

2011-2012 Year-End Committee Report Form

Committee: Professional Standards

Chair:
Wendy Ng

Chair-Elect for 2012-2013:
Kenneth Peter
4-5562

Number of Meeting held:

0119

(Please include phone/zip/email if available)

12

Items of Business Completed 2011/2012

1. S 12-1: Office Hours Policy: Replaces S 68-8
2. S 12-2: Faculty Personnel Records: Confidentiality; Access
Amends S 73-19
3. Reviewed RTP Guidelines for SLIS

Unfinished Business Items from 2011/2012

1. Referral S 91-9: Evaluation of faculty in regards to timing of peer reviews for annual evaluations for 1-year and 3-year part-time faculty
2. Review and discuss amendments to S 98-8: Assessment language, peer review, evaluation of open source or online publications.
- 3.

New Business Items for 2012/2013

1. Work with Board of Academic Freedom and Faculty Affairs regarding current policy.

Please return to the Office of the Academic Senate (ADM 176/0024) by June 1, 2012.

SJSU PROFESSIONAL STANDARDS
AGENDA
2:00-4:00 pm, IS 117B
Monday, August 29, 3011

St	NAME	ZIP	PHONE	NAME	COLLEGE
A	Joan Merdinger	0021	42450	joan.merdinger@sjsu.edu	AVP, Faculty Affairs
B	Tamar Semerjian	0054		tamar.semerjian@sjsu.edu	CASA
C	Carol Reade	0070	41343	carol.reade@sjsu.edu	Business
D	Noni Reis	0072	43622	noni.reis@sjsu.edu	Education
E	Pat Backer	0080	43214	pat.backer@sjsu.edu	Engineering
F	Paul Kauppila	0028	808-2042	paul.kauppila@sjsu.edu	General Unit
G	Karin Brown	0096	44524	karin.brown@sjsu.edu	Humanities and the Arts
H	Marc D'Alarcao	0101	44962	marc.dalarcao@sjsu.edu	Science
I	Wendy Ng	0122	45594	wendy.ng@sjsu.edu	Social Sciences
K	S. Khan			skhan@as.sjsu.edu	Student Senator, A.S. director of faculty affairs

Committee Meeting Times Fall 2011:

- I. Welcome and Introductions
- II. Update on Last Year's Policies
 - Office Hours Policy
 - Chair Selection and Review
 - Chair Election Committee
- III. New Business
- IV. Adjourn

**Professional Standards Committee
Minutes
September 12, 2011**

Professional Standards Committee Meetings (Upcoming Dates): 9/26, 10/3, 10/24, 10/31, 11/24, 12/5

Academic Senate Meetings for Fall 2011 Semester: 9/19, 10/10, 11/24, 12/5

Attendees: Pat Backer, Karin Brown, Marc d'Alarcao, Schehrbano Khan, Natalie King (guest), Joan Merdinger, Wendy Ng (Chair), Carol Reade, Noni Reis, Tamar Semerjian

Announcements

1. Senate Executive Committee has recommended names to the President for the Search Committee for the Provost. The President wants the Committee to be representative of the many diversities we have on the campus.
2. For the Senate Meeting of September 19, 2011, one half of the scheduled time will be a Town Hall Meeting devoted to strategic planning.

Old Business

- The Office Hours policy that was approved by the Academic Senate in Spring 2011, that was not signed by the President, will be presented to UCCD at the October 2011 meeting. Associate Dean for Undergraduate Studies, Steve Branz, has offered his help with additional input from the Advising Council. The ISA Committee will also be consulted. An important issue about the original policy is the complexity of advisement and the many forms that advisement takes in departments and colleges.
- There are no current referrals regarding the Chair Selection & Review policy, F10-4, therefore no action is needed at this time.
- Chair of Professional Standards, Wendy Ng, contacted Professor Bill Meredith regarding the issues raised about the RTP Committee formation for the School of Music & Dance; the School is currently an administrative unit made up of 5 programs (Animation/Illustration, Dance, Music, TVRF, and Theatre Arts). To date, Professor Meredith has not responded to Dr. Ng.

New Business

No new business.

