**2017/2018 UNIVERSITY RETENTION, PROMOTION & TENURE COMMITTEE**

**Steven Filling, (1 yr.) CBA Co-Chair**

**Heather Coughlin, (1 yr.) COS Co-Chair**

Betsy Eudey, (1 yr.) CAHSS

Chris Vang, (2 yrs.) COEKSW

Koni Stone, (2 yrs.) At Large

**Section 1.0** There shall be a standing committee of the General Faculty on retention, promotion and tenure, hereinafter referred to as the University Retention, Promotion and Tenure Committee (URPTC).

* 1. The URPTC shall be composed of five full-time tenured voting faculty members at the rank of full professor, librarian, or counselor. At least one member shall come from each college, with one at-large member. All committee members shall be elected by tenured and probationary faculty unit employees. Elections shall be conducted by the Committee on Committees according to the procedures in Article VI., Section 3.2.

a) Department Chairs and faculty members whose work assignment includes any administrative assignment as defined in the Collective Bargaining Agreement between the CFA and the Board of Trustees of the CSUshall be ineligible to serve on the URPTC. No one may serve at more than one level of review in the retention, promotion, and tenure process.   
  
b) The URPTC shall, from among its members, elect its own Chair each year.  
  
c) Members of the URPTC shall have terms of office of two years. The terms shall be staggered as such:

Year 1- elect one member from each of two of the colleges and one member from the Library or Counseling. In the event that there are no nominations from the Library or Counseling then one at-large member shall be elected.

Year 2- elect members from the remaining colleges.

The terms of newly elected members shall commence with the final day of scheduled classes for the academic year.

d) For purposes of nomination and election of URPTC members or approval of retention, promotion and tenure procedures, only those members of the General Faculty who are subject to review by the URPTC shall be eligible to vote.  
  
1.2 The duties of the URPTC shall be to:   
  
a) Publish each spring semester, with the approval of the President of the University, an "Annual Calendar" which shall consist of dates in the next academic year for the transmittal of documents pertaining to evaluations of and recommendations on candidates for retention, promotion and tenure.  
  
b) Review files and recommendations on all candidates for retention, promotion and tenure and submit its confidential recommendations to the candidate and the appropriate administrative officer in accordance with the principles, criteria, and procedures adopted by the General Faculty.

c) Timelines for the entire temporary faculty evaluation process shall be established annually by the University Retention, Promotion, and Tenure Committee after consultation with the President or the President’s designee and widely promulgated throughout the campus.

Constitutional amendment on 5/22/17