



Please read the following note about the consent agenda for the November 18, 2025, Academic Senate meeting.

University Faculty Personnel Policies

Following the process outlined in [AS-829-17](#), the Executive Committee voted to place the following update to the UFPP on the Consent Agenda:

AM-20250610: Agreement on Cal Poly RTP Process and Timeline related to Integration

Issues, concerns, and questions should be directed to Kenneth Brown, chair of the Faculty Affairs Committee. If the concern is strong enough, any senator may request an item to be removed from the Consent Agenda **by November 12, 2025**.

Pursuant to AS-829-17, "Items removed from the Academic Senate consent agenda will be placed on the Senate agenda as business items. Personnel policy revisions shall be presented as reports attached to resolutions. The report contains the new university policy and all background or explanatory information about the change in policy. The Academic Senate Faculty Affairs Committee chair (or designee) is responsible for presenting the policy proposal to the Academic Senate Executive Committee and to the Academic Senate. The Academic Senate Chair (or designee) may invite interested parties concerning the policy proposals to be present at the meetings where pulled proposals will be discussed. Items not removed from the consent agenda are considered approved on the meeting date of the consent agenda."

University Faculty Personnel Policies
Consent Agenda Report:
AM-20250610: Agreement on Cal Poly RTP Process and Timeline related to Integration
Fall 2025

EXECUTIVE SUMMARY: The memo reporting the agreement on Retention, Tenure, and Promotion processes and timelines related to integration of Cal Maritime into Cal Poly shall be placed in the UFPP Appendix of Administrative Memos.

BACKGROUND: The Academic Senate Faculty Affairs Committee (FAC) is a standing Senate committee with representation from each college, the library and professional consultative services, the Solano campus, Academic Affairs, and a student representative. FAC employs a streamlined process for Academic Senate approval of University Faculty Personnel Policies (UFPP) which specifies the nature of consultation with faculty affected by proposed changes and provides a clear accounting of which policy documents have been superseded by the proposed change. It also allows the Senate Executive Committee to place non-controversial updates to personnel policies or addition of administrative memos to the UFPP Appendix on the Senate consent agenda.

The UFPP Appendix of Administrative Memos provides a single and readily available archive of administrative memos that establish or are otherwise directly relevant to faculty personnel policies. Publishing a memo in the UFPP Appendix is a mere formality since any policy set by the memo already is established by the terms stated in the memo.

Summary of AM-20250610: Agreement on Cal Poly RTP Process and Timeline related to Integration

The integration of the California Maritime Academy into Cal Poly as the Solano Campus required establishing a transition of faculty evaluation processes for Retention, Tenure, and Promotion for Cal Maritime faculty to the policies, criteria, and procedures ongoing at Cal Poly San Luis Obispo. Cal Poly administration and the California Faculty Association SLO chapter president formulated an agreement establishing the process of effecting this transition for the academic years stated in the attached memo, which was distributed to the campuses.

Impact on Existing Policy

The agreements in this memo supersede policies from Cal Maritime and UFPP through the period stated in the memo.

Implementation

Faculty evaluation processes for Solano campus faculty have already been established in accordance with this memo.

AM-20250610: Agreement on Cal Poly RTP Process and Timeline related to Integration

Agreement on Cal Poly RTP Process and Timeline
06/10/2025

**CSU/CFA Agreement on Cal Poly RTP Process
and Timeline related to Integration**

The California State University (CSU) and California Polytechnic State University, San Luis Obispo (Cal Poly), and the California Faculty Association (CFA) agree to the following:

