

CAL POLY

**Academic Senate**

805.756.1258

<http://academicsenate.calpoly.edu/>

**Meeting of the Academic Senate Executive Committee**

**Tuesday, January 27, 2015**

**01-409, 3:10 to 5:00pm**

- I. **Minutes:** Approval of January 6, 2015 minutes. (pp. 2-3).
- II. **Communication(s) and Announcement(s):**
- III. **Reports:**
  - A. Academic Senate Chair:
  - B. President's Office:
  - C. Provost:
  - D. Statewide Senate:
  - E. CFA:
  - F. ASI:
- IV. **Business Item(s):**
  - A. **Appointments to Academic Senate committees for 2014-2016:** (pp. 4-5).
  - B. **Appointments to University committees for 2014-2015:** (p. 6).
  - C. **Appointments to Graduate Writing Requirement Task Force:** (p. 7).
  - D. **Approval of Academic Senate Curriculum Appeals Committee Procedural Guidelines:** Laver, Academic Senate Chair. (p. 8).
  - E. **Resolution on Information Request About Contract Ratification Votes:** Foroohar, Statewide Senator. (p. 9).
  - F. **[TIME CERTAIN 4:50 PM] Resolution on Changes in Academic Grants Review Committee Membership and Responsibilities:** Jeanine Scaramozzino, chair of Grants Review Committee. (pp. 10-13).
- V. **Discussion Item(s):**
  - A. **[TIME CERTAIN 4:30 PM] New contract provisions for awarding assigned time for exceptional service activities.** (pp. 14-24).
  - B. **Response to ASCSU Resolution on Improving Campus Response to Sexual Assault and Sexual Violence.** (pp. 25-27).
  - C. **Definition of General Faculty, Academic Senate membership, and election of part-time academic employee.** (pp. 28-29).
- VI. **Adjournment:**

**CALIFORNIA POLYTECHNIC STATE UNIVERSITY**  
**San Luis Obispo, California 93407**  
**ACADEMIC SENATE**

**Minutes of the**  
**Academic Senate Executive Committee**  
**Tuesday, January 6, 2015**  
**01-409, 3:10 to 5:00pm**

- I. Minutes: M/S/P to approve the executive committee minutes from November 25, 2014.
- II. Communication(s) and Announcement(s): none.
- III. Reports:
  - A. **Academic Senate Chair (Laver):** Laver reported on a conversation he had with Cem Sunata and Susan Olivas where they provided input on the Senate's recommendation for the Winter 2017 calendar. They stated that it has been eight years since this option was last used and that the recommendation may cause problems to arise. The Executive Committee decided to take no additional action on the calendar issue.
  - B. **President's Office (Kinsley):** The Vice President of Administration and Finance finalists will be on campus at the end of January and open forums will be held on January 16th, January 21st, and January 23rd.
  - C. **Provost (Pedersen):** Linda Dalton, Interim University Planning Officer, has summarized input from all the colleges and departments regarding the Academic Plan for Enrollment. A campus wide meeting will be held to discuss the next step in the process. The Campus Master Plan was submitted to the chancellor's office with four new planned degrees.
  - D. **Statewide Senate (LoCascio):** There have been seven new degrees proposed by the junior colleges. The proposed degrees should not infringe on what the CSUs offer. Another concern discussed in the Academic Affairs Committee was whether or not students can come in with just algebra and some sort of statistics or algebra, geometry, and algebra 2.
  - E. **CFA Campus President (Archer):** The CFA office has the breakdown of the people that voted on the ratification of the contract, however, they are unable to obtain the number of yes and no votes casted.
  - F. **ASI Representative (Sullivan):** ASI is planning an event with Linda Dalton to get more student participation in the master plan process in both the academic side and physical master plan side. The facilities master plan is still underway with focus groups being formed to see what student ideals are. The Cal Poly rose float won the Lathrop K. Leishman Trophy at the 2015 Rose Parade.
- IV. Business Item(s):
  - A. **Resolution on Changes to the Constitution and Bylaws of the Academic Senate:** Gary Laver, Academic Senate Chair, introduced a resolution on the changes made to the Constitution and Bylaws. It was decided to split the resolution and discuss the Constitution items and Bylaw items separately. M/S/P to agendize the resolution on the changes to the Constitution and Bylaws of the Academic Senate.
  - B. **Approval of Description and Procedures for the Academic Senate Sustainability Committee:** David Braun, chair of the Sustainability Committee, presented the changes made

to the description and procedures of the Sustainability Committee. The description and procedures were discussed and the following change was made:

**Committee Membership**

... ~~one academic Dean or Associate Dean...~~

**C. Resolution on Exceptions to Scheduling Class Time Conflict:** Dustin Stegner, chair of the Instruction Committee, introduced a resolution that will tighten up policy regarding time conflicts in students' schedules. M/S/P to agendize the resolution on exceptions to scheduling class time conflict.

**D. Appointments to Graduate Writing Requirement Task Force:** M/S/P to approve the following candidates to serve on the Graduation Writing Requirement Task Force.

Brenda Helmbrecht, English

Bruno Giberti, Architecture

Dawn Janke, University Writing and Rhetoric Center

Debra Valencia-Laver, Dean's Office-CLA

Don Kuhn-Choi, Architecture

Elena Keeling, Biological Sciences

Kathryn Rummell, English

Leanne Berning, Dairy Science

Matthew Luskey, CTLT

V. Discussion Item(s): none.

VI. Adjournment: 5:00 pm

Submitted by,

*Alex Ye*

Alex Ye

Academic Senate Student Assistant

## **2014-2016 Academic Senate Committees Vacancies**

### **College of Agriculture, Food and Environmental Sciences**

Distinguished Teaching Awards Committee

Instruction Committee

Sustainability Committee (2014-2015) – replace Neal MacDougall

### **College of Architecture and Environmental Design**

Grants Review Committee (2014-2015)

### **College of Liberal Arts**

Distinguished Scholarship Awards Committee

**Christina Firpo, History (8 years at Cal Poly) Tenured**

I would like to join the distinguished Scholarship Awards Committee because I enjoy reading my colleagues' intellectual work, I strongly support the teacher-scholar model, and I feel I have a lot to learn from the candidates for this position.

I highly value scholarly contributions and feel that they are important in a teaching university. My monograph book is due to be published in 2015 and I have eight articles in print and one that has been accepted for revisions. I have also been awarded ten external research grants and, summer 2014, I accepted a special invitation to the Netherlands Royal Society for Asian and Caribbean Studies.

I thoroughly enjoyed my experiences serving as a scholarly reviewer in the past. I have been the chair of the History Department Scholarship Awards committee three times. For the past two years I have been the chair of the graduate paper prize committee for the Vietnamese Studies Group of the Association of Asian Studies. On a national and international level, I served as a reviewer for the American Philosophical Society Franklin Research Grant, the Canadian Social Sciences and Humanities Research Grant, and NSEP David Boren Fellowship (three times). I have also reviewed articles for the Journal of French Historical Studies, French Colonial History Journal (twice), Gender and History Journal; as well as book manuscripts for Houghton Mifflin press and Oxford University Press. I am currently serving on the book prize committee for the International Conference of Asian Scholars.