Issues for Professional Standards for AY 2011-2012

- Lynda Heiden has spoken to Chair Ng about including assessment into a revision of S98-8. Other topics for S98-8 revision include FERP faculty serving on

SJSU PROFESSIONAL STANDARDS
AGENDA
2:00-4:00 pm, IS 117B
Monday, September 26, 2011

St	NAME	ZIP	PHONE	NAME	COLLEGE
A	Joan Merdinger	0021	42450	joan.merdinger@sjsu.edu	AVP, Faculty Affairs
B	Tamar Semerjian	0054		tamar.semerjian@sjsu.edu	CASA
C	Carol Reade	0070	41343	carol.reade@sjsu.edu	Business
D	Noni Reis	0072	43622	noni.mendozareis@sjsu.edu	Education
E	Pat Backer	0080	43214	pat.backer@sjsu.edu	Engineering
F	Paul Kauppila	0028	808-2042	paul.kauppila@sjsu.edu	General Unit
G	Karin Brown	0096	44524	karin.brown@sjsu.edu	Humanities and the Arts
H	Marc D'Alarcao	0101	44962	marc.dalarcao@sjsu.edu	Science
I	Wendy Ng	0122	45594	wendy.ng@sjsu.edu	Social Sciences
K	S. Khan			skhan@as.sjsu.edu schehrbanokhan@gmail.com	Student Senator, A.S. director of faculty affairs

Committee Meeting Times Fall 2011: 8/30, 9/12, 9/26, 10/3, 10/24, 10/31, 10/21, 11/21
Senate Meetings Fall 2011: 9/19, 10/10, 11/14, 12/5

- I. Approval of Minutes from 9/12/11
- I. Old Business
 - Office Hours Policy: Presentation at UCCD on 10/12/11
 - School of Music and Dance and affiliated programs merger update
- II. New Business
 - Possible referral from the Board of Academic Freedom and Professional Standards
- III. Report from Executive Committee regarding policy on RSCA
- IV. Adjourn

SJSU PROFESSIONAL STANDARDS

Minutes

Septmeber 26, 2011

Attendees: Pat Backer, Marc d'Alarcao, Paul Kauppila, Joan Merdinger, Wendy Ng (Chair), Carol Reade, Noni Reis, Tamar Semerjian

- I. Approval of Minutes
 - Minutes from September 12, 2011 were approved.
- II. Old Business
 - Chair Ng will make a presentation at the UCCD meeting on Oct. 12, 2011 from 10:30 am to 12:00 pm. The meeting is open and PS committee members who are interested are welcome to attend the meeting. Chair Ng will send the council a copy of the policy that was proposed last year. A brief SWOT analysis will be conducted with the chairs and directors to highlight the relevant issues that need to be addressed in the current policy and why a change to the policy is required. This will also allow chairs and directors to provide input into the new policy.
 - Hearings are being held at O&G regarding the School of Music and Dance and affiliated programs merger. PS will not be engaging in this issue at this point.
- III. New Business
 - It is possible that a referral will be coming to this committee from the Board of Academic Freedom. Their mandate came from PS approximately 10 years ago. Recently all complaints have been investigated by Faculty Affairs. There is a concern on the BAF that complaints are not being heard by faculty peers and that perhaps there should be more involvement of faculty and the PS committee in issues that arise.
 - Paul Kauppila brought to the attention of the committee that library faculty are being asked to sign new "job descriptions" that have language pertaining to their teaching style. There are concerns regarding the implications of not signing, RTP, or of signing and being held to standards that were not part of faculty's original hiring agreements. Suggestions were made by committee members to talk to CFA representatives and the Associate Dean who has drafted these job descriptions.
 - A referral is likely coming from Lynda Heiden regarding how assessment can be included in the language of S98-8. The committee suggested that assessment can already be included in "other" activities, and that it may not need to be mentioned specifically within the S98-9 document.
- IV. Report from Executive Committee regarding policy on RSCA
 - The initial response was "WHAT?!" Generally there were concerns that too many resources would go to research and away from teaching. There were also concerns as to what the policy would do. Marc d'Alarcao suggested that release time should be allocated based on previous RSCA activity.
 - The committee decided to wait to work on this policy until after the President's strategic plan is complete to reflect the new strategic plan.
 - It was suggested that what we might work on now is the travel policy. Rather than having deans and the Provost approve national and international travel is it possible that the chair could approve travel, particularly within the country? This would reduce paper work and bureaucratic complications.
 - There was a general discussion as to where the committee wants to proceed with RSCA policies. There seemed to be general support to continue work to propose policies that promote and support RSCA activities.

