

POLICIES AND PROCEDURES FOR FACULTY APPOINTMENT, RETENTION, TENURE AND PROMOTION

College of Click or tap here to enter text.

Should the wording of the standardized portions of this document conflict or appear to conflict with the wording of the relevant policies in the Unit 3 Collective Bargaining Agreement or with the *Faculty Handbook*, the Agreement and the *Handbook* take precedence.

*If not approved at any level, justification is required.*

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| **TO BE COMPLETED BY DEPARTMENT Chair (Following recommendation, forward to College FAC)**Recommend Approval [ ]  Do not Recommend Approval [ ]  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ E-Signature of Department Chair DateJustification:  |
| **TO BE COMPLETED BY COLLEGE FAC (Following recommendation, forward to the Dean)**Recommend Approval [ ]  Do not Recommend Approval [ ]  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ E-Signature of Committee Chair DateJustification:  |
| **TO BE COMPLETED BY COLLEGE DEAN (Following recommendation, forward to Faculty Affairs)**Recommend Approval [ ]  Do not Recommend Approval [ ]  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ E-Signature of College Dean DateJustification:  |
| **TO BE COMPLETED BY UNIVERSITY FPC**Recommend Approval [ ]  Do not Recommend Approval [ ]  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ E-Signature of Chair of FPC DateJustification:  |
| **TO BE COMPLETED BY PROVOST/DESIGNEE**Approve [ ]  Do not Approve [ ]  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ E-Signature of Provost DateJustification:  |

**The policies listed below are active links to the Faculty Handbook.**

[Consultation](http://www.calstatela.edu/academicsenate/handbook/ch6%22%20%5Cl%20%22consult)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

[Review of Personnel Policies and Procedures](http://www.calstatela.edu/academicsenate/handbook/ch6a#documents)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

[Recruitment of Probationary Faculty](http://www.calstatela.edu/academicsenate/handbook/ch6a#recruit)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

[Appointment of Probationary Faculty](http://www.calstatela.edu/academicsenate/handbook/ch6a#app)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

[Confidentiality of Personnel Deliberations](http://www.calstatela.edu/academicsenate/handbook/ch6a#confidentiality)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

[Personnel Action Files](http://www.calstatela.edu/academicsenate/handbook/ch6a#records)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

[Individualized Professional Plans](http://www.calstatela.edu/academicsenate/handbook/ch6a#IPP)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

[College Faculty Evaluation Committees](http://www.calstatela.edu/academicsenate/handbook/ch6a#composition)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

**Composition of College Personnel Committees (ARTP)**

**Committee Title and Responsibilities**

Attach additional Department/Division/School proposed policies and procedures, if any, here.

Number of Members:

Attach additional Department/Division/School proposed policies and procedures, if any, here.

Number of Alternates:

Attach additional Department/Division/School proposed policies and procedures, if any, here.

Quorum:

Attach additional Department/Division/School proposed policies and procedures, if any, here.

**Other Relevant Factors, if any:**

Attach additional Department/Division/School proposed policies and procedures, if any, here.

**Committee Title and Responsibilities**

Attach additional Department/Division/School proposed policies and procedures, if any, here.

Number of Members:

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Number of Alternates:

Attach additional Department/Division/School proposed policies and procedures, if any, here.

Quorum:

Attach additional Department/Division/School proposed policies and procedures, if any, here.

Other relevant Factors, if any:

Attach additional Department/Division/School proposed policies and procedures, if any, here.

#### [Committee Procedures](http://www.calstatela.edu/academicsenate/handbook/ch6a#committee%20responsibilities)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

#### [Review of Faculty Holding Joint Appointments and of Faculty Active in Interdisciplinary Programs](http://www.calstatela.edu/academicsenate/handbook/ch6a#joint%20appointments)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

#### [Evaluation of Permanent Instructional Faculty](http://www.calstatela.edu/academicsenate/handbook/ch6a#permanent%20instructional)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

#### [Eligibility for Tenure and Promotion](http://www.calstatela.edu/academicsenate/handbook/ch6b)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

#### [Procedures for Nomination and Recommendation for Promotion](http://www.calstatela.edu/academicsenate/handbook/ch6b#serving)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

#### [Oral Testimony](http://www.calstatela.edu/academicsenate/handbook/ch6a#oral)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

#### [Appointment of Temporary Faculty](http://www.calstatela.edu/academicsenate/handbook/ch6a#temporary%20appointments)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

#### [Evaluation of Temporary Faculty](http://www.calstatela.edu/academicsenate/handbook/ch6a#temporary%20instructional)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

#### [Consideration for Range Elevation](http://www.calstatela.edu/academicsenate/handbook/ch6a#rangeelevation)

Attach additional Department/Division/School proposed policies and procedures, if any, here.

#### [Review of College Personnel Procedures](http://www.calstatela.edu/academicsenate/handbook/ch6a#documents)

Attach additional Department/Division/School proposed policies and procedures, if any, here.