

CFA Minutes for meeting, November 13, 2019 (prepared by M. Wund)

Present: Joe Baker, Tim Clydesdale, Linda Dempf, Deborah Hutton, Arti Joshi, Lisa LaJevic, Andy Leynes, Aigli Papantonopoulou, Martha Stella, Jane Wong, Matt Wund

Excused: Gary Feinberg, Dani Mauro

- 1) 10/23/2019 Meeting Minutes approved.
- 2) Modification of Teaching Duties charge – the campus is providing feedback on our preliminary recommendation until Friday, 11/15.
 - a. Verbal testimony from the 11/6 Senate meeting was discussed. Faculty had many of the same questions regarding the respective roles of HR and the Deans that CFA raised previously. We will request that a representative from HR attends a future CFA meeting to clarify these issues.
 - b. Electronic testimony is being accepted until 11/15.
- 3) Charges to divide the RPD into four documents, and to revise the associated timelines
 - a. The working group has met and created a plan to subdivide the current RPD, and plans to do so by our 12/11 meeting.
 - b. Information that is germane to all processes will need to be duplicated in all documents (e.g., PRC and CPTC information).
 - c. Academic Affairs has created a master calendar of all current deadlines and due dates associated with the tenure, promotion and the five-year review processes. This calendar document will be used as we revise the timelines, and eventually will be shared with all faculty and librarians.
- 4) SOSA charge – CFA is currently leading the joint CFA-SOSA effort to revise the SOSA program. Academic Affairs provided current award data for context. We discussed the costs and benefits of several potential models, and will continue the conversation at our next meeting.
- 5) Faculty Office Hours charge – The policy governing faculty office hours is due for review, and we also have a request from the Student Government Association to require adjunct faculty to hold office hours. We began discussions about adjunct office hours and general availability, and will continue the conversation at our next meeting.
- 6) Teacher-Scholar charge – The policy stipulating the definition of a “teacher-scholar” is due for review. We discussed whether such a definition would be more appropriate as part of the Identity Statement that CSPP is working on, rather than as a policy. The Chair and Vice-Chair will meet with members of CSPP to get their feedback.
- 7) Librarians RPD charge – our proposed modifications to the Librarian RPD have been sent to the Librarians, Council of Deans, and AFT Local. If approved, the changes will require an MOA.

Meeting adjourned at 2:50pm.