

California State University, Chico
Academic Senate
(530) 898-6201, Zip 020
MEMORANDUM

ACADEMIC SENATE MINUTES
Thursday, October 27, 2016, 2:30 p.m., KNDL-207/209

Academic Senate meetings are recorded. Traditionally the written minutes consist of a summary of topics discussed. For more detail, listen to the audio file [here](#). Time stamps for each agenda item are provided in parenthesis for convenience. For accessibility questions, please contact the Academic Senate Office.

PRESENT: Allen, Boyd, Calandrella, Crotts, Fleet, Ford, Heilesen, Hutchinson, Hyatt (A. Grimm), Janos, Kim, Kirchhoff, Kemper, Livingston, McConkey, McLemore, Pratt, Roll (Wilking), Rowberg, Schierenbeck, Scholz, Schulte, Selvester, Sistrunk, Stapleton (Ford), Sudick, Rehg, Thompson (J. Shepherd), Traver, Ward, Watkins, Wilking, Wyrick, Zartman

ABSENT: Boura, Cross, Ferrari, Pittman, Ponarul

Chair Boyd called the meeting to order at 2:36 p.m. announcing a quorum. (1:09).

1. Approve Minutes of October 6, 2016. (1:15)

Minutes were approved.

2. Approve Agenda. (1:36)

Boyd alerted Senators to the addition of a link to **Item C** under **Chair's Prerogative** that was added after the agenda went out.

Revised Agenda was approved.

3. Announcements. (2:17)

- Ford announced that the day was our Chair's birthday and the Senate was giving Boyd a congratulatory plant and the President's Office had supplied cake. The applause was thunderous. Boyd thanked the Senate and the President's Office for the festivities.
- Heilesen reminded people that the 2016 University's Needy Children Program is asking for donations and gifts for needy children in Butte County. She encouraged people to participate with their offices, their colleges, or in any other way. Those interested may contact Cindy Kelly email clkelly@csuchico.edu or 8987-3557.
- Heilesen recognized Cari Phipps, who spoke about the various ways people can support the Chico State Wildcats Relay for Life team fundraising against Cancer. This included the donations that the T-bar and Fusion Café gave for 20% of patron orders to the Cancer Society on October 27th from 6-8 p.m. as well as the ongoing ChicoBag Fundraiser that will donate 50% of sales to the American Cancer Society via the relay for Life Team from 10/15/16 -12/2/16. Mountain Mike's will also donate on November 19 and the Colors of Cancer 3k walk will take place later. In December there will be a Bingo and gourmet spaghetti night (contact

crhipps@csuchico.edu).

- Meadows reminded Senators that Spring Registration is here and that when students realize they need three more upper division credits to graduate Students luckily they can register for CDES 350: The Art of Cinema and Television. This semester's course will study the work of the Cohen Brothers and is open to all majors. It is guaranteed to amaze!
- Scholz said that this Fall concert season on Saturday the Wind Ensemble will perform at 7:30 in Harlan Adams. On Sunday an amazingly talented 21 year old from Long beach will play the Centennial Pipe Organ concert featuring an electric organ. On Saturday, Nov. 5 at 7:30 p.m. the Choral Ensembles will sing: Of Passion and Prayers.
- Boyd noted that the ever popular Cinema Insects Cult Classics theatre was celebrated last Tuesday night by Agriculture students and AS government guests. Great knowledge was imparted about insect nutrition and the film classic “The Deadly Bees” held the audience spellbound.
- At the RCE website under “professional development” there is a record of our BlackLives Matter conversations from the Teachin of October 10 and 11.
- Ward thanked Scholz for the impromptu serenades performed by the choral students of KNDL Hall.
- Crotts announced that on November 1 on the fourth floor of Mariam there will be a workshop about how to use new databases to search for grants, funding and support of projects at noon.
- Bill Loker announced that the Town hall meeting will occur on November 3 with some 700 students and 800 community members. Everyone is invited and can participate in different ways, contact Thia Wolf.

