



Date: October 28, 2019

To: Veena Prabhu,
Chair, Academic Senate

From: Heidi Riggio, Chair
Faculty Policy Committee

Copies: N. McQueen, J. Lazo-Uy, R. Roquemore, V. Salcido, J. Dennis

Subject: **Proposed Policy Modification for Chapter VI (Section B) of the *Faculty Handbook* FPC 19-5.3: Recruitment of Faculty**

A Cal State LA senator asked Faculty Policy Committee (FPC) to consider the policy on Recruitment of Faculty, specifically the requirement that “no more than 25 percent of a department’s/division’s/school’s probationary and tenured faculty should have their highest academic degrees from any single institution.” FPC deliberated the policy at its meetings of October 7, October 14, October 21, and October 28. FPC considered policies on recruitment of tenure-track/tenured faculty at various other CSUs (East Bay, Fresno, Long Beach, Pomona, San Francisco, San Marcos) and found no such restrictions. Further, given that particular academic institutions may be dominant in a particular discipline because of faculty expertise and other factors, professionals trained by those particular institutions may be especially desirable within those disciplines.

FPC voted to approve the policy modification FPC 19-5.3: Recruitment of Faculty on October 28, 2019.

The following points summarize the proposed changes to the policy:

- Line 1: The title was changed to refer specifically to recruitment of tenure-track/tenured faculty.
- Lines 10-11: We added a sentence to emphasize the importance of recruiting and hiring faculty from underrepresented groups.
- Line 12: We added the words “and hire” to emphasize not just recruiting faculty from a variety of academic institutions but their hiring as well.
- Line 12: We added the word “academic” to refer specifically to academic institutions.
- Line 13: The phrase “in order” is unnecessary and so was deleted.
- Lines 14-19: We deleted these phrases as they refer specifically to limiting faculty hires from particular academic institutions, because this negatively affects fairness in hiring and because the indicated 25% is arbitrary and not supported by the statement. Further, other CSUs have no such limits on recruitment and hiring. There are no such limits indicated in the Collective Bargaining Agreement (the Contract).
- Line 20: We deleted the asterisk and the footnote it indicates (line 58) and inserted the words “and the Library” to include the Library as a College.

- Lines 20-22, line 24: We deleted the terms “part-time” and “full-time” in reference to faculty and replace them with the more appropriate terminology “Lecturer” and “Tenure-track/Tenured” in reference to faculty.
- Lines 22-24: We inserted language concerning accreditation and faculty ratios to replace language on lines 25-27 for clarity.
- Lines 28-30: We deleted language referring to hiring criteria because it is redundant with language following on lines 36-41.
- Lines 31-35: We deleted this language and moved it to after lines 36-41 (moved to lines 42-50), which refer to position announcements.
- Lines 36-39: We use the words “position announcement” to reflect current use instead of “vacancy announcement;” we add language referring to “other recruitment documents;” we indicate that the appropriate administrator is the Vice President for Faculty Affairs to be more descriptive.
- Lines 42-50: We duplicate the language previously in lines 31-35; we add language clarifying that all applicants will be evaluated using the criteria indicated in the position announcement.
- Lines 54-56: We add language to emphasize consultation with the Office of Equity, Diversity, and Inclusion in the recruitment process.
- Line 58: We deleted the footnote for clarity and refer to the Library in line 20.

1 **Recruitment of TENURE-TRACK/TENURED Faculty**

2 (Senate: 8/10/71, 11/15/77, 11/5/85, 10/17/89, 6/4/92, 3/11/03; President: 8/17/71, 11/21/77,
3 12/19/85, 11/10/89, 7/11/92, 5/7/03; Editorial Amendment: 9/99, 9/00, 8/01)

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5 Recruitment should be based on explicit long-term (three- to five-year) plans developed on the
6 basis of careful forecasting of curriculum developments for each department/division/school,
7 projected changes in class size limits related to changes in content and methods of instruction in
8 each class, changing needs for each offering, projected student/faculty ratios, projected FTES,
9 and the Statement of Diversity and Inclusivity.

