

May 13, 2022

LORI KLETZER
Campus Provost and Executive Vice Chancellor

Re: Formal Review of Proposed Revisions to Campus Academic Personnel Manual (CAPM) 512.280 – Adjunct Professor Series

Dear Lori,

The Academic Senate has reviewed the proposed revisions to Campus Academic Personnel Manual (CAPM) 512.280 – Adjunct Professor Series. Our committees on Affirmative Action and Diversity (CAAD), Academic Personnel (CAP), Faculty Welfare (CFW), Planning and Budget (CPB), and Privilege and Tenure (P&T) have responded. The proposed revisions include a delegation of authority to divisional deans to authorize usage of State funding to cover 100% of the base salary for Adjunct Professors appointed at 50% time or less, and a delegation of authority to deans and the removal of CAP and Divisional CAP review for all actions in the Adjunct Professor Series. Although no objections were raised on the proposed delegation to divisional deans to authorize State funding, four out of the five responding committees, including CAP, opposed the waiving of CAP review on Adjunct Professor files in the personnel review process.

Aside from a perceived workload issue, the motivation for the proposed removal of CAP review was not clear. However, CAP's response noted that the workload associated with reviewing Adjunct files is actually minimal: CAP reviewed just 4 Adjunct files in 2020-21, and 5 files in 2019-20, and has the option of simply "signing off" on CAP recommendations for uncomplicated files. Therefore, the waiver of CAP review would not have a noticeable effect on alleviating central CAP's workload. However, for files that are more complicated, a CAP review has the benefit of providing an additional level of review for final authority consideration. In addition, CAP has the option of requesting additional information on proposed actions to assist all levels of review, which has been done this academic year.

The Academic Senate notes that CAP is the only campus-wide and cross-divisional body that reviews and provides recommendations on proposed personnel actions. As such, it is the only committee that is witness to real time cross-divisional trends in terms of hiring, salary, workload, diversity contributions, progression through the ranks, and department/dean/CAP and final authority concurrence and disagreements. As Adjunct faculty are not considered Senate faculty, P&T was surprised to learn that central CAP ever reviewed these files, had assumed that the files were reviewed by Divisional CAPs, and therefore supported the proposed change to waive CAP review. However, the majority of our responding committees emphasized that review by CAP safeguards personnel action processes, and ensures that similar standards are applied to faculty in

the Adjunct Professor series across the divisions. As such, these committees found CAP review of Adjunct series personnel files to be an essential and necessary tool, and felt strongly that CAP review should not be waived. With the proposed delegation of authority to divisional deans to authorize usage of State funds, some members of CFW argued that there is an even greater need for cross-divisional review and feedback provided by CAP. More importantly, CAP's response (enclosed) made clear that the committee does not agree to waive its right to review personnel actions in the Adjunct Professor series.

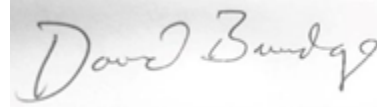
We should highlight that CAP's response expressed the committee's surprise to find the proposal to waive CAP review of the Adjunct series in an official campus review of proposed revisions to CAPM without prior CAP consultation. The committee's response reported that in the past, the administration has consulted with CAP directly to gauge whether the committee would be willing to waive its right to review certain files, even just temporarily, before additional steps were taken (e.g. Dean Authority Senate Appointments, Steps I-III). Although the cover letter of this review notes that "CAP review requirements will not be changed unless the full committee agrees in response to this request for review,"¹ CAP found the inclusion of the consideration to waive CAP review in this formal review to be pre-emptive and perhaps inappropriate in terms of process. The committee requests that in the future such considerations be discussed directly with the full CAP committee before being included in a formal campus review of proposed revisions to campus policy.

Responding committees raised a few additional comments and improvement recommendations. As Adjunct Professors can have significant interaction with UCSC undergraduate and graduate students through teaching and mentoring, and can play an integral part in setting the climate of the campus, CAAD suggested that all adjunct faculty be strongly encouraged to provide diversity statements in their personnel reviews. CPB noted that CAPM 512.280 requires Adjunct Professors to teach at least one course (or equivalent) per academic year, yet the new systemwide Unit 18 Lecturer MOU (2021-2026) seems to interpret instructional assignments going to Adjunct Professors as an infringement of the Unit 18 represented employees' union protected work. This could make the process of assigning courses to Adjunct Professors not straightforward, and further policy revisions may be required. Responding committees additionally found a few typos in the proposed revised policy. For instance, Section H.1 at the end of the second paragraph and in the third paragraph: "non-state" should be replaced with "non-State".

