



CAL POLY

Academic Senate

Meeting of the Academic Senate Executive Committee

Tuesday, November 15, 2022

38-114, 3:10 to 5:00pm

- I. **Minutes:** November 1, 2022 (pp. 2-3)

- II. **Communication(s) and Announcement(s):**

- III. **Reports:**
 - A. Academic Senate Chair:
 - B. President's Office: (p. 4)
 - C. Provost: (p. 5)
 - D. Statewide Senate: (pp. 6-10)
 - E. CFA: None
 - F. ASI: None

- IV. **Business Item(s):**
 - A. **Approval of Lauren Kolodziejksi as substitute for R.G Cravens as a CLA rep on the Academic Senate for the 2022-2024 term**
 - B. **Resolution on Modifications to the Bylaws of the Academic Senate:** Thomas Gutierrez, Academic Senate Chair (pp. 11-13)
 - C. **Resolution on the Faculty Status of Participants in the Faculty Early Retirement Program:** Steve Rein, Academic Senate Statewide Senator (p. 14)
 - D. **[TIME CERTAIN 4:00 P.M.] Review and Consider Consent Agenda Item: UFPP 12.4 Sabbatical and Difference in Pay Leaves:** Ken Brown, Chair, Academic Senate Faculty Affairs Committee (pp. 15-25)
 - E. **Suspension of the Master of Science in Architecture Program:** Bruno Giberti, Academic Programs and Planning (pp. 26-27)

- V. **Discussion Item(s):**

- VI. **Adjournment:**



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Tuesday, November 1, 2022

38-114, 3:10 to 5:00pm

- I. **Minutes:** October 11, 2022. M/S/P to approve the minutes from October 11, 2022.

- II. **Communication(s) and Announcement(s):** none.

- III. **Reports:**
 - A. Academic Senate Chair: none.
 - B. President's Office: Cheryl May, Representative for President's Office, announced that 6 candidates will move forward for the later stage of the OUDI Vice President interviews to meet the Consultative Search Committee.
 - C. Provost: none.
 - D. Statewide Senate: Gary Laver, the representative from Statewide Senate, announced that Chancellors GE advisory committee has received two charges: talk about implementation of American Institutions 40404 requirement, as well as discuss the future of upper division GE units. Does not have anything to do with AB 928 but wanted discussion and advice from the Executive Committee.
 - E. CFA: none.
 - F. ASI: Gracie Babatola, ASI President, announced that ASI received money to buy vans for the rose float program. Also discussed was the need to create more affordable meals for students, more specifically a value menu to help serve students who have food allergies and specific needs.

- IV. **Business Item(s):**
 - A. **Appointments to Academic Senate Committees for the 2022-2023 term.** M/S/P to approve appointments to Academic Senate Committees for the 2022-2023 term.
Rafael Guerra Silva, Industrial Technology and Packing *GEGB Committee*
 - B. **Approval of Instruction Committee's Recommendations for the 2024-2025 and 2025-2026 Academic Calendar:** Kris Jankovitz, Academic Senate Instruction Committee Chair. ASIC recommendations were corrected to be Option 2 (Monday start) for Fall 2024 and Fall 2025 (typo in original report). M/S/P to amend Instruction Committee's recommendation for Fall 2025 to Option 1 ("Thursday start"). M/S/P to approved Instruction Committee's modified recommendations for the 2024-2025 and 2025-2026 Academic Calendar.

- C. **[CLOSED SESSION]** Honorary Degree: Keith Humphrey, Vice President for Student Affairs.
- D. **Resolution on UFPP 12.3 Assigned Time for Exceptional Service to Students:** Ken Brown, Academic Senate Faculty Affairs Committee Chair. M/S/P to agendize the Resolution on UFPP 12.3 Assigned Time for Exceptional Service to Students
- E. **Resolution on Undergraduate Concentrations and Semesters:** Greg Bohr, Academic Senate Curriculum Committee Chair. M/S/P to agendize the Resolution on Undergraduate Concentrations and Semesters.
- F. **Resolution on Cross-Disciplinary Studies Minors and Semesters:** Greg Bohr, Academic Senate Curriculum Committee Chair. M/S/P to agendize the Resolution on Cross-Disciplinary Studies Minors and Semesters.
- G. **Resolution on Modifications to the Bylaws of the Academic Senate:** Thomas Gutierrez, Academic Senate Chair. Will return to executive committee November 15.
- H. **Resolution on the Faculty Status of Participants in the Faculty Early Retirement Program:** Steve Rein, Academic Senate Statewide Senator. Feedback provided and will return to Executive Committee at a future date.
- V. **Discussion Item(s):**
 - A. **Master of Business Administration for Professionals Suspension:** Bruno Giberti, Academic Programs and Planning and Damon Fleming, OCOB Dean. M/S/P to place on the consent agenda.
- VI. **Adjournment:** 5:00pm.

Submitted by,

Sessa Renfrew
Academic Senate Student Assistant

22 11 07 Academic Senate Update

The President's Office has a few updates to share:

OUDI Assistant VP

Dr. Beya Makekau [Maw-Key-Cow], currently SLO City Manager for Diversity, Equity and Inclusion and formerly Cal Poly's Director of Student Diversity & Belonging, has been hired as Cal Poly's Assistant Vice President for Strategic Planning and Networks in OUDI. Dr. Makekau brings a wealth of experience and insight to this role, and we are delighted to have her back at Cal Poly.

