To be discussed and acted upon at future FSAC meeting.
2. Department questions on SETEs
 - What is process for adding questions to SETEs? No official policy.
 - Faculty Affairs sent out a request for Department-approved questions to be added to online course SETEs.
 - Process should be department-based process, with questions approved by department before being added.
 - Concerns that faculty need to know in advance what questions are being asked so they know how they are being evaluated.
 - Consider whether or not additional questions should be vetted by FSAC, as are the RTP criteria.
 - Further and wider discussion can take place on FSAC blog to be set up soon.
3. Timeframe for administering SETEs.

- Montera brought feedback from School of Education regarding the timing of when to make online SETEs available to students.
- Barnard took this feedback and agreed to a pilot project for the SOE faculty in order to test best timing of SETE administration.
 - On Friday of Thanksgiving week, an initial email to all students (except SOE) will go out notifying them of availability of online SETEs on their Moodle courses, through last weeks of instruction and finals week.
 - For courses with <66% response rate, a reminder will go out the Sunday before last week of instruction.
 - For SOE faculty, during this fall pilot, the SETEs will only be available during the last week of instruction and finals week.
 - Results of the SETEs cannot go to faculty until grades have been submitted.
 - Too early in the process to codify the procedures yet.
 - Response data will be reviewed at the end of fall semester in order to modify the proposed practice somewhat to fit best the needs of all faculty.
- 4. Professional Development Subcommittee year-end report
 - Beebout went over the report; minor editing recommended; revisions will be posted on FSAC Moodle page for final review.
 - Recommendation to send to ExCom.

Meeting adjourned: 2:50

Respectfully submitted by Paula Hammett