

Process for Faculty Senate/District Appointments for Grant-Funded Positions

Impacted Positions

Effective Fall 2021, this process will apply to any grant-funded faculty Coordinator/Lead position that receives release time or a stipend if that release time/stipend is paid for through a grant offered by or coordinated through the Chancellor's Office or through a U.S. Department of Education Title III or Title V grant. The following exceptions will apply:

- Grants with PIs and Co-PIs who were identified in the grant proposal and approved by the funding agency as a condition of the award are excluded from this process.
- Faculty members receiving hourly or nominal stipends for work done through a grant are also excluded from this process.

If any grant-funded Coordinator/Lead position arises that does not clearly fit into the above criteria, then Faculty Senate and the District will consult to see if this process should apply.

Examples of impacted positions include but are not limited to:

- Guided Pathways (Pillar Leads who are faculty)
- Work Based Learning
- Umoja
- Puente
- Others (e.g., Title V/STEM Activity Director, etc.)

Process

Regarding the above impacted positions, it is clear that both the Faculty Senate and the District share appointment responsibilities and that a process is needed to make these appointments that addresses these shared responsibilities. Further, the Senate and the District support faculty innovation through grant funded activities, and a way to support these activities is to ensure that the most qualified faculty Coordinator/Lead is assigned to help facilitate the grant's objectives and deliverables. In that spirit, the District and Faculty Senate agree that an open call for these impacted positions shall be done using the following process:

- The Faculty Senate (in the form of its Grant Oversight Committee) and the District will become more proactive in identifying grant proposals that involve faculty appointments. One possible solution would be to centralize grant proposals on campus. It is incumbent upon all of those involved in a particular grant or grant writing process—especially those faculty members involved—to notify the Senate and Human Resources at the earliest stages so as to facilitate the timely application of this process when faculty release time positions are expected to be a part of the grant.
- The Faculty Senate President, two other Senators, and the relevant administrators will craft the position announcements including term length and, depending on the position, determine what materials applicants must submit.

- The Faculty Senate President and the relevant administrators will put out a joint call for applicants.
- The Faculty Senate and the relevant administrators will have a formal discussion of applicants in Senate meetings (this would address the “after consultation with the chief executive officer or his or her designee” part of 53203 [f]). Candidates will be notified as part of the call that the Senate will be having these discussions (limited to relevant factual information for the position) in a Senate meeting before appointment. Senate would conduct a vote according to its procedures, but the result would be considered “advisory” until accepted by the District. If the District does not agree, then members of the Faculty Senate Council and the relevant administrators will meet until consensus is reached on the appointment. If all avenues of discussion fail to yield consensus, then the District will make the appointment and the Senate President may--if directed by the Senate body and in keeping with the rights accorded Faculty Senates under California Education Code and Title V--present the case for its choice to the Governing Board.
- In cases where the body providing the grant restricts the nature of faculty participation (e.g., Puente stipulates that the coordinator must be a counselor), the Faculty Senate President and the relevant administrators will put out a call to that particular department for volunteers according to the process outlined above.
- If a particular grant is extended, Senate and the relevant administrators will confer to see if the faculty coordinator/lead position should be confirmed for extension or if a new call should go out.
- If the situation arises where a deadline must be met during a time when faculty are off contract, the Senate will make every effort to hold a special meeting to conduct its responsibilities outlined in this process.
- Faculty Senate, PFF, and the District will work together to develop a procedure (by integrating existing discipline procedures from the CBA and Ed Code) for the recall of faculty members receiving release time/stipends who are not fulfilling those obligations. Attention will be paid to the time sensitivity necessitated by any particular grant.
- Representatives from Faculty Senate, PFF, and the District will meet to make sure that all faculty Coordinator/Lead positions are accounted for in terms of how they were created/seated and listed in Appendix F of PFF/District Contract where applicable.
- The Faculty Senate, PFF, and the District will continue mutual communication regarding this issue and our respective parts in it.