



FACULTY AFFAIRS COMMITTEE

MEETING DATE: Wednesday, **February 21**, 2024 from 2:00-4:00pm via Zoom

[PLEASE CLICK HERE FOR ZOOM LINK](#)

APPROVED MINUTES

Members Present: Jim Murray, Duke Austin, Kevin Pina, Meiling Wu, Stephanie Seitz, Michael Rowley, Alina Engelman, Danvy Le, Jiannan Wang, Silvina Ituarte

Guests: Mark Robinson, Becca, Jennifer, Gretchen Reeve, Sarah Nielsen

Absent: Lyn Scott

1. Elect Secretary - jim murray
2. Approval of the agenda - M/S Jim, Michael, no discussion; approved by acclamation
3. Approval of [2/7/24 minutes](#) (thanks Michael) - M/S Jim/Alina, 3 abstentions due to absence; approved by acclamation
4. **Reports:**
 - a. Report of the Chair
 - i. Update about extension on faculty award nominations (power outage...)
 1. some applications incomplete or late, so extended to Feb 20th
 2. All awards have >1 applicant
 - ii. 3 time certain including one with Silvina
 - b. Report of the Presidential Appointee S. Ituarte (not present)
5. **Appointments/Approvals:**
 - a. [FAC Subcommittee Members](#)
 - i. Meiling is withdrawing, but Jim is member from FAC
 - ii. Paul Carpenter will volunteer & Summer Jackson
 - iii. We need to identify coach members before end of semester
 - iv. M/S for 3 members so far, Duke/Michael, approved by acclamation
 - b. ELSS (Exceptional Levels of Service to Students) - FAC member needed to serve (see [23-24 FAC 4](#))
 - i. Still need a volunteer.
 - ii. Compensation specified in CBA so not an "award"
 - iii. Pina asked question about FDEC discussing 900 WTUs statewide (20-25 @ CSUEB prof + new pool 10-15 for lecturer faculty may or may not be effective this AY)
6. **Old Business:**
 - a. [23-24 FAC 6](#): Faculty Affairs Revisions to RTP Policy and Procedures
 - i. Went from subcomm to Excom, then back to FAC (by mistake?)

- ii. M/S Seitz/Murray to approve and send to Excom.
 - iii. Murray suggest clarification difference between FA and FAC.
 - iv. Committee agreed to edit for clarity.
 - v. Passed with no objections or abtentions.
- b. [23-24 FAC 11](#): Revisions to Policy for Compensation for Lecturer Service in the Academic Senate (**time certain: 2:15 pm**) *Guest: Gretchen Reevy*
- i. Silvina noted difficulty of awarding lecturer WTU if no longer teaching
 - ii. Gretchen clarified some language about whether paid right away even if not teaching. Lecturer may never be rehired but still owed units.
 - iii. Silvina told Gretchen that new language is an improvement. So not required to pay half and half each semester.
 - iv. Senate Chair Christina Chin-Newman said payments have been any semester in past.
 - v. Pina deferred units from fall to spring to help fulfill a fuller load.
 - vi. Michael also added revised language.
 - vii. Silvina could amend at Excom or at Senate.
 - viii. Murray asked for clarification if we are adding a sentence back from being struck (no).
 - ix. Pina asked why strikeout of sentences is needed.
 - x. M/S Jim/Duke.
 - xi. Stephanie point of clarification that it was already approved so do not need to re-discuss.
 - xii. Silvina arrives and Michael asks for her to clarify why we could strike those 2 sentences.
 - xiii. Silvina says the pay is guaranteed so do not need language.
 - xiv. Gretchen said she preferred to not allow postponed pay until re-hire.
 - xv. Missing a time certain and Gretchen has to leave.
 - xvi. Stephanie suggested revising to “they are entitled to be paid during that semester, but possibly in future if necessary”.
 - xvii. Pina suggested that “lectures will be compensated for the semester they complete service work”
 - xviii. But Pina deferred units of service over an extra semester. But should be paid ½ and ½ as taken.
 - xix. M/S Pina/Stephanie to table until next meeting.
- c. [Policy for Emergency Remote Teaching \(ERT\)](#) (Stephanie) (needs cover sheet eventually)
- i. Stephanie suggested we need a separate policy and a resolution to request what we need.
 - ii. Meiling and Silvina ask that risk management provide input.
 - iii. Stephanie will bring student input via one of her courses.
 - iv. Stephanie asks Alina to feel free to share with students.
 - v. Alina suggests better communication during emergencies.
 - vi. Meiling asks Silvina if we have policies in place, and Silvina says yes.
 - vii. Can faculty provide input?
 - viii. Murray asks if students are warned about earthquake etc?
 - ix. Meiling asks if we can view existing policies?
 - x. Silvina says Tom Coon can provide them, and can come next meeting.
 - xi. Alina asks about IT and post-mortem after storms. Can we get an update on their progress?
 - xii. Silvina says IT not under OAA so maybe we can get an update.
 - xiii. Pina asks about seismic updates on current buildings. Are they rated by vulnerability?
 - xiv. Pina notes he volunteered to serve during a crisis. Is that still the case?

