

FASP Committee Meeting  
September 1, 2022

Meeting began at 2:32pm.

Attendees List (INCOMPLETE – Italicized names indicate folks I remember in attendance at the meeting (but I haven't looked at the video of the zoom call. We'll confirm/revise attendees at the next meeting.)

A.S. President - Krystal Alvarez (absent)

A.S. Students Member - TBD

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*Bauer, Janell*

*Boyd, Betsy*

Brundidge, Jennifer

*Burk, Nicholas*

*Dean's Council Rep - Terence Lau*

*Draper, Aaron*

*Hidalgo, Danielle*

*Kathy Kaiser*

*Leon, Kendall*

*Medic, Ana*

*Musvosvi, Ennies*

*Newell, Patrick*

*O'Connor, Dennis*

*Provost or Designee - Mahalley Allen*

Sherman, Nicole

*Sistrunk, Tim - FASP Chair*

Staff Council Rep

*Staff Council Rep - Rachel McBride-Praetorius*

Student Conduct, Rights, & Responsibilities Rep - Emily Peart (absent)

*Trailer, Jeff*

Traver, Teresa

VPSA or Rep - Teresa Hernandez (representative)

*Walter, Miriam*

Zhang, Wei

Meeting began at 2:32pm

Meeting opened with discussion if the committee should meet by zoom or in person.  
Discussion of having meetings on site, to allow faculty some separation of work and life,

was proposed and warmly received. This committee will be meeting by zoom through September; will review meeting in person at later date. Discussion continued about video recording of the meeting for public record; discussion leaned toward having an Otter.ai transcript rather than a video recording of the meeting.

1. Approve Minutes of FASP meeting April 7, 2022, and April 14, 2022

Proposed and approved to defer the approval of the minutes to the next meeting to allow all members to review the minutes before the meeting.

2. Approve Agenda

Newell moved, Hidalgo seconded, motion passed.

3. Election of Vice Chair

Kaiser moved Hidalgo as a candidate for Vice Chair; Hidalgo will be on sabbatical next semester and asked that we find a Vice Chair for the Spring semester. Hidalgo was elected Vice Chair for the fall 2022 semester; election of the Vice Chair for the spring semester will occur at the next meeting.

4. Approve FASP Guidelines

Trailer made a motion to change the 4<sup>th</sup> item, adding the word “counted”, to allow a record of how many votes were made in favor/opposed/abstained. This would allow for a numerical report should we be asked for it at Senate.

*4 RECOMMENDATIONS: To be forwarded, a recommendation requires two affirmative counted votes.*

Discussion ensued. Boyd mentioned that this would be a change to the procedures; that we always allow for a counted vote. We can take anonymous votes. Kaiser offered a friendly amendment; recommendation requires two affirmative votes, as an introduction item and as an action item (Senate will see action items, not introductions).

Newell moved to postpone decision until the next meeting; passed without objection.

5. Overview and call for volunteers FASP Policies and EM subcommittees 2022-23

The committee reviewed the document distributed with today’s agenda on what work FASP would undertake this year, along with a discussion of potential committee memberships.

- Revise EM 18-021: Executive Management Evaluation Development Committee. Revise

EMEDC procedural emendations, membership, and correct language/titles etc.  
Membership: Peterson, Zhang, Meadows.

- RTP FPPP recommendations (Chairs, Service, Professional Activity, Anti-racism, social justice goals -recruiting, retention, OAPL and Provost recommendations, etc.)

Membership: Musvosvi, Trailer, Sistrunk. ADDITIONS: Brundidge, Leon, Walter, Allen, and Bauer

- Research committee EMs:
  - a. Revise EM 12-064: Policy on Integrity in Research
  - b. Revise EM 93-004: Human Subjects Policy
  - c. Revise EM 09-006: Institutional Animal Care and Use Committee
  - d. Revise EM 01-002: Institutional Biosafety Committee, Procedures, and Guidelines

Membership: Roll (Chair), Paiva ADDITIONS: Kaiser, Boyd, Trailer, Emily (BSS), Burk, Sherman, Klobudo,

- Revise EM 05-017: University Budget Committee

Membership: Austin Lopic, Boyd (Chair), Lau, Newell, McBride, O'Conner

NOTE – Burk needs to be removed from Faculty workload committee

- Revise EM 05-017: University Budget Committee

Membership: Austin Lopic, Boyd (Chair), Lau, Newell, McBride, O'Conner  
Under discussion section of today's meeting; no action on committee

- New EM: Committee on Committees (rewrite older Constitution ideas, define Senate committee member responsibilities, create process for easy checking in of committees, forward facing public communication of committees with community, maintenance of membership and policies)

Members: Trailer (Chair) ADDITIONS: Sistrunk

Allen mentioned that OAPL will be redoing the unit's web site and are looking to incorporate this type of information into the redesign. Draper is on the Lecturers Council and will forward suggestions to Allen regarding LC input on the form.

