

SAN JOSÉ STATE UNIVERSITY ACADEMIC SENATE

2023/2024

Agenda

February 26, 2024/2:00 to

5:00 pm In Person

ENGR 285/287

- I. **Call to Order and Roll Call:**
- II. **Land Acknowledgement:**
- III. **Approval of Minutes:**
 - A. **Approval of the Senate Minutes of February 5, 2024**
- IV. **Communications and Questions:**
 - A. From the Chair of the Senate
 - B. From the President of the University
- V. **Executive Committee Report:**
 - A. Minutes of the Executive Committee:
Executive Committee Minutes of January 29, 2024
Executive Committee Minutes of February 12, 2024
 - B. Consent Calendar:
Consent Calendar of 2/26/2024
 - C. Executive Committee Action Items: **None**
- VI. **Unfinished Business: *none***
- VII. **Policy Committee and University Library Board Action Items (In rotation):**
 - A. Organization and Government Committee (O&G):
 - B. Instruction and Student Affairs Committee (I&SA):
 - C. Professional Standards Committee (PS):
AS 1861, Amendment A to University Policy F17-3, Selection and Review of Department Chairs and Directors (Final Reading)
 - D. University Library Board (ULB):
 - E. Curriculum and Research Committee (C&R):
- VIII. **Special Committee Reports:**
Special Report on the Student Fairness Committee by Mahima Agumbe Suresh, Chair; and by Ombudsperson, Feyon Lau, Time Certain: 3:30 p.m.

IX. New Business: none

X. State of the University Announcements:

- A. Associated Students President
- B. Vice President for Administration and Finance
- C. Provost
- D. Vice President for Student Affairs
- E. Chief Diversity Officer
- F.

2024-2025 Academic Senate Minutes
February 5, 2024

I. Call to Order and Roll Call

Chair Sasikumar's update featured the following:

- " The Vice Chair has confirmed quorum.
- " Welcome to three new Senators, Senators Dukes, Fuentes-Martin, Vogel. Welcome back to Senators Meniketti, and Riley.
- " Changes in the Office of the Senate include a new temporary employee, Grace Barbieri; she is a former student of Chair Sasikumar. The Senate Newsletter is being published regularly.
- " Important Dates: Senate Retreat (02/16), petitions for senate seats due (02/16). Please encourage your colleagues to run. Nominating Petitions were sent out two weeks ago. Chair Sasikumar will be running for a second year today.
- " From the Vice Chair: The Vice Chair announced the retreat would be on 2/16/24 via zoom from 10 a.m. to noon. I had intended it to be a hybrid event, but I've had some injuries limiting my ability to get around. There won't be any gift baskets this year. You will get a notepad and pen mailed to you after the event if you attend.
- " The Senate will sponsor training by a parliamentarian based out of Seattle. It will be information that is immediately applicable to those of us in the Senate. This will be on March 22, 2024. Vice Chair Hart will send confirmation. If spots are available after senators have signed up, the training will be open to SJSU faculty and staff as well.
- " (Nina Chuang, Former AS President and Senator, gave a brief update on events on the Day of Remembrance on May 19, 2024. This will be the 82nd anniversary of EO 9066 which incarcerated Japanese Americans across the nation. Over 2,487 Japanese Americans were processed for incarceration here at SJSU.
- " (Nina Chuang) SJ Day of Remembrance in Japantown will be on February 18, 2024. The theme will be youth activism. The 2nd day of remembrance will be on February 19, 2024 with events at the Hammer Theater, including a film showing and a panel. We will soon kick off fundraising for the mural that is to be erected on campus.
- " We have been meeting and put out a call for artists for our mural. The Chair promised that when this information is available, it will be circulated to the Senators so that they can contribute to the fund if they wish.

B. From the President:

President Teniente-Matson's update included the following: The President's cabinet has 5 priorities this year. One of these is leading the campus to a balanced/sustained budget, while working with the BAC. As you may recall last spring the state of California had a surplus. SJSU had a budget of about \$37 million.

