

Faculty Policies Committee  
Minutes of the Meeting of Nov. 16, 2016  
*Approved: Dec. 7, 2016*

**Call to Order:**

The Chair called the meeting to order at 1:09pm

**Roll Call:**

*Roll was taken*

**Voting Members Present:** Boulgarides, Cyrenne, Ives, Smith, Wang, Zeigler

**Absent:** Kochis

**Non-Voting/Ex-Officio Members Present:** Lilly

**Absent:** Heather, Hurley

**Open Forum**

The request to submit driver's licenses when driving on Sac State business was discussed.

**Approval of the Agenda and Minutes:** The agenda and the minutes of Nov. 2 were unanimously approved.

**Update from Chair**

The Chair advised the committee that the UARTP committee does not yet have a Chair. The Department Chair Policy, referred to that committee has not yet been submitted back to Executive. The Chair will follow up.

**Liaisons and Sub-committee members**

- Center for Teaching and Learning [Lois Boulgarides]\*
- Pedagogy Enhancement Awards Subcommittee [Ta-Chen Wang]
- Visiting Scholars Subcommittee [Sarah Ives]
  - Approval of new procedures and budget.
- Lifetime Achievement Award for Community Service Selection Committee
  - Currently suspended
- Livingston Annual Faculty Lecturer Committee [Gerri Smith]
- Exceptional Assigned Time Committee [Lois Boulgarides]\*

**Next?**

In order to make a decision where to focus our efforts, we discussed finding out more information about Email Privacy policies and Bullying policies currently in place at other institutions. Lilly and Smith brought forth policies in place at other campuses, a PPT presentation available through our HR, and policies regarding student conduct.

Boulgarides brought forth a CSU policy where no emails are private and information on Use & Liability clauses. Wang brought forth information about IT records retention in Economics. We

discussed if we should craft a policy outlining the procedures for notifying faculty when email requests are made. Further discussion will take place with IRT.

Additional discussion addressed the scheduling policy and the enforcement of scheduling during core hours.

**Adjourned 2:30pm**