
California State University, Chico



Academic Senate, Zip 020
530.898-6201

Faculty and Student Policies Committee Meeting Minutes

TO: Faculty and Student Policies Committee
FROM: Jennifer Underwood, Chair and Trevor Guthrie (secretary)
DATE: December 2, 2019
SUBJECT: FASP MEETING MINUTES – November 21st 2:30, ARTS 228

1. Approve minutes of 11/14/19
 - a. The minutes of 11/14/19 were amended, corrections made, and approved
2. Approve today's agenda
 - a. Amendments suggested and approved –
 - i. move announcements to #3
 - ii. add a specific item, AS 3403 to Other, information item to be led by Betsy Boyd
3. Announcements
 - a. Congratulations to Betsy Boyd for her promotion to tenure!
4. [Amendments to FPPP 2.0](#) – Introduction item
 - a. Voted and approved as an introduction item
 - b. Discussion:
 - i. -2.1
 1. Together we can foster a climate that acknowledges and celebrates the differences that define who we are.
 - ii. 2.4.2
 1. Chico State's Affirmative Action Plan has been designed to bring people of all genders,...
 - iii. 2.5
 1. For faculty employees?, that process is the Grievance Procedure, Article 10 and 16, of the Unit 3 CBA and EO 1096,.

FPPP proposed amendments [in response to RTP Observations from 2018-19 from Provost Larson - FPPP AY 19-20](#)

5. Amendments to FPPP 5.0.1 – Introduction item
 - a. Voted and approved as an introduction item
 - b. Discussion:
 - i. **5.0.1** Each new faculty unit employee shall be provided no later than 14 days after the start of the semester with written notification of the

Commented [A1]: Is this sentence necessary, is it redundant?

Commented [A2]: Search for <https://www.csuchico.edu/hr/eodr/> - change link to CBA? Remove references to AAP or just redundancy?

Commented [A3]: Keep faculty or is this assumed based on FPPP for faculty.

Commented [A4]: Be more clear with second sentence. Refer to CBA language? 12.2 – provides diff't timelines for new faculty: written notification of evaluation criteria 14 days after the start of the quarter/semester. CBA 15.3 – Evaluation criteria and procedures shall be made available ...no later than 14 days after the first day of instruction of the academic term. Research to address clarity in deadlines. (sub. Doc for action).

evaluation criteria and procedures in effect at the time of his/her initial appointment.

ii. [CBA 12.2](#) (Appointment) –

1. “Each new faculty unit employee shall be advised no later than fourteen (14) days after the start of the quarter/semester where on campus a summary of the CSU benefits program is available. Each new faculty unit employee shall also be provided no later than fourteen (14) days after the start of the quarter/semester with written notification of the evaluation criteria and procedures in effect at the time of his/her initial appointment. In addition, pursuant to provision 15.3, the faculty unit employee shall be advised of any changes to those criteria and procedures prior to the commencement of the evaluation process.”

iii. [CBA 15.3](#) (Evaluation) –

1. Evaluation criteria and procedures shall be made available to the faculty unit employee no later than 14 days after the first day of instruction of the academic term. Evaluation criteria and procedures shall be made available to the evaluation committee and the academic administrators prior to the commencement of the evaluation process. Once the evaluation process has begun, there shall be no changes in criteria and procedures used to evaluate the faculty unit employee during the evaluation process. Faculty members teaching online are subject to all the rights and conditions set out in Article 15 and applicable campus evaluation policies. The collection and use of online course quantitative data for evaluation purposes shall only occur when required in campus evaluation policies and procedures.

6. [Amendments to FPPP 10.1.11](#) – ~~Action-Introduction~~ item

- a. Amended agenda for this to be an introduction item – some confusion about this item on the agenda as an action item. After a discussion, including clarifying that this was not in the minutes of 11/14/19 as an action item, a motion was put forward to discuss as an introduction item, voted on and approved.
- b. FPPP 10.1.11 was approved as an introduction item. For consistency, for summer and fall appointments, period of review will begin on May 31st as opposed to the last academic day of the spring semester. A motion was put forward to suspend the rules and discuss as an action item, voted on and approved. Discussion followed, agreed upon and passed as an action item.

A motion was put forward to amend the agenda to address each of the FPPP suggested changes as separate introduction items, individually to aid in clarity. The motion was seconded, voted on and approved. The agenda was amended to reflect these changes.

7. Amendments to FPPP 10.5.3 – Introduction item

- a. FPPP 10.5.3 was approved as an introduction item. As changes were made in regard to the referenced 10.3.4 ([FPPP 2018-2019](#)) and this reference is no longer valid, the change was suggested to amend the reference to 10.3.3 ([FPPP 2019-2020](#)). A motion was put forward to suspend the rules and discuss as an action item, voted on and approved. Discussion followed, agreed upon and passed as an action item.

8. Amendments to FPPP 13.4.1.a – Introduction item

- a. FPPP 13.4.1.a was approved as an introduction item. As written with strikeout for suggested change: “Emeritus status may be granted to any academic, administrative, or instructional ~~faculty staff~~ member...” A motion was put forward

to suspend the rules and discuss as an action item, voted on and approved.
Discussion followed, agreed upon and passed as an action item.

9. Syllabus Policy subcommittee – Discussion item

- a. An information gathering discussion led by Lara Sparks (FASP representative on the Syllabus Policy subcommittee of EPPC). Discussed parameters of a syllabus policy, if a policy were to be implemented. Some concern of instructor autonomy; an [accessible syllabus template](#) is available; whether or not to provide schedule of coursework for the semester, beyond weighted allocations; concern over consistency of updated syllabus information with Blackboard and other provided student resources for a course; mode of delivery, digital/hard copy; knowledge of accessible syllabus template amongst the faculty, this seemed to be fairly unknown by many. Are new faculty made aware of this document?

10. Subcommittee Updates – Discussion item

- a. Campus Climate Survey
 - i. Have met and are continuing to discuss a plan of action.
- b. FPPP RTP
 - i. Continuing to meet and work on suggested changes from Provost Larson
- c. EMEDC
 - i. Met and had an involved discussion to establish clarity of charge of subcommittee. Need additional information prior to moving forward. Will address concerns with Executive Committee.
- d. Digital Learning Policy
 - i. Met and are moving forward

11. Other

- a. AS 3403 first reading of CSU Academic Senate resolution on Ethnic Studies requirement - Information item
 - i. Discussion led by Betsy Boyd regarding the recommended implementation of an ethnic studies system requirement.

12. Adjourn

Links to: [Academic Senate](#)
[Current Executive Memoranda](#)
[The FPPP](#)
[The CBA](#)
[The Constitution of the Faculty](#)
[Student Conduct Rights and Responsibilities, Campus Policies](#)