I asked the BAC for recommendations on creating a structurally sound budget. Last year, the BAC recommended about \$23 million in budget adjustments. Coming into this budget year in the fall, we took a budget reduction of \$20 million. This left about a \$14.7 million shortfall in our budget. I asked the BAC to reconvene and provide me with a long-term fiscally sustainable three-year budget. The BAC provided me with their recommendations on 12/22/23.

There is a deficit to the governor's budget of about \$38 billion depending on what article you read or channel you watch, there is some disagreement with that number. However, we are going to go with this number as it's what the governor himself provided us. The governor indicated he was very committed to the compact; however, he said he will be deferring the funding for 2024/2025 until 2025/2026. Our current challenge for the campus is still the \$14.7 million shortfall. Also, an additional increase of \$12 million in increases related to salaries across all bargaining units. This brings our budget shortfall to about \$26 million.

On January 23, 2024, I sent a memo back to the BAC on what steps we would be taking to address their recommendations as well as any other things that could come forward. In this memo I say that we are implementing a soft hiring freeze. This applies to all hires, except for instructional faculty. We are asking our department heads and administrators to take a look at what expenditures they can cut and to only proceed with essential expenditures. The reason for this is to grow our end of the year contributions and create a surplus in essence. That will go towards the shortfall and reduce the amount of the internal loan. I'm asking that everyone ensure any state events that are paid for with Tower Funds are properly reimbursed to the state accounts. As we come to year-end, I want to remind everyone we are borrowing from ourselves internally from other funds to cover our shortfall in our operating budget. This is why I'm asking for a reduction of current operating fund budgets. The Provost and VPAF will be hosting a budget town hall in the spring. We want to be sure that we don't slow down our efforts in recruitment, retention, and enrollment. We heard from many people about the changes we made to our commitment to RSCA and Faculty/Staff Professional Development. We will have a line where we pay back funds to the CSU Reserves in 2025/26.

Some other items that came up with a survey from the BAC included the following. There were 900 responses. I'm putting

together 6 different work groups to look at a variety of additional

Senator Sullivan-Green presented AS 1865, Sense of the Senate Resolution, In Support of Blood Drives on Campus (Final Reading). (vote by acclamation – unanimous approval)

B. Professional Standards Committee (PS): (No report).

C. University Library Board (ULB): (No report.)

D. Curriculum and Research Committee (C&R):

Senator Wong presented AS 1863, Policy Recommendation, Credit for Prior Learning (Final Reading). Senator Van Selst presented an amendment to line 198 to remove the word “fully”. The Senate voted and the amendment failed (0-41-4). The Senate voted and AS 1863 passed (45-0-1).

E. Organization and Government Committee (O&G):

IX. Special Committee Reports: Report from the Committee on Senate Representation by the Co-Chairs, Janet Sundrud and Reiko Kataoka. This committee was formed by the Senate Management Resolution that passed in September 2023. Our work is still in the early stages. This report is just to share with you some of the ideas we have discussed and how we plan on approaching things. The clock is ticking. We only have two more months before we have to make our report. We would like to invite your input.

The membership that was chosen for the committee is off of SM-S23-1. There are faculty, staff, and students on the committee. The charge includes investigating current representation on the Senate, and input from the SJSU community. Based on these findings the committee will develop recommendations and prepare a report.

We are moving to biweekly meetings to meet our deadline of March 26, 2024 for the report. We also want to hear from staff members. We have already met with the CSUEU and they are supportive. We've reached out to University Personnel.

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Q: What is the EVC charging rate?

A: We use an outside company for that. I'll look into it and get back to you.

Q: We addressed commuter students and on campus students, but we did not address students in the fraternity and sorority houses. We lost power for 12 hours. How are we supposed to get our homework done?

A: Dean Meth, Dean of the MLK Library, is in the back. Students can use the library. If you can't get your work done, talk to your faculty.

- B. Vice President for Student Affairs: (by Interim VP Fuentes-Martin)
VP Fuentes-Martin commented that it was her first time being a Senator. She has been very busy so far. She also noted the interesting weather we have been having.

VP Fuentes-Martin was able to go to the open house for the Spartan Village on the Paseo, which is what they are calling the property we purchased downtown (formerly the Signia Hotel).

