



CALIFORNIA STATE UNIVERSITY, STANISLAUS

MEMORANDUM

DATE: May 28, 2009
TO: The General Faculty
FROM: 2009-2010 University Retention, Promotion and Tenure Committee
SUBJECT: RPT Calendar for Spring, 2010

**RETENTION REVIEW OF PROBATIONARY FACULTY SERVING MORE THAN TWO (2) YEARS OF PROBATION;
TENURE AND PROMOTION REVIEW**

Wednesday,	Oct..	14, 2009	Initiation of review by Dept. RPTC Chair
Wednesday,	Oct.	28, 2009	Candidate must declare in writing to Dept. and URPTC intention to apply for Promotion
Wednesday,	Oct. 28 - Nov. 25, 2009		Student input to Dept. RPTC
Monday,	Jan.	4, 2010	Candidate WPAF to Dept. RPTC
Monday,	Jan. 4 — Jan. 11, 2010		Student input available for candidate review Jan. 4 th through Jan. 11 th
Tuesday,	Jan.	19, 2010	RPT File Complete ¹
Monday,	Feb.	1, 2010	Tentative Recommendation(s) from Dept. RPTC (and Dept Chair) ² to candidate ³
Friday,	Feb.	12, 2010	Recommendations from Dept RPTC (and Chair) to College Dean/Director
Monday,	Mar.	8, 2010	Tentative Recommendation from College Dean/Director to Candidate
Friday,	Mar.	19, 2010	Recommendations from College Dean/Director to Provost/URPTC ⁴
Friday,	Apr.	23, 2010	Tentative Recommendations from Provost/URPTC ⁵ to candidate
Monday,	May	3, 2010	Recommendations from Provost/URPTC to President
Monday,	May	17, 2010	Tentative decision from President to Candidate
Friday,	May	28, 2010	Decision from President to Candidate

All correspondence should be directed to URPTC c/o Wendy Miller (MSR 366) or via e-mail at WDMiller@csustan.edu.

¹ Contract Language (Article 15.12b): "A specific deadline before the recommendation is made at the first level of evaluation shall be established by campus policy at which time the Personnel Action File is declared complete with respect to documentation of performance for the purpose of evaluation..."

² Contract Language (Article 15.21): If the Department Chair is not elected to the Departmental Committee..."Department chairs may make separate recommendations. Such recommendations shall be forwarded to subsequent levels of review..."

³ Contract Language (Article 15.5): "The faculty unit employee may submit a rebuttal statement or response in writing and/or request a meeting be held to discuss the recommendation within ten (10) days following receipt of the recommendation. A copy of the response or rebuttal statement shall...also be sent to all previous levels of review..." "The term 'day'... refers to a calendar day."(Article 2.11).

⁴ Files are to be forwarded to Wendy Miller (MSR 366) and will be available simultaneously to the Vice Presidents and the University Committee.

⁵ A Full Review will be conducted when there is a negative review for retention at any level.