

1 Appointments

2 (Senate: 1/4/72, 1/12/81, 2/26/85, 2/4/92, 7/16/03; President: 1/13/72, 1/26/81, 3/22/85,
3 3/11/92, 4/6/04; Editorial Amendment: 9/00, 8/01)

4 GOVERNING DOCUMENTS: ARTICLE 12 OF THE COLLECTIVE BARGAINING AGREEMENT BETWEEN
5 THE CALIFORNIA STATE UNIVERSITY AND THE CALIFORNIA FACULTY ASSOCIATION, EDUCATION
6 CODE SECTION 89535, AND THE CHANCELLOR'S EXECUTIVE ORDER 158.

7 Vacancy announcements shall be developed by the ACADEMIC department/division/school OR
8 EQUIVALENT ADMINISTRATIVE UNIT (HEREIN DEPARTMENT) with the approval of the appropriate
9 administrator and shall be widely disseminated.

10 Written information concerning personnel policies and procedures is given to each faculty
11 member prior to the time of appointment.

12 Probationary appointments are normally made at the assistant professor or equivalent rank in
13 accordance with provisions of the Agreement;.

14 Recommendations regarding probationary appointments shall originate at the
15 department/division/school. Probationary appointment procedures shall include the following:

16 a Each department/division/school unit shall elect an appointments committee of tenured
17 employees for the purpose of reviewing and recommending individuals for probationary
18 appointments.

19 b Each department/division/school appointments committee recommendation report shall
20 be approved by a simple majority of the committee casting a vote. An abstention shall
21 count as a negative vote.

22 c The department/division/school appointments committee will forward its
23 recommendation of one or more candidates to the college dean. If the recommendation is
24 not accepted by the dean, the appointments committee will be so informed and given the
25 reasons for such action. The appointments committee then will either continue to review
26 potential candidates and make further recommendations or abort the search.

27 The President may appoint a faculty member at a higher rank on the determination of merit
28 consistent with the foregoing provisions.

29 The appointment of new probationary faculty members is based upon procedures paralleling and
30 anticipating those explained below in connection with retention, tenure, and promotion. Except
31 for special cases, such as a faculty member employed specifically for one year only (normally as a
32 replacement for a faculty member on leave), each newly appointed probationary faculty member
33 is assumed to be a candidate for retention, tenure, and promotion in due course. Hence
34 professional qualifications and performance are scrutinized according to criteria uniform for all
35 faculty members.

Recommendations for probationary appointment to the faculty and for reappointment of non-probationary faculty originate with the department/division chair or school director after consultation with an elected peer review committee composed of tenured faculty members in that department/division/school.

No probationary appointments will be made without a personal interview by a qualified representative of the University. A personal interview is considered desirable as a condition of any faculty appointment and colleges are expected to adhere to this guideline except where special conditions (e.g., summer TERM quarter staffing problems) interfere. Budgetary restrictions on out-of-state travel and interview money will not be considered a "special condition" in this sense.

After considering the recommendation of the department/division/school COMMITTEE and the appropriate administrator, appointments of faculty members shall be made by the President. No faculty member shall be deemed appointed in the absence of an official written notification from the President which shall include: beginning and ending dates of the appointment, classification/rank, number of units, status, assigned department/division/school and other employment conditions.

IN EVALUATING CANDIDATES FOR APPOINTMENT TO THE FACULTY, EMPHASIS IS PUT ON PROMISE FOR DEVELOPING A SUCCESSFUL CAREER AT CAL STATE LA. CANDIDATES FOR APPOINTMENT AT THE RANK OF ASSOCIATE OR FULL PROFESSOR, OR OTHER EQUIVALENT RANK, MUST DEMONSTRATE CONSIDERABLE ACHIEVEMENTS. Temporary appointments may be for one or more quarters or years. Their official notifications shall indicate an automatic expiration at the end of the stated period. Such appointments do not establish consideration for subsequent appointments or any further appointment rights. Recommendations for reappointment of non-probationary faculty originate with the department/division chair or school director after consultation with an elected peer review committee composed of tenured faculty members in that department/division/school.

A temporary faculty member may be advanced to probationary status only with the approval of the Provost and Vice President for Academic Affairs as well as the appropriate dean and college committee (i.e. Faculty Affairs Committee or RTP Committee).

The chief factors weighed in evaluating qualifications for appointment are instructional ability and success, training, professional achievement, research ability, and quality of recommendations. If satisfactory faculty members cannot be recruited under these guidelines, instructional positions will remain unfilled.