- Revise EM 15-001: Exceptional Service Assigned Time (ESAT). Revise EM 15-001: Exceptional Service Assigned Time (ESAT)  
<https://www.csuchico.edu/awards/esat.shtml> Update dates of awards (ongoing), reconsider language to capture intention to give release time for cultural taxation esp. ADDITIONS: Bauer, Traver, Leon

- FPPP: Range Elevation, Definition of Lecturer Order of Hire, Salary Schedule standardization and clarity. Items to be reintroduced by FASP this year. ADDITIONS: Trailer, Allen, Medic, Draper

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- Discussion item to consider recommendation to OAPL to create a single online application form for Range elevation (example: [https://www.csun.edu/sites/default/files/Application\\_Range%20Elevation%20Spring\\_2022\\_Group%20T%20.pdf](https://www.csun.edu/sites/default/files/Application_Range%20Elevation%20Spring_2022_Group%20T%20.pdf)) Lecturer Council  
ADDITIONS: Kaiser, Walter, Bruns, Draper
  - Revise EM 12-025: Policy on Campus Behavior and Violence Prevention (see old version and newer version changes in yellow)
  - Renew/revise EM 21-028 Interim University Police and Public Safety Advisory Committee. Will go through the Senate process to become permanent EM.  
Membership: ADDITIONS: Boyd, Sistrunk, Newell
  - Revise EM 19-033: Campus Sustainability Committee  
<https://www.csuchico.edu/pres/em/2019/19-033.shtml>  
Membership: Rotnem (Chair), Sherman, Wentz, Sistrunk
  - Board of Trustees will revisit Retreat Rights Policies-  
<https://www.calstate.edu/csu-system/news/Pages/CSU-action-strengthen-title-ix.aspx> Charge from Executive Committee: Develop a retreat rights policy for MPPs, excluding Executive employees (Executive = President and Vice Presidents). Example: CSUCI has a retreat rights policy: <https://policy.csuci.edu/sp/10/sp-10-006.htm>  
Membership: ADDITIONS: Trailer, Boyd, Allen, Sistrunk
  - Workload Efficiency Project, Best Practice ideas. Membership: Sistrunk, Burk, Gibson. NO ADDITIONAL VOLUNTEERS; will be revisited later (remain on list, no work at this point).

## 6. Discussion Items

- a. Revised EM 05-017: University Budget Committee
  - i. Boyd led discussion on the committee's work to introduce the new committee members to the work done. A broad conversation of the needs of the EM and needed changes to the UBC work was had, with members of the committee who worked on the EM last year giving input on the need to follow the letter of the current EM (which has allowed shared governance and discussion to be ignored while a "reporting format" has been used by the UBC to update the campus on budget issues). Ongoing work with the prior committee; ADDITIONS TO COMMITTEE: Sistrunk, Newell, O'Connor
  - ii. Kaiser moved to have this brought back in a more final format to allow discussion by the FASP committee; seconded and approved. Will be an introduction item on the next meeting's agenda.

- b. Discuss collaboration with OAPL to create online form for Range Elevation

Sistrunk commended the lecture's council for their work on this issue.

- c. Discuss Equivalency in FPPP 5.1.2 and 3

FASP discussed issues with equivalency determinations on campus. Does administration have the right to veto what a dept considers equivalency for their subject? Does equivalency need to be defined at the department level? We have a need for clarification of who can make the call for equivalency; is this a union issue?

Sistrunk suggested gathering a committee of those impacted (Nurses, Concrete, Computer Animation, Coaches, Counselors, Librarians). Desire to create a subcommittee.

ADDITIONS: Sistrunk, Newell, (Kaiser suggested asking Jennifer Underwood to join).

4. Announcements
5. Other
6. Adjourned at 4:34PM