

FAC Annual Report 2023-24

The members of the Faculty Affairs Committee this year were Lasisi Ajayi (WCOE), Nicole Dabbs (CNS), Donna Garcia (CSBS), Matthew Poole (CAL), Monty Van Wart (JHBCBPA), Kevin Grisham (administrative representative), and Karen Kolehmainen (chair). We met weekly throughout the year.

The following is a summary of the policy revisions and new policies that we brought forward to the senate this year. All of them were passed by the senate.

1. FAM 652.1 (RPT Policy): We eliminated gendered language. (Most of this was done in 2022-23 when we did a major revision of this policy, but a few instances remained.)
2. FAM 652.6 (Election of Department Evaluation Committees): Our revision allows more flexibility in the composition of DEC's and makes this policy consistent with the 2022-23 revision of FAM 652.1 (RPT Policy).
3. FAMs 640.5 (Recruitment and Selection of Academic Affairs Central Administrators), 640.6 (Recruitment and Selection of Provost), and 641.3 (Recruitment and Selection of Academic Deans). Changes to all three search policies include;
 - Searches should be initiated and completed during the academic year to facilitate faculty involvement.
 - There should normally be at least three finalists.
 - The search committee should be involved in writing the job description.
 - The search committee should be composed of a majority of elected faculty members.
 - We added details about where the position is advertised and for how long.
 - The search committee may choose to rate and/or rank the finalists.
 - Retreat rights should be at the rank of Professor.
 - We added recommendations about the use and duration of interim positions.
4. Additional changes specific to FAM 640.5:
 - We changed representation on the search committee from colleges to constituent units, so that librarians and counselors are eligible to serve.
 - We removed the CAPS director from the policy, since it is not in Academic Affairs.
 - We recommended that faculty serving on the PDC and CEGE search committees have relevant experience.
5. Additional change specific to FAM 641.3:
 - We added Associate Deans to the policy. The process for their selection is a simpler, more streamlined version of the process for Deans.
6. FAM XXX (number to be determined): We developed a proposed new policy governing the recruitment and review of non-MPP administrative positions. We attempted to ensure fairness and transparency without contributing to excessive faculty workload in the selection and review processes; hence the procedures we proposed represent a streamlined version of the selection and review procedures for MPP positions. Some timelines are shortened, and

existing committees are used for selection and review instead of electing new committees that may be hard to fill. The proposed policy covers only university-level positions, but colleges and/or departments are encouraged to develop similar policies for college-level and department-level non-MPP administrative positions.

7. FAM 871.4 (TRC): The TRC Director is included in the new policy (item 6 above), so we amended FAM 871.4 by removing discussion of the selection of the director and referencing the new policy instead. We also added DEI to the description of the TRC's activities.

8. FAM 652.4 (Evaluation of Librarians). We received a proposed revision from Bonnie Petry and approved it with few changes. The revision:

- reorganizes the policy into a more logical structure.
- details evaluation criteria that are specific to librarians.
- adds definitions and background information clarifying the levels of review.
- clarifies that FERPs can serve on the LEC and UEC.
- encourages evaluators to participate in training.
- clarifies how service credit is reported.
- allows early tenure and promotion after the 4th year.
- removes non-tenure-line librarians from the policy.

The last five changes are consistent with the 2022-23 revision of FAM 652.1 (Evaluation of Instructional Faculty).

9. We reviewed and approved the proposal for creation of the MSPA department.

10. We reviewed and approved the RPT guidelines for the MSPA program.

11. We made revisions to several administrative review policies, namely FAMs 650.5, 650.7, and 651.3. We will pass this work in progress on to the 2024-25 FAC.

In addition to these policies, we received reports and made recommendations as follows:

1. We studied the report from the SPT pilot study committee, met with the committee chair, and recommended a faculty referendum on whether to change from the SOTE to the SPT.

2. We recommended the creation of an RPT taskforce, with the following composition and charge:

COMPOSITION:

- two tenure-line reps per college, preferably one professor and one associate or assistant professor
- one tenure-line librarian
- one tenure-line counselor
- one tenure-line faculty member appointed by CFA

- PDC experience is preferred for at least one member
- experience on UEC, CEC, and/or DEC is preferred for some members
- one admin rep
- one FAD staff rep

CHARGE:

- Explore how RPT is done at other campuses (CSU and otherwise).
- Survey CSUSB faculty about RPT experiences, inequities, opinions, and ideas.
- Consult with other campus stakeholders as appropriate.
- Consult the relevant literature to identify best practices for RPT, including on diversity, equity, and inclusion. Consult with DEI Fellows and DEI Board as appropriate.
- Consider ideas such as (but not limited to) simplification of the process, what type of documentation is needed, allowing faculty to choose weights for the three areas (or otherwise introduce flexibility among the three areas), a point system, the composition of evaluation committees, and how to incentivize training for evaluators.
- Consider challenges of CSUSB's teaching mission and R2 status.
- Make sure ideas are consistent with the CBA.
- Make recommendations to the Faculty Affairs Committee and Faculty Senate on how the RPT policy at CSUSB can be improved.