I am requesting to join this committee because I enjoy learning about my colleagues' research and I think it is important to reward them for their accomplishments. Moreover, faculty scholarship enhances our students' learning experience, particularly if faculty are able to incorporate their scholarship into their teaching.

### **College of Science and Math**

Distinguished Scholarship Awards Committee

GE Governance Board (2014-2017) – replace Camille O'Bryant

**John Jasbinsek, Physics (7 years at Cal Poly) Tenured**

I have considerable experience teaching GE courses within the geology curriculum (GEOL 102, GEOL 205) and have successfully submitted both new course proposals (GEOL 420) and changes to existing courses (GEOL 305).

Given the goal of the university to streamline paths to graduation, the structure of the GE curriculum is important to the university while needing to maintain a GE program of value to the students.



**Professional Consultative Services**

Budget & Long-Range Planning Committee (2014-2015) – replace Benjamin Meoz

Distinguished Teaching Awards Committee (2014-2015)

Faculty Affairs Committee

Research, Scholarship and Creative Activities Committee

01.21.15 (gg)

## **2014-2015 University Committee Vacancies**

Academic Assessment Council (1 vacancy) – CAFES (2014-2015)

Accommodation Review Board (2014-2016)

**Kevin Taylor, Kinesiology (15 years at Cal Poly) Tenured**

I taught content in disability studies for over ten years and have received awards for advocacy both through Cal Poly and in the local community. I serve on the board of a local non-profit disability access advocacy group and volunteer as part of several community programs to increase access.

Athletics Advisory Board (2 vacancies) - (2014-2017) and (2014-2016)

Campus Dining Advisory Committee (2014-2016)

Campus Safety and Risk Management Committee (2014-2015)

Coordinating Committee on AIDS and HIV Infection – **one vacancy** (2014-2016)

**Ahmed Deif, Industrial Technology (1 year at Cal Poly) Tenure Track**

I am interested to join this committee as I have supportive of different groups spreading awareness against AIDS and HIV lately.

**Candace Winstead, Biological Sciences (10 years at Cal Poly) Tenured**

I am interested in serving on this committee to help enhance my established community connections with those at the University in the realm of HIV/AIDS prevention. I am involved in HIV/AIDS prevention specifically in the community of people who inject drugs. I perform site evaluations at our local Syringe Exchange program, and am a member of the AIDS support network sponsored HIV/AIDS Consortium which meets quarterly. I have written grants for the syringe exchange funded by the county and city, and have reported to the Health Relations Commission at the county on the status of the syringe exchange. I would like to bring a harm reduction perspective to the committee, and can contribute what I know about our local drug injecting population.

Institutional Animal Care and Use Committee (2014-2016)

Intellectual Property Review Committee (3 vacancies) – CAFES, CENG, and PCS (2014-2017)

**Xuan Wang, Industrial & Manufacturing Engineering (6 months at Cal Poly) Tenure Track**

I have been in R&D in industry for over 10 years, and served as IP committee in various organizations. I am an inventor myself and own several IPs. I would love to share my experience and knowledge with Cal Poly community, faculty and students.

Substance Use and Abuse Advisory Committee (2014-2015)

**Jessica Fred, University Housing (6 months at Cal Poly)**

I'm currently a Learning Community Coordinator in University Housing. My focus is on educational initiatives and I feel that this committee will help me get a better pulse on what the substance and alcohol use is on this campus as well as be part of creating a new student culture here at Cal Poly with this committee.

01.21.15 (gg)

## **GRADUATE WRITING REQUIREMENT TASK FORCE**

### **Clare Battista, Economics (18 years at Cal Poly) Lecturer**

I am interested in serving on the GWR Task Force and think I would be a good fit for several reasons. First, I am quite familiar with the GWR and have also been evaluating WPEs for the past 5 years. Second, I served on the GE Writing ULO project and therefore have a solid background on writing outcomes across colleges and disciplines. Third, I served on the OCOB steering committee that introduced the writing initiatives for the college in the 2013-14 academic year. Fourth, as an instructor who teaches writing intensive courses, I am committed to any efforts related to writing in the curriculum. Finally, my SoTL research focuses on writing to learn approaches to writing proficiency.

### **Kaila Bussert, Library (6 months at Cal Poly) Tenure Track**

I would like to serve on the GWR Task Force to help the committee make a recommendation to the Academic Senate regarding students' timely completion of GWR. As Kennedy Library's new Foundational Experiences Librarian I am charged with supporting the foundational information literacy and research skills of students across the colleges. As part of this, I am responsible for leading Kennedy Library's instruction program for GE A1-A3 courses, primarily by providing sessions for writing and rhetoric courses. I hope to contribute a library perspective in the task force discussions and work, and to be better informed of the policies and issues concerning GWR. I have experience serving on numerous committees and ad hoc groups at previous institutions, and I was recently appointed to serve on the Academic Senate Instruction Committee as the Professional Consultative Services member.

January 2015

## **PROCEDURAL GUIDELINES FOR THE ACADEMIC SENATE CURRICULUM APPEALS COMMITTEE**

### **Responsibilities**

The Curriculum Appeals Committee handles disputes about curriculum proposals. This committee is required to understand the nature of disputes concerning pulled curriculum proposals.

### **Charge**

The Curriculum Appeals Committee is charged with adjudicating in a timely manner over curriculum proposals pulled from the consent agenda. The Curriculum Appeals Committee is required to understand the nature of disputes concerning pulled curriculum proposals. The Curriculum Appeals Committee approves, disapproves, or returns a curriculum proposal to committee.

### **Membership**

The Curriculum Appeals Committee membership is limited to three in total. Members will need to be knowledgeable about the curriculum as a whole so that they are nimble enough to understand disputed curriculum proposals in the context of a major and minor affected programs. Consequently, membership is limited to faculty with previously demonstrated overview curricular knowledge. Eligible faculty for membership will be appointed by the Academic Senate Executive Committee for one year terms or partial year terms.

### **Process**

All curriculum proposals, except new degree programs, appear on the Academic Senate agenda as consent items. Senators are given two weeks notice of the consent items and are expected to review the summaries posted on the Office of the Registrar's website. Issues, concerns, and questions regarding curriculum proposals are directed to the Chair of the Academic Senate Curriculum Committee by one week before the Senate meeting. Items removed from the consent agenda will be placed on the Senate agenda as discussion items. The Senate Chair (or designee) will invite representatives from the concerned departments and the members of the Academic Senate Curriculum Appeals Committee to be present at the meeting where pulled proposals will be discussed. It is recommended that the Senate Chair allow the Academic Senate Curriculum Appeals Committee freedom to ask questions at will, without needing to be on the speakers list. Following discussion in the Senate, the Academic Senate Curriculum Appeals Committee will make the final decision to approve, disapprove, or return the items to committee (at any level) for further development. Items not removed from the consent agenda are considered approved on the meeting date of the consent agenda.

