

## **FACULTY STANDARDS & AFFAIRS COMMITTEE**

Minutes

MARCH 3, 2016

1:00-3:00 p.m., Sue Jameson Room

**Convened:** 1:05 p.m.

**Present:** Ed Beebout (chair), Paula Hammett, Steve Winter, Melinda Barnard, Elaine Newman,  
Viki Montero (recorder)

**Absent:** Karen Thompson

**Agenda:** APPROVED

**Minutes of 02/18/16:** NOT SUBMITTED. WILL BE REVIEWED AT THE NEXT MEETING

### **Standing Reports**

#### **Chair (Beebout):**

- **ED—PLEASE LOOK AT THIS AND AMEND AS I WAS GETTING SETTLED AND DIDN'T GET IT ALL**
- Release Time – Equity Issues regarding the way it is being handled throughout the university. Now going to Structure and Functions
- Eric Williams – School of Social Sciences - has resigned due to personal reasons. Ed is trying to fill this vacancy.

#### **AVP (Barnard):**

- RTP
  - Completed second year of digital pilot for RTP. Want to take this information and have FSAC consider moving ahead on this and away from “pilot” status. Looking at various software platforms for this. Moodle has been used, but there may be other more usable platforms. This will be an agenda item for the next meeting, March 24.
  - Will bring a sample of the cumulative SETE reports submitted for each RTP candidate for FSAC to see. Sample size and response rates are also important to include.
  - RTP process- RTP chair would like to come to FSAC to provide a report on strengths and challenges—lesson learned this year.

#### **PDS (Beebout):**

- Discussion of communication with Dean's regarding PD needs.
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#### **AFS (Winter):**

**OOPS—MISSED THIS?**

#### **FSSP (pending):**

- Ed has been in communication with chair
- Call has gone out for provost summer stipends awards.

**URTP (ad hoc):**

- Finished the sabbatical process.

**ASI (Vacant):**

- Chair is in communication with ASI regarding filling this vacancy.

**CFA (Newman):**

- Outreach and education on issues regarding bargaining and possible strike. Fact-finder report is expected to be out mid-March (at the earliest).
- There has been and continues to be support from many people on campus. Working to get the information out about these issues.

**Discussion Items:**

1. Absence guidelines feedback, Part 2  
Tabled - Will revisit at next meeting pending incorporation of feedback from last meeting.

**Action Item:**

- Chair for next year of FSAC – 2016-17  
Steve Winters was nominated by Hammett and seconded by Montera  
Elected – Unanimously

**Business Items:**

1. RTP Revision Wrap-up
  - Paula and Melinda have reviewed the document to make sure all i's are dotted and t's are crossed. Confirming final wording from Senate approval.
  - Spring – Will send out information to those who are up for review.
  - Fall Workshop – to get the word out on changes. CFA has offered to help in the fall.
2. University office hours and guidelines  
Review of office hours policies of other CSU's. Lively discussion of various policies and purposes. Ed will take FSAC feedback and bring back a draft for discussion at the next meeting. Issues discussed – Is there a need for a number of hours?  
What about flexibility? Can we build in language that addresses departmental needs?
3. Biology Dept. RTO criteria changes  
Discussion of criteria and workload related issues. FSAC Chair will invite the Chair and of Biology and Chair of Department RTP committee to come to the next meeting.

Meeting adjourned at 2:55 p.m.

Minutes respectfully submitted by Viki Montera.