Off-Campus Housing Coordinator Named

Cal Poly has named Sarah Bacio [bah-see-oh] as coordinator of its Off-Campus Housing Support Program, which seeks to help students successfully transition from living on campus to off campus within the San Luis Obispo community.

Bacio will help students identify and secure affordable and safe off-campus housing, assist in identifying resources to assist with housing expenses, and provide opportunities to help them better understand the off-campus housing market.

In her new role, she will also offer a Renter Certification series to educate participating students on various aspects of off-campus housing to improve the renter experience for both students and landlords.

BEACoN Research Mentoring Program

The BEACoN Research Mentoring Program, run by OUDI, is currently seeking applications from students for funded research opportunities with faculty. This program is one of many High-Impact Educational Practices that are part of the curriculum and focuses on helping underrepresented students develop close professional relationships with participating faculty.

Fall Census Confirms: Incoming Class Most Diverse

For the fifth year in a row, Cal Poly has enrolled its most diverse incoming class ever. The class includes the highest-ever percentages of women, students from partner high schools, first-generation students, Asian students, and Hispanic/Latino students. The GPA of the first-time, first-year cohort is also the highest ever. We are not yet at the goal of reflecting the diversity of the state, in all its complexity, but we are steadily moving in the right direction.

That's everything for this week. Thank you.

END

2023-2024 Research, Scholarly, and Creative Activities (RSCA) Grant Program- Request for Proposals

Research, Economic Development & Graduate Education (R-EDGE), in partnership with the Academic Senate Grants Review Committee, is excited to announce the 2023-2024 Research, Scholarly and Creative Activities (RSCA) Grant Program. The RSCA Grant Program, supported by funds from the CSU Chancellor's Office and the Cal Poly Provost's Office, is intended to help faculty remain engaged in their disciplines beyond the classroom and to contribute new knowledge through robust programs of scholarship focused on strengthening California socially, culturally, and economically. The annual funding from the program is intended to provide internal resources to help faculty pursue a broader array of professional activities. All faculty unit employees are eligible to compete for funding, including lecturers, tenure-track, and tenured faculty. Proposals should be submitted by **11:59 p.m. on Monday, February 6, 2023**, via the [Cal Poly InfoReady system](#). All are invited to attend the RSCA Information and Q&A Session via Zoom on **Thursday, December 8, 2022, at 11:10 a.m.** [Please see Zoom link here](#). Must be logged in with Cal Poly credentials to join. For full application, RFP and submission instructions, please visit the [Research, Economic Development & Graduate Education website](#). Please feel free to direct any questions to research@calpoly.edu.

Report on the ASCSU Plenary November 3–4, 2022

1. [September 8-9, 2022 Minutes](#)

2. Reports

2.1. [Chair](#)

2.2. Standing committees

2.2.1. [Academic Affairs \(AA\)](#)

2.2.2. [Faculty Affairs \(FA\)](#)

2.2.3. [Academic Preparation and Educational Programs \(APEP\)](#)

2.2.4. [Fiscal and Governmental Affairs \(FGA\)](#)

2.2.5. [Justice, Equity, Diversity, and Inclusion \(JEDI\)](#)

2.3. Legislative Specialists

Jerry Schutte was in dialogue with Governor's Office this this morning. The Department of Finance indicated its view of the compact as a "gestalt" rather than as a funding ceiling. • A quarter of the legislature is termed out or is up for re-election. • Christopher Francis, chair of Ex Com, has Nancy Skinner's ear.

2.4. [General Education Advisory Committee \(GEAC\)](#)

2.5. CSU Faculty Trustee

Trustee Sabalius referred the Senators to his 17-page report from September meeting. The Board of Trustees' November agenda will be released next week. Their budget request from this September will likely be repeated next year. For this reason, Trustee Sabalius believes the Board's September meetings are now the most important. Agenda for Ed Policy Committee, of which Trustee Sabalius is vice-chair, includes a report on GI 2025. • The Board will begin discussion this month on adopting a fourth year of high-school quantitative reasoning from CSU applicants. The ASCSU is on record (Sep. 2019) in favor of it, but Trustee Sabalius suspects the current view of the Senate has changed. The Chancellor's Office currently is not in favor of it. • The Board will have five presidential searches on its plate. • In response to a question regarding the CSU-wide enrollment crisis, Trustee Sabalius felt that chronic under-enrollment at any given campus would certainly reduce that campus's budget from the Chancellor's Office.

2.6. Other Reports — None.

3. Speakers

3.1. Jolene Koester, Interim CSU Chancellor

Interim Chancellor Koester reported that the CSU is facing an imminent 7% under-enrollment situation. Seven campuses in particular are considerably down, mostly from northern California: San Francisco, East Bay, Maritime, Chico, Humboldt, Sonoma, and Channel Islands. We have been funded by the state based on a certain target enrollment that we will not likely meet. This may put the CSU at risk for not meeting the Governor's compact. Additionally, this is a concern at the campus level where budgets are based on enrollment predictions. This will also affect campus revenue streams via tuition and auxiliary organizations. Campuses have been asked to intensify their spring-term enrollment processes as well as focus on increased enrollment for the 2023–2024 academic year. The Chancellor's Office will adopt the role of a systemwide enrollment manager in this effort.

