

December 11, 2012

From: D. Kenneth Brown, Philosophy, Chair, Faculty Affairs Committee
To: Cal Poly Academic Senate
Re: Faculty Affairs Committee Report, Fall, 2012.

The charge of the Faculty Affairs Committee from the Academic Senate for Fall 2012 consisted of the following:

- Look into international travel insurance to ensure both that there is some clarity about it, and that faculty are not paying for it themselves.
- Assist the Instruction Committee with course evaluation and course materials discussions.

International Travel Insurance:

The task of the FAC concerning international travel insurance consisted of following up on the more intensive investigation into this issue from 2011–2012 (which was discussed in the FAC report to the Academic Senate from Spring 2012). The short story is that CSU mandates that faculty have insurance coverage for international travel. The committee's investigation into this issue indicates that, as a matter of policy across the colleges at Cal Poly, faculty do not bear the burden of paying for this insurance themselves. Instead, the common practice is for such insurance to be included in the funds that cover such travel according to the specific policies of each college for distributing such funding. The dean's offices of COSAM, OCOB, and CLA verified this to the FAC chair directly in response to email queries to all the deans. Other members of the committee reported similar accounts of the policies of their colleges.

The committee's conclusion is that any confusion about the obligations for international travel insurance is part of broader confusion or ignorance about the bureaucratic procedures concerning any sort of university approved travel. This confusion concerns generally the need for faculty to submit the appropriate travel documentation to their colleges, even for work-related travel not funded by the university though approved by the university. If there needs to be further action on this issue, the opinion of the FAC is that perhaps there could be further clarity about the procedures required of faculty concerning travel. This might take the form of a brief manual about university and system wide policies about travel, or if such a manual already exists, in an update of it along with an effort to publicize its existence. Al Liddicoat reported to the committee that he has discussed CSU travel policy with all the deans this past summer.

Assisting the Instruction Committee:

The chair of the FAC consulted with the chair of the Instruction Committee, Dustin Stegner (CLA), concerning our charge to assist in the tasks concerning their report on course evaluations and course materials. The FAC chair will serve as the liaison between the two committees.

Other matters of discussion:

Graham Archer will be the representative from FAC on the CAP Ad Hoc Editorial and Review Committee.

The FAC discussed the matter of conversion to semesters. One member of the FAC, Graham Archer, serves on the Semester Review Task Force, and Al Liddicoat is also closely connected to the discussion about the possibility of converting the calendar from quarters to semesters. The committee discussed how such a calendar conversion might affect faculty workload and revision to curriculum. One prominent topic concerned how differences in curriculum widely affect the question of faculty workload. The committee's discussion pretty much covered part of the material discussed at the open meetings about semester conversion. The committee expects that aspects of this calendar conversion issue would likely be part of a future charge for the FAC.

FAC Members:

Archer, Graham - CAED
Brown, D. Kenneth (chair) - CLA
Calkins, Kate - ASI
Clayton, Robert – Library/Counseling
James, Jennifer - CAFES
Liddicoat, Al - Academic Personnel
Lund, Ulric - CSM
Mackey, Alison - OCOB
Nico, Phillip - CENG