10 AN INTENSIVE EFFORT SHOULD BE MADE TO RECRUIT AND HIRE QUALIFIED
11 CANDIDATES FROM UNDERREPRESENTED GROUPS. Departments/divisions/schools
12 shall be required to recruit AND HIRE faculty from a wide variety of ACADEMIC institutions
13 in order to provide significant breadth of background and experience in each
14 department/division/school. No more than 25 percent of a department's/division's/school's
15 probationary and tenured faculty should have their highest academic degrees from any single
16 institution. Before making a new appointment at variance with this limit, the dean of the college
17 must be satisfied that serious and persistent factors beyond the department's/division's/school's
18 control make the exception necessary. Such factors would include, but not be limited to the
19 consideration of the Statement of Diversity and Inclusivity.

20 Each college* AND THE LIBRARY shall strive to maintain a ratio of full-time TENURE-
21 TRACK/TENURED to part-time LECTURER faculty sufficient to ensure that activities
22 requiring full-time TENURE-TRACK/TENURED faculty are adequately staffed. § WHEN
23 ACCREDITING AGENCIES SPECIFY A PARTICULAR RATIO OF TENURE-
24 TRACK/TENURED TO LECTURER FACULTY, specific limits on part-time LECTURER
25 faculty should be recommended by each A department/division/school. and approved by the
26 corresponding college, with due consideration given to the requirements of appropriate
27 accrediting agencies.

28 Before recruitment for any position takes place, explicit and reasonable criteria for evaluating
29 applicants shall be established in writing by departments/divisions/schools and shall be made
30 available in the individual departments/divisions/schools and colleges.
31 Departments/divisions/schools may require additional professional training, vocational
32 experience or education above and beyond the terminal degree. Departments/divisions/schools
33 shall distinguish between required and desired criteria, and shall consider such factors as
34 instructional ability, training, professional potential or achievement, research ability and quality
35 of recommendations. All applicants for a position shall be judged by the same criteria.

36 The department/division/school shall develop the appropriate vacancy POSITION announcement
37 AND OTHER RECRUITMENT DOCUMENTS, which shall be approved by the college dean or
38 appropriate administrator AND THE VICE PRESIDENT OF FACULTY AFFAIRS after
39 consultation with the Office for Equity and Diversity. The vacancy POSITION announcement
40 must include the name of the specific terminal degree that is required for tenure and promotion if

41 the possession of that degree is not a requirement for appointment.
42 DEPARTMENTS/DIVISIONS/SCHOOLS MAY REQUIRE ADDITIONAL PROFESSIONAL
43 TRAINING, VOCATIONAL EXPERIENCE, OR EDUCATION ABOVE AND BEYOND THE
44 TERMINAL DEGREE. DEPARTMENTS/DIVISIONS/SCHOOLS SHALL DISTINGUISH
45 BETWEEN MINIMUM AND PREFERRED QUALIFICATIONS, AND SHALL CONSIDER
46 SUCH FACTORS AS INSTRUCTIONAL ABILITY; TRAINING; PROFESSIONAL
47 POTENTIAL OR ACHIEVEMENT; EVIDENCE OF RESEARCH, SCHOLARLY, AND/OR
48 CREATIVE ACTIVITIES; AND QUALITY OF RECOMMENDATIONS. ALL APPLICANTS
49 FOR A POSITION SHALL BE EVALUATED USING THE CRITERIA STATED IN THE
50 POSITION ANNOUNCEMENT. (For information about equivalency statements, see the section
51 of the Faculty Handbook entitled "Eligibility Criteria for Tenure and Promotion"). Vacancy
52 POSITION announcements for tenure track positions shall be disseminated locally, regionally,
53 and nationally.

54 DEPARTMENTS/DIVISIONS/SCHOOLS MAY CONSULT WITH THE OFFICE OF
55 EQUITY, DIVERSITY, AND INCLUSION THROUGHOUT THE RECRUITMENT
56 PROCESS.

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58 *Wherever applicable, the term "college" includes the Library.