3.2. Trustees Leslie Gilbert-Lurie, Jose Antonio Vargas, Jean P. Firstenberg, and Jolene Koester, Interim CSU Chancellor

Q: What are the plans for the appointment of the next chancellor? A: Next week BOT will discuss the effort, then information will be provided to the system. It will be an "inclusive process," but still somewhat "closed" in that candidates will not be announced.

Q: What's next after GI2025? A: Chancellor's strategic workgroup is coming up with a plan, and they're going to bring ideas to stakeholders in Spring. The equity gap, student access, and student success are certainly going to be involved.

3.3. Charles Toombs – CFA Liaison Report

President Toombs announced that the union is preparing for the reopening of contract bargaining in late May. He said the CFA will emphasize the following: salary, workload, paid leave, health and safety. • Individual campus CFA chapters will be pushing their presidents to implement equity programs to bridge the gap left by the unfunded 1% salary raise in the current year. • President Toombs indicated that the CFA will be issuing a statement in the near future about their displeasure with former Chancellor Castro's retreat to faculty at Cal Poly SLO. • The union is pushing for a legislature's audit of Title IX.

3.4. Dixie Samaniego (CSSA Vice President of Systemwide Affairs) CSSA Liaison Report

Vice President Samaniego reported the following CSSA-approved priorities for the academic year: maintain reasonable cost of attendance and student support services, support access to mental health services, ensure academic success, and promote inclusive engagement for students to find agency on their campuses.

3.5. Jerry Schutte – CSU-ERFSA Report

CSU-ERFSA's current goal is to increase membership, which is up 53 people in the last 2 months. The cost of membership has been reduced 50%... only \$5/month for a period of time. Donations are tax-deductible, and they offer about \$2k per year worth of grants are provided. • Regarding the long-term care debacle, a new trial date will be set soon. • Concerning FERP pay for Covid work, the CFA, CSU, and CalPers are all pointing fingers at each other. A possible resolution could define FERPs as fulltime faculty and thus make them eligible.

3.6. Sylvia Alva, Executive Vice Chancellor of Academic and Student Affairs

EVC Alva updated the Senate on the work of an AB 928-stipulated advisory committee on supporting smooth, streamlined transfers from community colleges to the CSU or UC. They have begun discussing the problem of transfer pathways into engineering and STEM disciplines. EVC Alva wants the CSU to be in the driver's seat regarding this work (as opposed to having the legislature make such decisions). Her preliminary thoughts involved asking faculty in these areas to share their recommendations and then reporting these to the legislature. • Regarding the upcoming Board of Trustees meeting, there will be an information item (essentially a first reading) about Governor Newsom's recent approval of legislation to permit the CSU to offer a Doctor of Public Health degree. The Board will consider modifying Title 5 accordingly. The Board will also receive a report on recent GI2025 successes.

3.7. Leora Freedman, Acting Vice Chancellor for Human Resources: CSU Systemwide Title IX & DHR Assessment Update

The purpose of (law firm) Cozen O'Connor's campus visits was to focus on "the implementers" of the Title IX process. Over the past few months, they have become sensitive to the requests for meetings with faculty and students. Follow-up visits have since been arranged. • How information from this process is to be disseminated has also been a concern. At the moment, the intention is to have Cozen O'Connor prepare individual campus reports highlighting what was done

on a given campus and what weaknesses and strengths were uncovered. Each campus President will be asked to form a campus implementation team as a follow-up to their review of their campus's report.

3.8. Mercer: Faculty Compensation Study Presentation

Lyn Harper (Mercer, Senior Principal) & Al Liddicoat (Cal Poly SLO) spoke with the ASCSU. Mercer is a global human resources firm. They conceive of their work on the present project in four phases/components: 1) project planning, 2) compensation market analysis & salary structure, 3) pay compression, inversion, and equity analysis, 4) stakeholder analysis, communication and implementation. They began in July 2022, and they will issue a final report following the end of the study in March 2023. Here is the link to the CSU site on the study:

<https://www.calstate.edu/csu-system/faculty-staff/faculty-compensation-study/Pages/default.aspx>

4. Passed Resolutions

- 4.1. AS-3567-22/FGA "Clarifying AB 927 in the Event of an Intersegmental Impasse" [passed unanimously]
- 4.2. AS-3568-22/FA "The Role of Faculty in Protecting Fair Faculty Workload in the CSU"
- 4.3. AS-3569-22/APEP "On the Intersegmental Committee of Academic Senates (ICAS) Cal-GETC Proposal: Action"
- 4.4. AS-3570-22/FA "Requesting Extension of WASC (Western Association of Schools and Colleges) Senior College and University Commission (WSCUC) Authorization of Remote Teaching"
- 4.5. AS-3571-22/APEP "Engaging Intersegmental Discussions Regarding College Preparatory Coursework in Mathematics (Area C)"
- 4.6. AS-3572-22/FA "Proclaiming the Personhood and Rights of Women"
- 4.7. AS-3573-22/AA "To Adopt Gender Inclusive-Language and Titles at the California State University (CSU)"
- 4.8. AS-3574-22/FA "Reaffirming the Role of Campus Senates in the California State University (CSU)"
- 4.9. AS-3575-22/FA "Provision of Free Condoms to Students on California State University (CSU) Campuses"
- 4.10. AS-3576-22/FA "Request for Ongoing Accommodations and Flexibility in the Time of COVID-19"