Adopted:

**ACADEMIC SENATE  
of  
CALIFORNIA POLYTECHNIC STATE UNIVERSITY  
San Luis Obispo, CA**

**AS-\_\_-15**

**RESOLUTION ON INFORMATION REQUEST ABOUT CONTRACT  
RATIFICATION VOTES**

1 WHEREAS, The Academic Senate and the California Faculty Association (CFA) are the two  
2 main representatives of the CSU faculty; and  
3

4 WHEREAS, As faculty, we always stand for, and teach our students the value of transparency  
5 and democracy; and  
6

7 WHEREAS, The CFA statewide leadership has refused to respond to repeated requests from  
8 the faculty to share information on the recent ratification vote of the new contract;  
9 and  
10

11 WHEREAS, There is a strong perception among Cal Poly faculty that the union has neglected  
12 to consult with, and inform them, of the process of negotiations and the results of  
13 contract ratification vote in a timely manner; therefore be it  
14

15 RESOLVED: That the Cal Poly Academic Senate urge the statewide CFA leadership to respond  
16 to the faculty requests for detailed information on voting results (i.e., breakdown  
17 of votes for each campus and for different categories of faculty); and be it further  
18

19 RESOLVED: That the Academic Senate urge CFA statewide leadership to commit to the  
20 principles of transparency and meaningful consultation with union members in  
21 future negotiations, and the overall management of the union affairs; and be it  
22 further  
23

24 RESOLVED: That this resolution be distributed to the ASCSU Executive Committee, campuses  
25 senate presidents, CFA statewide Board of Directors, and CFA chapter presidents.

Proposed by: Academic Senate Executive Committee

Date: January 20, 2015

Adopted:

**ACADEMIC SENATE  
of  
CALIFORNIA POLYTECHNIC STATE UNIVERSITY  
San Luis Obispo, CA**

**AS-\_\_-15**

**RESOLUTION ON CHANGES IN ACADEMIC SENATE  
GRANTS REVIEW COMMITTEE MEMBERSHIP AND RESPONSIBILITIES**

**Background:**

During fall quarter 2014, the Academic Senate asked the Grants Review Committee to review the Bylaws to reflect any revisions or changes to campus policies surrounding the committee and provide any recommendations for change to the Senate office by Spring 2015. In response to this charge, the Academic Senate Grants Review Committee has recommended the following modifications in the selection of its membership, the members of the committee, and its responsibilities.

1    WHEREAS,    The Chancellor's Office guidelines for their Research, Scholarship, and  
2                    Creative Activity funds state, that the majority of the committee membership  
3                    developing the plan for the distribution of funding "shall be elected faculty  
4                    members elected by the probationary and tenured faculty or who shall be  
5                    members of an existing elected committee." Current practice does not  
6                    conflict with this statement; and  
7

8    WHEREAS,    The Grants Review Committee is the only committee that is listed as  
9                    following Bylaws section III Voting and Election Procedures for the *election*  
10                   of committee members. The current practice on campus is the appointment  
11                   of committee members, like all other standing committees, is outlined in  
12                   Bylaws section VIII.B: "During spring quarter, each caucus shall convene to  
13                   nominate candidates from that college or Professional Consultative Services  
14                   to fill committee vacancies occurring for the next academic year. These  
15                   nominations shall be taken to a meeting of the Executive Committee before  
16                   the June regular meeting of the Senate. The Executive Committee shall  
17                   appoint members to standing committee vacancies from these lists."  
18                   Additionally, the current practice of the membership since 2008 [AS-671-  
19                   08] is that the Grants Review Committee shall include one voting General  
20                   Faculty representative from each college and Professional Consultative  
21                   Services, and a graduate student ASI representative and the Dean of  
22                   Research or designee as ex officio members; and  
23

24   WHEREAS,    The responsibilities have been reworded to allow for the regularly evolving  
25                   nature of grant programs, grant funding, and the like, and to reflect  
26                   additional responsibilities that have been given to the committee but are not  
27                   reflected in the current Bylaws, therefore be it  
28

29   RESOLVED:    That to accurately reflect the practices of the Academic Senate we suggest:  
30                   The removal of the mention of the Grants Review Committee from Bylaws  
31                   I.B.8.C, III, and IX.A.4, and the rewording of VIII.I.8.a Membership and  
32                   VIII.I.8.b. Responsibilities AS INDICATED IN THE ATTACHMENT.

Proposed by: Grants Review Committee  
Date: January 22, 2015

**ATTACHMENT TO  
RESOLUTION ON CHANGE IN ACADEMIC SENATE  
GRANTS REVIEW COMMITTEE MEMBERSHIP**

**REMOVE**

I. INTRODUCTION

B. DEFINITIONS

8. Voter Eligibility

Voting members of the General Faculty as specified in Article I of the constitution are eligible to vote for:

(a) senators from colleges or Professional Consultative Services.

(b) CSU academic senators.

~~(c) members to the Grants Review Committee.~~

~~(d) (c)~~ consultative committees as needed.

III. VOTING AND ELECTION PROCEDURES

Elections shall be held for membership to the Academic Senate, Senate offices, Academic Senate CSU, ~~Grants Review Committee~~, appropriate recall elections for the preceding as per Section IX of these bylaws, and ad hoc committees created to search for such university positions as president, provost, vice presidents, college deans, and similar type administrative positions.

IX. RECALL OF ELECTED REPRESENTATIVES

A. APPLICATION

The procedures for recall shall apply to:

1. Elected members of the Academic Senate, California Polytechnic State University;

2. Officers of the Academic Senate, California Polytechnic State University;

3. Elected representatives to the Academic Senate, California State University; and

~~4. Members to the Grants Review Committee.~~

## **REWORDING**

### **VIII. COMMITTEES**

#### **I. COMMITTEE DESCRIPTIONS**

#### **8. Grants Review**

##### **(a) Membership**

- (1) ~~Pursuant to the Chancellor's Office guidelines for the State Faculty Support Grants (SFSG), [AA-2006-25], a majority of the membership shall consist of elected faculty members elected by the probationary and tenured faculty. Pursuant to AS-xxx-15, Resolution on Change in Academic Senate Grants Review Committee Membership Election (Bylaws section I.8.a.1) the Academic Senate Executive Committee appoints the voting members of the committee.~~
- (2) Ex officio members shall be the Dean of Research or designee and an ASI representative. The ASI representative must be a graduate student.
- (3) No member of the Grants Review Committee is eligible to apply for any grant, leave, or award program administered by the committee while serving on the committee.

##### **(b) Responsibilities**

- ~~(1) In coordination with the Research, Scholarship and Creative Activities Committee, the Grants Review Committee shall develop and recommend policies and procedures for the review of grant proposals referred to it, including the State Faculty Support Grants (SFSG).~~
- ~~(2) Receive and evaluate requests for State Faculty Support Grants and make recommendations for funding, when appropriate, to the Dean for Research.~~
- ~~(3) Make recommendations concerning the funding of other internal grants when appropriate.~~
- ~~(4) Evaluate requests for special leaves for research or creative activity and, when appropriate, rank order them for consideration and transmit this ranking through the Academic Senate Chair to the President.~~
- (1) The Grants Review Committee shall develop policies and procedures for the review of grant proposals referred to it, including but not limited to those funded through the Chancellor's Research, Scholarship, and Creative Activity Funds.
- (2) The Grants Review Committee will make recommendations concerning the funding of other internal grants when appropriate.
- (3) The Grants Review Committee will evaluate requests for special leaves for research, scholarly, and creative activities as appropriate.