As for the Sense of the Senate on Blood Drives, Student Affairs and the Health Center are here to help and can coordinate anything with the Red Cross.

Two additional things that are happening include the launch of the Student Mental Health Strategic Plan and the Student Career Development Strategic Plan. These are both initiatives that have been started with goals to have metrics by the end of this coming year.

We have lots of opportunity in our cultural centers. We are partnering with the Office of Diversity, Equity, and Inclusion. It is an exciting opportunity. AjEMC /P AMCID 1

Q: I know the Board of Academic Freedom gave some feedback on the time, place, and manner policy, but didn't get any feedback. Can you check on this?

A: I will follow-up on this.

Q: Regarding the Mental Health Strategic Plan, this is something we in psychological services just found out about. We would like to give input into this. We don't want it to go through and we aren't involved with it.

A: We will make sure we follow-up.

Q: When does the Spartan Speaker Series kickoff?

A: The Spartan Speaker Series kickoff is February 20, with Janelle James, and then on April 15, Stephanie Hsu.

Q: What are campuses doing to promote that abortions are available in the Health Center?

A: I know for a fact that the service is available in the Student Health Center. As well as the medication. I don't know how they promote it, but I will find out. It is a big building and they see over 1,000 students a day in different areas.

Q: New students may not know we offer this service?

A: I will follow-up and get some statistics.

C: In my entire time here I have not seen any information about the availability of abortions on campus.

C. Provost:

Enrollment Management moved over in November and I've been spending some time with them and the leadership. I just want to give you a quick update of where we are. We are doing really well for Spring 2024. We are trending north of 100% for the California enrollment, which in the system right now is a really good thing. The interesting thing is we are doing that with a slight downturn in headcount. We are down about 85 headcount students, but we are up spring over spring almost 400 FTES. That's partly due to average unit load increase. The other thing we started tracking this year is fall to spring enrollment, particularly for our first-time full time students. Because, one of the things we talk about on this campus is that when we go over a class of 4,000 students on this campus, we nose dive in success. Well that hasn't happened. Tracking fall to spring, since 2017, the highest fall to spring we have had is 96.2% for our first-time full time students and that was last year. That was 3,887 students. We are currently at 96.2% with 4,339 students. In 2017, the fall to spring finish was at 94.9%, so we are well more than a point ahead. In terms of real lives, that's 50 people. They are still here and that is exciting. Overall, fall to spring, we have had a 94% return. We are also getting back about 31% of students that took a semester off. There was a very active re-enrollment campaign. I'm proud of the fact that a lot of

new transfers and new first year students come in in the spring. We've done that with a tighter schedule as all of us know and not a lot of complaints up the food chain about classes not being available and so forth. I think some of the restructuring around advising has really helped with that fall to spring. There were of 50,000 appointments with over 18,500 students last year. There was a 7 point bump in underserved students that went to advising last year in terms of retention. Admissions will be going out to recruit first year students and I can tell you a lot of work has been done to open up more availability in some of our more impacted degree programs. We will be shooting for the largest class ever coming in. If it works out we will be north of 4,800. We have 4,500 right now. This will impact Area F so we are going to start conversations about that very soon. We don't have transfer numbers yet. Transfers still haven't rebounded though. We were a campus that had 4,450 transfers, and we are hovering north of 3,100. If everything holds, we've been given a slight enrollment bump. They did make a move to move base dollars around the system. They were moving 3% off campuses that were under-enrolled. While we didn't get 3%, we are getting something.

At the same time, we had a 15% fall over fall increase in enrollment in self-support PACE programs. That was partly SJSU Online and the growth of the Graduate program. The graduate program is quite strong right now spring over spring.

We still have a lot of faculty searches out right now. We are going to go into some of our impacted areas and probably add some searches.

The last update is on the RSCA program. I'm trying to get a final count and then those will go out. However, per the BAC it's going to be a slightly tighter program. It should be announced soon.

Executive Committee of the Academic Senate
Minutes of the Meeting of January 29, 2024
Clark 551, 12:45 p.m. to 1:30 p.m.