V. College of Education

- There have been significant complications with the convening of RTP committees in the College of Education. Because of the relatively small number of tenured full professors it has been a challenge to populate RTP committees at various levels because of the policy restrictions.
 - COE was told that chairs cannot serve at the college level if faculty from their departments are going up for review. This was confirmed by Joan Merdinger.
 - FERPs can serve on departmental personnel and search committees, but not typically at the college or university level RTP committees.
 - One concern was that there was only one name placed on the ballot to serve on the URTP committee. Faculty Affairs is currently looking into this and determining if others can run for this committee from COE.
 - Joan Merdinger suggested that having departmental bylaws for RTP and voting practices are helpful to avoid confusion and ensure clarity in these matters.
- A related discussion ensued regarding whether SJSU policies must conform to the CSU contract. It was clear that the CSU contract would supersede the SJSU policies, but that in some cases it would be appropriate for there to be inconsistencies in the policies. Joan Merdinger strongly advocated for the position that if the policies are out of alignment, however, this opens the university up to the possibility of grievances.
- It was concluded that PS committee should look at the FERP policy in S98-8. Other issues that might be considered when reviewing S98-8 were: peer-reviewed open access journals and the inclusion of assessment.
- Chair Ng pointed out that in 13 years there have been no amendments to S98-8 and perhaps it is time to reconsider the policy.

VI. Adjourn

Respectfully submitted,

Tamar Semerjian

SJSU PROFESSIONAL STANDARDS
AGENDA
2:00-4:00 pm, IS 117B
Monday, October 31, 2011

St	NAME	ZIP	PHONE	NAME	COLLEGE
A	Joan Merdinger	0021	42450	joan.merdinger@sjsu.edu	AVP, Faculty Affairs
B	Tamar Semerjian	0054		tamar.semerjian@sjsu.edu	CASA
C	Carol Reade	0070	41343	carol.reade@sjsu.edu	Business
D	Noni Reis	0072	43622	noni.mendozareis@sjsu.edu	Education
E	Pat Backer	0080	43214	pat.backer@sjsu.edu	Engineering
F	Paul Kauppila	0028	808-2042	paul.kauppila@sjsu.edu	General Unit
G	Karin Brown	0096	44524	karin.brown@sjsu.edu	Humanities and the Arts
H	Marc D'Alarcao	0101	44962	marc.dalarcao@sjsu.edu	Science
I	Wendy Ng	0122	45594	wendy.ng@sjsu.edu	Social Sciences
K	Katie Minks			Katherine.minks@sjsu.edu	Student Senator, A.S. director of faculty affairs

Committee Meeting Times Fall 2011: 8/30, 9/12, 9/26, 10/3, 10/24, 10/31, 10/21, 11/21
Senate Meetings Fall 2011: 9/19, 10/10, 11/14, 12/5

- I. Approval of Minutes
- II. Old Business
 - Do we want to move forward on amendments to S98-8 that have to do with FERP faculty serving on committees, and tenure track faculty serving on recruitment committees to align S98-8 with what is in the current CFA contract?
 - Office Hours Policy: Please review and have comments for the meeting.
- III. New Business
 - School of Library and Information Sciences (SLIS) revised RTP document
 - Possible referral from Faculty Affairs regarding Faculty Records Policy S73-19
- IV. Adjourn

PROFESSIONAL STANDARDS COMMITTEE
October 31, 2011
Minutes

Present: Joan Merdinger, Tamar Semerjian, Carole Reade, Pat Backer, Karin Brown, Marc D'Alarcao, Wendy Ng, Katie Minks.

