

## FPPC MEETING MINUTES

October 4, 2024

12:30-2:30PM

Present: Leslie Andersen (LA), Estella Chizhik (EC), Erlyana Erlyana (EE), Barbara LeMaster (BL, Chair), Jamie Lee Tran (JLT), Panadda (Nim) Marayong (PM), Anna Ortiz (AO), Patricia Perez (PP), Ted Stankowich (TS), Lily House Peters (LHP) substitute, Rick Reese

Not Present: Kelly Janousek (KJ), CLA Representative #2

**Approval of the meeting agenda. m/s/p**

**Approval of September 27, 2024 meeting minutes. m/s/p**

### Chair's Report:

- The Academic Senate Chair updated that FPPC can work on the given charges in any order that the Council decides on and makes the recommendations to the Senate. BL presented a suggested order of priorities as listed on the agenda. This list of topics below was provided in the request from Academic Senate Executive Committee with no recommendation of the order in which FPPC takes up topics.

### OLD BUSINESS:

1. **ELECTIONS – Vice Chair, Secretary**
  - a. **Vice Chair:** Erlyana Erlyana (EE) was nominated and accepted the nomination. **m/s/p unanimously**
  - b. **Secretary:** Panadda (Nim) Marayong (PM) was nominated and accepted the nomination to serve during the fall 2024 semester, noted that another member needs to be elected in spring 2025 as PM will be on sabbatical. **m/s/p unanimously**
2. **Committee decision** – The following is FPPC charge given by the Academic Senate for the 2024-2025 academic year.
  - a. Review of SPOT instrument
  - b. Updating the Faculty Athletics Representative (FAR) Policy (PS 95-02)
  - c. Review copyright and patent policy
  - d. Writing a T/TT hiring policy that incorporates the equity in hiring guidelines

The Council discussed these items and came up with action items and priorities summarized under the respective agenda items below (the list does not reflect the exact order of discussion on the topics). SPOT policy generated a lot of discussion and feedback and was suggested for higher priority.

LA: Recommends FPPC to protest some of these items, such as SPOT, since the Council already provided its recommendations last year.

BL agrees with EE: The Council can work on these items simultaneously while waiting for information from different constituents on specific items.

### **3. Faculty Athletics Representative (FAR) Policy**

BL: Received suggested edits from Brenda Vogel (current NCAA Faculty Athletic Representative) to eliminate FAR terms and term limits to bring the policy in line with the other Big West Conference members and with the recommendation of the NCAA and FARA. The term limits would be replaced with an annual review by the President and that process will be included in the job description. The Committee on Athletics' role in soliciting and evaluating applications for a new FAR from faculty will remain unchanged.

BL: Academic Senate suggested adding President or designee.

PP: Concerned about eliminating the term limit that the FAR could stay in the position indefinitely.

PM: Noted the lack of details on the Committee on Athletics and eligibility criteria of the faculty who can serve as the FAR. EE clarified that the Committee on Athletics is defined in the rest of the policy as posted on the AS website.

BL to get additional information on the NCAA guidelines, and reach out to Brenda Vogel for an invitation to come to a FPPC meeting in the future.

### **4. Faculty Hiring policy with a DEIA lens**

BL: Academic Senate (AS) Chair may provide an expanded charge on faculty hiring policy that will include full-time lecturer hiring.

EE: Will the document be worked on by the working group to bring back to the Council as before or the Council to work on this together? BL indicated that she prefers that the Council works together on the draft developed by the working group last year to minimize overburdening members outside of FPPC meeting time.

### **5. Intellectual Property, Copyright and Patent policy/policies**

LA: Last year FPPC asked the AS Executive Committee to ask ORED to draft guidelines for the Bayh-Dole Act compliance as she doesn't think it is the responsibility of FPPC. The IP/Copyright policies can adopt the policy that was previously developed and approved by the Senate several years ago.

BL: AS Chair indicated that FPPC has the authority to revise the policies and request information from ORED directly.

## 6. SPOT

LA: The FPPC's recommendation from last AY was for the AS Executive Committee to establish a dedicated task force at the university level to take up the issue. Literature indicates that best practice is to not pick/choose certain questions as suggested by AS Executive Committee and rather adopting a tested instrument as a whole. Additionally, the old question bank used in the current SPOT no longer exists. New sets of survey items from the University of Iowa were provided in the FPPC's report to the AS Exec last year.

BL: FPPC's charge gives the Council purview to call for a subcommittee to work on SPOT.

A few members asked for some clarifications on the tasks on SPOT asked by AS. The Council revisited the policy 17-05 Student Evaluation of Teaching to clarify FPPC's role, for which it states *"The Faculty Personnel Policy Council (FPPC) shall select the common items from nationally recognized, valid, and reliable item pools. The FPPC is responsible for creating instructions for using the instrument, items, and/or item banks. FPPC should review the instrument and the item pool every five years and report review outcomes to the Academic Senate."*

EE: the policy allows colleges to add their own items, but we need to check with ATS regarding the implementation. PP added that each department has their own questions at her previous institution. LA added that last year ATS provided some statistics on the response rates and told us that adding specific questions to the SPOT is doable. AO suggested asking someone from ATS to meet with FPPC. A few names were suggested: Shariq Ahmed, Dave Scozzaro, Trixie Ramoso.

AO: It will be a great service to the faculty to have equity-based faculty evaluation. Faculty members in her college have expressed biases in SPOT evaluation based on their demographic characteristics. Low response rate amplifies the bias issues even more.

JLT: Good to know that the policy allows for departments/programs to add their own items. It will be beneficial for clinical faculty to add other questions that are more appropriate for their discipline/practice. We should also look into what other CSU/universities have done for SPOT.

EC: Suggested that since SPOT item generated the most discussion, the order of priority its discussion by FPPC should be reconsidered. She also asked whether SPOT needs to be adjusted in response to the new RTP policy. BL added that, even though SPOT is still required (per CBA requirement for student opinion survey/perception of teaching effectiveness), the new RTP policy places less weight on SPOT. How SPOT should be used specifically should be reflected in the college/department RTP policies. PP added that

the deadline for revised college RTP policies is December 2nd and in May for departments to work on their department RTP policy.

BL: Brought up FPPC's discussion from last AY to seek feedback on SPOT instrument from Faculty Councils of each college and suggested that FPPC can still do this. LA shared the documents on SPOT discussion and questions for Faculty Councils that were discussed last year. The Council discussed how to implement this.

EE: We need to define the process of how to collect and process faculty feedback. Some guidelines should be given to Faculty Councils and be specific to that the feedback should be on the SPOT instrument.

AO: Suggested using open-ended feedback with a 1-page limit. Faculty Councils can solicit feedback from their college and provide the summary to FPPC. PM suggested specifying font size and spacing also in the guidelines.

EC: The guidelines should not be too restrictive since we want to allow faculty to raise their concerns and provide feedback.

Action item: BL to draft the guidelines for SPOT feedback to be sent to Faculty Councils for FPPC to review at the next meeting.

Meeting adjourned at 2:15pm.

Minutes prepared and submitted by Nim Marayong  
Approved 10-18-2024