4. **Chair's Prerogative.** (11:48)

A. **Campus Safety Taskforce Update.** (Calandrella, Pratt; Time Certain: 2:40 p.m.)

http://www.csuchico.edu/fs/documents/academic_senate/2016-2017/10-27-16/campus_safety_task_force_working_groups.pdf

Boyd introduced V.P. of Students Affairs, Drew Calandrella, and Marvin Pratt, Director of Environmental Health and Safety, to give an overview of efforts to reconsider our Safety and Wellness efforts at Chico State and talk about how people can get involved.

Calandrella remarked that the circumstance when the campus was alerted that there was a shooter coming toward campus in late August had promoted the reexamination of our preparedness and safety practices to see how we can improve them. President Hutchinson asked him to form a taskforce to look at our policy, procedures, practices and training to make some recommendations about what to retain, develop or delete.

A gathering was held last Friday to divide into 11 workgroups to convene people to address the varied aspects of all the complex problems we need to

address. The list of these groups appears on the document included above and people are encouraged to find their interests and join these groups. These groups can be made up of campus members and non-campus depending on the workgroup. The hope is that the groups can find recommendations and bring them to E.C. and the Senate for consideration. There will be another meeting the week before thanksgiving to take a status check. Hopefully, we can make recommendations before the year is out.

Boyd reiterated this call for people with varied expertise to contribute as they could. We need faculty, staff and students to weigh in about their own experience to help establish a roadmap for ourselves.

Marvin Pratt underlined that he is open to suggestions and ideas, even if people cannot join in meetings, they should share their notions. The work will take some time and be a work in process, but it will be stronger with more contributions. Hutchinson reiterated that the University is taking these issues seriously, and we need everyone's input. We want to promote training and information. She hoped Senators would ask their constituents to contribute and give feedback.

B. CSU Travel Restrictions – AB 1887. (18:03)

http://www.csuchico.edu/fs/documents/academic_senate/2016-2017/10-27-16/presidents_cs_u_travel_restrictions10-18-16.pdf

Boyd wanted to bring attention to California Assembly Bill AB 1803 that will create new CSU travel restrictions beginning January 1. State funded travel will be restricted to states that are listed in section 11139.8: Government Code related to discrimination. (this includes places like North Carolina, for example, even if you have already made reservations, have made a travel request, or have a conference planned . This does not include money from grants and Research foundation sponsored projects that are not state funded. An employee may refuse to travel to these places anyway.

She said the California Department of Justice's website will eventually have an extensive list of the affected areas. She hoped people would let their Chairs know about these potential changes.

C. UDC Call for Faculty Members (21:37)

http://www.csuchico.edu/fs/documents/academic_senate/2016-2017/10-27-16/udc_members_call2016.pdf

Boyd described how there is an attempt to add more faculty to the University Diversity Council and this group is currently calling for three volunteers to join for two year terms on the Council. She called on members to circulate this call and let the Senate Officers know of names, or people who need more information. These people can contact Micelle Morris and are asked to prepare a brief one page statement of interest together with a vita.

Boyd reminded Senators to find a venue to talk to their colleagues or to get on

agendas of departments to get feedback. They might coordinate with their other college representatives to do outreach. Share the load to be seen and heard to represent the people who sent you to Senate.

5. **Standing Committee Reports.** (24:03)

A. Educational Policies and Programs Committee – Crotts.

Crotts reported that EPPC did not meet, but he warned that the honeymoon is over and items will be coming forward next week.

B. Faculty and Student Policies Committee – Meadows.

Meadows said she had nothing to add to the written report, and she asked for questions.

FASP was cancelled on October 13, 2016.

FASP Summary – October 20, 2016, ARTS room 228, 2:30 p.m.

- FPPP revision to FPPP 10.1.10 Joint Appointments passed as an introduction item.
- The Proposed EM on Workplace Abusive Conduct was discussed

C. Executive Committee – Sistrunk.

Sistrunk observed that EC had a fairly extensive single meeting and asked if he could clarify anything.

