

CALIFORNIA STATE UNIVERSITY, BAKERSFIELD
ACADEMIC SENATE

Exceptional Service Application & Screening

RES 212237

FAC

RESOLVED: That the committee to decide on the allocation of assigned time for Exceptional Service (under Article 20.37) be composed of the following members:

1) Two members selected from the Executive Committee of the Academic Senate.

2) Three members appointed by the Executive Committee of the Academic Senate. A call for interest to serve on the committee will be issued to the campus faculty at-large, and applicants should provide a brief statement regarding why they would like to serve. Faculty applying for Exceptional Service within a review cycle are not eligible to serve. Appointments are to be made with the goal of achieving diversity in as many areas as possible (school, program, rank, ethnicity, gender, etc.)

An updated application form to represent changes in the most recent contract is attached.

RATIONALE: Previous committees for Exceptional Service have been composed of three members from the Executive Committee. Including a broader campus representation will better ensure wide and diverse perspectives as applications are reviewed.

The previous application procedure asked for a narrative regarding activities for the past two years, and did not make it easy for an applicant to specify how their upcoming activities met the criteria outline in Article 20.37. Also evaluation criteria were not included. The attached application form corrects these problems.

Attachment:

Application for Assigned Time under Article 20 new version

Approved by the Academic Senate May 12, 2022

Sent to the President May 20, 2022

Approved by the President May 23, 2022

Disribution List:

President

Provost & Vice President of Academic Affairs

AVP Faculty Affairs

Dean Arts and Humanities

Interim Dean Business and Public Administration

Interim Dean Natural Sciences, Mathematics and Engineering

Dean Social Sciences and Education

Interim Dean Library

Interim Dean Antelope Valley

Department Chairs

General Faculty

Application for Assigned Time under Article 20.37: Exceptional Service

The Executive Committee of the CSUB Academic Senate invites all faculty members to apply for assigned time under Article 20.37 of the Collective Bargaining Agreement. **This assigned time is for faculty members who are engaged in exceptional levels of service that support the CSU's priorities, but who are not otherwise receiving an adjustment in workload to reflect their effort.** All current faculty members (including tenured/tenure-track, lecturers, counselors, coaches and librarians) are eligible to apply. Faculty members already receiving assigned time for the same general category of activity) **shall not be eligible** for support from this pool for the same activities. Interested faculty members should read [Article 20.37](#) before applying.

Completed Applications are due to the Office of the Academic Senate (e-mail: XXXX) by DATE and have "Application for Article 20.37 Assigned Time" in the Subject of the e-mail.

Applications will be evaluated according to the following criteria:

Is the activity above and beyond normal expectations?

Is the faculty member already receiving assigned time for the general category of activity?

Does the activity fall within the categories specified by Article 20.37?

Does the actual workload from the activity merit the requested WTU?

Does the activity demonstrate a commitment to working on issues faced by CSU's diverse student population?

If the faculty member has received time previously, were stated goals achieved?

The committee will rate each proposal as 1) High Priority, 2) Medium Priority, 3) Low Priority, and 4) Not Recommended. Available WTUs will be awarded according to ratings. If there are more meritorious applications than available WTUS within a given rating, priority will be given to applicants who have not yet received this award.

Name: _____

E-mail: _____

Academic Rank: _____

Department: _____

School: _____

Semester(s) in which activity will occur:

_____ Fall 2023

_____ Spring 2024

_____ Both Fall 2023 & Spring 2024

Estimate of the number of hours spent on this additional activity expected to occur in 2023-2024: _____ hours

Number of WTUs requested (most awards are for 3WTUS): _____

Have you received assigned time under the Exceptional Service provision previously?

_____ YES _____ NO

If yes, what year? _____ Please provide a brief description of what was accomplished with the assigned time:

Check each category that applies to your application. Under each category you have selected, provide details explaining your proposed activities in this area for the upcoming year. If a category does not apply to you, leave it blank.

- *Focus primarily on your plans for the next academic year; however, you may mention related work you have done in the current year.*
- *Do not include activities for which you are already scheduled to receive assigned time.*
- *Do not include activities that are part of your normal responsibilities. This award is for exceptional service, above and beyond the normal service expected in your rank and/or position.*

1 ___ Mentoring, advising, outreach, and other practices to support underserved, first-generation, and/or underrepresented students. Explain proposed activities:

2 ___ Cultural taxation caused by support of underserved, first-generation, and/or underrepresented students. Explain proposed activities:

3 ___ Development & implementation of high-impact educational practices. Explain proposed activities:

4 ___ Curricular redesign intended to improve student access and success. Explain proposed activities:

5 ___ Service to the department, university, or community that goes significantly beyond normal expectations of all faculty. Explain proposed activities:

6 ___ Assignment to courses where increases to enrollment have demonstrably increased workload. Explain proposed activities:

7 ___ Other extraordinary forms of service to students. Explain proposed activities:

**Assigned Time for Exceptional Service
Academic Year 2023-2024**

Faculty Member: _____

Please provide your WTUs for 2022/23 (current year):

WTUs for Teaching Assignments FALL	
WTUs for Teaching Assignments SPRING	
WTUs for Assigned Time FALL (include explanation/purpose of time)	
WTUs Assigned Time SPRING (include explanation/purpose of time)	

Please list any assigned time you already have been allocated for the upcoming year (2023/24):

WTUs for Assigned Time FALL (include explanation/purpose of time)	
WTUs Assigned Time SPRING (include explanation/purpose of time)	

I verify that the above accounting of WTUs is accurate. I acknowledge this application for assigned time in the upcoming year and confirm that time is not already being provided for the same general activity.

Chair Signature