Absent: Noni Reis, Paul Kauppila

I. Approval of Minutes

Minutes from meeting on October 24, 2011 were approved.

II. Old Business

S-98-8

S-98-8 is currently out of compliance with the CFA contract with regard to FERP faculty and tenure track faculty eligibility to serve on committees. The new CFA contract is currently under negotiations.

Marc D'Alarcao motion: table the amendment to S-98-8 until the new contract is in place. The motion was approved unanimously.

S68-6

Pat Backer motion: maintain the expectation for two physical office hours per week.

Marc D'Alarcao: Specifying the amount of physical hours in a senate policy is unnecessary. Professors should allocate their time according to student's needs, which vary. The policy is too paternalistic and not necessarily efficient.

Joan Merdinger: three physical office hours constitute a better transition from the current requirement of five hours.

Motion approved: 5-0-3.

The committee will revise the policy to clarify issues of online instruction and add departmental authority to amend the policy according to discipline specific needs.

New Business

SLIS RTP guiltiness

The committee accepted the charge of revising the SLIS RTP guidelines.

S73-19

The committee accepted the charge of revising the policy to make it relevant, amend inaccurate titles and sexist language.

Adjourned.

SJSU PROFESSIONAL STANDARDS
 AGENDA
 2:00-4:00 pm, IS 117B
 Monday, January 30, 2012

St	NAME	ZIP	PHONE	NAME	COLLEGE
A	Joan Merdinger	0021	42450	joan.merdinger@sjsu.edu	AVP, Faculty Affairs
B	Tamar Semerjian	0054		tamar.semerjian@sjsu.edu	CASA
C	Carol Reade	0070	41343	carol.reade@sjsu.edu	Business
D	Noni Reis	0072	43622	noni.mendozareis@sjsu.edu	Education
E	Pat Backer	0080	43214	pat.backer@sjsu.edu	Engineering
F	Paul Kauppila	0028	808-2042	paul.kauppila@sjsu.edu	General Unit
G	Karin Brown	0096	44524	karin.brown@sjsu.edu	Humanities and the Arts
H	Marc D'Alarcao	0101	44962	marc.dalarcao@sjsu.edu	Science
I	Wendy Ng	0122	45594	wendy.ng@sjsu.edu	Social Sciences
K	Katherine Minks			katherine.minks@sjsu.edu	Student Senator, A.S. director of faculty affairs

Committee Meeting Times Spring 2012: 1/30, 2/6, 2/20, 2/27, 3/19, 4/2, 4/23,
 Senate Meetings Spring 2012: 2/13, 3/12, 4/16, 5/7, 5/14

- I. Approval of Minutes
- II. Old Business
 - Office Hours Policy
 - Revision of S73-19
 - Referral PS F11-2: Audio/video recording by students in class
- IV. Adjourn

PS Committee Minutes
January 30, 2012

Present: Merdinger, Backer, Ng, Minks, Brown, Kauppila, Semerjian, Reade

Late, but Present: d'Alarcao

1. Approval of Minutes: There were no minutes from the last meeting of November 21, 2011.

2. Old Business

- Office Hours Policy: Policy recommendation from the last Senate meeting is being carried over to the February Senate meeting.
- Revision to S73-19: Policy needs to be re-worked and presented to the Senate; use mark-up version to show what's being changed due to the CSU audit. No financial impact.
- Taping of classes: Committee felt this was more of an ISA issue and PS chair will communicate to ISA chair that PS wants ISA to take the lead on this.

3. Other Business/Announcements

- Pat Backer showed an email sent from Dennis Jaehne/Undergraduate Studies regarding including assessment language into letters of appointment for new faculty hires. Memo said that UGS recommendations to change S98-8 policy were rebuffed by PS.
- Senate Retreat is on Friday, February 3. Topic will be on Globalization. Tentative Agenda was passed around.