- (4) The Grants Review Committee shall develop policies and procedures for the selection of Cal Poly State University student delegates to the system-wide CSU Student Research Competition.
- (5) The Grants Review Committee will evaluate both the oral and written presentations of students and select the delegates for the system-wide CSU Student Research Competition.
- (6) The Grants Review Committee will address other responsibilities as assigned by the Academic Senate.

## **Article 20.37**

### **Assigned Time for Exceptional Levels of Service to Students**

For each fiscal year 2014/15, 2015/16, and 2016/17, the CSU will provide a pool of \$1.3 million, allocated based on campus full-time equivalent students (FTEs), to provide assigned time to faculty employees who are engaged in exceptional levels of service that support the CSU's priorities, but who are not otherwise receiving an adjustment in workload to reflect their effort.

Assigned time from this pool may be awarded for student mentoring, advising, and outreach, especially as these activities support underserved, first-generation, and/or underrepresented students; the development and implementation of high-impact educational practices; curricular redesign intended to improve student access and success; service to the department, college, university, or community that goes significantly beyond the normal expectations of all faculty; assignment to courses where increases to enrollment have demonstrably increased workload; and other extraordinary forms of service to students.

Such adjustments shall be in addition to any adjustments already in place on a campus. Faculty members already receiving assigned time for the same general category of activity (e.g. assigned time for excess enrollments, assigned time for committee service) shall not be eligible for support from this pool for the same activities.

In 2014/15, assigned time under this program shall be awarded in the spring and be based on work performed during the 2014/15 academic year. Awards shall consist of WTUs and may be banked for use in the 2015/16 academic year. Campuses shall establish timelines for 2015/16 and 2016/17 so that assigned time is taken during the academic year in which the activities occurred. All faculty unit employees are eligible to apply.

**Academic Senates on each campus shall develop criteria and procedures for the use of the funds. Applications shall be evaluated by the appropriate faculty committee(s), which shall make recommendations to the appropriate administrator.**

Consideration shall be given to the items listed in 20.3 (b) and (c). Priority shall be given to applications, which demonstrate that the quality of students' educational experience could not have been maintained without an increase in the faculty member's workload.

Denials shall specify the reasons. Appeals shall be heard by a faculty committee designated for the purpose. Decisions of the appeals committees shall be final and binding and not subject to Article 10 of this Agreement. Awards granted after appeal in 2014/15 and 2015/16 shall be funded from the pool allocated for this program in the subsequent fiscal year and shall not exceed 10% of the annual pool. Any unused funds from this program in 2014/15 or 2015/16 shall roll over for use in the following Academic Year. Appeals in 2016/17 must be funded from the available funds for 2016/17, including any rollover from previous years.

Campuses shall expend all funds allocated to them under this program. Each campus shall provide an accounting of expenditures for this program for the prior fiscal year by no later than November 1 of the subsequent year. For accounting purposes, costs of reassigned time shall be calculated based on the minimum salary for assistant professor.

*Steven D. Browne, Master Mariner  
Professor of Marine Transportation  
Director of Faculty Affairs  
California Maritime Academy*



# CALIFORNIA STATE UNIVERSITY, FULLERTON

## Academic Senate

P.O. Box 6850, Fullerton, CA 92834-6850 / T 657-278-3683 / F 657-278-8068

## MEMORANDUM

**ASD 14-175**

Date: November 25, 2014  
To: Academic Senate Executive Committee  
From: Dr. Sean Walker, Chair Academic Senate  
Subject: Proposed New UPS – Assigned Time for Exceptional Levels of Service to Students

Pursuant to the new Collective Bargaining Agreement (CBA) Article 20, Section 20.37, campus senates shall develop policies and procedures to award assigned time to faculty who are engaged in 'exceptional levels of service' to students. The CBA is explicit in its language, and all faculty members in unit 3 are eligible to apply (e.g., tenure-track faculty, part-time temporary faculty, full-time temporary faculty and counselors, coaches, and librarians that are part of unit 3). Applications are to be evaluated by a faculty committee. There must also be an appeals process that is binding, and the decision of the appeals committee is not subject to Article 10 (Grievances). The CBA also lays out specific reporting and budgeting requirements.

The CSU will allocate \$1.3 million to this program. These funds will be allocated to each campus based on the number of full-time equivalent students at that campus. The cost of assigned time will be based on the minimum salary for Assistant Professors. I have **estimated** that CSUF should be able to give approximately 15 awards of 3 weighted teaching units in 2014/15, 2015/16 and 2016/17. This is only an estimate and may differ from what we actually receive.

The full text from the CBA, reproduced below, has been annotated to indicate where that material/process is in the proposed policy.

### Article 20 - Section 20.37 Assigned Time for Exceptional Levels of Service to Students

For each fiscal year 2014/15, 2015/16, and 2016/17, the CSU will provide a pool of \$1.3 million, allocated based on campus full-time equivalent students (FTES), to provide assigned time to faculty employees who are engaged in exceptional levels of service that support the CSU's priorities, but who are not otherwise receiving an adjustment in workload to reflect their effort. **[P1, SECTION 1]**

Assigned time from this pool may be awarded for student mentoring, advising, and outreach, especially as these activities support underserved, first--- generation, and/or underrepresented students; the development and implementation of high--- impact educational practices; curricular redesign intended to improve student access and success; service to the department, college, university, or community that goes significantly beyond the normal expectations of all faculty; assignment to courses where increases to enrollment have demonstrably increased workload; and other extraordinary forms of service to students. **[P3, SECTION 7.1 & 7.2]**

Such adjustments shall be in addition to any adjustments already in place on a campus. Faculty members already receiving assigned time for the same general category of activity (e.g. assigned time for excess enrollments, assigned time for committee service) shall not be eligible for support from this pool for the same activities. **[P2, SECTION 4.1]**

In 2014/15, assigned time under this program shall be awarded in the spring and be based on work performed during the 2014/15 academic year. Awards shall consist of WTUs and may be banked for use in the 2015/16 academic year. Campuses shall establish timelines for 2015/16 and 2016/17 so that assigned time is taken during the academic year in which the activities occurred. **[P2 SECTION 4.2]** All faculty unit employees are eligible to apply. **[P1, SECTION 1]**

### THE CALIFORNIA STATE UNIVERSITY

Bakersfield / Channel Islands / Chico / Dominguez Hills / East Bay / Fresno / Fullerton / Humboldt / Long Beach / Los Angeles / Maritime Academy / Monterey Bay / Northridge / Pomona / Sacramento / San Bernardino / San Diego / San Francisco / San Jose / San Luis Obispo / San Marcos / Sonoma / Stanislaus

