Faculty and Student Policies Committee Minutes

Faculty and Student Policies Committee
Meeting from April 10, 2014
2:30 p.m., Kendall 209

Present: Gray, McCabe, Meadows, Mills, Postma, Rehg, Seipel, Sistrunk, Smith, Traver, Kotar, Rowberg (Meadows), Shepherd, Blakeslee, Herren (Barrett), Kirchhoff (Seipel), Root

Absent: Mace, Shkoda, Lee

Guest: Karen von Bargen

Call to Order: 2:33PM – Senator McCabe presiding

1) The minutes from March 27, 2014 were approved.

2) The agenda was approved with one change: Proposal for SET language was added as Item 4.h. With this change, the Agenda was approved with no objections.

3) Announcements
   a) Secretary for today’s meeting is Kathy Gray
   b) McCabe summarized a discussion from the Senate meeting on April 3, 2014 prompted by a Senator who brought issues of low morale and dissatisfaction for faculty and staff at Chico State. At the Senate meeting there was a wide vetting of concerns that were deeply felt across campus. Senate President Selvester will be tracking concerns and ways to address them. The idea of a climate/morale survey annually to keep track of satisfaction level was discussed.

4) Decision Items
   a) Hiring of Temporary Faculty (FPPP 6.2) Action Item
      Mills proposed that we accept the amendment to the action item Hiring of Temporary Faculty (FPPP 6.2). The amendment addresses the concerns raised at the last meeting related to the description of lecture ranges. Mills gave background and addressed the changes that he made based on comments from previous meeting. Meadows asked whether it was consistent with CBA with range elevation language. Von Bargen stated there was no conflict with the CBA. Postma moved to change “Appointee must demonstrate professional activity appropriate to the instructional assignment” to “Appointee must demonstrate currency through professional activity appropriate to the professional assignment". This was approved. Next the amendment was passed. Next the entire document Hiring of Temporary Faculty (FPPP 6.2) was considered. Meadows moved “university appointment” be brought back to 6.2.d. This was approved. FPPP 6.2 was then passed as an action item
   b) Evaluation of Online Instruction. Action Item
      Gray gave background and commented on changes that were made since it was put forth as an introduction item. Mills commented that Section 8.5 be included since there were changes made to this section.
      Passed as an action item.
   c) Intellectual Property Policy. Action Item.
There was a motion to replace “Vice Provost for Faculty Affairs” with “Associate Vice President for Faculty Affairs” on page 13 of the Policy of Intellectual Property draft document. The motion was seconded and approved.

Root proposed the following changes to the document:

i) Student Creations, Section II.B.3.f. (p. 12): Unresolved questions of ownership or other intellectual property rights may be directed to the Office of Student Judicial Affairs, under the designated authority of the Vice President for Student Affairs, to initiate an inquiry in accordance with the Student Grievance Procedures (See Appendix, Section II.B.1.). [Replaces references to VPSA and Associated Students]

ii) Student Inventions, Section II.C.5.f. (p. 16): Unresolved questions of ownership or other intellectual property rights may be directed to the Office of Student Judicial Affairs, under the designated authority of the Vice President for Student Affairs, to initiate an inquiry in accordance with the Student Grievance Procedures (See Appendix, Section II.B.1.) [Replaces references to VPSA and Associated Students]

iii) Intellectual Property Issues, Section III.A.2. (p. 18): Such matters as ownership… and the Vice President for Student Affairs (or designee) for issues involving students.


v) Add to Appendix (New Section #): Section II.B.1.: EM 05-010 [Student Grievance Procedures]: http://www.csuchico.edu/prs/EMs/2005/05-010.shtml

Postma raised concerns about unresolved issues. In the current student grievance process there is a resolution at the end. McCabe suggested a sentence “if issue remains unresolved the person may pursue further channels of resolutions through existing channels or legal channels.”

Mills moved to postpone until next meeting. This motion was seconded and approved.

d) Revised EMEDC documents. Action Item. This item includes four documents CDSC Draft, College Dean Development and Review Draft, EMEDC Draft, EMSC Revised Draft.

Substitute documents moved and approved. Postma explained attempt to separate 1 into 4 documents. There were a few changes made based on feedback from the last FASP meeting. The intention of the appendices is for updates of recent Dean searches. Passed as an action item.

e) Proposal for Reorganization of the FPPP. Introduction Item. This proposal includes two files, the proposal document and the comparison document. There is a guide on the first page of the proposal document that was written by a committee member to assist FASP members in processing the proposal.

McCabe gave an introduction. FASP was charged with figuring out how best to improve FPPP at this time. Mills addressed what the work entailed. This is phase 4 in an effort to produce a more workable FPPP for our campus. Approach was to not require any Unit/Department to change anything that they are currently doing.

Mills stated Faculty Affairs was involved in proposal and had a lot of input. This is a pure reorganization of current policy with no substantial changes. Traver commented that the intent is to work on overall organization before tackling larger issues. Changes were made mainly to provide clarity and produce a document that is easier for FASP to work on in the future.

Suggestions were made about providing further guidance to enable Senators to see clearly what has been moved.

Passed as introduction item.
f) Proposal for Minor and Emergency Substantive Changes to the Reorganized FPPP. **Introduction item**

Mills kept running total of issues the committee thought needed changing in the reorganized FPPP. The following items were included:

i) Section 4.2.a.2.b: When SETs are returned to instructor, the instructor will receive a copy of the instrument(s).

   Passed as an introduction item.

ii) Section 8.1.2.b: This section should contain “Should the President make a personnel decision on reason not contained in the WPAF, those reasons shall be reduced to writing and entered into the WPAF and shall be immediately provided to the faculty member”. This change addresses a conflict between the FPPP and the CBA. The new language complies with the CBA.

   Von Bargen stated that the president doesn’t participate in a periodic evaluation. Mills commented that this would be a very rare and extreme circumstance. Suggestion was made to change to “President or designee”.

   Passed as an introduction item.

iii) Throughout change “Performance Review” to “Performance Evaluation” and “Periodic Evaluation” to “Periodic Review”. Von Bargen noted that this new language is not in compliance with the CBA.

   Failed as an introduction item.

iv) Throughout the FPPP, remove “all caps” from definitions. All caps make it hard to read. Postma suggested removing all caps and replace them with italicized text.

   Passed as an introduction item.

v) In regards to Section 8.1.4.c: Dossiers should be delivered securely to faculty member rather than mailed to faculty member.

   Passed as an introduction item.

Other changes on the list will be addressed next year.

g) Evaluation of temporary faculty-Proposed Modifications to FPPP Sections 8.2 and 8.3 **Introduction Item**

The proposed changes provide for consistent evaluation of all lecturers, part-time or full-time, for their work assignments and provide greater agreement with the CBA.

Passed as introduction item

h) SET Proposal. **Introduction item.** This proposal concerns revisions to the FPPP language asserting the number of classes to evaluate.

   Concerns were raised that this isn’t a good resolution and not enough consultation was provided. Postma would like USET to do an overview of the whole SET process.

   Failed as an introduction item

2) **Status/Subcommittee Reports**

   a) Gathering input about the FPPP. Blakeslee hasn’t gotten much feedback she try again.

Meeting adjourned at 5:05 pm

Respectfully submitted,

Kathy Gray