 **Faculty Senate Office**  *Phone: (818) 677-3263*

**DATE:** 1 June 2015

**RE:** Faculty governance outside academic year: Senate Executive Committee members who are ineligible for Personnel Planning and Review.

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## Interpretation

SEC acts as PP&R during the summer. Members of SEC may be ineligible for PP&R. However, there is no requirement that such members recuse themselves from participating in such actions.

## Rationale

The Senate Executive Committee (SEC) is composed of ex officio members and “six members of the teaching faculty elected by and from the Senate.”[[1]](#footnote-1) The ‘teaching faculty’ are

all faculty-unity employees of the University, both full-time and part-time, who are faculty employees, coaching employees, counselor employees, or librarian employees.[[2]](#footnote-2)

Membership in the Personnel Planning and Review Committee (PP&R) is more limited.

Only faculty in the rank of Professor, Librarian, or Student Services Professional III-Academically Related are eligible to serve on the Personnel Planning and Review Committee.”[[3]](#footnote-3)

Therefore, some members of SEC may be prohibited from serving on PP&R.[[4]](#footnote-4)

Under Bylaws IV.3.6, outside of the academic year SEC handles the duties assigned to standing committees such as PP&R. This is sometimes colloquially described as “SEC convening as PP&R.”

However, this description is strictly false. If SEC were literally convening as PP&R, some of SEC’s members would be serving on a committee upon which they are not eligible to serve. This could include the Faculty President who would be chairing a committee upon which she or he could not serve.

Fortunately, the Bylaws avoid this absurdity.

The Executive Committee of the Senate shall *act for* the Faculty, the Senate, and the Standing Committees of the Senate on those matters requiring Faculty action or consultation during the intersession, special sessions, or summer months.[[5]](#footnote-5)

Thus when SEC acts under Bylaws IV.3.6 they convene as SEC. At that meeting they exercise a duty which normally belongs to PP&R. Indeed, the *Search and Screen Manual* describes this as SEC conducting the same action PP&R would normally conduct.

The search committee submits its report…to the Personnel Planning and Review Committee. (At times when PP&R is not available, a subcommittee of PP&R can receive and review the report. If a subcommittee of PP&R is not available, the Faculty Senate Executive Committee or a subcommittee of the Faculty Senate Executive Committee can receive and review the report.)[[6]](#footnote-6)

There is no implication that SEC convenes as an instance of PP&R.

Therefore, when SEC acts under Bylaws IV.3.6, members of SEC who are ineligible for PP&R may fully participate.

1. Bylaws IV.1 [↑](#footnote-ref-1)
2. Bylaws II.1 [↑](#footnote-ref-2)
3. Bylaws V.6.8 [↑](#footnote-ref-3)
4. The Bylaws are cognizant of this. They explicitly provide for the case in which the Faculty President is ineligible for the committee (Bylaws V.6.8) [↑](#footnote-ref-4)
5. Bylaws 3.6; emphasis added. [↑](#footnote-ref-5)
6. *Manual of Procedures for Search and Screen Committees for Academic-Administrative Positions*, 8.3 [↑](#footnote-ref-6)