



A campus of The California State University

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F02-4

At its meeting of December 9, 2002, the Academic Senate passed the following Policy Recommendation presented by Pam Stacks for the Organization and Government Committee.

**POLICY RECOMMENDATION
DEPARTMENTAL VOTING RIGHTS**

Whereas, the nomination process for department chairs as stated in University Policy S98-2 requires clarification; and

Whereas, our temporary faculty are a significant and valuable part of our academic community; and

Whereas, policy UP S98-2 appears to exclude temporary faculty from any participation in the nomination of department chairs; and

Whereas, the current CSU/CFA Agreement (Section 20.30) provides for such participation; now, therefore, be it

Resolved, that University Policy S98-2 be modified to read as follows:

1. Voting rights described in this policy exclude all personnel matters, but include all other departmental matters.

a. Names for inclusion in the list of qualified (tenured or probationary) faculty to serve as department chair may be recommended by all regular and temporary faculty in the department. Normally, a department meeting shall be held at which persons whose names are proposed as chair shall be open for discussion, and all regular and temporary faculty may attend and participate. All faculty may then vote by secret ballot (proportional votes for part-time faculty, as provided below) on all candidates proposed and willing to serve. The name or names of those receiving a majority vote of the regular (tenured and probationary) faculty shall be forwarded to the President via the College Dean as the nominee(s) of the department. A statement of the vote of all faculty, broken down into two categories – vote by regular faculty and by temporary faculty, including the actual number of votes cast in each category – will be forwarded to the President via the College Dean for information.

2. Department of primary assignment.

a. For purposes of this policy, "department of primary assignment" means the academic department or equivalent unit officially designated for a faculty member at the time of appointment, or the department to which he/she has been subsequently officially reassigned on a permanent basis. The department of primary assignment of faculty permanently assigned to more than one department is the department in which they serve more than half time.

b. The department of primary assignment for regular faculty not serving more than half-time in any one department shall be as designated by the Academic Vice President, after consultation with the faculty member and the departments in which he/she serves. Changes in such designations may be requested by the faculty member, but shall not be effective until the semester following that in which the change is approved.

3. Regular faculty have full permanent voting rights in the department of their primary assignment. Permanent voting rights are terminated by permanent reassignment to another department, complete retirement, or other termination of employment. They are suspended for any semester in which the individual holds a full-time administrative or other non-instructional position in the university. Leave (with or without pay), part time non-instructional assignment, temporary reassignment to another department or partial reduction in load do not limit or suspend departmental voting rights in the department of primary assignment.

4. Regular and temporary faculty departmental voting rights.

a. Regular faculty, while serving in a department other than that of their primary assignment, also have proportional voting rights in that other department equal to the amount of time they are serving in that other department, i.e. if full time, a full vote; if half time, a half vote, etc.

b. Temporary faculty have proportional voting rights in a department equal to the amount of time they are serving in that department.

5. The department chair has full voting rights in that department, whether or not it is her/his department of primary assignment and whether or not she/he serves in it full- or part-time.

6. While students, staff, or other non-faculty may have voting rights on departmental committees, organizations, and other such groups, they may not be granted departmental voting rights.

7. Faculty retired under the Faculty Early Retirement Program retain departmental voting rights during any semester in which they are on active service in the department. In semesters in which FERP faculty are not on active service, they may also vote if

a) they give the department written notice of their intention to take part in departmental affairs before the beginning of the semester, and

b) they are entitled to return to active service in a subsequent semester.

8. Proxy and absentee voting in departmental matters is permissible only if authorized by a specific departmental policy.

Vote:	7/0/0
Present:	Connolly, Hohmann, Liu, Miura, Onkvisit, Singh, Stacks
Financial Impact	None

ACTION BY THE UNIVERSITY PRESIDENT: Approved by President Robert Caret on 1/8/03.