

FSAC Committee Meeting Minutes, 9/27/02

Present: E. Stanny (Chair), J. Hunt, W. Poe, S. Heft, S. Cabaniss, C. Freund, Sue Hayes (URTP), V. Lea (Recorder).

Sue Hayes, attending as the representative of URTP, asked that an item be added to the agenda. URTP has to address the fact that one of its members is on a year long hiatus. FSAC is asked to respond to whether this position should be filled with an election or an appointment of a temporary member to fill the position.

The minutes of the last meeting were approved with one amendment: Judith Hunt's report should read that faculty increases will be concentrated in areas of lower division growth.

Chair's (Elizabeth Stanny) report:

Victor Garlin has agreed that the question of whether or not part-time faculty should be given notification as to a specific end of semester date is a CSU issue and not an SSU matter.

Judith Hunt's report:

Asked whether there would be 40 or 41 faculty searches, Judith replied that growth dollars allowed for an additional 12 faculty searches to the 29 planned. While this made 41, at the current time 40 was seen as a compromise between this number and the Chancellor's Office limit of 39.

URTP (Item added to the agenda at the start of the meeting):

Sue Hayes reported that the standard procedure for filling a position vacated by a committee member as a result of a sabbatical is to appoint the most recent URTP chair to the position. URTP should not appoint someone to its own position. Discussion included the following points:

- Typically the school elects a replacement
- The parent committee should appoint someone in consultation with URTP
- The appointee should be a full professor who does not serve on any other RTP committees

William Poe suggested that the chair of FSAC, Elizabeth Stanny, approach Structures and Functions and ask them to appoint a replacement with the recommendation of URTP. If Structures and Functions do not agree to do this, FSAC could undertake this responsibility since a full election was likely to result in 1 name. Given the importance of the position, it was suggested that there be a campus wide announcement of the position that included the limitations of the position, including the large workload.

Draft memorandum:

Based on an understanding of RTP policy, namely that what is not in the policy is prohibited, William Poe reported back on the draft memorandum that he had been working on to clarify a policy. The memorandum states that meetings between RTP committees at different levels are inappropriate unless requested by a candidate. It is the candidate alone who has the standing to ask for such a meeting. No vehicle exists to permit committees to meet alone and reduce the results of their deliberations to writing.

The memorandum was approved by the members of FSAC. Poe will put the memorandum into the appropriate format and send it to department ACs to be disseminated to tenured and tenure-track faculty.

Documents Committee:

FSAC has been considering who should be the arbiter of disputes about the RTP process while the process is in progress. Judith Hunt said that there was a Documents policy that included a definition of the final point in the process beyond which documents could not be added to a candidate's file. It was her view that FSAC would be the best arbiter of disputes, or at least a standing committee of FSAC. RTP can be flexible with department timelines. Candidates should be treated fairly. The University needs good procedures to address potential conflict. Candidates who make trivial errors in addressing RTP policy should not be unfairly faulted.

Judith Hunt asked how people for whom such conflict was an issue should be referred to FSAC as arbiters. It was agreed that a memorandum be written to RTP committees saying that FSAC receives compliant on referral from URTP. The URTP committee may refer disputes to FSAC as arbiters of such disputes when the committee concludes that something has gone awry in the RTP committee process.

Changes to the Emeritus policy:

In the previous FSAC meeting, it was agreed that the language in the Emeritus policy should be tentatively altered and presented to committee members for further discussion and a view to approving the changes. The alteration consisted of changing the language of the policy so that it would be understood to read that faculty could receive Emeritus status upon retirement and before FERP begins. Virginia circulated the policy with the following clause deleted: "...or conclusion of service in the Faculty Early Retirement Program."

Discussion ensued about whether the amendments should be approved and sent to the senate for ratification. Concerns were expressed about FERP faculty receiving all of the perks of fully retired Emeritus faculty. It was agreed that Emeritus FERP faculty, who continue to be paid at the tenure faculty rate, should not receive free parking. Under "A," the following (in italics) would be added: "*Except for faculty in the FERP, they shall have...*"

Judith Hunt offered the view that if FERP faculty already have Emeritus status, administration will not have to make adjustments for Emeritus faculty who do not finish the 5 years of the

FERP program. It was affirmed that faculty can only receive Emeritus status if they have worked 5 years and are tenured.

The committee voted on a proposal to approve the changes to the Emeritus policy. The proposal was carried: 4 votes in favor; 1 abstention; 1 against.

Task Force to assess what statistics in the SETE should be reported:

Elizabeth Stanny asked the committee to consider once again setting up a task force to assess what statistical information was wanted from the SETE, and whether it could be derived from the current statistics. It was agreed that the committee would look at successful item banks. Judith Hunt suggested that the current information was predicated on face validity. The measures should be predicated on the examples given in the RTP policy under RTP Teaching criteria. It was agreed that the committee would review these examples before reviewing the SETE's.

The meeting was adjourned.