

FASP Minutes
Oct 22, 2015
California State University, Chico
Academic Senate, Zip 020
530.898-6201

Faculty and Student Policies Committee Minutes

Faculty and Student Policies Committee
Meeting from October 22, 2015
2:30 p.m., Kendall 209

Present: Finney, Gray, Hennessey, Livingston, Meadows, McLemore, Peterson,
Ponarul, Pratt, Ratekin, Rehg, Scholz (Sistrunk), Schulte, Seastrom, Sistrunk,
Stapledon (Ponarul), Thompson (Livingston), Traver, Wilking

Absent: Bordin, Root

Guest(s): Mark Hendricks, Katie Silliman

Call to Order: 2:30 pm, Chair Meadows presiding.

1) Approve minutes of 10/08/15
Minutes approved.

2) Approve today's agenda
Approved

3) Announcements

- Secretary for today's meeting is Jeff Livingston.
- Meeting today must end by 3:50.

4) Policy for Official Communication with Employees via Electronic Mail – Action Item

Sistrunk proposed an amendment under "Expectations of e-mail account holders"; adding a sentence to this paragraph:

Subject to the terms of their appointment (e.g. AY vs. 12 month), university e-mail account holders are expected to check their e-mail frequently to determine if they have received official university communications. Non-exempt employees are only expected to check their email during work hours. Account holders are responsible for recognizing that certain communications may be time-critical. Legal notifications requiring an employee's response that have legal significance to that employee shall not be communicated solely by

email.

Vote: the amendment passed by acclamation (Sistrunk motion; Livingston second)

Vote: Policy passed by acclamation

5) Proposed EM on Appointment, Evaluation and Support of Department Chairs, Directors and Unit Program Coordinators – Action Item

- The committee agreed to adopt for consideration a substitute document that Chair Meadows forwarded prior to meeting (Sistrunk motion; Livingston second)

- Hennessey reported feedback from other deans:
 - a) all deans want a voice for lecturers in selection of department chairs
general preference against proportional voting (difficult implementation issues involved)

favor votes for lecturers with 3-year contract and 1.0 appointments

b) all but one dean agreed that deans should stay out of selection process for department chairs

all agreed, however, that there must be mechanism to remove chairs due to malfeasance or incompetence

- Much committee discussion followed, focusing on:
 - a) proportional voting for lecturers depending on amount of work assigned

 - b) Fresno State arbitration decision that determined lecturers are faculty and therefore should vote for department chairs

Vote: The committee voted to postpone action on the item until next FASP meeting (Rehg motion, Ponarul second). During the interval Sistrunk will give Meadows electronic copy of Fresno State arbitration decision to all committee members.

6) Proposed EM on Responsibilities of Department Chairs, Directors and Program Coordinators of stand-alone Units – Action Item

Sistrunk proposed an amendment under “Purpose”:

~~To describe~~ **This policy describes** the responsibilities of department chairs, directors and program coordinators of stand-alone units (Appendices).

Vote: the amendment passed by acclamation (Sistrunk motion; Livingston second)

Vote: EM passed by acclamation

7) Committee Audit Update

Chair Meadows reported the following:

- Public Safety Committee has been staffed with faculty member
- Transportation Committee still seeking faculty member—if anyone aware of interested faculty please let Meadows know
- Academic Integrity Committee in some disarray and needs faculty members
- SET Committee waiting for interim provost to appoint dean as member
- Equity Council EM needs revision to avoid overlap with Diversity Committee

8) Other

Finney inquired about procedures for bringing issues to FASP. Meadows will brief her.

9) Adjourn: To everyone's sheer delight, the meeting adjourned at 3:22 pm.

Respectfully Submitted,
Jeffery C. Livingston