**Faculty Affairs Committee**

**Agenda - Minutes**

Thursday, October 19, 2023

10:00 –11:30 AM

**Mathematics Department Library Room**

**Sci III Room 235**

**Attendance:** Mónica Ayuso, Kristen Gallant, Debbie Boschini, Anna Jacobsen, Maureen Rush, Sarana Roberts (substituting for Tracey Salisbury), J.T. Chen, Sumita Sarma, Zachary Zenko.

**I. Call to order**

**II. Volunteer to Take Minutes: Mónica**

**III. Approval of Minutes from October 5, 2023: Anna, seconded by J.T.**

**IV. Announcements**

 The announcement of Dean Rodriguez’s appointment as Provost raises the

 question of whether the review of administrators should be prioritized before their

 appointment.

**V. Approval of Agenda: Anna, seconded by Sumita**

**VI. Old Business**

1. 2023-24 Referral #02 Digitizing the Performance Review Process. Comments from the Senate.
2. Three alternatives to the issue were discussed: Interfolio, Box, and Canvas.
3. The committee wants to go back to the findings of the taskforce that investigated this issue.
4. The committee wants to know whether the taskforce considered Canvas as a repository for files.
5. If so, why was Canvas ruled out, considering that most professors and staff are familiar with Canvas, that Canvas is already in use, and that a pilot study of Canvas would be quite easy to conduct and cost efficient.
6. The committee would also want to know exactly what the shortcomings of Box are.
7. 2023-24 Referral #10: Standing Committee — Bylaws Change Section IV – comments from the Senate were shared, namely, if the name of the nominator should be forwarded with that of the nominee. It was discussed that we should allow for anonymous nominations.

1. 2023-24 Referral #12: Three-Year Lecturers and PTR Committee - **Handbook Change –** comments from the Senate. Committee discussed changes unrelated to the original proposed language changes. Concern about existing language regarding notification by an October deadline in section 306.3.e. This section was discussed and reviewed. Changes were suggested to remove the October deadline date, but to maintain the language stating that PTR reviews occur during the fall cycle. Some questions remained about the final sentence of this section regarding librarian DIPLs. Even if this language is needed, it does not belong in this section.
2. 2023-24 Referral #17: Option to Retreat Policy – **Handbook Change** was discussed because the Handbook needs to match CSU policy. Suggested language change— “retreat rights” to “option to retreat.” Document attached.

**VIII. New Business**

**IX. Tabled**

**X. Adjourn The Meeting adjourned at 11:34**