Academic Senates on each campus shall develop criteria and procedures for the use of the funds. Applications shall be evaluated by the appropriate faculty committee(s) **[P1 SECTION 2]**, which shall make recommendations to the appropriate administrator **[P3 SECTION 8]**. Consideration shall be given to the items listed in 20.3 (b) and (c) **[P3, SECTION 7.1 & 7.2]**. Priority shall be given to applications which demonstrate that the quality of students' educational experience could not have been maintained without an increase in the faculty member's workload. **[P3, SECTION 7.2 – SPECIFICALLY 7.2.2]**

Denials shall specify the reasons. **[P3, SECTION 9 ]** Appeals shall be heard by a faculty committee designated for the purpose. Decisions of the appeals committees shall be final and binding and not subject to Article 10 of this Agreement. **[P4, SECTION 10 ]** Awards granted after appeal in 2014/15 and 2015/16 shall be funded from the pool allocated for this program in the subsequent fiscal year and shall not exceed 10% of the annual pool. **[P4, SECTION 10 ]** Any unused funds from this program in 2014/15 or 2015/16 shall roll over for use in the following Academic Year. Appeals in 2016/17 must be funded from the available funds for 2016/17, including any rollover from previous years. **[P1-2, SECTION 3]**

Campuses shall expend all funds allocated to them under this program. Each campus shall provide an accounting of expenditures for this program for the prior fiscal year by no later than November 1 of the subsequent year. **[P1-2, SECTION 3]** For accounting purposes, costs of assigned time shall be calculated based on the minimum salary for assistant professor. **[P2, SECTION 3.1.3]**



# CALIFORNIA STATE UNIVERSITY, FULLERTON

## University Policy Statement

ASD 14-175  
DRAFT

### UPS 2XX.XXX

## ASSIGNED TIME FOR EXCEPTIONAL LEVELS OF SERVICE TO STUDENTS

### PURPOSE

To provide a process for all Unit 3 faculty to write proposals and compete for assigned time for exceptional levels of service to students that supports the priorities of the California State University (CSU) system and support California State University Fullerton's (CSUF) Mission and Strategic Plan pursuant to Article 20, Section 20.37 of the 2014-2017 Collective Bargaining Agreement (CBA) between CSU and the ~~faculty~~ California Faculty Association (CFA).

### 1. EXECEPTIONAL ASSIGNED TIME COMMITTEE (EATC)

#### 1.1. Constituencies

Each college shall be a constituency. The Library/Athletics/Counseling/Extended Education (L/A/C/E) areas shall be another constituency.

#### ~~1.1.1.~~ 1.2. Membership

~~One faculty member from each college, one faculty member from the Library/Athletics/Counseling/Extended Education constituency~~ defined above shall be appointed by the Academic Senate, and a -and a student who will be t-appointed by the Associated Students, Inc. The Provost and Vice-President for Academic Affairs or his/her designee will serve as a non-voting *ex officio* member. Each appointed member shall serves a one-year term. Faculty serving on this committee shall not be applicants for assigned time.

#### ~~1.2.1.3.~~ 1.3. Functions

~~1.2.1.3.1.~~ To evaluate faculty applications for assigned time for exceptional levels of service to students

~~1.2.2.1.3.2.~~ To make recommendations based on those evaluations to the Provost and Vice-President for Academic Affairs (VPAA).

~~1.2.3.1.3.3.~~ To periodically review and, if needed, make recommendations for changes in this policy to the Faculty Affairs Committee (FAC)

### 2. ASSIGNED TIME BUDGET AND REPORTING

**Pursuant to the above-referenced article of the CBA** the CSU has agreed to provide resources to each campus for assigned time for exceptional service to students based on the number of full-time equivalent students at that campus.

#### 2.1. Accountability and Expenditures

**2.1.1.** CSUF shall expend all funds allocated ~~to them~~ under this program. CSUF shall provide an accounting of expenditures for this program for the prior fiscal year by no later than November 1 of the subsequent year to the EATC, the Academic Senate, Campus CFA President, and the CSU.

2.1.2. Any unused funds shall roll over for use in the following academic year for the 2014/2015 academic year and the 2015/2016 academic year. All funds must be expended in the 2016/2017 academic year.

For accounting purposes, costs of assigned time shall be calculated based on the minimum salary for an assistant professor.

Awards from appeals shall not exceed 10% of the annual budget for assigned time and shall be funded in the subsequent academic year. During the last year of the agreement, appeals must be funded from the funds for that year, including any rollover from previous years.

### 3. ELIGIBILITY & RESTRICTIONS

#### 3.1. Eligibility

All Unit 3 faculty employees are eligible to submit a proposal to request assigned time for exceptional levels of service to students.

Faculty who have previously received assigned time under this program and have not filed a final report on their activities are not eligible to apply again until their final report has been received.

Faculty members already receiving assigned time for the same general category of activity (e.g. assigned time for excess enrollments, assigned time for committee service) shall not be eligible for support from this program.

#### 3.2. Restrictions

Assigned time can only be utilized during the academic year (August – May) during which the activity is performed with the exception of assigned time granted in the 2014/2015 academic year which may be utilized in the 2015/2016 academic year.

### 4. TIMELINE

For activities in the 2014/2015 academic year and activities planned for the 2015/2016 academic year, applications will be due February 23, 2015 and awards announced on or before April 30 ~~by April of 2015~~.

- 4.1. For the 2016/2017 academic year applications will be due on October 1, 2015. Awards will be announced ~~in~~ on or before December 15~~of~~, 2015.

### 5. APPLICATION MATERIALS

An application for assigned time to support exceptional levels of service to students shall consist of: 1) a narrative proposal, not to exceed two pages; 2) a current curriculum vitae (CV), limited to two pages; 3) a letter from a CSUF employee who can speak to the credibility of the project, not the proposer, in support of the application and 4) ~~a letter indicating from the department chair that the department chair and~~ a letter indicating they are aware of the proposal and ~~that is signed by the dean indicating they are aware of the proposal and~~ are not currently providing assigned time for the same general activity (see section 4.1.3). Incomplete applications will not be reviewed.

### 6. SUPPORTED ACTIVITIES AND REVIEW CRITERIA

#### 6.1. The following activities may be supported

6.1.1. Student mentoring, advising, and outreach, especially as these activities support underserved, first-generation, and/or underrepresented students.

6.1.2. The development and implementation of high-impact educational practices; curricular redesign intended to improve student access and success.

6.1.3. Service to the department, college, university, or community that goes significantly beyond the normal expectations of all faculty.

6.1.4. Assignment to courses where increases in enrollment have demonstrably increased workload.

6.1.5. Other extraordinary forms of service to students.

## 6.2. Review Criteria

6.2.1. Demonstrated or hypothesized impact on student success and/or educational experience; impact includes the quality of the activity as well as the number students served. (40%)

6.2.2. Demonstration that the impact on and/or quality of student experience could not be maintained without an increase in workload and that it is above and beyond the faculty member's work assignment/regular duties (30%)

6.2.3. Demonstrated impact on first-generation, underrepresented, or historically underserved populations (20%)

6.2.4. Quality of the letter of support (10%)

## 7. RECOMMENDATIONS

7.1. The EATC shall assign each proposal one of three ratings:

- 1) Strongly Recommend
- 2) Recommend
- 3) Do Not Recommend

7.2. The EATC shall submit its evaluations and the application materials to the VPAA who, in consultation with the appropriate administrator responsible for assigning workload (e.g., Dean or Vice-President of Student Affairs), shall make the final determination regarding the approval or denial of the proposal. The VPAA shall allocate at least one award to each faculty constituency-represented in the pool of strongly recommended and recommended proposals.