1. Cal Poly Solano faculty will follow the attached draft RTP process and timeline for academic year (AY) 2025-2026. In subsequent years Cal Poly SLO timelines shall be followed for all faculty.
2. Probationary tenure-track CSUM/Cal Poly Solano faculty starting work before the 2025–2026 academic year shall have the choice to be evaluated under the criteria and standards outlined in the 2024-2025 CSUM RTP policy or the Cal Poly SLO criteria and standards during the normal period of probation as defined in CBA Section 13.3, and subject to any contractual extensions. Once tenured, they shall be required to use the current Cal Poly SLO faculty personnel policies.
3. Tenured CSUM/Cal Poly Solano faculty starting work before the 2025–2026 academic year shall have the choice to be evaluated under the criteria and standards outlined in the 2024-2025 CSUM RTP policy or the Cal Poly SLO criteria and standards for the 2025-26 and 2026-27 academic years. Starting in the 2027-28 academic year and in subsequent academic years, tenured CSUM/Cal Poly Solano faculty will be evaluated under the current Cal Poly SLO criteria and standards.
4. CSUM/Cal Poly Solano probationary tenure-track and tenured faculty hired on or after AY 2025-2026 shall be evaluated under Cal Poly SLO criteria and standards.
5. For AY 2025-2026, Student opinion surveys at CSUM/Cal Poly Solano will follow the same format, instrument, and procedure in place as of AY 2024-2025. Starting AY 2026-2027, CSUM/Cal Poly Solano will use the Cal Poly SLO student opinion survey format, instrument, and procedures.
6. CSUM/Cal Poly Solano Faculty shall maintain their classification, and rank through the restructuring. By July 1, 2025, tenure/tenure track faculty continuing from CSUM/Cal Poly Solano will be issued new appointment letters indicating their assigned department and college.
7. Administrators from both campuses will make a good faith effort to provide technology to have effective virtual meetings so that the faculty from both campuses can participate in department and college business and the faculty governance processes.



Agreement on Cal Poly RTP Process and Timeline
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8. During AY 2025-2026 and AY 2026-2027, CSUM/Cal Poly Solano Retention, tenure and promotion candidates, shall also have the option to request one CSUM/Cal Poly Solano tenured faculty to be included on the Department peer review committee (DPRC), if one is not already serving on the DPRC. The Cal Poly Solano representative on the DPRC shall be elected by the department's tenure-line faculty, provided there are enough faculty qualified to serve. The decision to include an additional Cal Poly Solano faculty member shall follow existing college practices. The election process shall allow the tenure-line faculty to conduct confidential individual voting for a potential Department peer review committee member. If there are no Cal Poly Solano faculty qualified to serve on the DPRC, departments may elect tenured faculty from similar departments at the Solano campus.
9. The dean is responsible for ensuring that all reviewers have a copy of the necessary policies and guidelines and shall inform reviewers of the resources available to them.
10. Effective AY 2026-2027, there will be no Senate RTP committees to review CSUM/Cal Poly Solano faculty's retention, tenure, and promotion.
11. During AY 2025-2026 and AY 2026-2027, CSUM/Cal Poly Solano candidates for Post-Tenure Review shall have the option to request one CSUM/Cal Poly Solano tenured faculty to be included on their department peer review committee (DPRC), if one is not already serving on the DPRC. The Cal Poly Solano representative on the DPRC shall be elected by the department's tenure-line faculty. If there are no Cal Poly Solano faculty qualified to serve on the DPRC within the department, departments may instead elect tenured Solano campus faculty from similar departments.

For the California Faculty Association:


Lisa Kawamura (Jun 11, 2025 16:21 PDT)

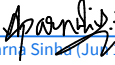
Lisa Kawamura
Chapter President, CFA-SLO

For the California State University:


Simone Aloisio (Jun 11, 2025 08:26 EDT)

Simone Aloisio
Associate Vice Provost, Academic
Personnel

Agreement on Cal Poly RTP Process and Timeline
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Aparna Sinha (Jul 13, 2025 06:30 GMT+2)

Aparna Sinha
Chapter President, CFA-MA



Joseph J. Jelincic III
Interim Associate Vice Chancellor,
Collective Bargaining & Labor Relations



Terry Scott
CFA Senior Representation Specialist

**Cal Poly Solano 2025-2026 RTP Calendar****AY 2024-2025**

Chair of the Academic Senate conducts the election of the Provisional Solano RTP Committee.	Prior to the end of the Spring 2025 semester
Dean of Strategic and Academic Planning and Chair of the Academic Senate notify RTP candidates of their eligibility and solicit requests from faculty considering early tenure and/or early promotion.	Prior to the end of the Spring 2025 semester
RTP Workshop for RTP candidates eligible for retention, tenure and/or promotion and candidates applying for early tenure and/or promotion.	Prior to the end of the Spring 2025 semester

