

CALIFORNIA STATE UNIVERSITY, EAST BAY

OFFICE OF THE
ACADEMIC SENATE

March 24, 2005

TO: Alden Reimonenq, Dean, College of Arts, Letters & Social Sciences
Sam Basu, Interim Dean, College of Business & Economics
Arthurlene Towner, Dean, College of Education and Allied Studies
Michael Leung, Dean, College of Science
Myoung-ja Lee Kwon, Director of the Library

FROM: Cal Caplan, Faculty Marshal, and
the Executive Committee of the Academic Senate

SUBJECT: Allocation of College Representation on the Academic Senate and Standing
Committees of the Faculty

The following allocations for 2005-2006 are based upon proportionality of the total faculty as of March 4, 2005. The representation has changed from last year, with CEAS losing a seat on the Senate and Science gaining a seat. In forwarding this information, the Faculty Marshal and the Executive Committee have met the requirements in the Bylaws, Article VII, Section 2, and Article XV, Sections 1 and 5, regarding representation on the Senate and Faculty Committees.

Representation of the Student Services, Emeriti and Lecturer Electorates on the Academic Senate is specifically defined in the Constitution and is not determined by proportional representation.

Representation of the Library Division and the Student Services Electorate on Standing Committees is specifically defined in the Bylaws and is not determined by proportional representation. COBRA representation is also specifically defined in the Bylaws.

ACADEMIC SENATE

<u>College or Division</u>	<u>Total College Allocation</u>	<u>Positions to be elected for 2005-2007</u>
Arts, Letters & Social Sciences	9	Elect 4, each for a two-year term
Business & Economics	5	Elect 3, each for a two-year term
Education & Allied Studies	3 (-1)	Elect 2, for a two-year term
Science	7 (+1)	Elect 3, each for a two-year term
Library	1	Elect 1 for a two-year term
Student Services (Univ-wide *)	2	Elect 1 for a two-year term
Emeriti (Univ-wide *)	1	Elect 1 for a two-year term
Lecturer (Univ-wide *)	2	Elect 2, each for a one-year term

* this election is handled by the Senate Office

STANDING COMMITTEES

Committee on Academic Planning and Review (CAPR)

Committee on Instruction and Curriculum (CIC)

Committee on Research (CR)

Faculty Affairs Committee (FAC)

Committee on Budget and Resource Allocation (COBRA)

<u>College or Division</u>	<u>Total College Allocation</u>	<u>Positions to be elected for 2005-2007</u>
Arts, Letters & Social Sciences	3 on CAPR, CIC, CR & FAC	Elect 1, each for a two-year term on CAPR, CIC, CR and FAC; elect 1 to COBRA*
Business & Economics	2 on CAPR, CIC, CR & FAC	Elect 1, each for a two-year term on CAPR, CIC, CR and FAC; elect 1 to COBRA*
Education & Allied Studies	1 on CAPR, CIC, CR & FAC	Elect 1, each for a two-year term on CAPR, CIC, CR & FAC; elect 1 to COBRA*
Science	2 on CAPR, CIC, CR & FAC	Elect 1, each for a two-year term on CAPR, CIC, CR and FAC; elect 1 to COBRA*
Library CAPR, CIC,	1 on CAPR, CIC, CR and FAC	Elect 1, each for a two-year term on CR & FAC; elect 0 to COBRA*
Student Services	1 on CAPR & CIC	Elect 0, each for a two-year term on CAPR & CIC

*NOTE: Representation on COBRA is specifically defined in the Bylaws and is not determined by proportional representation.

FAIRNESS COMMITTEE

The Fairness Document:

- 1) sets the membership of the Fairness Committee at five
- 2) calls for all faculty members to be **tenured**
- 3) states that each College will have at least one member, with the fifth member to be elected from the College with the largest number of regular faculty, but not in the same year as his/her colleague from the same College
- 4) states that representatives from the Colleges of ALSS and Science are to be elected in even numbered years and representatives from the Colleges of Business & Economics and Education and Allied Studies are to be elected in odd numbered years.
- 5) *Summer Qtr Alternates are needed if rep is not available during summer months*

Arts, Letters & Social Sciences	2	Elect 1 for a two-year term (Continuing member is Chico)
Business & Economics	1	Elect 1 for a two-year term
Education & Allied Studies	1	Elect 1 for a two-year term
Science	1	No election required (Continuing member is Inouye)

COMMITTEE ON HONORARY DEGREES

The composition of the Committee includes one member of the regular faculty from each of the four colleges, elected in a college-wide election.

Arts, Letters & Social Sciences	1	No election required (Continuing member is Smith)
Business & Economics	1	Elect 1 for a two-year term
Education & Allied Studies	1	No election required (Continuing member is Yan)
Science	1	Elect 1 for a two-year term

This year, for the fourth time, it will also be necessary for each College to elect one faculty member to serve as a faculty resource for the Assistant Vice President of Instructional Services when dealing with Non-Grade-Related Student Complaints. The details are listed below.

NON-GRADE-RELATED STUDENT COMPLAINTS

The Academic Senate has passed a Policy on Non-Grade-Related Student Complaints that includes a pool of four faculty members (one from each college), elected in the Spring Quarter School elections, to serve as an elected faculty resource for the Assistant Vice President of Instructional Services when dealing with non-grade related student complaints. The term of service is one year. **Please elect your member for the 2005-06 term.**

UNIVERSITY PROMOTION AND TENURE COMMITTEE

Each College shall also elect their representative(s) for the 2005-06 University Promotion and Tenure Committee at this time!

ALSS	2
Business & Economics	1
Education & Allied Studies	1
Science	1

And, a reminder for your Fall Quarter elections: In addition, Section 12.1.6 of the *Promotion, Tenure, and Retention Policy and Procedures* states:

"Each College shall elect an alternate, after all other elections for College and Department Promotion and Tenure Committees have been completed, provided that the election of an alternate shall not be later than the fourth week of the Fall quarter. The names of the member(s) and the alternate elected by each College shall be reported to the Office of the President and to the Office of the Academic Senate."