## 8. INFORMATION PROVIDED TO APPLICANTS

Once a decision is reached by the VPAA, he/she will forward his/her approval or denial, if denied, why the proposal ~~was approved or denied~~, as well as the evaluation of the EATC to the applicant.

## 9. APPEALS

Applicants may appeal the decision by the VPAA to approve or deny their proposal. Decisions made by the Appeals Committee shall be final and binding and are not subject to the grievance



procedures specified in Article 10 of the CBA.

### 9.1. Appeals Committee

The Appeals Committee shall comprise one member of the EATC, two members of Academic Senate Executive Committee, two members of the FAC, and the VPAA or designee who shall be a non-voting *ex officio* member. The Appeals committee shall be appointed by the Academic Senate Executive Committee. ~~Chair of the Academic Senate.~~

### 9.2. Timeline and Notification of Decisions

Appeals of the decision made by the VPAA shall be made, in writing, to the Chair of the Academic Senate and shall be filed no more than ten working days after the date upon which the VPAA notifies the applicants of his/her decision. The Chair of the Academic Senate will appoint the Appeals Committee within ten working days of receiving the first appeal. The Appeals Committee shall complete their review in no more than thirty working days after receipt of the appeal. The Appeals Committee shall send the appellant notification of its decision.

## 10. CONDITIONS OF ASSIGNED TIME

10.1. A faculty unit employee granted assigned time under this program shall provide a final report to the EATC via the Faculty Affairs and Records office no later than the last day of the one semester immediately following the use of assigned time. The report shall provide evidence that the proposed activities were completed and that the impact on the students was as claimed in the original application. Faculty are ineligible to receive further assigned time from this program until their report is received.

## 11. EFFECTIVE DATES

The policies and procedures in this document are an implementation of Article 20, section 37 of the 2014-2017 CBA. The 2016/2017 academic year marks the end of this program and, barring action by the Academic Senate ~~Executive Committee~~, this policy shall no longer be in effect on or after September 1, 2017.

## 12. SUMMARY TIMELINE

	AY 2014/15 & 2015/16	AY 2016/17
Call for Proposals	January 2015	September 2015
Proposals are Due	February 23, 2015	October 1, 2015
Awards Announced	April 2015	December 2015
Assigned Time Used	Fall 2015 or Spring 2016	Fall 2015 or Spring 2017
Final Report Due	The last day of the semester immediately following the use of the assigned time (e.g., if assigned time was used in spring 2016, the final report is due by the <u>end last day of the fall 2016 semester</u> ).	
Last day that this provision of the contract is effective	June 30, 2017	
Last Effective Date of Policy	September 1, 2017	



## SONOMA STATE UNIVERSITY EDUCATIONAL EXPERIENCE ENHANCEMENT AWARD

### Interim Criteria for Distributing Assigned Time for Exceptional Levels of Service

#### I. OVERVIEW

The Collective Bargaining Agreement (CBA) between the California Faculty Association and the Board of Trustees of the California State University (CBA) designates the awarding of assigned time (in the form of Weighted Teaching Units, WTU) to faculty employees "who are engaged in exceptional levels of service that support the CSU's priorities, but who are not otherwise receiving an adjustment in workload to reflect their effort." Awards are designated for work load beyond the requirements of regular faculty assignment in enhancing the student learning environment.

The Sonoma State University Academic Senate will follow the following criteria and procedures for the distribution of the workload.

#### II. GUIDELINES

- For the 2014/15 academic year, granted awards may be banked for the upcoming 2015/16 academic year.
- In subsequent years, the award will be granted for the upcoming academic year in which the service will be conducted. This maximizes the use of the assigned time in the faculty member's schedule in the upcoming academic year. Therefore, awards are prospective, not retrospective.
- Exceptional levels of service to students will be regarded in the context of the standard professional responsibilities of instructional faculty (CBA 20.1) and in keeping with past practices of SSU in assignment of professional activities of instructional faculty (CBA 20.2 and 20.3).

#### III. PROCEDURES

- Applications will be due to the Office of Faculty Affairs by the end of the **third** week of the spring semester (February 6, 2015).
- The Faculty Standards & Affairs Committee (FSAC) will be solely responsible for evaluation of applications and making recommendations of awards to the Office of Faculty Affairs.
- Course WTUs will go back to the department in which the applicant received the award.
- Applicants will be notified of awards no later than the **fifth** week of the spring semester (February 20, 2015).

#### IV. CRITERIA

- Applications will be reviewed as to the impact the faculty member's additional workload will have on the quality of students' educational experience. In general activities may include, but are not limited to: course and curricular redesign (including new modalities

and service learning), especially for large class size; scholarly and creative activities with students; developing and operating internship programs; developing more effective advising procedures (aiding in retention, timely graduation, etc.); or assessment and accreditation activities, and activities supporting underserved, first-generation, and/or underrepresented students. In no case will awards be granted to cover excessive workload assignment as this is not the spirit of exceptional level of service to students, and is the responsibility of the University to assign workload equitably (per CBA 20.3). These awards are to aid faculty who take on additional work load beyond the requirements of their normal assignment for improving the student learning environment.

- Qualified applications will be ranked with respect to their contribution to exceptional service to students and awards made to the available limit of funds.
- Applicants will be notified by FSAC by email on the outcome of their application. Letters of awards will be placed into awardee's PAF.
- The expected amount of funds available to SSU for providing these awards will be in the range of 12-16 WTU per academic year.

**SONOMA STATE UNIVERSITY  
2014-15 EDUCATIONAL EXPERIENCE ENHANCEMENT AWARD APPLICATION**

**COVER SHEET**

**I. APPLICANT**

Name: \_\_\_\_\_ Title \_\_\_\_\_

Department/Program \_\_\_\_\_ School \_\_\_\_\_

Email \_\_\_\_\_

A) Provide a 1-page narrative explaining the activity to which additional workload was needed to improve students' learning experiences beyond your standard professional responsibilities.

B) Provide the approximate number of hours during the semester this additional activity took to complete. If additional time was used outside of the semester, please include this as well.

C) Semester in which the activity occurred (circle): FALL 2014      SPRING 2015

D) Required signatures:

\_\_\_\_\_  
Department Chair/ Program Coordinator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dean

\_\_\_\_\_  
Date

E) After obtaining required signatures, turn in this cover sheet and your narrative to the Office of Faculty Affairs (STEV 1041) by **February 6, 2015**.