Executive Committee Synopsis Thursday, October 13, 2016, 12:30 a.m., K 103

The Executive Committee met and discussed the following issues:

- Senate Agenda (10/27/16)
- Overview of University Public Engagement – Concessions
Pilot project: Beer and Wine at Chico Performances and North State Symphony
Establishment of service procedures for special events (ie. revise EM 99-011: Campus Alcohol Policy, UPE FAQs)
- Securing Academic Spaces - door locks
- EO 1096-1097 Revised System-wide policies prohibiting discrimination
- Senate Progress/ Plans
EPPC
CSU, Chico International Bridge Program

FASP

Suggested Change to FPPP 10.1.10.a: Joint Appointments service responsibilities
New EM: Workplace Abusive Conduct
Discussion of overhaul of FPPP on evaluation of all ranks

Future work: FPPP 4.1.6, Faculty Service on Personnel Committee
FPPP 11.3.2, performance review requests

Clarify EM: 86-005: Adjunct Appointments at CSU Chico -Volunteer faculty
“adjuncts”

Questions about development and faculty input into Accessible Technology Initiative

- Searches for Provost and VP Academic Affairs and for VP Business and Finance
- Plans to combine Student Judicial Affairs and the Accessibility Resource Center under a Dean of Students position
- Graduation Initiative moneys

6. Statewide Academic Senate – Schulte/Selvester. <http://www.calstate.edu/AcadSen/> (25:17)

Boyd noted that Schulte was away today and asked Selvester to take it away. Selvester said that she will be going to the plenary meeting in Long Beach on Monday and she will miss Halloween at her house and will have her birthday down south as well. She reminded Senators that the Statewide Senate is mounting an examination of the system-wide approach to GE with Senators from the GEAC and Academic Affairs committees together with members from the Chancellor’s Office. This taskforce will probably take a year to complete their report.

A. ASCSU Resolutions & CO Responses

<http://www.calstate.edu/acadsen/Records/Resolutions/2016-2017/index.shtml>

http://www.csuchico.edu/fs/documents/academic_senate/2016-2017/10-27-16/csucor_responses_sept2016.pdf

B. Quantitative Reasoning Taskforce.

http://www.csuchico.edu/fs/documents/academic_senate/2016-2017/10-27-16/qtrf_final_report_rev_5_final.pdf

Selvester introduced this report briefly and asked Ford to comment further. She noted that the report defines quantitative reasoning. It also asked what foundational quantitative reasoning is. The report acknowledges that access to quantitative reasoning in the classroom can be an equity issue and this is one reason the report recommends four years at the high school level before arriving in college. The report also advises that a Center for Quantitative Reasoning be supported much like the Center for the Advancement of Reading which has done so much to promote literacy instruction.

Ford wanted to highlight the most controversial point of the report which is the four year quantitative reasoning requirement for high school. This was resolved by the statewide Academic Senate.

He noted that in the past the definition of passing entry level competency was to pass the ELM exam. This included passing Intermediate Algebra at Chico, and both these are somewhat dated measures. The report calls for updating these proficiency standards. He said they were not really changing very much. (A typical example is that instead of doing rational functions we do exponentials). The effort is to bring the standards into alignment with the common core state standards. The report expects fluency in entry level freshman in K-9 (Common Core State Standards) and common practice in 9-12 proficiencies. In the future our courses will require foundational proficiencies (not intermediate algebra) which

is a better definition.

This report has been forwarded to the Statewide Academic Senate that has forwarded it to the Chancellor's Office. The next step will be for the Senate to actually endorse it and begin implementation of the four recommendations:

- 1) A quantitative reasoning center
- 2) Aligning community college requirements with requirements of the CSU
- 3) Defining quantitative reasoning
- 4) Fourth year of math

Ford thought the report balances competing interests well –the math-side and the not math-side.

Boyd asked what the take-home message is for everyone.

Selvester said it will have curricular impacts in that it defines quantitative reasoning in a way that it can be found in other disciplines. This could change our curriculum.

Ford noted that the report creates a definition of exit level mastery –what is a baccalaureate level proficiency? Every major will be expected to address this in some way.