Present: Baur, Curry, Del Casino, Dukes, Faas, French, Fuentes-Martin, Kataoka, McKee, Multani, Sasikumar (Chair), Sullivan-Green, Teniente-Matson, Wong

Absent: Hart

Recorder: Wong

1. Chair Sasikumar called the meeting of the Executive Committee (the “Committee”) to order at 12 pm.
2. Welcome and brief report by the Chair
 - a. Senate General Election 2024-2025 was announced (3 days later than scheduled).
 - b. A new person (Grace Barbieri) has been hired to help the Senate office and will start on Monday. She will also assist the Special Committee on Senate Representation.
3. Approval of the minutes of November 27, 2023
 - a. The minutes have not been circulated and will get approval by email.
4. Consent Calendar
 - a. The 1/29 consent calendar was approved.
5. Introductions of new members by the President
 - a. The president introduced Dr. Kristin Dukes, the new Chief Diversity Officer, and Dr. Mari Fuentes-Martin, Interim Vice President for Student Affairs.
6. Budget issues—report by the President
 - a. Situation: Last Spring: California had a surplus; SJSU structural deficit was 37.5M; BAC recommended action: 23M. This Spring: CA has 38B deficit; 24/25 compact funding is honored but deferred to 25/26. SJSU has a 14.7M shortfall in addition to 12M salary increases (after taking the Governor’s compact funding into account). Revised 2023-2024 budget: a shortfall of 20.61M.

b. Navigating the 2023-24 forecast

- e. [President]: This might be an opportunity to regain the momentum and reset. [Provost]: We can do something different.
- f. [Provost]: The increase in student tuition will give 35% more revenue eventually. [CFO]: This can be offset if we keep increasing salaries. Therefore, we need to grow enrollment and sponsorship.
- g. [President]: VPSA search: has engaged with a consulting firm and posted the position already. Has talked to 3 faculty to serve on the committee already. Need to fill one more.
- h. [Provost]: The enrollment number is about 100.1% for Spring. Back to the pre-pandemic level. The percentage of returning students in Spring is 96.2%, the highest since 2017.
- i. [Comment and question from a non-admin member]: CADAA (California Dream Act application) is difficult to complete. Provost: Bringing in new tools with IT, allows the release of more aid.
- j. [Comment and question from a non-admin member]: Two undocumented student AB540 FAQ sessions on Jan. 29 and Mar. 17. The difficulty in CADAA might shrink that group. [Provost]: SSN can be used to pull data for FAFSA application but not CADAA. [same member] will put booths in school for undocumented students to complete the CADAA.

The meeting adjourned at 1:31 pm.

The minutes were taken by Committee member Hiu Yung Wong on January 29, 2024; reviewed and accepted by Senate Chair Karthika Sasikumar on February 6, 2024 and approved by the Senate Executive Committee on February 12, 2024.

Executive Committee Minutes

February 12, 2024

Clark 550, 12:00 p.m. to 1:30 p.m.

Present: Baur, French, Kataoka, McKee, Multani, Sasikumar (Chair),
Sullivan-Green, Teniente-Matson, Wong, Dukes, Del Casino, Faas, Curry,
Hart, Fuentes-Martin

Absent: McKee

Recorder: Eva Joice

1. The meeting agenda was approved (consent calendar of February 12, 2024, EC agenda of February 12, 2024).
2. AVP Kataoka thanked Senator Curry for her contributions to the Committee on Senate Representation. Senator Curry is stepping down.
3. The Senate Retreat is this Friday from 10 a.m. to Noon via zoom. It will follow the same format as last year. No minutes will be taken, but the Chair will prepare a summary afterwards.
4. Chair Sasikumar asked for suggestions for meeting rooms the Senate could use other than Engineering 285/287. President Teniente-Matson asked if we were getting the tech support that we needed. Chair Sasikumar noted that the wireless microphones drain after 3 hours. There were several suggestions such as using one wired microphone, and using Zoom.
5. The Executive Committee approved the Naming committee for a teaching lab in Duncan Hall. (13-0-0).
6. University Updates:
 - a. From the CDO:

The CDO introduced herself and said she had been the VP and Title IX Officer at Chatham University for the last 18 months in Pennsylvania. She was an Associate Professor of Psychology at Simons University. The CDO will be working on a toolkit update and unit action plans for diversity, equity, and inclusion. We need some clarity. The CDO is working on an

inclusive framework for the Strategic Plan for 2024. The CDO held the annual retreat last week. CDO Dukes is reviewing whether they have the correct job descriptions for employees in place. The CDO will be working on a comprehensive plan for religion on campus. She will bring in a consultant to evaluate.