- d. [23-24 FAC 7](#): Academic Work Day Definitions (Duke) (had 1st reading at Senate)
 - i. Senate asks about part 3.
 - ii. Not sent back to FAC but Duke revised and FAC has reviewed?
- e. [23-24 FAC 9](#): Summer Calendars 25-27 and Winter Intersession Calendars 24-27 (Duke)
 - i. M/S Murray/Seitz.
 - ii. Seitz and Meiling trust that Duke has gotten this right.
 - iii. Murray asks can we postpone to wait for Duke. Add a new time certain for next meeting March 6.
- f. [Faculty Workload Policy](#) (Murray)
 - i. Revised with input from Rowley and Reeve (more general, less leading Qs?), send when?
 - ii. <https://forms.gle/hipzFYLLSTLnEHxx5>
 - iii. Due date is Sun 2/18. Advertised already in [Senate newsletter](#), will also be advertised in Academic Affairs newsletter, and a separate email message sent out to all faculty (including lecturer faculty)
 - iv. [Input](#) so far.
 - 1. Murray suggests we can keep it open while working on suggestions.
- g. Draft [23-24 FAC xx](#): revised Student Evaluation of Learning Policy (Murray)
 - i. Scheduling of surveys - Online Course Evaluations (Lyn Scott approved)
 - ii. SET will vote by email
 - 1. SET voted 6-0 and Murray will share cover page next meeting.

7. New Business:

- a. [23-24 FAC 12](#): Interpretation of MPP eligibility as University Faculty (**time certain 2:45 pm??** for Michael)
 - i. Michael is rushing & has to leave, but briefly introduced the memo.
 - ii. Links to revisions we should make.
 - iii. M/S Seitz/Murray.
 - iv. Silvina asks why remove MPP as “regular faculty” when they are long-term, but lecturer faculty can join “regular faculty” in the shorter-term?
 - v. Meiling says this would only be temporary for that MPP.
 - vi. Stephanie agrees with Meiling that status can change. Silvina referred to some stuff that came up in ExCom where there were ideas to allow for lecturers to apply to be regular faculty for voting purposes. Stephanie was saying she doesn't think we should think of these things as linked.
 - vii. Pina notes that lecturer faculty include 23 eligible for shared governance and we should have more. Pina notes the MPP rule needs to avoid the conflict of interest.
 - viii. Silvina notes only 20-30 MPPs are faculty. But Silvina notes this will have long-term effects. But can not recall a specific conflict. MPP perspective might be useful.
 - ix. Pina suggests that not voting can also prevent meeting quorum. And MPP also have financial control in conflict with faculty perspective.
 - x. Murray said MPP do have input but should not have a vote on teaching faculty issues.
 - xi. Seitz agrees that MPP perspective is different and get input plus a vote.
 - xii. Meiling suggests we need checks and balances so better to not allow MPP votes, but MPP always has input.

- xiii. Seitz notes that not every faculty who is MPP would favor the faculty perspective.
- xiv. Vote approved with 2 abstentions.
- b. [23-24 FAC 13](#): Constitution and Bylaws Amendments - Faculty with MPP appointments (Michael)
 - i. Wait for next meeting and for Michael
- c. [Draft 23-24 FAC XX - Prohibited Consensual Relationships Policy](#) (Murray/Rowley) **(time certain: 2:30 pm)** *Guest: Sarah Nielsen*
 - i. Skipped 245p time certain and went to this one to accommodate Sarah.
 - ii. Postponed because Kozen report might have suggestions, but now asked to make our own policy.
 - iii. Michael presents the policy with outstanding issues/questions.
 - iv. Two options about cooling off period. Enforcement is by re-assignment vs. discipline.
 - v. Pina question about we being mandated reporters (of harassment). Why would 3 mos. matter in that case, still imbalanced.
 - vi. Silvina notes that family is different from unrelated people.
 - vii. Stephanie faculty have both workplace and classroom environments that are distinctly different. We should draw a hard line (discipline) for faculty initiating relationship during class.
 - viii. Murray asked about Stephanie suggesting two policies, and asked if FAC is able to regulate all employees.
 - ix. Sarah suggests we share it with Terry LaBeau Title IX head and Discrimination Harassment and Retaliation coordinator.
 - x. Meiling suggests we allow Michael to revise before forwarding to admins.
 - xi. Murray asks for feedback and his questions in the document.
 - xii. Meiling asks all FAC to enter comments.
- d. [23-24 CIC 31/FAC 14](#): Recommendation regarding compensation for supervision of master's theses and projects
 - i. Murray notes that this has been long time concern.
 - ii. M/S Stephanie/Pina to endorse CIC and forward to Excom.
 - iii. Pina supports this and appreciated faculty support when he was a student.
 - iv. Approved by acclamation 7-0.

8. Information:

9. Discussion:

- a. Date of last FAC meeting: 4/10/24
 - i. Meiling suggests adding another FAC on Wed, April 10.
- b. [21-22 FAC 9](#) - Academic freedom policy - revise to strengthen intramural speech, which covers service and shared governance activities of faculty members
 - i. [Editable document to enter notes/suggestions](#)
 - ii. [Senate newsletter from 11.7.23](#)
 - iii. [Letter from Senate officers to Associate Provost & UDO](#)
 - iv. [Message from HR about Teamsters strike](#) (new email clarification)
 - v. [CFA update](#)
 - vi. [Clarifying language from CO](#)

- vii. 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.
- c. 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."
- d. [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
 - ii. Michael Rowley can address this re RTP Subcommittee
- e. [Ideas for 23-24](#)

10. Adjournment