C. Other ASCSU Reports

7. Associated Students - Pratt. (33:57)

Pratt depicted the Chico Week events ahead. They will be serving pizza and water in the BMU during Halloween.

Pratt said that the Chancellor's Office memo that discussed raising tuition was sent to the California State Students Association is being disseminated widely to all kinds of different student groups. They are awaiting more information,

As regards public relations and transparency the Associated Students are working with the Orion and News and Review to provide publically accessible information about the organization. Notice of meetings 72 hours in advance, public meetings and above and beyond this. There will be a monthly state of the union report at the beginning of the month to alert people about what is coming in the month ahead.

8. Staff Council – Heileson. (36:30)

Heileson pointed to the minutes of the Staff Council that were just approved.

**Staff Council Minutes of September 13, 2016 Kendall 207/209, 8:30 am – 10:30 am
Approved October 11, 2016**

Attendance: James Aird, Brooke Banks, Sandra Barton, Rebecca Belser, Rebecca Cagle, Mario Chandrakumar, Mariam Chatila, Melissa Cheatham, Laura Cox, Joe Crotts, Nicole Davis, Tamara Fleet, Erin Forberg, Laurie Hansen, Annette Heileson, Barbara Johnson, Cindy Kelly, Kara Maas, Mike Mandry,

Lynn Maurer, Jackie McMillan, Margie Mitchell, Cari Phipps, Michael Pratt, Jené Rabo, Jen Ross, Rachelle Sousa, Erin Tarabini, Scott Taylor, Katherine Tilman, Sheryl Woodward

Absent: Katrina Cunningham, Holly Ferguson, Dana Francis, Rena Marino, Tawnie Peterson

Meeting Commence: 8:30 a.m.

I. Staff Council Chair – Annette Heileson

- a. Call to order
- b. Announcements:
 - i. Welcome/introductions
- c. Action item - Approval of meeting minutes from June 2016: approved
- d. Chair's prerogative:
 - i. President Hutchinson's listening tour – The Executive Committee is meeting with President Hutchinson later in the month to discuss the needs, wants and challenges of staff on campus. We represent staff in all capacities except for collective bargaining. If you have anything you would like us to address please contact any of the executive committee.
 - ii. Staff Council Mission & Vision Statement revision, Ad-Hoc Committee: Please contact Annette if you would like to be a part of this committee to expand on our current Mission & Vision Statement.

II. Guest Speaker: none

III. Human Resources Services – Sheryl Woodward:

- a. Working with Public Relations on a welcome back newsletter. This should be sent out in about 3 weeks.
- b. Compiled the IRP and class review data for the last fiscal year. 60 IRPs completed with a 75% approval rate and 42 class reviews completed with a 76.2% approval rate. The timeline for completion associated with both have been drastically improved upon this last year.
- c. With the new administration Sheryl has been given very close access to cabinet. When the President is done with her listening tour one of her plans is to put together a task force to talk about salary.
- d. Interim Vice President for Business & Finance Jim Hyatt has been looking into the funding for Staff Council. Sheryl met with Annette and Melanie to discuss the 2 funding needs of Staff Council. Hopefully cabinet will help out with our funding in the future.
- e. Overview of the Human Resources Service Center website: <http://www.csuchico.edu/hr/>

IV. Payroll or HRIS – Rebecca Cagle:

- a. Currently processing faculty appointments.
- b. All of the salary increases were processed over the summer. Still working on the MPP and C99 increases and those should be done by the end of the week.
- c. Everyone can see their increases and compensation and paycheck information in HR self-service.
- d. Benefits open enrollment opened September 12. Info session tomorrow, Sept. 14, 10:30-11:15 and 11:30-12:15. Open door walk in sessions on MWF from 9- 11am. Can also make appointments with benefits benefits@csuchico.edu. Open enrollment ends October 7 at noon. There is no flexibility on that deadline.
- e. HR Liaisons meeting will be October 26 or 27. Will send out more information when that date is set.