- 4.11. AS-3577-22/JEDI/FA "Support for Evaluating the California State University (CSU) Course Equity Portal"

5. First-Reading Resolutions

- 5.1. AS-3578-22/JEDI "Expansion of California State University (CSU) Independent Doctoral Degree Programs"
- 5.2. AS-3579-22/FGA "Funding Academic Senate CSU Summer Legislative Specialist Advocacy Work"
- 5.3. AS-3580-22/FA "Request for Increased Ventilation and Air Purification Infrastructure Across the California State University (CSU) System"
- 5.4. AS-3581-22/JEDI/FA "Adopting a Font Designed for Readability for California State University (CSU) Business"
- 5.5. AS-3582-22/FA "In Solidarity with the Courageous Iranian Women and Girls, Abroad and Locally"
- 5.6. AS-3583-22/EX "In Support of Native American Graves Protection and Repatriation Act (NAGRPA) Compliance in the California State University (CSU)"
- 5.7. AS-3584-22/FA "Establishing Timely Responses to Legislative Resolutions from Campus Senates"
- 5.8. AS-3585-22/JEDI/FA/FGA "CSU Employee Justice Equity and Diversity Housing Assistance Program"
- 5.9. AS-3586-22/JEDI/FA "Systemic Inclusion of Preferred Names and Pronouns within the California State University (CSU) System"

Adopted:

**ACADEMIC SENATE
Of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA**

AS- ___-22

RESOLUTION ON MODIFICATIONS TO THE *BYLAWS OF THE ACADEMIC SENATE*

- 1 WHEREAS, The Bylaws of the Academic Senate occasionally need to be updated for
2 clarity and to reflect best practices; therefore be it
3
4 RESOLVED: That the relevant section of the Bylaws of the Academic Senate be
5 modified as shown on the attached copy.

Proposed by: Academic Senate Executive Committee
Date: October 11, 2022

BYLAWS OF THE ACADEMIC SENATE

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VIII. COMMITTEES

....

B. MEMBERSHIP

...

These nominations shall be taken to a meeting of the Executive Committee before the June regular meeting of the Senate. The Executive Committee shall appoint members to standing committee vacancies from these lists. Each appointed member shall serve a two-year term with a maximum appointment of four consecutive terms on one committee. Terms shall be staggered to ensure continuity. Some committees have exceptions to these term length and limits, which are specified in the committee's description.

The Executive Committee may override term limits when appointing members to committees where only the incumbent is willing to serve in an open spot.

...

C. COMMITTEE CHAIRS

1. Chairs shall be members of the General Faculty.
2. Committee chairs ~~shall be voting members and~~ may be chosen from inside or outside the committees. The chair need not be an academic senator.
3. The Executive Committee may choose to appoint the committee chairs. If the Executive Committee chooses not to appoint a committee chair, then the chair of that committee shall be elected by a majority vote of the eligible voting members on the committee.
4. If the committee chair is selected from amongst the voting members of the committee, the chair shall remain a voting member. If the chair is selected from outside the committee, or from amongst the eligible non-voting members, then the chair shall serve as a non-voting chair, not representing a particular caucus or unit.

....

I. COMMITTEE DESCRIPTIONS

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1. Budget and Long-Range Planning Committee

(a) Membership

Non-Voting ex-officio members shall be the Provost/Vice President for Academic Affairs or designee, the Vice President for Administration and Finance or designee, and an ASI representative.

9. General Education Governance Board

(a) Membership

...

(4) The GEGB chair will serve four-year terms for a maximum of 2 consecutive terms. The GEGB chair will be appointed by the provost following a recommendation from the Academic Senate Executive Committee and the GEGB.

...

(7) GEGB members will serve three-year terms for a maximum of three consecutive terms. Faculty members and PCS members on the GEGB will be appointed by the Academic Senate Executive Committee.

Adopted:

**ACADEMIC SENATE
Of
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, CA**

AS-___-22

**RESOLUTION ON THE FACULTY STATUS OF PARTICIPANTS IN THE FACULTY EARLY
RETIREMENT PROGRAM**

Impact on Existing Policy: None

1 WHEREAS, the Constitution of the Academic Senate refers to “faculty members in
2 the Pre-Retirement Reduction in Time Base Program” only but current
3 faculty members often instead take advantage of the Faculty Early
4 Retirement Program (FERP) and the Retired Annuitant programs;
5 therefore be it

6
7 RESOLVED: that the Academic Senate sends to the full faculty for a vote in Winter
8 2023 to change a portion of, the Constitution be changed in Article I to
9 read:

10
11 “Voting members of the General Faculty of Cal Poly shall consist of those
12 persons who are employed at Cal Poly and belong to at least one of the
13 following entities: (1) full-time academic employees holding faculty rank
14 whose principal duty is within an academic department, unit, or program;
15 (2) faculty members in the Pre-Retirement Reduction in Time Base
16 Program, *Faculty Early Retirement Program and the Retired Annuitant*
17 *program*; (3) full-time probationary and/or permanent employees in
18 Professional Consultative Services as defined in Article III.1.b of this
19 constitution; (4) full-time coaches holding a current faculty appointment
20 of at least one year; (5) lecturers holding full-time appointments of at
21 least one year in one or more academic departments, units, or programs;
22 or (6) lecturers with a current assignment of 15 WTUs for at least three
23 consecutive quarters.”

