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**Date:** September 3, 2018

**To:** Veena Prabhu  
Chair, Academic Senate

**From:** Sharon H. Ulanoff, Chair  
*Sharon H. Ulanoff*  
Faculty Policy Committee

**Copies:** M. Caldwell, J. Lazo-Uy, R. Roquemore, V. Salcido, H. Riggio

**Subject:** **Proposed Policy Deletion for Chapter VI of the *Faculty Handbook***  
**FPC 17-23: Guidelines for the Administration of the Distinguished Visiting Professors Program**

Faculty Policy Committee discussed FPC 17-23: Guidelines for the Administration of the Distinguished Visiting Professors Program at its meetings on March 12 and 19, 2018. At the March 19 meeting FPC voted to recommend deletion for FPC 17-23 as the policy, which has not been revised since 1985, is no longer aligned with the Collective Bargaining Agreement between the CSU and CFA (CBA).s

The CBA covers Visiting Faculty in Article 12.32 as follows:

Article 12.32: Visiting Faculty appointments are full-time appointments for up to one (1) academic year. Individuals appointed into this classification shall not be eligible for a subsequent appointment in this classification for the duration of this Agreement. Pursuant to 12.1, faculty shall be involved in the recruitment and hiring process. The hiring of Visiting Faculty shall not result in the displacement or time base reduction of an incumbent Temporary Faculty Unit Employee as reflected in the order of work in provision 12.29. Effective with Academic Year 2006-2007, the number of employees in the Visiting Faculty classification code shall not exceed one hundred twenty-five (125) full time equivalent faculty (FTEF) systemwide. The use of the Visiting Faculty class code shall expire at the end this Agreement, which includes any extensions agreed to by the parties, and shall be subject to re-negotiation during negotiations for a successor agreement.

## Guidelines for the Administration of the Distinguished Visiting Professors Program

(Senate: 2/3/76, 4/18/78, 11/6/84; President: 2/6/76, 4/26/78, 1/25/85; Editorial Amendment: 9/00, 8/01)

Distinguished Visiting Professor appointments shall be for one term of the home institution or for one quarter for visitors who do not come from academic institutions and shall be funded from the university's allocation. Distinguished visiting professor positions will be allocated to the colleges on a rotational basis. Colleges will devise their own selection procedures, subject to the approval of the Provost and Vice President for Academic Affairs. Every department/division/school will be permitted to nominate and the dean will approve nominees in consultation with a college-level faculty committee. No nominee would be contacted prior to this final review process. Offers of appointment will be approved by the President. Beyond the expected criteria of scholarly distinction and excellence of teaching, preferred nominees are those with strong interdisciplinary interests, especially of a broad humanistic nature. As in normal faculty recruitment, an intensive effort should be made to identify appropriate minority and female candidates. Colleges may recruit more than one year in advance of the anticipated appointment.

Academic nominees normally should hold the rank of professor at their home institutions, and should be appointed to top step professorships at this campus. Nominees from other fields (e.g., government, industry) should have comparable professional maturity. Appointments for more than one term may be funded out of the college's allocation.

Each Distinguished Visiting Professor will be required to carry a minimal course (approximately 4-unit) load, plus a limited amount of supervised study with superior students selected by the department/division/school; be encouraged to participate in Honors programs and to offer seminars or pro-seminars of interdisciplinary interest; and be asked to file a written report of experiences and recommendations to the campus. Obviously, slight workload variations are possible.

Each Distinguished Visiting Professor will be asked to address the campus community once during his or her residency. Additional opportunities may be sought for them to deliver addresses supported by honoraria, on this campus and elsewhere.