Respectfully Submitted,

Wendy Ng

SJSU PROFESSIONAL STANDARDS
 AGENDA
 2:00-4:00 pm, IS 117B
 Monday, February 6, 2012

St	NAME	ZIP	PHONE	NAME	COLLEGE
A	Joan Merdinger	0021	42450	joan.merdinger@sjsu.edu	AVP, Faculty Affairs
B	Tamar Semerjian	0054		tamar.semerjian@sjsu.edu	CASA
C	Carol Reade	0070	41343	carol.reade@sjsu.edu	Business
D	Noni Reis	0072	43622	noni.mendozareis@sjsu.edu	Education
E	Pat Backer	0080	43214	pat.backer@sjsu.edu	Engineering
F	Paul Kauppila	0028	808-2042	paul.kauppila@sjsu.edu	General Unit
G	Karin Brown	0096	44524	karin.brown@sjsu.edu	Humanities and the Arts
H	Marc D'Alarcao	0101	44962	marc.dalarcao@sjsu.edu	Science
I	Wendy Ng	0122	45594	wendy.ng@sjsu.edu	Social Sciences
K	Katherine Minks			katherine.minks@sjsu.edu	Student Senator, A.S. director of faculty affairs

Committee Meeting Times Spring 2012: 1/30, 2/6, 2/20, 2/27, 3/19, 4/2, 4/23,
 Senate Meetings Spring 2012: 2/13, 3/12, 4/16, 5/7, 5/14

- I. Approval of Minutes
- II. Old Business
 - Revision of S73-19
 - Referral PS F11-2: Audio/video recording by students in class
- III. Announcements
- IV. Adjourn

SJSU PROFESSIONAL STANDARDS
AGENDA
2:00-4:00 pm, IS 117B
Monday, February 20, 2012

St	NAME	ZIP	PHONE	NAME	COLLEGE
A	Joan Merdinger	0021	42450	joan.merdinger@sjsu.edu	AVP, Faculty Affairs
B	Tamar Semerjian	0054		tamar.semerjian@sjsu.edu	CASA
C	Carol Reade	0070	41343	carol.reade@sjsu.edu	Business
D	Noni Reis	0072	43622	noni.mendozareis@sjsu.edu	Education
E	Pat Backer	0080	43214	pat.backer@sjsu.edu	Engineering
F	Paul Kauppila	0028	808-2042	paul.kauppila@sjsu.edu	General Unit
G	Karin Brown	0096	44524	karin.brown@sjsu.edu	Humanities and the Arts
H	Marc D'Alarcao	0101	44962	marc.dalarcao@sjsu.edu	Science
I	Wendy Ng	0122	45594	wendy.ng@sjsu.edu	Social Sciences
K	Katherine Minks			katherine.minks@sjsu.edu	Student Senator, A.S. director of faculty affairs

Committee Meeting Times Spring 2012: 1/30, 2/6, 2/20, 2/27, 3/19, 4/2, 4/23,
Senate Meetings Spring 2012: 2/13, 3/12, 4/16, 5/7, 5/14

- I. Approval of Minutes
- II. Old Business
 - Comments on the Feedback for Faculty Office Hours Policy
 - Revision of S73-19
- IIB. Somewhere In-Between New and Old Business (Continuing Business from Previous Years)
 - Online SOTEs
- III. New Business
 - Department RTP Standards Nutrition and Food Sciences
- IV. Announcements
- V. Adjourn

PS Committee Minutes
February 20, 2012

Present: Merdinger, Backer, Ng, Minks, Brown, Kauppila, Semerjian, Reade,
d'Alarcao

1. Old Business

- Revised office hour policy based on feedback from UCCD and Senate meeting.
- Revision to S73-19: Policy needs to be re-worked and presented to the Senate; use mark-up version to show what's being changed due to the CSU audit. Joan Merdinger said it's important to get this in because Chancellor's office has been asking about this.

2. New/Old Business:

- Online SOTEs are making a comeback. Instruction and Student Affairs will spearhead this. Stacey Gleixner asked if PS wanted to weigh in on the resolution.
- Nutrition and Food Sciences has submitted Department RTP Guidelines. There were no substantive comments regarding the guidelines and they were sent back to Faculty Affairs.