24
25 (deletions in strikeout and additions in italics)

26

Proposed by: Executive Committee

Date: November 1, 2022

UFPP 12.4 Sabbatical and Difference in Pay Leaves

Consent Agenda Proposal, Fall 2022

EXECUTIVE SUMMARY: The Academic Senate Faculty Affairs Committee (FAC) proposes editorial improvements and clarifications of sabbatical and difference in pay leave policies not affecting current policy or practice in the colleges and library. These revisions include clarification of department chair/head classifications during leaves and limitations on departmental and college level review of sabbaticals and difference in pay leaves, and reiteration of CBA limitations on denials of such leaves.

BACKGROUND: The Academic Senate Faculty Affairs Committee (FAC) is a standing Senate committee with representation from each college, the library and professional consultative services, Academic Affairs, and a student representative. FAC employs a streamlined process for approval of updates to University Faculty Personnel Policies (UFPP) including consultation with faculty affected by proposed changes and clear identification of which policy documents have been superseded by a proposed change. This process uses Academic Senate resolutions to establish new policy, revise existing policy, or substantially reformulate existing policy. It also allows the Senate Executive Committee to place non-controversial updates to personnel policies on the Senate consent agenda.

Summary

The longstanding policies about sabbatical and difference in pay leaves at Cal Poly implement the requirements of the Collective Bargaining Agreement (CBA) with some refinements and requirements established through shared governance in the Academic Senate. These policies currently reside in UFPP 12.4.

The revisions here are a mix of editorial improvements and clarifications. Policies concerning DIP leave eligibility are moved to an earlier place in 12.4. Policies about faculty classification of department chairs/heads on sabbatical are clarified in 12.4.6.2.

Two clarifications warrant some deeper explanation.

The CBA requires department tenured faculty to review difference in pay leaves (CBA 28.7), which we implement through a Department Leave Committee (DLC). College Professional Leave Committees (CPLC) comprised of tenured faculty from the departments for a college level review of sabbatical leaves is sufficient to comply with CBA requirements that tenured faculty review sabbatical leaves without a need for a lower-level department committee review (CBA 27.5). The CBA excludes from membership of these leave review committees any faculty also applying for leaves during that review period. While these committees meet CBA restrictions on tenured faculty participation reviews of leave applications, the CBA also allows a CPLC to review difference in pay leaves, and for a DLC review of sabbatical leaves. This new policy prevents a departmental representative to the CPLC from serving on their home department's DLC so as to keep any one faculty member from reviewing an application twice. These points are in 12.4.9.3 and 12.4.11.4. This revision brings already in place college level restrictions on double-review to the university level policy.

Current UFPP policy includes guidance for deans that they should not disadvantage faculty from small departments in recommending sabbatical and difference in pay leaves. The factors relevant to this consideration are covered in CBA 27.8 and expressed in 12.4.10.1. This was a legacy from before UFPP

UFPP 12.4 Sabbatical and Difference in Pay Leaves

Consent Agenda Proposal, Fall 2022

subsumed sabbatical and difference in pay leave policies when these policies were contained in a memo from the provost. We remove the weak guidance language replacing it with stronger protections from the CBA in the section on the provost's decisions about awarding such leaves.

Impact on Existing Policy

UFPP requires colleges and the library to develop their own sabbatical and difference in pay leave policies for their personnel policy documents. UFPP allows colleges to set further restrictions on DLC and CPLC membership, and also allows the DLC to review sabbaticals and the CPLC to review difference in pay leaves, so long as this is established in the college policy.

The revisions here are consistent with policies already in place in the colleges, and therefore should not impose any new restrictions or requirements on department and college review of leaves.

Implementation

These policies would be placed in UFPP for the 2023-2024 academic year.

Consultation

These proposed changes in policy articulation arose from recommendations from colleges to FAC, and from extensive discussion in FAC since Fall 2022.

What follows are the proposed revised policies and another copy revealing the edits from the prior version of the policy.

12.4. Sabbatical and Difference in Pay Leaves

12.4.1. Policy in 12.4 established by Academic Senate Resolution AS-908-21, with revisions approved by Academic Senate Consent 5/4/2021.

12.4.2. Sabbatical and difference-in-pay leaves are intended to provide a benefit to the university through research, scholarly and creative activity, instructional improvement, or faculty retraining.

12.4.3. Deans or appropriate administrators are responsible for notifying eligible faculty and advising them of the application deadline.

12.4.4. Sabbatical Leave Eligibility

12.4.4.1. Full-time faculty unit employees, except coaches, are eligible to take an approved sabbatical leave after completing six academic years of full-time service within the past seven years, or at least six years after a previous sabbatical or difference-in-pay leave. Service credit granted towards the completion of the probationary period for tenure-track faculty shall also apply towards fulfilling the eligibility requirement for a sabbatical.

12.4.4.2. Eligible academic year faculty unit employees may apply for a sabbatical leave of one quarter in length at full pay, two quarters at 75% pay, or three quarters at 50% pay.

12.4.4.3. Applications for three-quarter sabbatical leaves shall meet the criteria set forth in CBA 27.5-27.8, including consideration of the quality of the proposal, effect on the curriculum and the operation of the department, other campus program needs, and campus and college budget implications.