Faculty members may apply for an appointment at another campus in their field of expertise; however, no faculty member shall be involuntarily appointed at another campus within the CSU.

No individual may be appointed to an academic position who previously had been dismissed for cause, either from a position in The California State University pursuant to the Education Code, section 89535, or from any other institution of higher education. Any proposal to appoint such individuals shall be submitted to the Office of the Chancellor, Division of Faculty and Staff Relations, together with supporting documentation. The matter will be reviewed and the campus

75 involved will be advised of the determination in each case (Chancellor's Executive Order 158,
76 September 25, 1982).

77 JOINT APPOINTMENTS

78 AN INITIAL APPOINTMENT MAY BE MADE JOINTLY IN MORE THAN ONE ACADEMIC UNIT. THE
79 PRESIDENT SHALL DETERMINE THE PROPORTION OF ASSIGNMENT IN EACH DEPARTMENT FOR
80 INDIVIDUALS HOLDING JOINT APPOINTMENTS. THE PRESIDENT MAY CHANGE THE PROPORTIONS
81 OF EACH ASSIGNMENT DURING THE DURATION OF THE JOINT APPOINTMENT. FACULTY MEMBERS
82 WITH JOINT APPOINTMENTS SHALL BE CONSIDERED FULL-TIME FACULTY MEMBERS IN EACH
83 DEPARTMENT IN WHICH THEY HOLD AN APPOINTMENT.

84 FOR JOINT APPOINTMENTS, THE APPOINTMENTS COMMITTEE SHALL BE COMPOSED OF A
85 PROPORTIONAL NUMBER OF TENURED FACULTY REPRESENTATIVES FROM EACH OF THE
86 DEPARTMENTS WITHIN WHICH THE JOINT APPOINTMENT IS HELD.

87 ANY MEMBER OF THE TENURED OR TENURE-TRACK FACULTY MAY REQUEST A JOINT
88 APPOINTMENT WITH ANOTHER DEPARTMENT. NEW JOINT APPOINTMENTS OF EXISTING FACULTY
89 SHALL BE MADE BY THE PRESIDENT OR DESIGNEE FOLLOWING APPROPRIATE CONSULTATION
90 WITH THE APPROPRIATE ADMINISTRATOR(S) AND FACULTY OF THE DEPARTMENTS INVOLVED.
91 FACULTY MEMBERS WHO RECEIVE JOINT APPOINTMENTS WILL BE INFORMED OF THE
92 PROPORTION OF THE APPOINTMENT ASSIGNED TO EACH DEPARTMENT AND THE DEPARTMENT
93 THAT IS ASSIGNED AS THE PRIMARY DEPARTMENT.

94 A FACULTY MEMBER WITH A JOINT APPOINTMENT IN TWO OR MORE DEPARTMENTS MAY
95 SUBSEQUENTLY REQUEST A FULL-TIME APPOINTMENT IN ONE OR MORE OF THOSE
96 DEPARTMENTS.

97 TEMPORARY APPOINTMENTS

98 THE CHIEF FACTORS WEIGHED IN EVALUATING QUALIFICATIONS FOR APPOINTMENT OF
99 TEMPORARY FACULTY ARE INSTRUCTIONAL ABILITY AND CURRENCY IN THE FIELD. TEMPORARY
100 APPOINTMENTS MAY BE FOR ONE OR MORE TERMS OR YEARS. THEIR OFFICIAL NOTIFICATIONS
101 SHALL INDICATE AN AUTOMATIC EXPIRATION AT THE END OF THE STATED PERIOD. SUCH
102 APPOINTMENTS DO NOT ESTABLISH CONSIDERATION FOR SUBSEQUENT APPOINTMENTS OR ANY
103 FURTHER APPOINTMENT RIGHTS. RECOMMENDATIONS FOR REAPPOINTMENT OF TEMPORARY
104 FACULTY ORIGINATE WITH DEPARTMENT/DIVISION CHAIR OR SCHOOL DIRECTOR AFTER
105 CONSULTATION WITH AN ELECTED PEER REVIEW COMMITTEE COMPOSED OF TENURED FACULTY
106 MEMBERS IN THAT DEPARTMENT.

1 Appointments

2 (Senate: 1/4/72, 1/12/81, 2/26/85, 2/4/92, 7/16/03; President: 1/13/72, 1/26/81, 3/22/85,
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4 Governing Documents: Article 12 of the Collective Bargaining Agreement between the California
5 State University and the California Faculty Association, Education Code section 89535, and the
6 Chancellor's Executive Order 158.

