

## FSAC COMMITTEE BY-WEEKLY MEETING FOR FALL 2021

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### Minutes of August 26, 2021 – Notes taken by Angelo – Virtual Meeting started at 1:00 PM, over zoom

#### **FSAC Members**

Members' names and affiliation	Present	Absent
o Richard Whitkus, Biology (Chair)	x	
o Sfefan Kiesbye, A&H	x	
o Rita Premo, Library (substituting Mary Wegman)	x	
o Tom Whitley, Anthropology	x	
o Angelo Camillo, Business & Economics	x	
o Rhianna Casesa, Education (Fall 2021)	x	
o SSP (vacant)		
o CFA Rep * Emily Calrk- Temporarily	x	
o AS Rep.* (vacant)		
o Faculty Affairs* (vacant)		

\*Non-voting members

#### **Past minutes 4-8-2021**

- o Minutes from May 6, 2021 meeting had not been received from the previous Chair who is on sabbatical for Fall 2021. They should be received in due course.

#### **REPORTS**

##### **Chair report (Whitkus)**

- o The Chair started the meeting by introducing the new committee members
- o Explained the agenda items
- o **Added one business item to the agenda:** the RTP criteria from the **Biology Department**
- o The Chair highlighted the duties and responsibilities of FSAC according to the Senate by-law
- o We will have a lot of business for this year. We need a quorum for decision-making; four out of six members are required for the quorum.
- o Any member who wishes to speak should raise their hand and request time.
- o Richard met with Heather Brown, AVP for Institutional Effectiveness regarding the contract with Class Climate – vendor supplying the SETEs
- o The Provost office announced the position for the AVP for Faculty Success to replace Dr. Deborah Roberts. Richard gave some highlights about the future job description for the AVP position.
- o From Ex Com, 1. proposal providing a campus course on faculty leadership development and governance. 2. A resolution of no confidence of the library leadership. 3. A

resolution endorsing a joint statement on efforts to restrict education about racism and American History.

- We have received the list of Emeritus faculty.
- An announcement from ORSP was made about Koret award applications now available.
- The Chair formed the FSCA subcommittees liaisons and discussed their meeting schedule

### **Faculty Affairs report**

- No report

### **AFS REPORT (Stefan)**

- Cynthia Boaz is the new Chair. They are looking into the Senate response about the teaching of sensitive materials, and they discussed the faculty retreat in January.

### **FSSA**

- No report

### **PDS (Tom)**

- No report

### **URTP (TBD)**

- No report

### **CFA (Emily Clark)**

- CFA has not met yet for fall 2021. Emily Clark will represent the CFA until further notice

### **AS**

- NO representative Assigned yet; the Chair will contact the AS to find out about a new Students' Representative

### **Agenda/ Business**

#### **Business Items discussed today:**

##### **1. Affirm/assign Subcommittee liaisons**

- AFS Wed. 12-1pm (Stefan)
- FSSA Fri. 1-3pm (Tom)
- PDS Mon. 12-1:30pm (Rita)
- URTP Fri. 10am – 12pm (Whitkus)

##### **2. ECS Department RTP criteria**

- Chair discussed the ECS Department RTP criteria, precisely where it was left last Spring. The criteria must be posted by September 1, 2021
- The committee discussed and approved the ECS RTP Criteria unanimously.

**3. ENGL Department RTP criteria**

- Committee discussed the work done in the Spring.
- The committee discussed and approved the ENGL RTP Criteria unanimously.
- The criteria must be posted by September 1, 2021

**4. BIOLOGY Department RTP (late added item)**

- The Chair presented and discussed with the FSAC members the work submitted
- The committee discussed and approved the BIOLOGY RTP Criteria unanimously
- The criteria must be posted by September 1, 2021
- The Chair proposed that departments submit their criteria on time so we can work on discussing and approving them as soon as we receive them for the coming year

**DISCUSSION ITEMS:**

1. Student Grievance procedures – Senate Analyst, Laurel Holmstrom-Keys, **TC 1:20pm, was invited to speak to FSAC**

**Laurel:** Explained the procedure for students' grievances.

1. Grievance and grade appeal are the same; the process is the same.
2. Students are responsible for filing a grievance but need to follow the process.
3. Stefan brought an example for discussion. Laurel provided some helpful information and clarified some information.

2. Gathering input for RTP guidelines

- The Chair proposed to collect information from faculty about RTP guidelines through a survey.
- The Chair will organize a survey

**New Business:**

None

**Meeting adjourned at 2:40 PM**

Respectfully submitted

Angelo Camillo, SBE Representative