



CAL STATE LA

CALIFORNIA STATE UNIVERSITY, LOS ANGELES

MEMO

Date: April 16, 2019

To: Veena Prabhu
Chair, Academic Senate

From: Sharon H. Ulanoff, Chair
Faculty Policy Committee

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

Subject: **Proposed Policy Modification for Chapter VI of the *Faculty Handbook*
FPC 18-2.5: Guidelines for the Administration of the Distinguished Visiting Professors Program**

Faculty Policy Committee originally recommended deletion for FPC 18-2.5: Guidelines for the Administration of the Distinguished Visiting Professors Program at its meeting on March 19, 2018 because it is not a program currently being used at Cal State LA and also because it is no longer aligned with the Collective Bargaining Agreement between the CSU and CFA (CBA), which addresses visiting professor appointments 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.

On September 25, 2019 the Academic Senate returned FPC 18-2: Guidelines for the Administration of the Distinguished Visiting Professors Program to FPC and charged the committee to deliberate on modifying the policy. FPC deliberated about FPC 18-2 at its meetings on October 26 and November 5, 2018. At the November 5 meeting FPC voted to approve policy modification FPC 18-2.5: Guidelines for the Administration of the Distinguished Visiting Professors Program (retitled to Visiting Faculty Appointments).

The following points summarize the changes to FPC 18-2.5: Guidelines for the Administration of the Distinguished Visiting Professors Program (retitled to Visiting Faculty Appointments).

- Lines 5-8: This language is aligned with article 12.32 of the Collective Bargaining Agreement.
- Lines 8-19: This language is recommended for deletion because it is not aligned with the CBA; there is no campus allotment for visiting professors, but rather departments/divisions/schools or programs. This language is therefore revised and addressed for lines 27-37.
- Lines 20-23: This language is recommended for deletion because visiting faculty are not appointed to positions at Cal State LA and also to acknowledge that there may be visiting faculty who do not hold the rank of professor but who are experts in their field.
- Lines 23-26: This allows for titles such as distinguished visiting professor or visiting associate professor, etc., and also acknowledges that visiting faculty do not hold rank at Cal State LA.
- Lines 27-30: This language is aligned with article 12.32, which states that faculty shall be involved in the recruitment and hiring process.
- Lines 30-32: This language revises and replaces language from lines 17-18.
- Lines 32-37: This language is aligned with article 12.32 of the CBA.
- Lines 38-34: This language is recommended for deletion because visiting faculty workload falls under the purview of the college dean. The language is replaced with lines 45-47.
- Lines 43-45: This language is aligned with article 12.1 of the CBA, which states: "After considering the recommendations, if any, of the department or equivalent unit and the appropriate administrator, appointments of employees shall be made by the President."
- Lines 45-47: This language allows for flexibility in visiting faculty appointments and is aligned with other workload assignments.
- Lines 48-55: This language is aligned with article 12.32 of the CBA.
- Lines 56-58: This language is recommended for deletion because it contradicts lines 45-47 and also because visiting faculty are department/division/school or program appointments.

1 **Guidelines for the Administration of the Distinguished Visiting Faculty Professors**
2 **Program APPOINTMENTS**

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

5 Distinguished Visiting Professor FACULTY appointments ARE FULL-TIME
6 APPOINTMENTS FOR UP TO ONE (1) ACADEMIC YEAR. INDIVIDUALS APPOINTED
7 INTO THIS CLASSIFICATION SHALL NOT BE ELIGIBLE FOR A SUBSEQUENT
8 APPOINTMENT. shall be for one term of the home institution or for one quarter for visitors
9 who do not come from academic institutions and shall be funded from the university's allocation.
10 Distinguished visiting professor positions will be allocated to the colleges on a rotational basis.
11 Colleges will devise their own selection procedures, subject to the approval of the Provost and
12 Vice President for Academic Affairs. Every department/division/school will be permitted to
13 nominate and the dean will approve nominees in consultation with a college-level faculty
14 committee. No nominee would be contacted prior to this final review process. Offers of
15 appointment will be approved by the President. Beyond the expected criteria of scholarly
16 distinction and excellence of teaching, preferred nominees are those with strong interdisciplinary
17 interests, especially of a broad humanistic nature. As in normal faculty recruitment, an intensive
18 effort should be made to identify appropriate minority and female candidates. Colleges may
19 recruit more than one year in advance of the anticipated appointment.

