



CAL STATE LA

CALIFORNIA STATE UNIVERSITY, LOS ANGELES

MEMO

Date: February 16, 2021

To: Talia Bettcher, Chair
Academic Senate

From: Heidi R. Riggio, Chair
Faculty Policy Committee

Copies: N. McQueen, D. Fazzi, J. Lazo-Uy, R. Roquemore, V. Salcido, K. Franklin

Subject: **Proposed New Policy for Chapter VI (Section D) of the *Faculty Handbook* FPC 20-13: Faculty Teaching and Supervision Records**

FPC is proposing a new policy that requires that all students enrolled in a course under the instruction of specific faculty member(s) be listed on that faculty person's GET record for that term; and that faculty are compensated according to the Contract for teaching or supervising any student(s) registered for a course under that faculty person's name at Cal State LA. GET is the work record of each faculty person; it is a legal document and must include the names of all students enrolled in courses at Cal State LA with that faculty person as the instructor of record. In addition, it is a violation of the *Fair Labor Standards Act* for any faculty person to voluntarily, without compensation, teach or supervise any student enrolled in a course at Cal State LA with that faculty person as the instructor of record.

FPC discussed the new policy at its meetings on February 1, February 8, and February 15, 2021. FPC voted unanimously to approve the new policy on February 15, 2021.

1 FACULTY TEACHING AND SUPERVISION RECORDS

2 GOVERNING DOCUMENTS: EP&R 76-36 IN MOU ARTICLE 20 CHANGES, APPENDIX H OF THE
3 COLLECTIVE BARGAINING AGREEMENT.

4 THE NAMES OF STUDENTS ENROLLED IN A COURSE AT CAL STATE LA TAUGHT BY A SPECIFIC
5 FACULTY PERSON MUST APPEAR ON THAT FACULTY PERSON'S GET SCHEDULE FOR THAT TERM.
6 CAL STATE LA FACULTY MUST BE COMPENSATED ACCORDING TO THE COLLECTIVE BARGAINING
7 AGREEMENT FOR TEACHING OR SUPERVISING ANY STUDENTS REGISTERED FOR A COURSE
8 UNDER THAT FACULTY PERSON'S NAME AT CAL STATE LA.