12.4.5. Difference-in-Pay Leave Eligibility

12.4.5.1. The initial eligibility requirement for a difference-in-pay (DIP) leave is the same as for sabbatical leaves (six years of full-time service within the past seven years).

12.4.5.2. For a subsequent DIP leave, faculty unit employees become eligible after serving full-time for three academic years following the last sabbatical or DIP leave.

12.4.6. Faculty Classifications During Leave Periods

12.4.6.1. Current 12-month faculty who are granted leave with pay may remain in 12-month status for the duration of the approved leave. Eligible 12-month faculty unit employees may apply for a sabbatical leave of 3 months in length at full pay, 6 months at 75% pay, or 9 months at 50% pay. The start date of a sabbatical leave for a 12-month faculty employee with instructional responsibilities shall coincide with the start date of the appropriate academic term.

12.4.4.4.12.4.6.2. Per CBA 27.13 and 31.27, while on sabbatical or difference in pay leave during an appointment as department chair/head the faculty employee shall not receive the department chair/head salary increase. Faculty employees serving as academic year department chair/head (class code 2482) shall be assigned to academic year instructional faculty classification (class code 2360) for the duration of the sabbatical or difference in pay leave. Faculty employees serving as 12-month department chair/head (class code

2481) shall be assigned to 12-month instructional faculty classification (class code 2361) for the duration of the sabbatical or difference in pay leave. An acting chair/head shall be appointed for the duration of the leave period.

~~12.4.4.5. Faculty employees serving as department chair/head (class codes 2481 or 2482) shall be assigned to the equivalent instructional faculty classification (2360 or 2361) for the duration of the sabbatical, and will not receive the department chair/head stipend while on sabbatical leave.~~

~~12.4.4.6.~~ 12.4.6.3. Grant-related instructional faculty (GRIF) must be converted to instructional faculty classifications for the duration of leave.

~~12.4.5.1.1.1. Difference in Pay Leave Eligibility~~

~~12.4.6.0.1.1.1.1. The initial eligibility requirement for a difference in pay (DIP) leave is the same as for sabbatical leaves (six years of full-time service within the past seven years).~~

~~12.4.7.0.1.1.1.1. For a subsequent DIP leave, faculty unit employees become eligible after serving full time for three academic years following the last sabbatical or DIP leave.~~

~~12.4.8.~~ 12.4.7. Sabbatical and DIP leave applications must include clearly stated outcomes that benefit the university or CSU. It is critically important that those involved in reviewing leave applications recommend approval only of those applications that satisfy departmental, college and university criteria and meet the requirements of Articles 27.5-27.7 and 28.7-28.9 of the CBA.

~~12.4.9.~~ 12.4.8. Colleges, the library, and counseling services shall formalize sabbatical and difference in pay leave policies and procedures consistent with those in UFPP. Any refinement of the relevant criteria for sabbatical and DIP leaves, in conformity with the general principles stated in UFPP 12.4.2., shall be included in the college, library, or counseling services personnel policies document. Any enhancements to the policies, procedures, and responsibilities in a college, the library, or counseling services shall be included in its personnel policies document.

~~12.4.10.~~ 12.4.9. Department Leave Committee (DLC)

~~12.4.10.1.~~ 12.4.9.1. As per CBA 28.7, difference in pay leave requires review by a Department Leave Committee (DLC). DLC members shall be elected by tenured and probationary faculty from that department. Faculty members eligible for membership are tenured, and not applying for a leave with pay. The DLC shall review all DIP leave applications and make a recommendation based on the quality of the leave proposal. The recommendation of the DLC is included in the application sent to the department chair/head.

12.4.9.2. Departments may choose to have their DLC review applications for sabbaticals. If so, the composition of the committee and its responsibilities are the same as for review of DIP leave applications. Departments choosing to have the DLC review sabbatical applications shall specify this process in their personnel policies.

12.4.9.3. Departments shall configure their DLC so that their representative to their college's Professional Leave Committee (PLC) is not reviewing leave cases within the department.

~~12.4.11.~~12.4.10. Department Chair/Head Recommendations

~~12.4.11.1.~~12.4.10.1. Department chairs/heads shall state in a candidate's application whether the department has adequate resources to replace faculty members, and whether such a leave, if approved, would cause undue hardship to offer the department's program(s), and how the department will meet their teaching and other needs, as per CBA 27.6.

~~12.4.11.2.~~12.4.10.2. If an applicant is the current department chair/head, the appropriate associate dean shall make the equivalent recommendation.

~~12.4.12.~~12.4.11. Professional Leave Committees (PLC)

~~12.4.12.1.~~12.4.11.1. Each college, the library, and counseling services shall each convene their own Professional Leave Committees (PLC). As per CBA 27.5, PLC members shall be composed of tenured faculty who are not applying for a sabbatical or DIP leave.

~~12.4.12.2.~~12.4.11.2. The PLC shall review its leave applications to form recommendations to the dean or appropriate administrator based on the quality of the proposals. The colleges, the library, and counseling services may include PLC interviews of applicants as part of their formal application review process. Sabbatical leave applicants and DIP leave applicants may be separated in any college, library, or counseling services policies on inclusion of PLC interviews in their application review process.