Respectfully Submitted,

Wendy Ng

SJSU PROFESSIONAL STANDARDS
 AGENDA
 2:00-4:00 pm, IS 117B
 Monday, February 27, 2012

St	NAME	ZIP	PHONE	NAME	COLLEGE
A	Joan Merdinger	0021	42450	joan.merdinger@sjsu.edu	AVP, Faculty Affairs
B	Tamar Semerjian	0054		tamar.semerjian@sjsu.edu	CASA
C	Carol Reade	0070	41343	carol.reade@sjsu.edu	Business
D	Noni Reis	0072	43622	noni.mendozareis@sjsu.edu	Education
E	Pat Backer	0080	43214	pat.backer@sjsu.edu	Engineering
F	Paul Kauppila	0028	808-2042	paul.kauppila@sjsu.edu	General Unit
G	Karin Brown	0096	44524	karin.brown@sjsu.edu	Humanities and the Arts
H	Marc D'Alarcao	0101	44962	marc.dalarcao@sjsu.edu	Science
I	Wendy Ng	0122	45594	wendy.ng@sjsu.edu	Social Sciences
K	Katherine Minks			katherine.minks@sjsu.edu	Student Senator, A.S. director of faculty affairs

Committee Meeting Times Spring 2012: 1/30, 2/6, 2/20, 2/27, 3/19, 4/2, 4/23,
 Senate Meetings Spring 2012: 2/13, 3/12, 4/16, 5/7, 5/14

- I. Approval of Minutes
- II. Old Business
 - Office Hours Policy
 - S73-19
 - Approval of NUFS RTP Policy
- III. New Business
 - Referral S91-9: Evaluation of Faculty
- III. Announcements
- IV. Adjourn

SJSU PROFESSIONAL STANDARDS
 AGENDA
 2:00-4:00 pm, IS 117B
 Monday, April 2, 2012

St	NAME	ZIP	PHONE	NAME	COLLEGE
A	Joan Merdinger	0021	42450	joan.merdinger@sjsu.edu	AVP, Faculty Affairs
B	Tamar Semerjian	0054		tamar.semerjian@sjsu.edu	CASA
C	Carol Reade	0070	41343	carol.reade@sjsu.edu	Business
D	Noni Reis	0072	43622	noni.mendozareis@sjsu.edu	Education
E	Pat Backer	0080	43214	pat.backer@sjsu.edu	Engineering
F	Paul Kauppila	0028	808-2042	paul.kauppila@sjsu.edu	General Unit
G	Karin Brown	0096	44524	karin.brown@sjsu.edu	Humanities and the Arts
H	Marc D'Alarcao	0101	44962	marc.dalarcao@sjsu.edu	Science
I	Wendy Ng	0122	45594	wendy.ng@sjsu.edu	Social Sciences
K	Katherine Minks			katherine.minks@sjsu.edu	Student Senator, A.S. director of faculty affairs

Committee Meeting Times Spring 2012: 1/30, 2/6, 2/20, 2/27, 3/19, 4/2, 4/23,
 Senate Meetings Spring 2012: 2/13, 3/12. 4/16, 5/7, 5/14

- I. Approval of Minutes
- II. Old Business
 - Modification of S 98-8 Assessment Language
 - Time Certain: 2:15 pm Lynda Heiden
 - Continued Discussion of S91-9: Evaluation of Faculty
- III. New Business
- IV. Adjourn

PS Committee Minutes
April 2, 2012

Present: Ng, Minks, Brown, Semerjian, Reade, Reis, d'Alarcao, Merdinger

1. Old Business

- Office Hours Policy was passed, but has not been signed by the president.
- Modification of S98-8 to include Assessment language. Lynda Heiden (Undergraduate Studies/Assessment Coordinator) presented alternate language to include assessment activities as teaching/service/research; not required of everyone, but faculty whose activities include assessment should include this in their dossier.

Discussion as to whether this should part of a larger overhaul/revision of S98-8. There are a number of things that make S98-8 outdated. Discussed whether it was better to do this all at once (with new policy) or piecemeal approach to the policy.