The minutes were edited by Chair Sasikumar on February 15, 2024. The minutes were approved by the Executive Committee on February 19, 2024.

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1 San Jose State University
2 Academic Senate
3 Professional Standards Committee
4 February 26, 2024
5 Final Reading

AS 1861

6 **Policy Recommendation**
7 **Amendment A to University Policy F17-3 (Selection and**
8 **Review of Department Chairs and Directors)**

9 Legislative History: This proposal would amend the policy on Selection and Review of
10 Department Chairs and Directors

11 Rationale: In recent years, the increasing tendency of Department Chair Review
12 Committees to use surveys administered by the Office of Institutional Research and
13 Strategic Analytics has led to compression of the review schedule, in some cases
14 resulting in reviews that are not completed prior to the end of the current chair's term. In
15 consultation with the University Council of Chairs and Directors and the Deans,
16 Professional Standards has determined that the timely completion of the Chair's review
17 is important both for a Chair's decision about whether to seek an additional term, and
18 timely review of current Chairs is also important for department faculty when
19 considering the candidates for nomination to Department Chair. In consultation with the
Office of Institutional Research and Strategic Analytics as well as the UCCD and

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25 Following feedback from the first reading in December 2023, the following modifications
26 were made: the timeline for election procedures was clarified by moving Section 3.4
27 (now 3.3) ahead of Section 3.3 (now 3.4). This change ensures that the candidates for
28 nomination will be identified before formation of the College Election Committee (which

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University Policy

42 F17-3, University Policy, Selection and Review of Department 43 Chairs and Directors

44 Legislative History:

45 On December 11, 2017, the Academic Senate approved the following policy
46 recommendation presented by Senator Peter for the Professional Standards
47 Committee. This replacement of S14-8 incorporates the voting procedures for
48 nominating Department Chairs and Directors that were formerly only available in a
49 separate policy. The need to consult two separate policies each time a department
50 nominates a Chair has led to confusion and procedural errors in the past. In addition,
51 the policy has been reformatted for easier use and numerous corrections and
52 clarifications have been incorporated at the suggestion of the University Council of
53 Chairs and Directors and the Deans. Among those changes is a reordering of the policy

75 Following questions that occurred on the Senate floor at a final reading on
76 November 20, the policy was postponed to allow for revisions that would
77 clarify voting procedures for the various categories of faculty. This version
78 incorporates the “friendly” amendments that arose from the floor on
79 November 20 and adds provision 3.8 to clarify how different categories of
80 faculty vote. Much of this language is imported directly from the Voting Rights
81 Policy, but there is greater clarity for defining the voting procedures for joint

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POLICY RECOMMENDATION
Selection and Review of Department Chairs and Directors

1.

204 opportunity to make statements and **take answer** questions from department
205 faculty.

206 3.8. Voting for Chair Nominees.

207 3.8.1. Tenured and tenure track faculty members have **a one** full vote in the
208 department to which they are permanently assigned, but no vote in a
209 department to which they are temporarily assigned. Tenured and
210 tenure track faculty holding joint appointments shall vote only in the
211 department which holds the majority of their permanent assignment
212 or, if equal, in the department that is responsible for their tenure.
213 Tenured and tenure track faculty members on an approved leave
214 retain **their** voting rights.

215 3.8.2. Faculty participating in the Faculty Early Retirement Program
216 (FERP)²⁴ or the Pre-Retirement Reduction in Time Base Program
217 (PRTB)³² shall have a proportional vote equal to their annualized
218 W L P H E D V H L H » » U H J D U G Oess of their academic a
219 given semester, through the last semester of their teaching
220 appointment.

