



FACULTY AFFAIRS COMMITTEE

APPROVED MINUTES

MEETING DATE: Wednesday, September 2, 2020, 2:00-4:00 pm via Zoom (not recorded).

Attendance: Mary Cardaras, Andrew Carlos, Maria Cho, Eric Engdahl, Linda Ivey, Chris Kitting, Jason Smith, Carol Trost, Lan Wu, Sarah Taylor, Linda Dobb (Presidential Representative).

Plus guests: Michael Lee, Academic Senate Chair, and Mark Karplus, and later time-certain Stephanie Seitz, and Mark Robinson again was valuable during this Zoom Meeting too, in assisting FAC. Thanks to all.

1. Introductions by FAC Chair Linda Ivey, with welcome to her too.
2. Elect FAC Secretary: Chris Kitting
3. Approval of the agenda, with one item for time certain (noted below)..
4. **Reports:**
 - a. Report of the Chair -Our purview is POLICY, to interpret and adjust for faculty.
 - i. Reference to last year's [19-20 Chair's Report](#) with Sarah's encouragement to extend classroom disruption policy to online procedures. Lan had added academic dishonesty. And Lecturer Evaluations was noted.
 - b. Report of the Presidential Appointee Linda Dobb: She is awaiting formal appointment to continue on FAC for this year. Textbook adoption policy needs updating from "Hayward." Exceptional Levels of Service to Students Committee or two, who would be needed (item 5) in case it may be in the contract for '21.

Mark Karplus asked if those awards are in contract(s), and if only for now, including research time for new faculty. (Yes, unless eventually a new contract removes those items.)

5. Appointments/Approvals:

- a. RTP, Awards, Evaluation of Teaching, Lecturers subcommittees.

Awards Committee became staffed with Mary Cardaras (CLASS) + plan non F.A.C. member from a different college, probably as an awardee from last year. Jason Smith

will check with prospects. Evaluation Committee member, Eric Engdahl, will check with colleagues.

- i. Subcommittee [interest](#) (above)
- ii. RTP committee 2020-21 -- possible expansion? Now has two from last year: Mary Fortune and David Larson, who both offered to continue. Smith emailed us this list of five other volunteer faculty for this Committee: Stephanie Seitz, Lonny Brooks, Jung You, Kyzyl Fenno-Smith, and FAC Member Jason Smith.
- iii. Because this committee is limited to five total, we should ask EXCOM to expand numbers on that committee (tentatively we have seven or more), or eventually vote for five of the seven:

Engdahl moved we increase membership to seven and approve list with Jason and his list. Unanimous Approval of FAC.

6. Old Business:

- a. Items from previous 19-20 Chair's Report (with above)
- b. Continuation of student behavior task force for issues relevant to our online class environment [[subcommittee on disruptive behavior](#)] to add RAA information with workload taskforce, as chairs have gotten overloaded.

7. New Business:

- a. (time certain:) RTP committee membership on the college committee level has a request for interpretation: Our recent document opened the RTP Committee to Assoc Prof's at Dept Level, but was listed in in the document's part for whole RTP process, Sec 373. Thanks to Stephanie Seitz for assistance with displaying that document, and expressing concern for inadequate diversity even on College Committee. Contract section 15.43 needed this change for Department Committees (but not to change College Comm). SJ State U has two college committees: one for assoc and one for full.

Committees for this year are voted on, apparently interpreting as full profs only on College RTP Comm. We will consider solutions soon, for our next meeting.

- b. Updates (if any) to [FAC Policies & Procedures for Committee Operation](#) annual request. Item postponed to Later. (Mary Carderas had to leave by ~4PM.)
- c. [HSC evaluation criteria for lecturers](#) ; [17-18 FAC 6](#) --for next meeting only.

8. Information:

- a. Upcoming issues and expected referrals --for next meeting only.

9. Discussion: All for next meeting only.

- a. Academic Dishonesty [policy](#) in light of fully online coursework this term
 - i. [Email re: Academic Dishonesty Statement on Syllabi](#)

ii. [Policy on Course Syllabus](#)

10. Adjournment at 3:45

Our next meeting will be 2-4PM on Wednesday, Sept 16, via Zoom.

Minutes respectfully submitted, by Chris Kitting, FAC Secretary