Faculty Standards and Affairs Committee
Minutes
September 14, 2017

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

Meeting Recorder: Maureen Buckley

1. Approval of Minutes
    a. Minutes for September 14, 2017 approved with cosmetic changes
2. Standing Reports
    a. Chair (Gilinsky):
        i. In ExComm the President talked about the CSU board meetings.
        ii. The big announcement was the collection of painting by Joan Baez, funded and gifted by Graton Rancheria. There is talk of a social justice building in the future where the paintings will reside.
        iii. The Board of Trustees will have a meeting at the GMC Oct. 2
        iv. The Provost reported that a space utilization review will be completed by Spring 2018. There will also be a review of the LMS as well. We are also undertaking a new VP of IT.
        v. There will be a 360 degree review of IT after the WASC visit Oct. 24 and 25.
            1. Emiliano added that WASC has identified 5 lines of inquiry. These will structure all conversations: what does it mean to be an SSU student? Thoughtful accreditation/closing the loop program review process? Budgeting process and alignment with University priorities? What are the challenges/goals/opportunities as HIS status? How do we engage in strategic planning?
        vi. There is a transition underway at ORSP, Gabby Utarid, is the new point person.
        vii. There is a call for strategic planning task force participants.
    b. AVP (Roberts):
        i. Absent, no report.
    c. AFS (Premo):
        i. This meeting focused on DSS and students recording in classroom. Overall, faculty member has the right to approve or not, but DSS accommodations may override.
        ii. They will work on drafting agreement that students sign indicating that these recordings are for personal use only.
        iii. They are also working on a policy for informal resolution of academic freedom problems.
    d. FFSP (Premo): No report
    e. PDS (Premo):
        i. On Oct. 26 there will be a service learning workshop sponsored by CCE and PDS.
        ii. Oct. 31 CCE is having a 10th anniversary party
        iii. Justin Lipp in Faculty Center is starting a study of the transition away from Moodle. This is coming from the Provost. A task force will research options

        iv.   Bill Kidder is the new Title 9 point person.
- 1. Elaine wondered if FSAC could ask for an annual report from this office and Armand stated he would ask
- 2. Elaine and Steven expressed a desire to hear an annual report from this office.
- 3. Rita asked for clarification regarding what procedures are changing

        v.   The instructional innovation grant was discussed.

f. URTP (Gilinsky):
- i. The process of sabbatical application review is underway. There are 11 applications and 13 possible offered.
- ii. The URTPS wonders if SSUs process is in compliance with CFAs

g. ASI (Briseno):
- i. New senator for A & H, Emily Papale
- ii. Oct 14/15 CSSA, state student association, is hosted here.
- iii. That same weekend is Sonoma Services, a community service event
- iv. AS website should by updated by January. This has not been updated since the 1990s
- v. They would like to focus on transitional housing; the budget on this is maxed out. The cost of housing in this area is a problem
- vi. Isabel attends city council meetings in Cotati/RP. "It Won't Happen Here" passed in RP.
- vii. Voter registration is another area of focus.

h. CFA (Newman):
- i. Elaine reported that there is a tentative agreement to extend the current contract by 2 years with GSI increases and other provisions in current contract with expiration dates have been extended. Regarding the latter, this includes reassigned time for exceptional service to students. Also, the reassigned time for new faculty scholarship has been extended. The salary offer is 3.5% on Nov. 1, 2018 and 2.5% on July 1, 2019. There is no SSI, something CFA has fought for over time.
- ii. There will be a CFA/CSU joint committee to examine salary. There will also be a joint review of academic freedom and intellectual property.
- iii. This needs to be ratified by CFA members

3. Business Items:

a. NCAA Violations by Coaches Info to Personnel Action File
- i. Steven noted change on third bullet point to "CO notifies *suspected violator, appropriate* Head Coach and Director of Athletics"
- ii. Elaine noted this should be consistently changed throughout the document or that this should be cleaned up regarding who the focus is as suspected violator.
- iii. Sandra questioned "suspected violator" rather than "alleged" or "complaintant"
- iv. Elaine also noted employees have the right to CFA representation when meeting with an administration and wondered if language about this could be added where relevant.
- v. This will come back on Oct. 12 for further review

b. FSSP Policy Revisions: Animal Care and Use
- i. Steven provided an overview of the process of adjusting this document.

      ii. He wondered about SSU's actual follow through with this policy. For example, do we have an appointed veterinary doctor who inspects all the animals daily?

      iii. Steven motioned to waive the first reading and Emiliano seconded it. Steven motioned to approve and Maureen seconded. The policy was approved unanimously.

c. FSSP Policy Revisions: Cost Sharing

      i. Many of the changes appear related to "clean up" rather than substance. Elaine noted the policy has existed for 10 years.

      ii. Armand noted the Provost might object to language of "sponsored program." Rita wondered up the timing of making or not making substantive changes during a time of administrative transition. Should we wait a year? Steven expressed a belief that some things need to be changed now to be in compliance.

      iii. So at present, approving this is a compliance issue.

      iv. Rita motioned to waive second reading and Sandra seconded. Maureen motioned to approve and Emiliano seconded. The policy was approved unanimously.

d. Policy for Access to LMS

      i. Armand presented a draft policy mostly modeled on UC Davis and FERPA language.

      ii. Elaine asked about section 3.b. Permissions item 6 and what it means. Rita provided some clarification. Elaine specified that some of this language be cleaned up.

      iii. Sandra and Elaine requested that "Online or Hybrid Instruction" might benefit from adding "Web Facilitated Instruction".

      iv. We debated how broad this policy should be.

      v. The question of whether TAs are actually trained in FERPA on this campus.

      vi. Elaine would like ISAs to have less access that TAs.

      vii. Stephen proposed combining "Definitions and Permissions", with levels of access outlined for ISAs and TAs.

      viii. It seems like the charge is unclear at this point and that we need more information from whomever is the FERPA compliance officer.

      ix. The subcommittee will continue to work on this.

      x.