TO: The Academic Senate

FROM: Faculty Affairs Committee (FAC)

SUBJECT: Policy on the Appointment of Distinguished Visiting Scholars

PURPOSE: For Action by the Academic Senate

ACTION REQUESTED: That the Academic Senate approve the Policy on the Appointment of Distinguished Visiting Scholars, effective upon the signature of the President

BACKGROUND INFORMATION: In the most recent revision to FAC’s Policy and Procedures document (2009-10 FAC 4), the section regarding appointment of Distinguished Visiting Professors was deleted (see below). At the time, FAC recommended that a new, free-standing Senate policy on visiting scholars be developed.

This fall, FAC reviewed the relevant documents which include the OAA Policy on Visiting International Scholars and the Center for International Education’s (CIE) Procedures for Visiting J-1 Scholars. The OAA and the CIE work together to assist approximately six visiting international scholars who come to our campus each year.

FAC also met with Vice President Robert Burt from University Advancement and determined that our Distinguished Visiting Professor policy is most appropriate as a parallel document to the existing Policy on Appointments of Endowed Faculty Honors (05-06 FAC 2), developed by FAC in collaboration with University Advancement. With advice from University Advancement and Provost Houpis, FAC developed and unanimously approved this document.
1.0 Introduction

1.1 This Policy supplements the California State University, East Bay Policy on University Endowments which is incorporated herein by reference. The Policy on University Endowments governs the establishment of endowed faculty positions and distinguished visiting scholars. This policy provides policies and procedures governing the selection of individuals for distinguished visiting scholar positions.

1.2 The purpose of the appointment of distinguished visiting scholars shall be to enrich the life of the academic community of the California State University, East Bay by appointing in residence, for short periods of time not to exceed three consecutive quarters, distinguished scholars, intellectuals, and creative artists who are not regular members of the faculty of the University. Distinguished visiting scholars contribute to the intellectual vitality of the University through activities such as teaching or lecturing in courses, conducting workshops, giving readings or performances, and delivering public lectures.

2.0 Selection of Individuals to a University-Level Distinguished Visiting Scholar

2.1 When appropriate funds for an endowed distinguished visiting scholar at the University-level become available, the Office of University Advancement shall notify the Provost and the Academic Senate, and the Distinguished Visiting Scholar Selection Committee shall be formed and convened by the Provost. This committee will consist of one tenured member of each college and of the University Libraries and with the Chair of the Faculty Affairs Committee as an ex-officio, non-voting member.

The Chair of FAC shall request that each college and the libraries (via the dean or University librarian) nominate one of its members to serve on the committee. The chair of FAC shall then forward the names of the Distinguished Visiting Scholar Selection Committee to the Executive Committee of the Academic Senate for approval. No member of the committee may serve four consecutive years.

2.2 The Distinguished Visiting Scholar Selection Committee shall:

   a) Solicit nominations and supporting materials for candidates for distinguished visiting scholars from the departments, faculty, and students of the University. With respect to nominations received, the committee shall consult with the Deans, the Provost, other faculty, students, and other members of the University community.

   b) In considering the candidates the committee shall take cognizance of the following points:

      i. The distinguished visiting scholar appointment is not to be considered a path to becoming a regular faculty member.

      ii. For the purposes of faculty government, the distinguished visiting scholar is eligible for special but not regular membership in the University, college, or department faculty.

      iii. Consideration will be given to the appointment of persons who have campus-wide appeal and stature and/or to those whose accomplishments and abilities will be of particular value to individual departments. Solicitations of nominations shall include a list of past distinguished visiting scholars/creative artists.
iv. The formal obligations of a distinguished visiting scholar will ordinarily be minimized so that the individual may make several public lectures or performances, be available to students for informal and formal discussion, and consult with faculty about his or her subject field, special programs, teaching methods, etc.

v. It is expected that these University-level positions will be rotated among the academic disciplines.

c) Make recommendations on the appointment of distinguished visiting scholars to the Faculty Affairs Committee, which shall transmit them directly to the Provost and Vice President, Academic Affairs. If the Faculty Affairs Committee so desires it may send the recommendation back to the committee for reconsideration one time, with direction.

3.0 Selection of Individuals to a Department and/or College-Level Distinguished Visiting Scholar Position

3.1 Each department, college, or appropriate unit will establish policies and procedures for award of distinguished visiting scholar positions. These policies and procedures must be consistent when appropriate with the University Policy on the Appointment of Distinguished Visiting Scholars and consistent with the C.B.A., and approved by the Academic Senate, the appropriate dean, the Provost, and the President.

Old Policy on Distinguished Visiting Professor Selection, which was deleted from the FAC policies by 09-10 FAC 4

1. The membership of this Subcommittee shall consist of one tenured member of each School of the University with the Chair of the Faculty Affairs Committee as an ex-officio non-voting member.

2. In the Spring Quarter of each academic year, the Chair of the Faculty Affairs Committee shall request the School Faculty (via the School Dean) of each School of the University to nominate one of its Members to serve on the Subcommittee.

3. The Chair of the Faculty Affairs Committee shall appoint the nominees to the Subcommittee and shall forward the names of the Subcommittee membership to the Executive Committee for its approval.

4. No member of the Subcommittee may serve four consecutive years.

5. Purposes and Procedures

The purpose of the appointment of Visiting Professors shall be to enrich the life of the academic community of the California State University, Hayward by appointing in residence, for a period not to exceed three consecutive quarters, distinguished persons who are not regular members of the faculty of the University. The Subcommittee shall:

a. Determine the availability of funding for the appointment of Distinguished Visiting Professor(s) for a succeeding school year.
b. Solicit nominations and supporting materials for candidates for Distinguished Visiting Professorship(s) from the departments, faculty, and students of the University. With respect to nominations received, the Subcommittee shall consult with other faculty, students and other members of the University community.

c. In considering the candidates the Subcommittee shall take cognizance of the following points:
   i. The Distinguished Visiting Professorship is not to be considered a path to becoming a regular faculty member. For the purposes of faculty government, the Distinguished Visiting Professor is eligible for special but not regular membership in the University, School, or Department Faculty.
   ii. Consideration will be given to the appointment of persons who have campus-wide appeal and stature and/or to people whose accomplishments and abilities will be of particular value to individual departments. Solicitations of nominations shall include a list of past Distinguished Visiting Professor(s).
   iii. The formal obligations of a Distinguished Visiting Professor will ordinarily be minimized so that the individual may make several public lectures, be available to students for informal discussion, and consult with faculty about his subject field, special programs, teaching methods, etc.
   iv. It is expected that these positions will be rotated among the academic disciplines.

d. Make recommendations on the appointment of Distinguished Visiting Professor(s) for the succeeding school year to the Faculty Affairs Committee, which shall transmit them directly to the Vice President, Academic Affairs. If the Faculty Affairs Committee so desires it may send the recommendation back to the Subcommittee for reconsideration one time, with direction.