221 3.8.3. Lecturers have departmental voting rights in proportion to their
222 assignment in a department. Proportional voting rights of lecturers
223 may fluctuate with fall and spring appointments. Lecturers on an
224 approved partial leave retain the proportional voting rights of their
225 teaching assignment. Those on full leave relinquish their voting
226 rights.

227 3.8.4. Faculty suspended under article 17 (Temporary Suspension) of the
228 CBA retain their voting rights.

229 3.8.5. Voting rights of any faculty member are suspended for any semester
230 in which the individual holds a full-time administrative (i.e. MPP) or
231 other full-time non-faculty position **within** the university.

232 3.8.6. Faculty on reassigned time engaged in administrative duties remain
233 Unit 3 faculty and retain their voting rights.

²¹See CFA/CSU Agreement Article 29. FERP employees are limited by contract to 50% of their previous time base.

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their previous time base.

- 234 3.8.7. Visiting Professors or Interim or Acting Chairs from outside the
235 department ~~may do~~ not vote in a Chair nomination election.
- 236 3.8.8. Qualified faculty on approved leaves should be provided a means to
237 vote in a chair nomination election. However, no faculty member
238 may grant their vote by “proxy” ~~or other assignment~~ to another
239 individual.
- 240 3.98. The nominating election. Faculty ~~may then must~~ vote by secret ballot on all
241 candidates proposed and willing to serve. ~~Secret b~~Balloting must be
242 available for ~~a minimum of~~ 5 working days and provide the opportunity for
243 ~~individuals~~ to abstain.
- 244 3.-98.1. If there is ~~just only~~ one candidate, ~~secret~~ balloting must still occur,
245 with ~~a the~~ choices provided to “recommend” or “do not recommend” the
246 candidate.
- 247 3.-98.2. If there are two or more candidates, ~~secret~~ balloting will provide a
248 choice between the candidates and ~~a the~~ choice “do not recommend any of
249 ~~the~~ candidates.”
- 250 3.-98.3. If an election with three or more candidates fails to produce a
251 majority for any ~~one~~ candidate, there ~~shall must~~ be a second round of ~~secret~~
252 balloting between ~~these the~~ two candidates who received the most votes in
253 the first round.
- 254 3.409. Counting the votes. The college election committee will meet to count
255 votes. The candidates will be notified of the time and place of the count at
256 least one ~~business~~ day in advance, and each may send one observer (~~a~~
257 ~~person~~ other than themselves). The committee is responsible for an
258 accurate count and review of ~~all submitted~~ ballots. The committee ~~will~~
259 ~~must~~ assure that ~~the~~ balloting was secret, that ~~all~~ votes ~~are~~ entered in the
260 correct category, and that proper proportions are applied. The results shall
261 be certified (signed) by ~~each member of~~ the ~~college~~ election committee.
- 262 3.140. Forwarding the results of the nominating election. Only the name of a
263 candidate who receives a majority of votes cast by the tenured and
264 probationary faculty shall be recommended to the President via the
265 College Dean as the nominee of the department.³⁴ The names of
266 candidates who were not recommended by the department, together with
267 all vote totals, shall also be forwarded to the President to provide context
268 for the recommendation. This shall include a statement of ~~all votes~~, broken
269 down into two ~~groups categories~~ – votes by tenured/tenure track faculty
270 and ~~votes~~ by lecturers -- including the actual number of votes cast in each
271 category.

³⁴See CFA/CSU Agreement 20.30.

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273 3.1~~2~~1. Distributing the results. The department voting results shall also be
274 distributed to the department's faculty ~~from the relevant department~~. If the
275 final vote total in either group category of votes as described in paragraph
276 3.10 ~~(tenured and probationary, lecturers)~~ contains a fraction, it shall be
277 rounded to ~~help~~ preserve anonymity.

