1. **Call to Order**
   S. Ulanoff called the meeting to order at 1:43 p.m.

2. **Announcements**
   Circumstance of student receiving a “W” with drop was resolved.
   H. Riggio stated there was a concern with a discrepancy in advising for returning majors concerning their GE requirements.

3. **Intent to Raise Questions**
   It was asked (N. Lanning): Is there a PDF version of the Faculty Handbook? Response: no.
   It was asked (H. Shen): Is it common for departments to further define RTP terms, such as commendable?
   A general discussion ensued.
   It was asked (S. Ulanoff): Is anyone else having problems with the RTP calendar? P. Ivory responded and described some of the operational challenges in creating a semester RTP calendar.

4. **Approval of Agenda**
   It was m/s/p to approve the agenda.

5. **Approval of Minutes**
   It was m/s/p to approve the minutes.

6. **Report from Executive Committee Liaison**
   Heidi Riggio reported.

7. **Faculty Policy Committee Documents on the Floor of the Academic Senate**
   None.

8. **Faculty Archives**
   Discussion was held.

9. **Conflict of Interest in Research**
   Discussion was held. S. Ulanoff to request Jason Shiotsugu, Director of Research for a time certain visit.

10. **The Student Opinion Survey on Instruction: Appendix L (FPC 13-9.3.1)**
    No discussion was held; further action awaits results of analysis of sorting task completed in November 2, 2016.

11. **Personnel Information and Evaluation Reports (FPC 10-22)**
    No discussion was held.

12. **Assistant and Associate Deans**
    No discussion was held.

13. **Academic Freedom and Professional Ethics**
    No discussion was held.

14. **Adjournment**
    It was m/s/p to adjourn at 2:50 p.m.