V. Associated Students – Michael Pratt, President & Tamara Fleet, Director of University

Affairs:

- a. The AS committees and councils are getting up and running. Looking for staff that might want to serve as advisors to those committees.
- b. October 24 is the date of a mass effort to register students and provide nonpartisan information about propositions. This is also the last day to register to vote in CA.
- c. Dream Center is moving forward and will be in Siskiyou. Resources and information there.
- d. Zen Den grand opening is on September 22, 2-4pm in BMU 301. This is for students but also looking to create one for staff.

VI. Academic Senate – Joe Crotts:

- a. Senate began the 2016-2017 AY on September 1 with a retreat focusing on shared governance. First regular meeting is September 15.
- b. Graduation Initiative Plan originates from the Chancellor’s Office and entails reducing the time to graduate and eliminating the achievement gap between underrepresented students and the remaining student body.
- c. EO 1071: Delegation of Authority to Approve Subprograms (Options, Concentrations, Special Emphases) and Minors. This was revised September 7, 2016 and the Chancellor’s Office is asking for feedback by October 15. Concerns over the proposed revisions have been discussed in EPPC on September 8 and the Executive Committee on September 9. Proposed changes to Executive Order 1071:
 - i. Subprograms must require less than half the discipline-related credits in degree major programs.
 - ii. New subprograms must be proposed to the Chancellor’s Office and receive confirmation of policy compliance prior to implementation.
 - iii. Self-support concentration proposals must include a detailed cost recovery budget.

VII. Office of the President – Brooke Banks:

- a. The President’s Listening Tour is about half way through the 100 day timeline. A report of the first 50 days will be out by the end of the month. An on-line survey was sent out to provide feedback. Currently, there is a group analyzing the survey data.
- b. The searches for Provost and Vice President for Business & Finance are starting now and will be about 3 weeks apart. The candidates will come to campus in late January/early February.
- c. Preparing for the fall reception this Friday, September

16. VIII. Standing Committee Reports

- a. Ways & Means – Rachelle Sousa
 - i. Nothing to report
- b. Staff Recognition – Melissa Cheatham
 - i. Committee will be meeting in the next few weeks to go over the applications for the Fall Staff Academic Award. The recipient will be announced at the October meeting.
- c. Service Projects – Cindy Kelly
 - i. Fall Staff & Faculty Art Show information: 9/26/16 – 11/3/16 show dates, 11/3/16 Reception 4:30-5:30. Art will be on display during Chico Experience Week. Artists can bring their pieces in early if that works best. You could also donate your piece for the UNCP raffle. At the reception you can bid on auction items. Please inform artists of the new wire hanging for their pieces.
 - ii. University’s Needy Children Program – Working on revising the family form. Donation letters will be sent out to businesses by the end of the month. This

fundraises for the grocery gift certificates for all the families. Family forms will go out to campus in October. Mark your calendar for December 7, 5-6pm at the University Farm Pavilion for the UNCP Reception. Sandra Barton comments that the Theater Department is always looking for opportunities to perform so they might be an option for entertainment at the reception.

d. Governance – Jene Rabo

i. 2016-2017 At Large openings on Staff Council – 3 openings.

ii. Action Item (With James Aird, former Governance Chair): Proposal to change the Staff Council bylaws. The change adds a constituency group 4 (MPPs) to the current definition of membership. Discussion took place over allowing a limited number of MPPs on Staff Council. Council votes unanimously to include MPPs in the Staff Council by-law definition of Staff Council constituency.

iii. Area lists will be sent out in the next weeks for updating.

IX. Executive Committee business/new Staff Council business/office reports

a. Dutch flower bulb fundraiser- please share the link. Bulbs are mailed directly and are 100% guaranteed. This is an easy fundraising opportunity for Staff Council.

b. Upcoming athletics events for Staff/Faculty – Women’s volleyball this Saturday, September 17 at 7pm. Next is men’s and women’s soccer games.

c. Relay for Life team participation 2017 – any help is appreciated!

d. Blood Drive: October 10 & 11, BMU Auditorium

e. Annual Halloween Costume Contest – looking for a different way to vote other than through the Facebook page. If you have suggestions please contact Melanie.

f. Melanie is working on a consistent Staff Council Newsletter.

g. Melanie and Rachelle attended a first generation faculty & staff association meeting.

h. Staff Council group photo will be taken at the October meeting.