~~12.4.12.3.~~12.4.11.3. The PLC shall rank order all recommended sabbatical leave applications, and separately rank order any DIP leave applications under the scope of its review. The PLC report shall clearly state to the dean or appropriate administrator the impact of the interviews on the rank ordering of leave applicants and the reasons for recommending denial of an application. This report shall be forwarded to the dean or appropriate administrator along with the leave applications.

12.4.11.4. College Professional Leave Committee (CPLC) members shall be elected from each department in the college. Tenured and probationary faculty in the department elect one departmental representative to the CPLC. The CPLC shall elect one of its members as chair of the CPLC. Colleges may include in their CPLC policies and procedures allowances that the CPLC also review DIP leave applications within the college. As per 12.4.9.3, when colleges have their CPLC review sabbatical and difference in pay leaves, the faculty involved in the departmental review of DIP leave applications shall not serve on the CPLC.

~~12.4.12.4.~~12.4.11.5. The Library PLC (LPLC) shall consist of at least two tenured faculty librarians elected by all faculty librarians. The

LPLC shall review all sabbatical and DIP leave applications from library faculty.

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~~12.4.13~~-12.4.12. Dean Recommendations

~~12.4.13.1~~-12.4.12.1. Deans shall review all sabbatical and DIP leave applications in their faculty units and make recommendations to the provost. The director of counseling services shall serve the equivalent role of dean for purposes related to sabbatical and DIP leaves.

~~12.4.13.2~~-12.4.12.2. Deans shall consider at least the following points when making recommendations for sabbatical and DIP leaves:

- Benefit of the leave to the university
- Merit of the proposal
- Recommendations of the prior levels of review
- Program needs
- Campus budget implications

~~12.4.13.3~~—~~Deans should be aware that faculty members from small departments should not be disadvantaged from obtaining a sabbatical or DIP leave.~~

~~12.4.13.4~~-12.4.12.3. Deans shall verify that post-leave reports have been completed for all previous sabbatical and DIP leaves prior to recommending approval.

~~12.4.13.5~~-12.4.12.4. Deans shall rank order all sabbatical leave applications that are being recommended (including all one, two- and three-quarter sabbatical applications). Deans shall separately rank order all DIP leave applications that are being recommended.

~~12.4.14~~-12.4.13. Provost Decision

~~12.4.14.1~~-12.4.13.1. The provost is the final level of administrative evaluation for sabbatical and DIP leave.

~~12.4.14.2~~-12.4.13.2. The provost shall review the candidate's materials and reports from all levels of evaluation.

12.4.13.3. The provost's letter to the candidate constitutes the final decision on sabbatical and DIP leave.

~~12.4.14.3~~-12.4.13.4. As per CBA 27.8 sabbatical leaves denied in the immediately prior year due to factors related to UFPP 12.4.10.1 shall not be denied based on those same factors.

~~12.4.15~~-12.4.14. A copy of the completed leave application form with all appropriate signatures and a copy of the leave abstract and detailed leave proposal shall be placed into the candidate's Personnel Action File (PAF).

~~12.4.16~~-12.4.15. Leave recipients shall submit a post-leave report to the college dean or appropriate administrator (with a copy to the department chair/head) within two months of their return from leave. The college dean

or appropriate administrator is responsible for requesting and ensuring that the required post-leave report is obtained from each faculty member who took sabbatical or DIP leave upon the faculty member's return to teaching. Upon receipt, the post-leave report shall be filed in the faculty member's PAF.

~~12.4.17.~~12.4.16. Following the conclusion of faculty sabbatical or DIP leaves, the CBA articles 27 and 28 require recipients to return service to the CSU equivalent to the period of leave taken. Faculty who fail to return to Cal Poly employment will be required to repay the university for the amount of salary and benefits earned for the duration of their leave.

12.4. Sabbatical and Difference in Pay Leaves

12.4.1. Policy in 12.4 established by Academic Senate Resolution AS-908-21, with revisions approved by Academic Senate Consent 5/4/2021.

12.4.2. Sabbatical and difference-in-pay leaves are intended to provide a benefit to the university through research, scholarly and creative activity, instructional improvement, or faculty retraining.

12.4.3. Deans or appropriate administrators are responsible for notifying eligible faculty and advising them of the application deadline.

12.4.4. Sabbatical Leave Eligibility

12.4.4.1. Full-time faculty unit employees, except coaches, are eligible to take an approved sabbatical leave after completing six academic years of full-time service within the past seven years, or at least six years after a previous sabbatical or difference-in-pay leave. Service credit granted towards the completion of the probationary period for tenure-track faculty shall also apply towards fulfilling the eligibility requirement for a sabbatical.

12.4.4.2. Eligible academic year faculty unit employees may apply for a sabbatical leave of one quarter in length at full pay, two quarters at 75% pay, or three quarters at 50% pay.

12.4.4.3. Applications for three-quarter sabbatical leaves shall meet the criteria set forth in CBA 27.5-27.8, including consideration of the quality of the proposal, effect on the curriculum and the operation of the department, other campus program needs, and campus and college budget implications.

12.4.5. Difference-in-Pay Leave Eligibility

12.4.5.1. The initial eligibility requirement for a difference-in-pay (DIP) leave is the same as for sabbatical leaves (six years of full-time service within the past seven years).

12.4.5.2. For a subsequent DIP leave, faculty unit employees become eligible after serving full-time for three academic years following the last sabbatical or DIP leave.