**II. FACULTY AFFAIRS**



-24-  
**Educational Experience Enhancement Award**  
Academic Year 2014-2015

The Collective Bargaining Agreement (CBA) between the California Faculty Association and the Board of Trustees of the California State University designates the awarding of assigned time (in the form of Weighted teaching Units, WTU) to unit 3 faculty employees "who are engaged in exceptional levels of service that support the CSU's priorities, but who are not otherwise receiving an adjustment in workload to reflect their effort. Awards are designated for work load beyond the requirements of regular faculty assignment in enhancing the student learning environment.

- Complete applications are **due to the Office of Faculty Affairs by the end of the third week of the spring semester (February 6, 2015).**
- The Faculty Standards and Affairs Committee (FSAC) will be solely responsible for evaluation of applications and making recommendations of awards to the Office of Faculty Affairs.
- Applicants will be notified of awards no later than the fifth week of the spring semester.

**TO BE COMPLETED BY FACULTY MEMBER**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Department: \_\_\_\_\_ School: \_\_\_\_\_  
Email: \_\_\_\_\_

A) Attach to this application a **1-page narrative** explaining the activity to which additional workload is needed to improve students' learning experiences beyond your standard professional responsibilities.

B) Provide the approximate number of hours during the semester this additional activity will take to complete.  
\_\_\_\_\_ hours per semester

C) Semester in which the activity will occur (circle):

FALL 2014      SPRING 2015

Faculty Member's Signature \_\_\_\_\_  
*Forward to Department Chair*

Date: \_\_\_\_\_

**Required Signatures:**

**TO BE COMPLETED BY DEPARTMENT CHAIR**

Signature \_\_\_\_\_  
*Forward to Dean*

Date: \_\_\_\_\_

**TO BE COMPLETED BY DEAN**

Signature \_\_\_\_\_  
*Forward to Faculty Affairs*

Date: \_\_\_\_\_

**TO BE COMPLETED BY ASSOCIATE VICE PRESIDENT FOR FACULTY AFFAIRS**

Signature \_\_\_\_\_

Date: \_\_\_\_\_

## Improving Campus Response to Sexual Assault and Sexual Violence

### AS-3192-14/FA/AA (Rev)

**RESOLVED:** That the Academic Senate of the California State University (ASCSU) recognize that the faculty have a crucial role in fostering awareness of sexual violence and supporting students and other members of the campus community impacted by sexual violence; and be it further

**RESOLVED:** That ASCSU state its support of Title IX and encourage faculty to engage in trainings as well as conversations with students, administrators, staff and local partners to help create a climate that ensures sexual violence is treated with the utmost urgency and sensitivity; and be it further

**RESOLVED:** That ASCSU call on all campus Presidents and Senates to review current sexual violence policies to guarantee they reflect newly emerging exemplary practices and specify clear reporting structures; and be it further

**RESOLVED:** That ASCSU call for the Chancellor's Office and campus Presidents to undertake campus climate studies that meet or exceed the new guidelines by the United States White House Task Force to Protect Students from Sexual Assault and that appropriate campus committees be assigned (or established) to regularly review campus climate study findings, make recommendations for campus improvements, and review of sexual violence prevention and education programs; and be it further

**RESOLVED:** That all committees assigned to review, develop, implement and/or oversee policies, research, and trainings include faculty, staff, and significant representation of students; and be it further

**RESOLVED:** That the ASCSU distribute this resolution to the CSU Board of Trustees, CSU Chancellor, CSU campus Presidents, CSU campus Senate Chairs, CSU campus Senate Executive Committees, CSU campus Vice Presidents of Student Affairs, CSSA President, CSU Campus ASI Presidents, CSU-ERFA President, and CSU Campus Title IX Coordinators.

**RATIONALE:** *The Academic Senate of the California State University (ASCSU) honors the courageous work of sexual violence survivors who have bravely spoken out to educate the wider community on the issue of sexual violence. This resolution is written in response to recent national and state attention given to the issue of campus sexual violence. This attention includes recent reports that "One in five women is sexually assaulted while in college....and, although fewer and harder to gauge, college men, too, are victimized"*

(See "Not Alone: The First Report of the White House Taskforce to Protect Students from Sexual Assault" (April 2014), available at:

[http://www.whitehouse.gov/sites/default/files/docs/report\\_0.pdf](http://www.whitehouse.gov/sites/default/files/docs/report_0.pdf)). Other contexts for the resolutions include the U.S. President's establishment of the White House Task Force to Protect Students from Sexual Assault on January 22, 2014, and emerging court and administrative policy statements that reaffirm Title IX of the Education Amendments of 1972 (Title IX), which states that prevention of sexual violence (including rape, sexual assault, sexual battery, sexual coercion and gender-based harassment) is an important component of equal access to education. And the resolution is also written in

recognition of the California legislature SB 967 which includes assertion of the affirmative consent standard and its wider vision of "victim-centered" sexual assault response policies on California campuses that include comprehensive prevention programs, and requires administration on campus join forces with local rape crisis intervention professionals. The primary goal of this resolution is to encourage faculty and faculty senates to become active partners in creating safer campuses and to assert that faculty consultation (along with representation of student and staff voices) must be honored as campuses work through policies and trainings on these issues.

Any CSU policies and education programs need to draw upon exemplary practices in prevention, education, resource allocation and response. While there are many good sources for understanding these issues, these selected sources that might be of particular interest to faculty in informing their legal and ethical responsibilities on these issues:

- United States Department Of Education Office For Civil Rights April 2014 document "Questions And Answers On Title IX And Sexual Violence." (<http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf>)
- CSU Office the Chancellor Executive Order 1095 "Implementation of Title IX, VAWA/Campus SaVE act, and Related Sex Discrimination, Sexual Harassment, and Sexual Violence Legislations (<http://www.calstate.edu/eo/EO-1095.html>)
- American Association of University Professor's statement "Campus Sexual Assault: Suggested Policies and Procedures." This statement was " approved in October 2012 by the Association's Committee on Women in the Academic Profession and its Subcommittee on Sexual Assault on Campus. It was adopted by the Association's Council in November 2012." (<http://www.aaup.org/report/campus-sexual-assault-suggested-policies-and-procedures>)
- American Association of University Women's "Ending Campus Sexual Assault Tool Kit". Faculty may be particularly interested in the portion of this tool kit entitled "5 Ways Faculty and Staff Can Fight Sexual Violence on Campus" (<http://www.aauw.org/2014/04/14/fight-campus-sexual-violence>)
- Protect Students from Sexual Assault to " provide information for students, schools, and anyone interested in finding resources on how to respond to and prevent sexual assault on college and university campuses and in our schools." This site includes a full range of links to a wide range of organizations working on violence prevention. (<https://www.notalone.gov>)

Committees and campuses should listen seriously to the experience and healing needs of survivors, while also recognizing rights of all parties in any judicial process. The ASCSU appreciates that campuses will need to ensure that, clear guidance to fair campus disciplinary processes are available to all students, inform students of legal avenues and rights, as well as make sure safe, reliably confidential, and non-legalistic resources are available for students to explore concerns and questions regarding sexual violence.