7 Vacancy announcements shall be developed by the academic department or equivalent
8 administrative unit (herein department) with the approval of the appropriate administrator and
9 shall be widely disseminated.

10 Written information concerning personnel policies and procedures is given to each faculty
11 member prior to the time of appointment.

12 Probationary appointments are normally made at the assistant professor or equivalent rank in
13 accordance with provisions of the Agreement.

14 Recommendations regarding probationary appointments shall originate at the department.
15 Probationary appointment procedures shall include the following:

16 a Each department shall elect an appointments committee of tenured employees for the
17 purpose of reviewing and recommending individuals for probationary appointments.

18 b Each department appointments committee recommendation report shall be approved by a
19 simple majority of the committee casting a vote. An abstention shall count as a negative
20 vote.

21 c The department appointments committee will forward its recommendation of one or more
22 candidates to the college dean. If the recommendation is not accepted by the dean, the
23 appointments committee will be so informed and given the reasons for such action. The
24 appointments committee then will either continue to review potential candidates and
25 make further recommendations or abort the search.

26 The President may appoint a faculty member at a higher rank on the determination of merit
27 consistent with the foregoing provisions.

28 The appointment of new probationary faculty members is based upon procedures paralleling and
29 anticipating those explained below in connection with retention, tenure, and promotion. Except
30 for special cases, such as a faculty member employed specifically for one year only (normally as a
31 replacement for a faculty member on leave), each newly appointed probationary faculty member
32 is assumed to be a candidate for retention, tenure, and promotion in due course. Hence
33 professional qualifications and performance are scrutinized according to criteria uniform for all
34 faculty members.

No probationary appointments will be made without a personal interview by a qualified representative of the University. A personal interview is considered desirable as a condition of any faculty appointment and colleges are expected to adhere to this guideline except where special conditions (e.g., summer term staffing problems) interfere. Budgetary restrictions on out-of-state travel and interview money will not be considered a "special condition" in this sense.

After considering the recommendation of the department committee and the appropriate administrator, appointments of faculty members shall be made by the President. No faculty member shall be deemed appointed in the absence of an official written notification from the President which shall include: beginning and ending dates of the appointment, classification/rank, number of units, status, assigned department and other employment conditions.

In evaluating candidates for appointment to the faculty, emphasis is put on promise for developing a successful career at Cal State LA. Candidates for appointment at the rank of associate or full professor, or other equivalent rank, must demonstrate considerable achievements.

Faculty members may apply for an appointment at another campus in their field of expertise; however, no faculty member shall be involuntarily appointed at another campus within the CSU.

No individual may be appointed to an academic position who previously had been dismissed for cause, either from a position in The California State University pursuant to the Education Code, section 89535, or from any other institution of higher education. Any proposal to appoint such individuals shall be submitted to the Office of the Chancellor, Division of Faculty and Staff Relations, together with supporting documentation. The matter will be reviewed and the campus involved will be advised of the determination in each case (Chancellor's Executive Order 158).

Joint Appointments

An initial appointment may be made jointly in more than one academic unit. The president shall determine the proportion of assignment in each department for individuals holding joint appointments. The president may change the proportions of each assignment during the duration of the joint appointment. Faculty members with joint appointments shall be considered full-time faculty members in each department in which they hold an appointment.

For joint appointments, the appointments committee shall be composed of a proportional number of tenured faculty representatives from each of the departments within which the joint appointment is held.

Any member of the tenured or tenure-track faculty may request a joint appointment with another department. New joint appointments of existing faculty shall be made by the president or designee following appropriate consultation with the appropriate administrator(s) and faculty of the departments involved. Faculty members who receive joint appointments will be informed of the proportion of the appointment assigned to each department and the department that is assigned as the primary department.

71 A faculty member with a joint appointment in two or more departments may subsequently
72 request a full-time appointment in one or more of those departments.

73 Temporary Appointments

74 The chief factors weighed in evaluating qualifications for appointment of temporary faculty are
75 instructional ability and currency in the field. Temporary appointments may be for one or more
76 terms or years. Their official notifications shall indicate an automatic expiration at the end of the
77 stated period. Such appointments do not establish consideration for subsequent appointments or
78 any further appointment rights. Recommendations for reappointment of temporary faculty
79 originate with department/division chair or school director after consultation with an elected peer
80 review committee composed of tenured faculty members in that department.