

FSAC Meeting Minutes  
March 25, 2010

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Present: Richard Senghas (Chair), Melinda Barnard, Victor Garlin, Paula Hammett (recorder), Viki Montera, Janejira Sutanonpaiboon, Chip McAuley  
Absent: Richard Whitkus (jury duty)  
Guest: Tryon Woods

Convened: 1:05 pm

1. Approval of agenda – Approved, with addition of #7 – FSAC chair for 2010/11
2. Approval of past minutes (3/11/10) (not clear who took these minutes; may need to be reconstructed)

### **Reports**

1. Chair (Senghas):

- Temporary Faculty Review Policy is on the Senate agenda today for a second reading. Change was made to clarify that temporary faculty with three-year contracts will, in the year they are evaluated, follow the schedule for annual evaluations.
- At FSAC's request, Chair has sent a letter to a department that was evaluating candidates based on departmental RTP criteria that has not been approved by FSAC, urging the department to complete the recommended changes before the next RTP cycle begins. Until FSAC approves the criteria, their candidates will be evaluated solely using University criteria. Copies were sent to department RTP committee, School RTP chair, Dean, URTP chair, Vice Provost and all members of the department.
- Chair will draft a second letter to RTP committees reminding them of the importance of meeting deadlines.
- Art & Humanities proposal for GE reform is resulting in complex and heated discussion in the Senate.
- Chair requests replacement for April 1 Ex Comm meeting, which he cannot attend due to furlough.

2. Vice-Provost (Barnard);

- Meeting with Councils of Chairs to discuss 3-year contracts, entitlements, Fall schedule, etc.
- Working with departments to get their RTP committees set by end of Spring semester so that they all receive the same information regarding the RTP process, timelines, and other concerns.
- While some CSU campuses are laying off staff, the Vice-Provost reiterated that there is no planning for layoffs at SSU.

- Handed out statistics from the CSU regarding the number of faculty contracts at each campus and how the numbers have changed since 2004. She indicated that SSU is down 32.63 FTE lecturers from last year, the equivalent of 122 4-unit or 160 3-unit classes. We had 72 contracts that were not renewed, but there were new ones that came in to offset that number. From fall to spring this year, we are down 8.27 FTE lecturers and 2 fewer contracts, indicating that we took the greatest hit in the fall and that the additional money that came to campus in the Spring helped substantially. She will look for the CSU numbers online and send that information to SenateTalk.
3. Professional Development Subcommittee (Sutanonpaiboon)
    - No meeting, but did ask the PDS chair (Heather Smith) the questions raised by FSAC at the last meeting: has anyone expressed workload concerns regarding the Moodle implementation (none reported) although questions have been raised about the availability of fully functioning smart classrooms in which to use it; most of the PDS workshops are open to all faculty, rather than just focusing on new(er) faculty.
  4. Academic Freedom Subcommittee (Montera)
    - Time, place, manner policy remains top priority.
  5. University RTP (Hammett)
    - Letters have gone out to 3<sup>rd</sup>-6<sup>th</sup> year candidates.
    - More problems this year with late and incomplete documents.

## **Business**

1. FSAC membership & chair for 2010-11
  - Sutanonpaiboon's term ends this spring. She will be replaced by Sandra Newton from SBE. Senghas agreed to chair again next year.
2. ATI coded memo revision – request for input
  - Senghas reported that areas of primary interest to FSAC were regarding consultation with faculty governance over policies. Senghas and Hammett both also serve on the ATI Steering Group. Brett Christie from the Center for Teaching and Professional Development is also involved in ATI implementation and sits on PDS. One concern noted at last meeting was regarding blended online course policy, which has been referred to EPC. Senghas will report to Exec Comm that FSAC moves to accept the revised coded memo with the stated concerns.
3. Departmental RTP issues
  - Senghas had requested members query their ACs and AMs about their concerns re the preparation of RTP documents. Barnard also met with them to hear their concerns. Consensus was that ACs are responsible for copying, collating and distributing the documents. They are not responsible for tracking down signatures, checking for completeness, or compiling the document in the absence of the department RTP chair;

those are the duties of the RTP chair (department or school level). The department's RTP committee is responsible for transcribing student comments and/or summarizing student evaluations.

- URTP is instructed to draft a simple document clarifying the role of RTP chairs, e.g., check for signatures, check for completeness of document, timeliness in meeting deadlines and moving documents to the next level. Hammett will consult with John Kornfeld (URTP chair) and work with Barnard to draft the document to bring back to FSAC for review.

#### 4. Time, Place and Manner Policy (TPMP)

- Tryon Woods, Chair of Academic Freedom Subcommittee outlined the issues regarding the draft TPMP being circulated for wide comment by VP Dan Condon, on behalf of the ad hoc committee comprised to draft such a policy.
- After much discussion, several concerns were stated:
  - How was the committee constructed and what was the process of participation up to this point? Faculty, students, staff and unions were not consulted, even though they all have vested interests.
  - Is the policy necessary?
  - No action can come without thorough consultation and enough time to vet the policy and address the concerns of constituencies.
- AFS will review the revised draft and forward it to FSAC along with a formal recommendation.

Adjourned: 2:50pm