- Referral of S91-9: Evaluation of Faculty. Previous discussion suggested that evaluation of PT faculty is a workload issue—has to be done so many times and not enough TT faculty to do this. Concern with the fact that PT faculty in 1-year appointments may not get a peer review during the year of their appointment if they are on the cycle of 1 peer review every 3 semesters. Need to line the peer review of faculty with the Annual Evaluation cycle.

May not be enough time to write a policy update and get feedback before the end of the year. Suggest presenting it to UCCD to get their feedback.

2. New Business

- None

Respectfully Submitted,

Wendy Ng

SJSU PROFESSIONAL STANDARDS
AGENDA
3:00-4:00 pm, IS 117B
Monday, April 30, 2012

St	NAME	ZIP	PHONE	NAME	COLLEGE
A	Joan Merdinger	0021	42450	joan.merdinger@sjsu.edu	AVP, Faculty Affairs
B	Tamar Semerjian	0054		tamar.semerjian@sjsu.edu	CASA
C	Carol Reade	0070	41343	carol.reade@sjsu.edu	Business
D	Noni Reis	0072	43622	noni.mendozareis@sjsu.edu	Education
E	Pat Backer	0080	43214	pat.backer@sjsu.edu	Engineering
F	Paul Kauppila	0028	808-2042	paul.kauppila@sjsu.edu	General Unit
G	Karin Brown	0096	44524	karin.brown@sjsu.edu	Humanities and the Arts
H	Marc D'Alarcao	0101	44962	marc.dalarcao@sjsu.edu	Science
I	Wendy Ng	0122	45594	wendy.ng@sjsu.edu	Social Sciences
K	Katherine Minks			katherine.minks@sjsu.edu	Student Senator, A.S. director of faculty affairs

Committee Meeting Times Spring 2012: 1/30, 2/6, 2/20, 2/27, 3/19, 4/2, 4/23, 4/30
Senate Meetings Spring 2012: 2/13, 3/12, 4/16, 5/7, 5/14

- I. Approval of Minutes (sent via email last week)
- II. Agenda items for next year
 - Revision of S91-9, peer review of full and part time faculty
 - Lay the groundwork for S 98-8: What items need to be addressed?
 - Board of Academic Freedom and Academic Freedom policy
- III. Special Recognition
- IV. Adjourn

Professional Standards Committee
Minutes
4/30/2012

Suggestions for next year's committee

A. Review of S 98-8: Way to do this through open hearings with lots of feedback and input.

- Scholarship: Open access journals, online and e-journals
- Assessment
- Can chairs serve at other levels of review if they choose not to review a candidate at 2nd, 4th, 6th years? Can they serve at other levels of review if they have no candidates up for RTP review?
- Department Guidelines (optional, not required)
- Current RTP policy does not enumerate number or type of publications. Some department or college policies do this.
- Issues of scholarship and definitions of scholarship (research grants, peer-review).
- Suggest external reviewers, experts in the field to review dossiers; should this be mandatory vs. optional (text of the letter requesting the review of candidates for RTP can be proscribed)
- What constitutes peer review? Selectivity of journals—use of Uhlich's periodical directory for academic/scholarly journals
- Do citations of articles count toward the "impact" factor of peer-reviewed article?
- Professional Development Plan: Tenure track faculty work with department chair to develop a career plan.
- Service: Is this sufficiently spelled out? Is it better to have less specific service or broadly defined? What about service beyond the university in terms of one's disciplinary affiliations/associations?
- Does RTP need to also address issues of intellectual property?
- How do we reward merit for faculty in the context of the union contract?

II. Review of S 91-9, peer review and evaluations of faculty.

- Bring peer review and evaluations into alignment with contract.
- Begin discussion at next UCCD meeting (5/9/12)
- Peer review of Part-Time (PT) faculty=work load issue for chairs/departments; Provost asked whether it is necessary; department chair need peer reviews of PT faculty on yearly contracts as these are used as the basis for reappointment an eventual 3-year contracts (if those are still around in the next Collective Bargaining Agreement)

III. Special Recognition of Joan Merdinger, AVP Faculty Affairs for her long time service on the Senate and as member of Professional Standards Committee. Thank you and happy retirement Joan!

Respectfully Submitted,
Wendy Ng, Chair