



CALIFORNIA STATE UNIVERSITY, STANISLAUS

MEMORANDUM

DATE: May 24, 2011
TO: The General Faculty
FROM: 2011-2012 University Retention, Promotion and Tenure Committee
SUBJECT: RPT Calendar for Fall, 2011

RETENTION REVIEW OF PROBATIONARY FACULTY SERVING IN THEIR SECOND YEAR OF PROBATION

Friday,	Sept.	2, 2011	Identification of departmental RPTC members. Dept. RPTC Chair to URPTC
Friday,	Sept.	9, 2011	Final Date for Submission of elaborations (MANDATORY), Dept. to URPTC
Friday,	Sept.	9, 2011	Initiation of review by Dept. RPTC Chair
Friday,	Sept.	16, 2011	Candidate WPAF to Dept. RPTC
Monday,	Sept.	19 - 23, 2011	Student input to Dept. RPTC
Monday,	Sept.	26, 2011	Student input available for candidate review Sept. 26 th through Oct. 3 rd
Monday,	Oct.	3, 2011	RPT File Complete ¹
Friday,	Oct.	7, 2011	Tentative Recommendation(s) from Dept. RPTC (and Dept Chair) ² to candidate ³
Monday,	Oct.	17, 2011	Recommendations from Dept RPTC (and Chair) to College Dean/Director
Friday,	Nov.	4, 2011	Tentative Recommendation from College Dean/Director to Candidate
Monday,	Nov.	14, 2011	Recommendations from College Dean/Director to Provost
Friday,	Dec.	2, 2011	Tentative Recommendations from Provost/URPTC ⁴ to candidate
Wednesday,	Dec.	14, 2011	Recommendations from Provost/URPTC to President
Tuesday,	Jan.	24, 2012	Tentative decision from President to Candidate
Friday,	Feb.	3, 2012	Decision from President to Candidate

All correspondence should be directed to URPTC c/o Wendy Miller (MSR 343) 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 A Full Review will be conducted when there is a negative review for retention at any level.