

CALIFORNIA STATE UNIVERSITY, HAYWARD

Designation Code: 03-04 BC-1

Date Submitted: October 6, 2003

TO: The Academic Senate

FROM: Julia Norton, Chair, Academic Senate

SUBJECT: Changes to the Interim Layoff Policy and Procedures

ACTION

REQUESTED: That the Academic Senate approve the proposed changes to the Interim Layoff Policy and Procedures

**BACKGROUND:** Last year, in Spring 2003, the University Faculty voted to change the Bylaws and thus add a new standing committee of the Academic Senate. This new standing committee assumed the budget and resource duties previously in CAPR's realm of responsibility. Because of this shift in responsibility, it is now proposed that COBRA (Committee on Budget and Resource Allocation) become the committee with a representative on the University Layoff Committee rather than CAPR (Committee on Academic Planning and Review). It is also requested that the word "Interim" be dropped from the title of this document and that any references to "schools" be changed by the Senate Office to "colleges" in order to further update the document. Selections of the text in question are noted below. Some copies of the entire (old) document will be available at the Senate meeting.

**INTERIM LAYOFF POLICY AND PROCEDURES**

- 1.2. The ad hoc University Committee on Layoffs, hereafter referred to as the "University Committee," shall be composed of seven faculty members selected as follows: The Chair of the Academic Senate who shall chair the University Committee and shall have a vote; six tenured faculty members, at least one selected from the Faculty Affairs Committee and at least one selected from the ~~Committee on Academic Planning and Resources~~ **Committee on Budget and Resource Allocation**. There shall be no more than one member from any single department. Members of the University Committee shall be nominated by the Executive Committee and elected by a majority vote of the Academic Senate at its first meeting in the Fall of each year. The seven representatives shall be so chosen that each ~~school~~ **college** faculty is represented in the same proportion as its proportion of the regular members of the University Faculty. The President of the University will appoint an eighth member of the University Committee who shall be non-voting.