ASCSU further recognizes that particular populations will have unique challenges and needs, and all climate studies, trainings, and policies need clear sensitivity to, and guidance for, undocumented, LGBTQI and international students. Also, information on policies and trainings must be readily available to all students, being sensitive to those with limited English proficiency or disabilities.

*The CSU needs to recognize in its policies, unique and different circumstances posed by the diversity of campus settings if it is to truly have an impact on campus sexual violence. Urban campuses, rural campuses, commuter campuses, residential campuses, and campuses with large athletic programs will present different opportunities, needs and challenges in meeting the goal of creating safer environments. While state guidance will be necessary, localized realities must also be acknowledged and incorporated into effective policies, trainings and solutions.*

*While many types of on-going educational training programs will be needed, educational programs are especially needed that specifically target first year and transfer student orientations. Training should also be incorporated into leadership training for student organizations, and for student athlete leaders. Training for students should incorporate concepts of affirmative consent, bystander intervention, campus health resources, and campus reporting policies.*

*Campuses should include, in consultations at all stages on these issues, offices and organizations that have been long term leaders and advocates on these topics. Many campuses have a wealth of faculty and staff experts on this topic. This includes those who have played historic and on-going leadership and who have been aiding survivors, responding to incidents, and raising general awareness about the issues of sexual violence on campus, such as campus student affairs professionals, Women's, Gender, and Sexuality Resource Centers, campus sexual assault prevention teams and centers, along with psychological counseling faculty. Further, ASCSU encourages campuses to partner with local experts on sexual violence, asserting the important role of working closely with local sexual assault/rape crisis/domestic violence organizations and centers in campus discussions.*

**Approved Without Dissent– November 7, 2014**



## ***CONSTITUTION OF THE FACULTY***

### **ARTICLE I. MEMBERSHIP OF THE GENERAL FACULTY**

Voting members of the General Faculty of Cal Poly shall consist of those persons who are employed at Cal Poly and belong to at least one of the following entities: (1) full-time academic employees holding faculty rank whose principal duty is within an academic department, unit, or program (??); (2) faculty members in the Pre-Retirement Reduction in Time Base Program and Faculty Early Retirement Program; (3) full-time probationary and/or permanent employees in Professional Consultative Services as defined in Article III.1.b of this constitution; (4) full-time coaches holding a current faculty appointment of at least one year; (5) lecturers holding full-time appointments of at least one year in one or more academic departments, units, or programs; or (6) lecturers with a current assignment of 15 WTUs for at least three consecutive quarters; (7) lecturers holding part-time appointments for at least six consecutive years.

Members of the General Faculty, including department chairs/heads, shall not cease to be members because of any assigned time allotted to them for the carrying out of duties consistent with their employment at Cal Poly. "Visiting Personnel" shall not be members of the General Faculty. Members of the General Faculty who are on leave for at least one year shall not be voting members during their leave.

Nonvoting membership in the General Faculty shall consist of all academic personnel not included in the voting membership.

### **ARTICLE II. RIGHTS, RESPONSIBILITIES, AND POWERS OF THE GENERAL FACULTY**

#### **Section I. Rights of the General Faculty**

The right of academic freedom is necessary for the pursuit and dissemination of truth and the maintenance of a free society. It is the obligation of the General Faculty to insure the preservation of an academic community with full freedom of inquiry and expression and insulation from political influence. (??)

### **ARTICLE III. THE ACADEMIC SENATE**

#### **Section 1. Membership**

- (a) Colleges with fewer than 30 faculty members shall elect two senators. All other colleges shall elect three senators, plus one senator for each 30 faculty members or major fraction thereof.
- (b) Designated personnel in Professional Consultative Services (excepting directors) shall be represented in the Academic Senate by the formula of one senator per each fifteen FTEF (Full Time Equivalent Faculty) ~~members~~ or major fraction thereof:

- (1) Full-time probationary or permanent Librarians; and
- (2) Full-time probationary or permanent (a) counselors; (b) student services professionals [SSP]: SSP I-academically related, SSP II-academically related, and SSP III-academically related; (c) SSPs III and IV; (d) Cooperative Education lecturers; and (e) physicians.
- (3) Full-time coaches holding a current faculty appointment of at least one year.
- (4) Part-time Librarians, counselors, student services professionals [SSP]: SSP I-academically related, SSP II-academically related, and SSP III-academically related; (c) SSPs III and IV; (d) Cooperative education lecturers; and (e) physicians, (f) coaches holding a current faculty appointment of at least six years.

- (e) ~~Part-time lecturers in an academic department/teaching area and part-time employees in Professional Consultative Services, other than those who are members of the General Faculty as defined in Article I, will be represented by one voting member in the Senate.~~



## ***BYLAWS OF THE ACADEMIC SENATE***

### **I. INTRODUCTION**

#### **B. DEFINITIONS**

##### **4. Part-time Academic Employees**

Part-time lecturers in academic departments/teaching areas in the University and part-time employees in Professional Consultative Services (Professional Consultative Services classifications: librarians, counselors, student service professionals I-, II-, III-academically related, student service professionals III and IV, Cooperative Education lecturers, physicians, and coaches) ~~who are not~~ who hold appointments for six consecutive years are members of the General Faculty as defined in Article I of the *Constitution of the Faculty*.

### **II. MEMBERSHIP OF THE ACADEMIC SENATE**

#### **A. ELIGIBILITY**

##### **1. Elected Members**

Elected members shall be full-time members of the General Faculty, or part-time members of the General Faculty holding appointments for at least six consecutive years, who have been nominated and elected in accordance with Article III of these bylaws.

##### **2. Ex Officio Members**

Ex officio members are specified in Article III.1.e of the constitution.

##### **3. ~~Representative of Part-time Academic Employees~~**

~~A voting member of the Academic Senate representing part-time academic employees shall be elected by vote of all university part-time academic employees during fall quarter of each academic year. Such representative must have an academic year appointment in order to serve in this position.~~

#### **B. TERMS OF OFFICE**

1. Terms of office for senators: the elected term of office for senators shall be two years. A senator can serve a maximum of two consecutive, elected terms and shall not again be eligible for election until one year has elapsed. A senator appointed to fill a temporary vacancy for an elected position shall serve until the completion of that term or until the senator being temporarily replaced returns, whichever occurs first. If this temporary appointment is for one year or less, it shall not be counted as part of the two-term maximum for elected senators. ~~The representative for part-time academic employees shall serve a one year term with a maximum of four consecutive one year terms.~~

### **III. VOTING AND ELECTION PROCEDURES**

#### **B. ELECTION CALENDAR**

##### **8. ~~Election of representative for part-time academic employees:~~**

~~(a) during the first weeks of fall quarter, the Academic Senate office shall solicit nominations for the position of Academic Senate representative for part-time academic employees.~~

~~(b) after nominations have been received, election to this position shall be conducted. A runoff election, if needed, shall be conducted the week following the conclusion of the election. Said position shall be elected by vote of all university part-time academic employees unless only one nomination to this position is received, in which case the Executive Committee of the Academic Senate shall have the authority to appoint said nominee to the position.~~

~~(c) the elected member shall serve until the end of the academic year.~~