X. Intent to raise question:

a. Introduction item: Potential addition of two Ex-Officio seats to Staff Council (AS Administration and Research Foundation Administration). Discussion on the role of the Ex-Officio members. Do we need AS Administration since we already have AS President? It would be more of a business level report as opposed to the student related report that the AS President provides.

XI. Adjournment: 10:10 a.m.

9. University Report - Hutchinson/ Ward.(36:45)

A. Hutchinson Listening Tour

http://www.csuchico.edu/fs/documents/academic_senate/2016-2017/10-27-16/hutchinson_listening_tour_update.pdf

President Hutchinson gave an update on the success of Preview Day (last Saturday October 22). She said over 1500 students and their families attended. She thanked faculty and staff who participated and noticed that the BMU was a buzz with activity. She had many parents share what a wonderful day they had. She said that students had told her we were distinguished by our welcome.

There was another opening for the ARTS building particularly for the community and she gave kudos to Dean Knight and HFA faculty for their outreach.

She also attended the Moonlight Campus Safety Walk this week with some 60 other. As Vice President Calandrella said, we have been doing this for 12 years, but in the last 3 we have seen fewer and fewer causes for concern.

She expressed her admiration for the BlackLives Matter Teachin and the work of Tracy Butts and reminded everyone that the conversations could be viewed on the RESP website.

She also reminded everyone to fill out the survey if they have not since she is on the 75th day of her listening tour. She encouraged people to fill out the survey as often as they liked or to send private email. She asked for suggestions about groups people think she should meet with.

She finally commended the meeting she attended with the Butte County Office of Education to consider how the Promise Programs to influence K-12 children in our service region to prepare for college might impact our own work.

B. Ward (39:49)

Ward announced that on March 3, 2017, President Hutchinson would be formally inaugurated as President of C.S.U. Chico.

Hutchinson explained that this inauguration was not supposed to be another party for the President. It is an important traditional symbol of transition of an institution and faculty can be deeply involved (in regalia) as we think about how to position this institution for the future. This is an Investiture of Office that can help us remember the important values we hold and that unite our institution in shared purpose and tradition. It can also bring folks like alumni and benefactors from outside in to share our celebration.

The Chancellor will appear, Presidents from around the system, people from out of state to come together and celebrate our commitment. This can help to build student scholarships and opportunities. It can serve as an opportunity to express ourselves.

10. Proposed EM on Grant Related/Specially Funded Instructional Faculty Classification Policy – FASP- Action Item. (42:14)

http://www.csuchico.edu/fs/documents/academic_senate/2016-2017/10-6-16/em_grant_related_instructional_facultyv3_clean.pdf

A. Supporting Document: HR 2005-37 Grant-Related/Specially-Funded Instructional Faculty Classification http://www.csuchico.edu/fs/documents/academic_senate/2016-2017/10-6-16/grif_hr2005-37.pdf

Meadows oved the proposed EM and gave background information about it. Grant funded are a special category within the CSU. It is targeted toward high performing faculty (who are associated with bringing in large moneys) who can earn additional compensation funded through non state funding. System wide policy HR2005 called for the creation of local policies to garner these kind of positions and we have not done this yet. She noted that we are eleven years behind in

establishing our campus policy.

Cross repeated that he had only found one other fairly old example of this type of award at Chico.

Action Item - Passed

11. Revision to EM 98-011: Statement on Final Exams – FASP Action Item. (43:58)

STATEMENT ON FINAL EXAMS

Because of continuing complaints from students and because of our responsibility to meet requirements in regard to the number of instructional days in a semester as well as the number of workdays in an academic year, the University will rigorously enforce the final examination policy beginning with the current semester. The policy on final examinations is that all classes are required to meet for one two hour period during finals week for instruction or examination. Faculty are required to give final examinations at the time and place scheduled, normally specified in the schedule of courses. For fully online courses, the course must be active during finals week for instruction or examination. Requests for exceptions to this policy must be in writing and approved in advance by the department chair and by the college dean. Failure to conform to this policy may result in a letter of reprimand or formal discipline, depending upon the circumstances.