Thank you for the opportunity to opine on these proposed revisions.

¹ CP/EVC Kletzer to Senate Chair Brundage, Deans, et al., 4/01/22, Re: Formal Review of Proposed Revisions to Campus Academic Personnel Manual (CAPM) 512.280 – Adjunct Professor Series

Sincerely,

A handwritten signature in black ink that reads "David Brundage". The signature is written in a cursive style and is placed on a light gray rectangular background.

David Brundage, Chair
Academic Senate

Enc: Profumo to Brundage, 5/09/22, Re: Formal Review of Proposed Revisions to Campus Academic Personnel Manual (CAPM) 512.280 – Adjunct Professor Series

cc: Herbie Lee, Vice Provost, Academic Affairs
Grace McClintock, Assistant Vice Provost, Academic Personnel
Kirsten Silva Gruesz, Chair, Committee on Affirmative Action and Diversity
Stefano Profumo, Chair, Committee on Academic Personnel
Nico Orlandi, Chair, Committee on Faculty Welfare
Dard Neuman, Chair, Committee on Planning and Budget
Julie Guthman, Chair, Committee on Privilege and Tenure
Matthew Mednick, Executive Director, Academic Senate

May 9, 2022

David Brundage, Chair
Academic Senate

**Re: Formal Review of Proposed Revisions to Campus Academic Personnel Manual (CAPM) 512.280
– Adjunct Professor Series**

Dear David,

During its meeting of April 14, 2022, the Committee on Academic Personnel (CAP) reviewed the proposed revisions to CAPM 512.280 – Adjunct Professor Series. The primary change that is being proposed is the delegation of authority to the divisional deans, and waiver of CAP review for all actions in the Adjunct Professor series.

The motivation for the proposed change is not clear, besides workload. However, members recognize that aside from the CP/EVC and Chancellor who act as final decision authorities on some files, CAP is the only campus-wide and cross-divisional body in the personnel review process. As such, CAP is witness to cross-divisional trends in terms of hiring, salary, workload, diversity, progression through the ranks, and department/dean/CAP and final authority concurrence and disagreements. The workload associated with reviewing Adjunct files is actually minimal: CAP reviewed just 4 files in 2020-21 and 5 files in 2019-20, and has the option of simply “signing off” on CAP recommendations for uncomplicated files. However, for files that are more complicated, a CAP review has the benefit of providing an additional level of review for final authority consideration, and for instance, just this year, CAP has requested additional information on a proposed Adjunct action to assist all levels of review. Members find the CAP review of Adjunct series personnel files to be an essential and necessary tool for our campus. As such, CAP does not agree to waive its right to review personnel actions in the Adjunct Professor series.

We should note that members were surprised to find the proposal of waiving CAP review of this series in an official campus review of proposed revisions to CAPM without prior CAP consultation. In the past, the administration has consulted with CAP directly to see if the committee was willing to waive its right to review certain files, even just temporarily, before additional steps were taken (e.g. Dean Authority Senate Appointments, Steps I-III). Although the review cover notes that “CAP review requirements will not be changed unless the full committee agrees, in response to this request for review,”¹ CAP finds the inclusion of the consideration to waive CAP review in this formal review to be pre-emptive and perhaps inappropriate in terms of process. The committee would like to request that future such considerations be discussed directly with the full CAP committee before being included in a formal review of proposed revisions to campus policy.

¹ CP/EVC Kletzer to Senate Chair Brundage, Deans, et al., 4/01/22, Re: Formal Review of Proposed Revisions to Campus Academic Personnel Manual (CAPM) 513.280 – Adjunct Professor Series

Thank you for the opportunity to opine.

Sincerely,

A handwritten signature in black ink that reads "Stefano Profumo". The signature is written in a cursive style with a large, prominent initial 'S'.

Stefano Profumo, Chair
Committee on Academic Personnel

cc: Kirsten Silva Gruesz, Chair, Committee on Affirmative Action and Diversity
Nico Orlandi, Chair, Committee on Faculty Welfare
Dard Neuman, Chair, Committee on Planning and Budget
Julie Guthman, Chair, Committee on Privilege and Tenure