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## FACULTY AFFAIRS COMMITTEE

**MEETING DATE:** Wednesday, **January 24**, 2024 from 2:00-4:00pm via Zoom

[PLEASE CLICK HERE FOR ZOOM LINK](#)

### AMENDED MINUTES

**Members Present:** Danvy Le, Duke Austin, Jiannan Wang, Jim Murray, Kevin Pina, Michael Rowley, Meiling Wu, Lyn Scott

**Guests:** Mark Robinson, Kyzyl Fenno-Smith, Karen Mucci, Richard Moala, Christina Chin-Newman

**Absent:** Silvina Ituarte, Stephanie Seitz

1. Elect Secretary
  - a. Danvy! (is cool) 😊
2. Approval of the agenda
  - a. Jim and Michael motion/second
3. Approval of [12/6/23](#) minutes
  - a. Jim and Michael motion/second; MW abstain
4. **Reports:**
  - a. Report of the Chair:
    - i. Awards subcomm still needs 1 faculty from CEAS, and student (recommendations?)
    - ii. ELSS committee needs member from FAC...
      1. Excellent Levels of Service Subcommittee
    - iii. [23-24 FAC 5](#): Convening of Special Subcommittee on Coach Affairs sent on to ExCom for approval. Need member from FAC (Meiling?)
      1. Move to ExComm to next week
      2. Need FAC volunteers
      3. Summer Jackson is Fac Affairs Rep; Paul Carpenter has shown interest
  - b. Report of the Presidential Appointee S. Ituarte
5. **Old Business:**
  - a. [Academic Work Day Definitions](#) (Austin) - Document has been sent to the appropriate entities, feedback given. Footnotes given. Concern about second wintersession calendar due to cramming in dates and duty days around holidays. Concerns about being supercompressed, but no worries, bc Duke took it off. We need to approve these definitions and choose a schedule for Winter and Summer.
    - i. Clarification and definition of norms
      1. DA moves to approve Part 1, 2, and 3; LyS seconds

2. Discussion: KMuc language of “Academic Holidays” -- change to excluding major holidays to avoid having Xmas and NY courses. DAus change to ‘academic recess excluding major holidays’. KPina -- major recognized holidays i.e. Spring break + Ramadan. DVL: issue with the word recognized. DAus fixed to recognized by the Univ. Folx suggest to put actual dates; DAus to change to say Dec. 24, 25, 31, and Jan 1. Thus, it is done. KPin called to Q; approved
  3. New language approved unanimously; MWu was very adorable and enthusiastic with the passage, DAus got some recognition for all of his hard work. But wait, THERE’S MORE.
- ii. Winter schedule for the next three years and
1. MRow: motion to approve 4 week, KPin seconds
  2. MWu allows for 4 unit instruction; KMuc need start and end dates. DAus clarifies Dec. 23 start; end Jan 17
  3. Approves unanimously
- iii. Summer schedule for the next three years.
1. DAus thinks we have been violation of Title IV; something about financial aid; the second linked calendar 12 week session. Need to discuss if we want to propose 10 week summer vs 12 week summer. MRow: Kudos to DAus as per uze. Flexibility in Opt 2, concern scheduling challenge tho, no breaks for faculty from term to term. What’s the deal with enrollment and making year long schedule. Other schools that have done this have large enrollments. DAus: Option - to transition, give Opt 1 for the next AY and Opt 2 in the future. Opt 2 is good for those who don’t have full time positions. KMuc - Listing max units, whatever is being passed, it needs to be consistent with other documents/policy. If we go with Opt 2 may be difficult for students to commit to right after Spring semester. In Opt 1, is suggesting to eliminate 4 and 5 week sessions. DAus: Not aware of the shorter sessions, concern about number of units faculty/students can teach/take. Something about WASC accreditation. KMuc: Nursing is a dept that needs it. MWu: do we need to add something about 5 week model for Opt 2. LSco: Kudos to KMuc; long term this will be part of the options chair will have available; in Teacher Ed, for postbac, discussion of needing the kinds of options. DAus: straw poll on Opt 1, Opt 2, Opt 3: 12 unit Sum 24 + 16 in subsequent summers. KMuc: does passing something contingent on making other changes? How will changes impact all the other calendars? DAus: as former chair, favors 16 unit; MWu: Faculty have more choice -- choose 6 weeks or 12 weeks. DAus: Max for 6 week session is 8 units. KMuc: whatever option is selected, the majority should be taught in the ‘regular’ longer session; the shorter one is for classes that are better for that session. Difficult for students to manage deadlines with varying sessions. DAus: Is there a way for Reg office to publish a calendar with the dates. KMuc points out it’s already listed, not super helpful to confused students. We need to keep in mind what is best for students as well. LSco Why can’t Reg office have uniform drop date. KMuc: Academic Senate policy. Lots of discussion around drop dates, confusion for students. DAus: Go back to the straw poll.
  2. DAus: motion to approve 16 unit schedule (Opt 1); LSco seconds; DVL - disapproves; no abstention, everyone else votes yes.