A closely related matter is the Academic Senate's resolution [INSERT DATE OF SENATE RESOLUTION] that faculty are advised not to use the last week of classes for examinations unless there is no scheduled examination during the week of final exams (~~e.g., laboratory classes have no final examination time scheduled because the classes do not meet during finals week~~).

Another policy which may warrant a reminder in this context is FPPP ~~4-13~~ 1.1.14 which states: "A faculty member must report to his/her department chair any absence from a scheduled responsibility (e.g., a class, an office hour, or a meeting of a campus committee of which she/he is a member). This notice must precede the absence if at all possible. The notice will include the reason for the absence and efforts which are planned to mitigate the effect of the absence (e.g., substitutes, make-ups). If the reason for the absence includes external income- or compensation-producing activities, a potential conflict occurs."~~(see Section 2.3.4).~~"

~~I request your careful observation of these policies and of the Academic Senate resolution as we continue to focus on serving the educational needs of our students.~~

Meadows moved the revision to this EM. She reminded everyone that she had hoped to find the date of the Senate resolution that is referenced in this policy in capitals and brackets, but the resolution cannot be found.

Boyd thought we could add the reference as editorial if we find the document, or remove it if it cannot be found.

Action Item - Passed

12. Revision of FPPP 5.1.3.u: Hiring – Tenure Track (Probationary) Faculty (Procedures) –

FASP Action Item. (46:08)

FPPP 5.1.3.u Once a candidate has accepted an offer, the appropriate Dean will send an appointment letter. As much as possible, appointment letters shall follow a standardized format, and must contain in their bodies or, as appropriate, as attachments/enclosures.

- 5.1.3.u.1 an assignment to a specific academic department or equivalent;
- 5.1.3.u.2 the granting of any service credit, including the specific year(s) and credited evidence of prior professional development; and
- ~~5.1.3.u.3 deadlines for the first year's evaluation (periodic evaluation or performance review) cycle;~~
- ~~5.1.3.u.4 criteria to be used in the first year's periodic evaluation or performance review;~~
- ~~5.1.3.u.5 the procedures to be used in the first year's periodic evaluation or performance review; and~~
- 5.1.3.u.6 3 other details as specified in CBA Article 12.2.

Meadows explained that Faculty Affairs found that requiring appointment letters to contain all the criteria and procedures listed here is not often possible as the RTP calendar has often not been determined yet and department RTP guidelines have not been approved. The CBA 12.2 provides a fourteen day deadline for the new faculty to meet with their department Chair to provide this information and it is not really available before then.

Crotts noted that the candidate gets this reference from the FPPP when they are hired.

Action Item – Passed.

13. Revision to FPPP 11.1: Evaluation of Tenured Faculty – FASP -Action Item. (47:58)

FPPP11.1: Evaluation of Tenured Faculty - ~~Periodic~~ Performance Reviews for Promotion

11.1.1 Tenured faculty (1) not eligible for an SSI or (2) having served four years at the same rank normally will be reviewed annually for promotion unless the individual requests in writing that the review not take place in a particular academic year. (See CBA, Article 14.3.)

11.1.2 Promotion of Tenured Faculty will follow the provisions under 10.3, Evaluation of Probationary Faculty – Performance Review Process

Meadows moved the revision to the FPPP and confessed that this change corrected a mistake made during the FPPP renewal project that wrongly named the Performance Review that associate professors go through to be promoted full professors as a Periodic Review. A line was added to guide the review process more clearly.

Action Item –Passed.

14. Revision to FPPP 13.1.4.c: Leaves without Pay – FASP – Action Item. (49:07)

FPPP 13.1.4 Leaving From and Returning to the University – Faculty Leaves – Leaves Without Pay

13.1.4.a Leaves Without Pay – Personal Leaves of Absence Without Pay (Please see CBA, Articles 22.8 - 22.23).