12.4.6. Faculty Classifications During Leave Periods

12.4.6.1. Current 12-month faculty who are granted leave with pay may remain in 12-month status for the duration of the approved leave. Eligible 12-month faculty unit employees may apply for a sabbatical leave of 3 months in length at full pay, 6 months at 75% pay, or 9 months at 50% pay. The start date of a sabbatical leave for a 12-month faculty employee with instructional responsibilities shall coincide with the start date of the appropriate academic term.

12.4.6.2. Per CBA 27.13 and 31.27, while on sabbatical or difference in pay leave during an appointment as department chair/head the faculty employee shall not receive the department chair/head salary increase. Faculty employees serving as academic year department chair/head (class code 2482) shall be assigned to academic year instructional faculty classification (class code 2360) for the duration of the sabbatical or difference in pay leave. Faculty employees serving as 12-month department chair/head (class code

2481) shall be assigned to 12-month instructional faculty classification (class code 2361) for the duration of the sabbatical or difference in pay leave. An acting chair/head shall be appointed for the duration of the leave period.

12.4.6.3. Grant-related instructional faculty (GRIF) must be converted to instructional faculty classifications for the duration of leave.

12.4.7. Sabbatical and DIP leave applications must include clearly stated outcomes that benefit the university or CSU. It is critically important that those involved in reviewing leave applications recommend approval only of those applications that satisfy departmental, college and university criteria and meet the requirements of Articles 27.5-27.7 and 28.7-28.9 of the CBA.

12.4.8. Colleges, the library, and counseling services shall formalize sabbatical and difference in pay leave policies and procedures consistent with those in UFPP. Any refinement of the relevant criteria for sabbatical and DIP leaves, in conformity with the general principles stated in UFPP 12.4.2., shall be included in the college, library, or counseling services personnel policies document. Any enhancements to the policies, procedures, and responsibilities in a college, the library, or counseling services shall be included in its personnel policies document.

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CAL POLY

 College of Architecture
& Environmental Design

MEMORANDUM

11/9/22

TO: Cynthia Jackson-Elmoore
 Provost and Executive Vice
 President for Academic Affairs

 Amanda Lathrop
 Interim Dean, Graduate Education

COPIES: Mark Cabrinha
 Thomas Fowler
 Clare Olsen
 Bruno Gilberti
 Tom Guterrez
 Daniel Parsons

FROM: Christine Theodoropoulos
 Dean

SUBJECT: Suspension of the Master of Science in Architecture Program

On behalf of the College of Architecture and Environmental Design (CAED) and the Department of Architecture, I request suspension of the Master of Science in Architecture (MS ARCH) program, including the blended MS ARCH program.

A program suspension will provide the Department of Architecture with time to plan for the future of the MS ARCH in response to market conditions and the need for enrollment stability and teaching resources necessary to sustain a master's program in the field of architecture.

This suspension is recommended by the Department of Architecture, the MS ARCH Graduate Program Director, and faculty who teach in the program.

1. Summary of the consultation with faculty in the program, the Architecture Department and the College of Architecture and Environmental Design.

1.1. The accredited Bachelor of Architecture Program (B ARCH) with a current enrollment of 835 students is the Architecture Department's primary focus. With a tenure density of 50%, and the need for all architecture faculty to focus on the B ARCH there is limited availability of qualified faculty to focus on the graduate program. This includes the Graduate Program Director who has significant undergraduate teaching responsibilities and assumes a voluntary teaching overload to work with MS ARCH students.

Circumstances considered include:

1.1.1. Low enrollment in the MS ARCH program limits the department's ability to sustain a robust graduate learning community. The number of new students entering the program in the last three years are: 4 (Fall 2022), 5 (Fall 2021), 1 (Fall 2020).

1.1.2. Efforts to increase enrollment through the addition of a blended master's track that offers students in the B ARCH program an accelerated path to the M ARCH did not achieve enrollment growth and stability. Numbers of blended students



entering the program in the past three years are: 2 (Fall 2022), 2 (Fall 2021), 7 (Fall 2020).

1.1.3. Undergraduate elective enrollment in graduate courses, such as the research methods course, was smaller than anticipated resulting in continued underenrollment of graduate courses.

1.1.4. Some MS ARCH students have expressed concern about difficulty gaining access to members of the architecture faculty who have limited time available to teach and advise them.

1.2. The proposal for suspension was presented to the Architecture Department's tenured and tenure-track faculty who confirmed with a unanimous vote on 11/3/2022 in favor of supporting suspension.

1.3. Considering the small size of the program, the impact of its suspension on the college is minimal.

2. Summary for supporting proposed suspension

We are committed to supporting currently enrolled MS ARCH students as they complete the degree program. Additionally, the Departments of Architecture and Architectural Engineering will collaborate to develop an alternative to the interdisciplinary design studio that is shared by the MS ARCH and the Master of Science in Architectural Engineering (MS ARCE) programs.

3. Effective Date of Suspension

January 9, 2023

4. Degree completion support for currently enrolled students

Students will be able to complete outstanding coursework and have access to support services from the Architecture Department, the college and the university.

I would like to recognize the dedicated leadership and extraordinary contributions of Professor Thomas Fowler IV in his role as MS ARCH graduate program director, the inspired teaching of Professors Claire Olsen and Kevin Dong, and all of the faculty and staff who have helped sustain the MS ARCH program.