- iv. MWu: One document or Two? DAus: Let's do 2
- v. Approves unanimously
- b. Faculty Workload Policy (Murray)
  - i. Revised with input from Rowley and Reevy (more general, less leading Qs?), send when?
  - ii. <https://forms.gle/hipzFYLLSTLnEHxx5>
  - iii. JMur motion to send survey for folx and delete four questions at the end. MRow seconds. No discussion, unanimous.
- c. Draft 23-24 FAC xx: revised Student Evaluation of Learning Policy
  - i. JMur: refer to subcommittee of something. JMur will bring it to the agenda for that subcommittee.
  - ii. Scheduling of surveys - Online Course Evaluations (Lyn Scott): TED has a idiosyncratic course that in Faculty center for students it isn't accurate. So, the evals start and end earlier. Workaround has been to show that there is an async meeting on May 3. Academic Senate has made a new defn of what is hybrid.

## 6. New Business:

- a. KPin: Christian Roessler and he had a discussion about: Section IX of the current RTP policy ("*Bias, Prejudice, and Inaccuracy*") notes that "*reliance on statements by persons with known conflicts of interest*" is a source of bias. Bringing this up as new business for next meeting.
  - i. *Any faculty member subject to evaluation by an Evaluation Committee that includes one or more of its members they have previously filed a formal Title VII/IX or other valid complaint against, has the right to request the Associate Provost grant a recusal of said member(s) on the grounds of explicit bias. Prior to the start of the evaluation process, a faculty member may submit a written request to the Associate Provost explaining the basis of the request for recusal, which is then binding if it establishes a clear and evident bias and/or conflict of interest which may affect any committee member's ability to render an impartial evaluation. The recused committee's member(s) otherwise maintain their full rights and privileges without censure but may not participate in an evaluation process where they are deemed to have an explicit bias and/or conflict of interest.*
  - ii. KPin: Area that is undefined when it comes to COI for member of committee. If member has been in formal complaint, that candidate has the right to ask for recusal. MWu: This is RTP subcom task, let's refer it to them.

## 7. Information:

- a.

## 8. Discussion:

- a. Members of University Faculty who are MPPs (F 23 University Faculty [list](#))
  - i. Notes on Definitions of Faculty at Other CSU Campuses
  - ii. MWu - Conflict of Interest -- MPP are faculty in a unique position -- they can advocate for faculty. MRow - exclude MPP from voting 1. Hurts us if they are not voting; 2. Administrators have a responsibility to their bosses. MWu - MPPs tend to vote abstain. JMur - likes Stanislaus language; MRow - Likes San Bernardino.
  - iii. MWu - move to agenda for next meeting. MRow will be taking the lead on the language.
- b. Consensual relationships policy
  - i. Examples from other campuses pp 1-2

- ii. Suggested language pp 3-6 linked above
- iii. MRow: SFSU and Fresno have good language, adding things to guiding principles. MWu brought by Sarah Nielsen bc of Title IX implementation policy. MWu are we going to revise our existing policy? What's the goal of this item? JMur: Nepotism is also a conflict of interest, should it be included. KFen This hasn't come in ExCom bc of legality, Sarah should be consulted in what's happening in their development of Title IX, esp with Cozen. Senate should have a policy. MWu this could be kept as discussion, no action yet. Share with rest of FAC members so we can continue to discuss next time we meet.
- c. [21-22 FAC 9](#) - Academic freedom policy - revise to strengthen intramural speech, which covers service and shared governance activities of faculty members
  - i. [Senate newsletter from 11.7.23](#)
  - ii. [Letter from Senate officers to Associate Provost & UDO](#)
  - iii. [Message from HR about Teamsters strike](#) (new email clarification)
  - iv. [CFA update](#)
  - v. [Clarifying language from CO](#)
  - vi. Explore possibility of something like [SFSU's Academic Freedom Committee](#) to assist faculty who have had OCC (Other Conduct of Concern) filled out about them
- d. OCC (Other Conduct of Concern) Form
  - i. Proposed wording of informative message: - "Reports on the University 'Other Conduct of Concern' form, when not rising to the level of a Title IX report, are intended to promote awareness and education on our campus. Therefore, these reports will not be included in faculty PAFs or used for any disciplinary purposes."
- e. [RTP Guidelines - Psychology - Revised 2023](#) - Murray Horne (pending for cover letter)
  - i. [22-23 FDEC 7/FAC 18 Retention, Tenure, and Promotion Policy and Procedures](#)

Uniform Criteria - XI.a.iv

Departments are also encouraged to develop guidelines for Instructional Achievement and Service. When departmental guidelines for Professional Achievement, Instructional Achievement, and/or Service have been approved by the Department Faculty, such guidelines shall then be submitted to the Faculty Affairs Committee (FAC) and Faculty Diversity and Equity Committee (FDEC) for approval. Once passed by Senate, they shall be kept on file in the offices of the College Dean and the Provost. They shall also be made available on the Academic Affairs website

- f. [Ideas for 23-24](#)

## 9. Adjournment

- a. MWu wraps up the meeting summarizing what will be needed at the next meeting. There was further discussion but DVL stopped taking notes at 4:01