20 Academic nominees normally should hold the rank of professor at their home institutions, and
21 should be appointed to top step professorships at this campus. Nominees from other fields (e.g.,
22 government, industry) should have comparable professional maturity. Appointments for more
23 than one term may be funded out of the college's allocation. VISITING FACULTY CARRY NO
24 ACADEMIC RANK AND THE TITLE "VISITING PROFESSOR" MAY BE USED FOR
25 THIS APPOINTMENT. ANY VARIATIONS OF THIS TITLE MUST BE APPROVED BY
26 THE PRESIDENT PRIOR TO THE BEGINNING OF THE APPOINTMENT.

27 THE REQUEST FOR A VISITING PROFESSOR POSITION MAY BE INITIATED BY A
28 DEPARTMENT/DIVISION/SCHOOL OR PROGRAM. FACULTY SHALL BE INVOLVED
29 IN THE RECRUITMENT AND HIRING PROCESS, WHICH WILL REQUIRE AN ELECTED
30 COMMITTEE OF TENURED FACULTY. AS IN NORMAL FACULTY RECRUITMENT,
31 AN INTENSIVE EFFORT SHOULD BE MADE TO RECRUIT UNDERREPRESENTED
32 CANDIDATES. THE HIRING OF VISITING FACULTY SHALL NOT RESULT IN THE
33 DISPLACEMENT OR TIME BASE REDUCTION OF AN INCUMBENT TEMPORARY
34 FACULTY UNIT EMPLOYEE AS REFLECTED IN THE ORDER OF WORK IN
35 PROVISION 12.29 OF THE UNIT 3 COLLECTIVE BARGAINING AGREEMENT
36 BETWEEN THE CALIFORNIA FACULTY ASSOCIATION AND THE CALIFORNIA
37 STATE UNIVERSITY.

38 Each Distinguished Visiting Professor will be required to carry a minimal course (approximately
39 4-unit) load, plus a limited amount of supervised study with superior students selected by the
40 department/division/school; be encouraged to participate in Honors programs and to offer
41 seminars or pro-seminars of interdisciplinary interest; and be asked to file a written report of
42 experiences and recommendations to the campus. Obviously, slight workload variations are

43 possible. OFFERS OF APPOINTMENT AND SALARY RECOMMENDATIONS BY THE
44 COLLEGE DEAN MUST BE APPROVED BY THE PRESIDENT. ASSIGNMENT OF
45 WORKLOAD WILL BE AT THE DISCRETION OF THE DEAN IN CONSULTATION WITH
46 THE DEPARTMENT/DIVISION CHAIR OR SCHOOL DIRECTOR AND THE VISITING
47 FACULTY MEMBER.

48 EFFECTIVE WITH ACADEMIC YEAR 2006/2007, THE NUMBER OF EMPLOYEES IN
49 THE VISITING FACULTY CLASSIFICATION CODE SHALL NOT EXCEED ONE
50 HUNDRED TWENTY-FIVE (125) FULL TIME EQUIVALENT FACULTY (FTEF)
51 SYSTEMWIDE.

52 THE USE OF THE VISITING FACULTY CLASS CODE SHALL EXPIRE AT THE END OF
53 EACH SUBSEQUENT COLLECTIVE BARGAINING AGREEMENT BETWEEN CFA AND
54 THE CSU AND SHALL BE SUBJECT TO RE-NEGOTIATION DURING NEGOTIATIONS
55 FOR A SUCCESSOR AGREEMENT.

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