AY 2025-2026 (Applications may be submitted through Canvas)

Faculty designee convenes the Provisional Solano RTP Committee to elect its chair. Former departments administer the election of Provisional Department RTP Committees and elect a chair for each committee.	Fri 29 Aug, 2025
Chairs of Provisional Department RTP Committees conduct training in RTP procedures for Provisional Department RTP Committee members. Provisional Solano RTP Committee Chair conducts training in RTP procedures for Provisional Solano RTP Committee members.	Fri 5 Sep, 2025
Academic Personnel provides to the candidates all mandatory materials from the candidates' PAFs to be included in their WPAFs.	Mon 15 Sep, 2025
Provisional Department RTP Committees conduct classroom evaluation visits, write reports and provide visit reports to candidates and the RTP Coordinator for inclusion into the WPAFs of the RTP candidates. (Note, CBA §15.14 specifies that faculty being evaluated be provided notice of at least 5 days that a classroom visit is to take place and that there be consultation between the faculty member being evaluated and the individual who visits their class.)	Fri 19 Sep, 2025
WPAF closing date. RTP candidates submit their WPAFs to Academic Personnel	Fri 26 Sep, 2025
Academic Personnel reviews WPAFs and, if necessary, inserts missing material from prior RTP cycles and other appropriate evaluative documents from PAFs of RTP candidates. Academic Personnel notifies RTP candidates about documents that have been added to their WPAFs, and Academic Personnel makes WPAFs available to the Provisional Department RTP Committees for review.	Fri 3 Oct, 2025
Provisional Department RTP Committees write recommendations concerning RTP review of candidates and give written recommendations to the Academic Personnel who incorporates recommendations into WPAFs. Candidates have ten (10) calendar days (per CBA §15.5) following receipt of the recommendations to submit a written response or rebuttal. Department Chairs may also write a separate recommendation if they are not serving on another level of review.	Thu 16 Oct, 2025
Deadline for candidates to submit response/rebuttal to Provisional Department RTP Committee recommendation. Academic Personnel files Candidates' responses/rebuttals into the WPAFs and makes WPAFs available to the next level of review.	Mon 27 Oct, 2025

	Retention candidates with fewer than two (2) years of probation Due Date	For retention candidates with two (2) or more years of probation, tenure and promotion candidates Due Date
Dean writes recommendations and gives written recommendation to Academic Personnel who incorporates recommendations into WPAFs.	Wed 12 Nov, 2025	Mon 8 Dec, 2025
Candidates have ten (10) calendar days (per §CBA 15.5) following receipt of the recommendation to submit a written response or rebuttal. Deadline for candidates to submit response/rebuttal to Dean Recommendation. Candidates' responses/rebuttals placed into the WPAFs and makes WPAFs available to the next level of review	Mon 24 Nov, 2025	Fri 19 Dec, 2025
Provisional Solano RTP writes recommendations concerning RTP review and gives written recommendation to Academic Personnel who incorporates recommendations into WPAFs	Mon 8 Dec, 2025	Wed 4 Feb, 2026
Candidates have ten (10) calendar days (per CBA §15.5) following receipt of the recommendation to submit a written response or rebuttal. Deadline for candidates to submit response/rebuttal to Provisional Solano RTP Committee recommendation. Candidates' responses/rebuttals into the WPAFs and makes WPAFs available to the next level of review.	Fri 19 Dec, 2025	Mon 16 Feb, 2026
Provost reviews WPAFs (including all completed reviews, recommendations, and any responses/rebuttals at each level of review) of candidates and writes decision letters. Academic Personnel incorporates the decision letters into WPAFs, and notifies candidates. Candidates have ten (10) calendar days from receipt of Provost's decision to request the Provost's reconsideration.	No later than Mon 16 Feb, 2026 (as per CBA §13.12)	No later than Mon 1 Jun, 2026 (as per CBA §13.13)
Candidates' deadline to request the Provost's reconsideration.	Thu 26 Feb, 2026	Thu 11 Jun, 2026