



Dear Faculty:

I realize that many of you are feeling anxious about the RSCA accountability submission deadline around the corner on September 18th. While we have been trying to communicate broadly across multiple channels such as University Budget Committee, University Chairs Council, Senate, and through the college deans' offices, we know that more information and greater clarity is always useful.

I am grateful to the senators, CFA eBoard members, and all faculty who have shared their questions with the Provost's Office. We have made adjustments along the way. You can find a detailed document on RSCA accountability guidelines on the [Faculty Affairs website](#). I urge you to read it if you haven't done so already.

As most of you know, the expected teaching load across the CSU system is 12 WTUs per semester or 24 WTUs per year. Faculty are also expected to do RSCA, based on department, college or university RTP criteria. At SFSU, we can see from the workload report that faculty are fulfilling the required 24 WTUs in a variety of different ways. Many faculty are awarded AT 22 (assigned time 22 for research and creative activity) at .20 or 3 WTUs for RSCA each semester. Some faculty are receiving AT 22 WTUs for research sporadically and in smaller increments than 3 WTUs to achieve an annual workload of 24 WTUs per year. Other faculty are not receiving any AT 22 in their workload but achieve the 24 WTUs without teaching more than three courses by teaching three four-unit courses, receiving credit for supervision courses, excess enrollment WTUs, or through grants or philanthropic support. To be clear, RSCA accountability is not designed to reduce the teaching load to below a 3-3. Instead, we are accounting for research and creativity activity for those who receive AT 22 as part of their workload. Faculty who are already teaching a 3-3 and simultaneously do not need AT 22 to reach their 24 WTUs, do not have to account for their research and creative activity.

Through RSCA accountability, we are asking faculty who are receiving AT 22 WTUs to account for their RSCA by documenting their research or creative activity to their Dean's Office. The overwhelming majority of our faculty are engaged in RSCA with or without AT 22 WTUs. Thus, we anticipate that most faculty will remain at the same teaching load. While our focus is on ensuring that the units awarded for AT 22 WTUs are being used as intended,

we do anticipate some cost savings. If even just 10% of the current tenure stream faculty or 56 faculty members are not RSCA active, the extra course assigned to them would save us \$1.2 million in a year. Some of you may know about the 2004 working document that provided guidelines on how to implement a 3-3 course load. It in fact articulated the necessity of faculty reporting annually on their specific use of AT 22. Unfortunately, we have not been consistent at keeping track of our RSCA activity and we must now do so. As an institution we are expected to be able to account for the RSCA release time that most faculty are provided.

For those who should be reporting on their RSCA, submissions are due September 18. While we have more than 50 submissions already, we also know that many faculty members are feeling stressed. Deans are able to grant extensions for these faculty until September 22.

We know that there exists some inconsistency in how WTUs are assigned for a course, and we are beginning to work on creating more consistency. We are aware that AT 22 is used to fill in workload for faculty who may not be teaching 24 WTUs a year. Other faculty may have a workload just over 24 WTUs due to curricular differences. In a system in which there are differentially weighted courses, we will have faculty with different workloads by a margin. These differences in WTU should not be large and if they are, we will address them. There are a number of cases in which similar or identical courses have different WTUs, and we will be looking closely at those instances as we strive for better consistency. If we adjust units for courses to more accurately represent the work that needs to be completed, we can make room in faculty workload for AT 22. We are encouraging programs that have structured their curriculum in ways that do not allow for AT 22 WTUs to work with their Dean's Offices to discuss curriculum changes that could allow for AT 22 without increasing the cost of instruction. I am hearing that some deans have already begun this work, and we will continue to strive for as much consistency as disciplinary differences can accommodate. We will be activating Senate to engage in this issue university wide.

I am hearing additional questions on whether documentation is required and whether there is an appeal process. I again encourage you to peruse the guidelines linked above where many of these questions are answered. Colleges are implementing the requirements in this document in different ways, but there should not be deviation from the basic requirements. We do consider this process a work-in-progress. We will continue to evaluate how this process rolls out and adjust accordingly, even moving this to the department level if that works best. We also always welcome feedback from you on how to make the process better after this first cycle. This year, notification of RSCA release will happen no later than the first Friday of January as outlined in the guideline.

Again, we acknowledge that this can be anxiety provoking process. Our aim is to implement an accountability process that should have been taking place since 2004. In the end, we anticipate that the teaching load for the vast majority of our faculty who are RSCA active will remain unchanged. Still the faculty who end up teaching a fourth course, even if few in number, will produce significant savings to offset our structural deficit. Our aim is to keep the accountability process as simple as possible. We can see plainly the other problems that are being unearthed as we roll this out. We hope to address these difficult issues as well with your partnership.

Respectfully,

A handwritten signature in dark ink, appearing to read 'Amy Sueyoshi', with a stylized, flowing script.

Amy Sueyoshi
Provost and Vice President for Academic Affairs



**SAN FRANCISCO
STATE UNIVERSITY**