278 3.1~~3~~2. Second round nomination elections. If a department is unable to nominate
279 a Chair by a majority vote of the eligible probationary and tenured faculty,
280 it may continue to try to ~~select obtain~~ a nominee by repeating the process
281 if ~~they~~ department faculty are willing and the Dean determines that there is

⁴⁵See CFA/CSU Agreement Article 15

312 department may only use this method when there are more tenured
313 faculty than probationary faculty. If it chooses this method, the normal
314 prohibition of faculty serving on a personnel committee evaluating
315 faculty of higher rank is suspended.

316 4.2.2. Departments may use separate processes for the appointment and for
317 the nomination functions associated with an external search for a
318 department Chair. Using this method, a smaller recruitment committee
319 makes a recommendation under the normal appointment policy. Then
320 the department as a whole votes to endorse or not to endorse the
321 recommendation of the recruitment committee. For each candidate, the
322 department's endorsement must specify whether or not that candidate
323 is acceptable as a Chair. If more than one candidate is acceptable,
324 then ~~the~~ department must rank them in order of preference. The
325 department's endorsement serves to nominate a candidate to be
326 Chair, but should be accompanied by the recruitment committee's
327 report to justify the appointment ~~of the candidate~~. In the event of
328 conflict between the recommendations of the recruitment committee
329 and the department's ~~endorsement of that recommendation~~, the
330 department makes the final ~~Chair~~ recommendation ~~as to who to~~
331 ~~nominate as its Chair~~, but may only ~~select a nominee~~ ~~nominate~~
332 from among those candidates deemed to be acceptable finalists by the
333 recruitment committee. When this method is chosen by a department,
334 time must be ~~budgeted to~~ ~~allowed for~~ these procedures to take place at
335 the conclusion of the ~~external~~ search.

336 4.2.3. Departments may choose to delegate their ~~prerogative right~~ to
337 nominate a Chair exclusively to their recruitment committee.

338 4.3. In conformity with the Appointments policy, an external nominee for Chair
339 shall be reviewed and must receive a favorable recommendation for tenure
340 from the appropriate personnel committee of the department before the
341 appointment can be completed.

342 5. APPOINTMENT

343 5.1. The President appoints and removes the Department Chair in consultation
344 with the Provost, College Dean, and department faculty. The term of the
345 ~~Department Chair~~ appointment is normally four years.

346 5.2. When a department follows the procedures of this policy to successfully elect
347 a Chair Nominee, the President shall -- except in rare instances and for
348 compelling reasons—appoint that individual to serve as Department Chair.

⁴⁵See CFA/CSU Agreement Article 15

⁴⁵See CFA/CSU Agreement Article 15

387 and no later than the beginning of the Chair's seventh semester in office
388 ~~during the fourth year of an incumbent's term~~, unless the incumbent states
389 that ~~he/she~~ they will not be a candidate to continue as Chair beyond the
390 fourth year.

391 7.2. Early Review: Department faculty may initiate a formal review of the
392 Department Chair by submitting a petition to the Dean, provided that at least
393 one academic year has passed since the Chair's appointment or previous
394 review. The petition shall state simply that "The undersigned faculty call for a
395 prompt review of our Department Chair." If the petition is signed by
396 department faculty totaling more than 50% of the eligible to vote department

503 10.1. Planned need for acting Chair. When the short-term absence of a Chair can
504 be anticipated, the Department should nominate an Acting Chair using the
505 procedures outlined in section 3 (normal nomination.)

506 10.2. Sudden need for acting Chair. When there is insufficient time or it is
507 otherwise impractical to complete the regular nomination process explained
508 in section 3, an Acting Chair should be designated using the procedures
509 outlined in section 9 (interim.)

510 10.3. Limit on length of service. An Acting Chair should not serve more than one
511 full academic year, and possibly the summer before or after the academic
512 year. A Chair who is absent for more than one year should be replaced.

513 10.4. Technical details concerning the appointment of an acting Chair
514 (appointment letter, salary adjustments, etc.) will be coordinated by the
515 Office of the Provost.

516 11. REMOVAL OF DEPARTMENT CHAIR

517 In rare circumstances it may become necessary to remove a Department Chair prior
to the expiration of the four-year term. 5 -1.15.7 (abs)-22.7 (ent)-11.3 ()o-6 (o)-16.6 (m)10.3 (e)-PA
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