

## 2023-2024 Year-End Committee Report Form

**Committee:** Professional Standards

**Chair:** Rachael French  
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**Chair-Elect for 2023-2024:**  
Shannon Riley  
[shannonrose.riley@sjsu.edu](mailto:shannonrose.riley@sjsu.edu) (Please include phone/zip/email if available)

**Number of Meeting held:** 17

### Items of Business Completed 2023/2024

1. Amendment L to University Policy S15-7 (Retention, Tenure and Promotion for Regular Faculty Employees: Procedures). Passed by the Academic Senate on 9/11/2023; Signed by University President Teniente-Matson on September 18, 2023
2. Amendment B to University Policy F08-4 (in response to an informal referral from Katherine Harris): Updates F08-4 to clarify the language about the timelines for sabbatical eligibility and align with the 2022 CBA. Passed by the Academic Senate on October 2, 2023; Signed by University President Teniente-Matson on November 1, 2023
3. Amendment C to University Policy S13-6 (Campus Faculty Awards and Nominations for System Faculty Awards). Passed by the Academic Senate on October 2, 2023; Signed by University President Teniente-Matson on November 1, 2023
4. Amendment B to University Policy S99-8 (Professional Responsibility). Updated to modernize the statement on Professional Responsibility and to add language to define “bullying” and indicate that bullying is considered unprofessional conduct. Passed by the Academic Senate on December 4, 2023, Signed by University President Teniente-Matson on March 18, 2024
5. Amendment A to University Policy F17-3 (referred by Josh Baur, Chair of O&G, on September 11, 2023) – clarifies the timelines for review and election of department chairs. Passed by the Academic Senate on February 26, 2024; Signed by University President Teniente-Matson on March 18, 2024
6. AS1870 (Rescinds S99-9; modifies S94-5/F95-1 Board of Professional Responsibility). Passed by the Academic Senate on May 6, 2024.
7. Amendment M to University Policy S15-7 (Retention, Tenure and Promotion for Regular Faculty Employees: Procedures). Passed by the Academic Senate on May 6, 2024.
8. Worked with FS to develop guidelines on Administrative Recusal from RTP committee and exclusion and rebuttal of SOTEs/SOLATEs

9. Reviewed department RTP guidelines from:  
Teacher Education  
iSchool  
Child and Adolescent Development

#### **Unfinished Business Items from 2023/2024**

1. Ongoing efforts to increase SOTE response rates (consult further with SERB and AS).
2. Updating S12-7 to reflect requirements of Section 504 and the ADA
3. Creating a new policy to establish best practices and guidelines for cloud storage of faculty lecture materials/recordings.
4. Amend S15-7 (Section 4) to require departments to request permission to craft departmental RTP guidelines, and to require the use of the provided template.
5. With FS, craft a proposal template for #4, and a template for the guidelines themselves if none exists formally.

#### **New Business Items for 2023/2024**

1. Review minutes from Professional Standards Committee held on 5-1-2023.
  
2. Consider updates to the way votes for department chair nominees are counted in light of at least two elections last year where the “advisory” votes of lecturers would have changed the outcome if our current policy did not require a majority of T/TT faculty.

**Please return to the Office of the Academic Senate (CLK 500/0024) by July 1, 2024.**