**Faculty Affairs Committee**

**Minutes**

Thursday, April 18, 2024

10:00 –11:30 AM

**Mathematics Department Library Room**

**Sci III Room 235**

Present: AVP Boschini, Anna Jacobsen, Mandy Rees, Maureen Rush, J.T. Chen, Kristen Gallant, and Zack Zenko

**I. Call to order**

**II. Volunteer to Take Minutes –** Anna volunteered but Zack was asked

**III. Approval of Minutes from April 4, 2024 –** Approved – Kristin, Anna

**IV. Announcements**

**V. Approval of Agenda**

**VI. Old Business**

1. 2023-2024 #26 New Department Proposal – Public Health – See attached REVISED document. Short discussion.
   1. Discussed updated document sent by Public Health and lack of Senate comments during first reading.
   2. Zack motioned to approve. Mandy seconded. However, it is important to strike the line about maintaining directorship because that conflicts with Chair, and that may not be possible if Dr. McBride is an MPP.
      1. Approved.
2. 2023-2024 #11 Academic Administrators Search and Screening – Handbook change – Finalize the resolution. Latest version (combined) attached.
   1. Discussed resolution that was approved by both committees (FAC, BPC).
   2. It was discussed that only two other Academic Senates in the CSU have addressed search committees in their handbooks.
      1. Zack moved, Anna seconded
      2. Approved.
3. 2023-24 Referral #09: Effect of Sabbatical on Assigned Time and Release Time

**Note:** This can be coupled with referral #32 Alternates for URC. We need to compose a resolution to finish this in AY23-24.

* 1. We discussed current handbook language and current practices regarding librarian liaisons (not mentioned in the handbook, but a practice of the URC). We also discussed where current WTUs are codified in some policy documents and noticed that the UPRC is granted three WTUs per year of service.
  2. Committee drafted resolution and Handbook language.
  3. We also discussed that this addresses the concerns raised by referral #32, related to alternate members. If a URC member gets awarded a sabbatical or has to leave for another reason, then the expectation is for a special election shall be run. We clarified this in the resolution.
     1. Anna moved. Maureen seconded.
     2. Committee approved.

1. Discussion on RES2324XX – Faculty Affairs initiated. This is meant to finally address the issues associated with the use of Quarters in the University Handbook’s appendix. These are noncontroversial changes that finally update the language to be in line with the semester system. Updates also are meant to be in line with the new policies and procedures related to student complaints and grievances.
   1. Zack moved. JT seconded.

**VII. New Business**

**VIII. Tabled**

1. 2023-24 Referral #02 Digitizing the Performance Review Process. Tabled. Look for draft memo to send to Faculty Affairs.

**IX. Adjourn**

1. Zack moved. Maureen seconded. Adjourned at 11:31 am.