



FACULTY AFFAIRS COMMITTEE

15-16 FAC 1
November 18, 2015
FAC revised May 18, 2016

TO: The Academic Senate

FROM: Faculty Affairs Committee

SUBJECT: 15-16 FAC 1: Changes to facilitate replacement of elected representative to MPP search committees in emergency situations in the *Policies and Procedures Governing Faculty Participation in Appointment and Review of Administrative Officers California State University, East Bay*

PURPOSE: Approval by the Academic Senate

ACTION REQUESTED: That the Academic Senate approve the attached changes to the *Policies and Procedures Governing Faculty Participation in Appointment and Review of Administrative Officers California State University, East Bay*; effective upon signature of the President

BACKGROUND INFORMATION:

At FAC's November 18, 2015 meeting, FAC reviewed a referral from the Executive Committee requesting that the issue of appointing a faculty member to an MPP search committee when the previously elected faculty member is suddenly or unexpectedly no longer available to serve be addressed.

To expedite replacement of a faculty member on the search committee, and to maximize the voice of the faculty, we propose to allow the next-highest vote-getter in the election to serve as a replacement. Consequently, the tally of the votes must be preserved after the election, and until the end of the search.

If other vote-getters can not serve, the Executive Committee then has the power to appoint a replacement.

The fourth paragraph of the membership section was duplicated at the end of the II.B.13 and the word "regular" was replaced by "election-eligible."

After feedback from the Senate on April 5, the FAC passed a revised policy that enhanced clarity on April 20 with no objections.

FAC's recommended changes are as seen below in **bolded red** and ~~stricken text~~:

II: Search Committees: Membership and Procedures
A. Membership

The membership of ad hoc search committees recommending appointment of University- and College-level administrative officers shall be as stated in **Appendix A**

The mode of election for faculty representatives for all appointment and review committees shall be university-wide, except in those cases where each college and the library must be represented. In such cases, elections will be held at the college and library level. **All of the vote-getters and their vote tallies should be recorded and stored until the end of the search in case the top vote-getter resigns their position.**

Faculty shall be represented on search committees for administrative positions in Academic Affairs (AA), Planning Enrollment Management (PEM), and Student Affairs (SA) that are not covered by this policy. Faculty appointments to such search committees will be made by the Academic Senate Executive Committee (ExCom). Newly created administrative positions which the Senate Executive Committee deems of critical impact to the faculty shall have faculty search committee representation as determined by the Executive Committee in consultation with the President and, the composition and selection criteria for search committees, where deemed necessary, will be added to this document by the Senate. One representative may be appointed by the President from the University at-large. For Dean searches, a sixth committee member may be appointed by the President from the University Faculty, excluding members of the College Faculty in question.

In those instances when faculty representatives are designated as appointments by the Executive Committee, a call for self-nominations shall be issued to the **regular election-eligible** faculty at least one week before appointments are made and a list of self-nominations will be provided to Executive Committee members.

If a student representative is required, that member shall be a student in good standing, selected by Associated Students. Staff representatives will be selected through a process of self-nomination and then appointment by the President.

II: Search Committees: Membership and Procedures

B. Procedures

13.

Should a faculty member of a search committee be unable or unwilling to serve or continue serving on a committee, ~~a replacement shall be appointed by the Executive Committee in accordance with the criteria of this policy~~ **the next highest vote-getter in order from the election that seated that member shall serve. If the highest vote-getters cannot or will not serve, or there is no other vote-getter, a replacement shall be appointed by the Executive Committee from the same pool as was eligible to run in the election. In those instances when faculty representatives are designated as appointments by the Executive Committee, a call for self-nominations shall be issued to the election-eligible faculty at least one week before appointments are made and a list of self-nominations will be provided to Executive Committee members.**