13.1.4.b Leaves Without Pay – Professional Leaves of Absence Without Pay (Please see CBA, Articles 22.24 - 22.27).

13.1.4.c Leaves Without Pay – Eligibility and Approval for Leaves of Absence Without Pay

13.1.4.c.1 An application for a Leave of Absence without Pay shall be submitted by the applicant to the Department Chair. Application forms are available in the appropriate College Office and the Faculty Affairs forms website. The application for any given term must be submitted ~~before the deadline set by the Office of the Provost.~~ 30 days before classes begin for the semester in which leave is being requested. The President may waive the required notice period.

Meadows moved the last revision to the FPPP and explained that the Provost's office never sets deadlines for these leaves without pay as there are many reasons that people take them. The thirty days was decided and the President's ability to waive this will allow for the accommodation of emergencies.

Ford noted that if a faculty member submitted an application 30 days before August 23, there would not be a leaves committee to grant it to them. How would such a case be handled?

Ward reiterated that the application would come to the Provost and Faculty Affairs and the Dean. If there were leaves committee members around, they could be consulted.

Rehg wondered if such an application went to the leaves committee anyway.

Karen Von Bargen said that if the absence is a personal leave without pay, it does not go to the leaves committee. If it is a professional leave of absence without pay, it does need a personnel committee signature. She explained that if faculty are not available to consult, there can be email communication between someone on the personnel committee (hopefully the Chair), the Dean and then the Provost.

Action Item – Passed

Meadows noted that this was the first time in many years that FASP had passed Action Items before EPPC.

15. Proposed New Undergraduate Certificate Program: Certificate in Interreligious and Intercultural Relations –EPPC – Action Item. (53:32)

http://www.csuchico.edu/fs/documents/academic_senate/2016-2017/10-6-16/certificate_interreligious_and_intercultural_relations.pdf.

Crotts moved the Certificate as an Action item. The challenge of understanding other people from an inter religious perspective is receiving growing attention nationally. The program aims to compliment rather than replace a student's chosen area of study and can add to work they may have done in their major, or General Education courses. It will enrich their experience in their regular courses and allow them to navigate the diversity of perspectives they will encounter in real world settings. There are 12 different departments involved in offering this certificate. When this certificate is approved, we will be the first public university to offer this possibility nationally.

Crotts introduced Kate McCarthy, Chair of the Department of Comparative Religions and Humanities. Kate McCarthy emphasized that this is an emerging programmatic discipline across the country and that we would be the first public institution to lead in this way.

She repeated some of the distinctions of the program:

- 1) In comparison with the major, this certificate is more practically oriented and civically engaged.
- 2) The certificate is truly interdisciplinary
- 3) The program is held together the development of religious literacy goals (SLOs).

There is an upper division course as well as an internship class that has actual curriculum around interfaith problems. Inter religious also means non-religious ideologies.

She said a Ucourse she is currently teaching has already successfully facilitated an interfaith dinner, in which the students concentrated the entire program on the issue of polarization in American communities. It was an extraordinary success.

Action Item – Passed.

16. Ask the Administrator. (58:31)

Boyd said people could send her burning questions, if they had them.

17. Other. (59:01)

Hutchinson reminded everyone that the University Budget Committee will meet on December 8 at 2:30. She was appreciative that we moved the date back to accommodate the news that will be coming from the Board of Trustees meeting on November 15-17. This meeting will provide a lot of conversation on next year's budget. She reminded everyone that it is an open meeting and she hoped many would attend.

Crotts asked about rumors that the state was already heading for an economic downturn. Is there any planning about this?

Hutchinson said that we are waiting for the Trustees reports, but she thought there is a recession on the horizon. The CSU seems to go through two or three year cycles, but it will be illuminating to hear what the governor will report. She said we will know better after November 17 and we will know better how to approach our requests for 2017/18.

18. Adjourn.(1:01:36)
Meeting adjourned at 3:32 p.m.

Respectfully submitted,

Tim Sistrunk, Secretary