



Faculty and Student Policies Committee Minutes

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

Present: Berglund-Smith, Crotts, Gray, Lee, McCabe (Crotts), Meadows, Mills, Ponarul, Pratt, Schulte, Seipel (Tinkler), Ratekin, Root, Sistrunk, Tinkler, Traver

Absent: Cross, Hennessey, Kirchhoff, Rehg, Smith

Guest(s): Karen von Barga

Call to Order: 2:35 pm, Chair Sistrunk presiding.

- 1) Approved minutes of 9-11-14
- 2) Approve today's agenda
 - Meadows questioned bringing Definition of Office Hours subcommittee FPPP language as an Introduction item.
 - Move/Second/Pass the Agenda.
- 3) Announcements
 - a. Secretary for today's meeting is Robert Tinkler.
 - b. General discussion
 - Pratt: Student Academic Senate meets on Friday, October 3, from 3:00-4:00 pm in BMU 209.
 - Root: Student Judicial Affairs job has been posted. The position will deal with Title IX and Academic Integrity, among other issues.
 - Ponarul: A new documentary, "Ivory Tower," on the rising cost of higher education and problems with student loans will be screened in early November at the Pageant. More information to be provided.
 - Mills: Several higher education bills have been signed by Governor Brown (allowing community colleges to offer B.A.'s; providing loans to undocumented individuals) or vetoed (allowing online education companies to keep data secret; providing funds to CSU and UC for deferred maintenance).
 - Berglund-Smith: Brown also vetoed a bill to create a staff seat on the CSU Board of Trustees
 - Meadows: Brown signed the "Yes Means Yes" bill mandating colleges and universities adopt standards requiring affirmative consent
- 4) Chair's Introduction
 - Chair Sistrunk invited comments on the FASP Possibilities document created and circulated previously. Discussion covered:
 - Rewriting the FPPP Code of Ethics personal relationships language between faculty members and students. Meadows, Mills, and Root appointed to a subcommittee for that purpose.

- Concerning criteria used by FRAS to decide Outstanding Faculty awards, Schulte will communicate with FRAS regarding high impact practices outlined by recent CELT speaker.
- FASP will invite Kathy Favor and Holly Soldavini to discuss with us whether Final Exam schedules can be posted at the beginning of the semester.
- It was noted that an Academic Integrity Council exists, and that it should be asked to update the EM regarding Academic Integrity Policy.
- A subcommittee of Meadows, Mills, Rehg, and Sistrunk will consider a list generated last academic year of 10 substantive, but not major, changes to the FPPP.

5) FPPP Reorganization Status Report

- Wenshu Lee, Associate Vice President for Faculty Affairs, provided an update. She noted health issues, the resignation of Provost Wei, and concerns from Executive Management Evaluation and Development had all slowed progress on evaluating where things stand with the FPPP Reorganization document from last academic year. Lee and Sistrunk will move forward with the review of the document.

6) Subcommittee Discussion/Reports

a. Subcommittees

1. Class Size Policies

Ponarul reported that the subcommittee has met once in person. It intends to collect data from Institutional Research by department and class type. They will solicit chairs for their contributions. Then the subcommittee will determine whether a policy is desirable given the heterogeneity of courses. Meadows noted that she had been told an old typed copy of a policy exists; she is trying to obtain this. In ensuing discussion, topics included unfairness of different sizes of jumbos, size of online vs. face-to-face classes, and other campuses' policies.

7. New Business

a. Proposed Change to FPPP: Definition of Office Hours (Introduction Item)

- Gray reported on the following language proposed by the Office Hours subcommittee:

All full time/temporary faculty must schedule at least one hour (60 minutes) of office hours for every three units taught (applied pro rata as 20 minutes per unit). At least half of the office hours must be in the instructor's office or a designated location on campus: Exceptions to this can be made if an instructor is teaching a class remotely or if the majority of an instructor's students reside outside of Chico. Consultation with the Department Chair is required if instructors wish to have more than half of their office hours online. The format of online office hours is determined by the instructor, however, they should be at scheduled times when a student can get immediate feedback from the instructor. For online office hours, the instructor will explain the format of the online office hour (e.g. email, video chat, etc.) to students at the beginning of the semester.

- Discussion concerned the following specific points: (1) whether an hour should be defined as 50 or 60 minutes (consensus was the latter), (2) whether "Consultation with" should be "Approval by" in the fifth line, (3) whether "Department Chair" should be "appropriate administrator," (4) how online courses could handle office hours.

Crotts moved, Tinkler seconded, to postpone definitely until next FASP meeting. The motion passed.

b. Proposed EM: Committee on Committees (Introduction Item)

- Because several members had to leave to attend a 4:30 pm meeting, Mills moved, Crotts seconded, to postpone definitely until next FASP meeting. The motion passed.

8. Other

None.

9. Adjourn: The meeting adjourned at 4:19 pm.

Respectfully Submitted,
Robert Tinkler