



SACRAMENTO
STATE



COLLEGE OF ARTS & LETTERS

College of Arts & Letters

Appointment Retention, Tenure & Promotion Workshop

Tenure Track Faculty

September 15, 2023

Before we begin...

1. This workshop is being recorded for future reference.
2. This PowerPoint presentation, College WPAF Instruction Booklet and links to videos will be emailed and available on the [A&L ARTP Process Resources](#) page.
3. Feel free to ask questions throughout the workshop. Sharon will be assisting me by fielding questions from the chat.
4. We will take a 7-minute.
5. If you would like to make an appointment with me to review your digital file assembly, then please let Sharon know and she will set you an appointment.



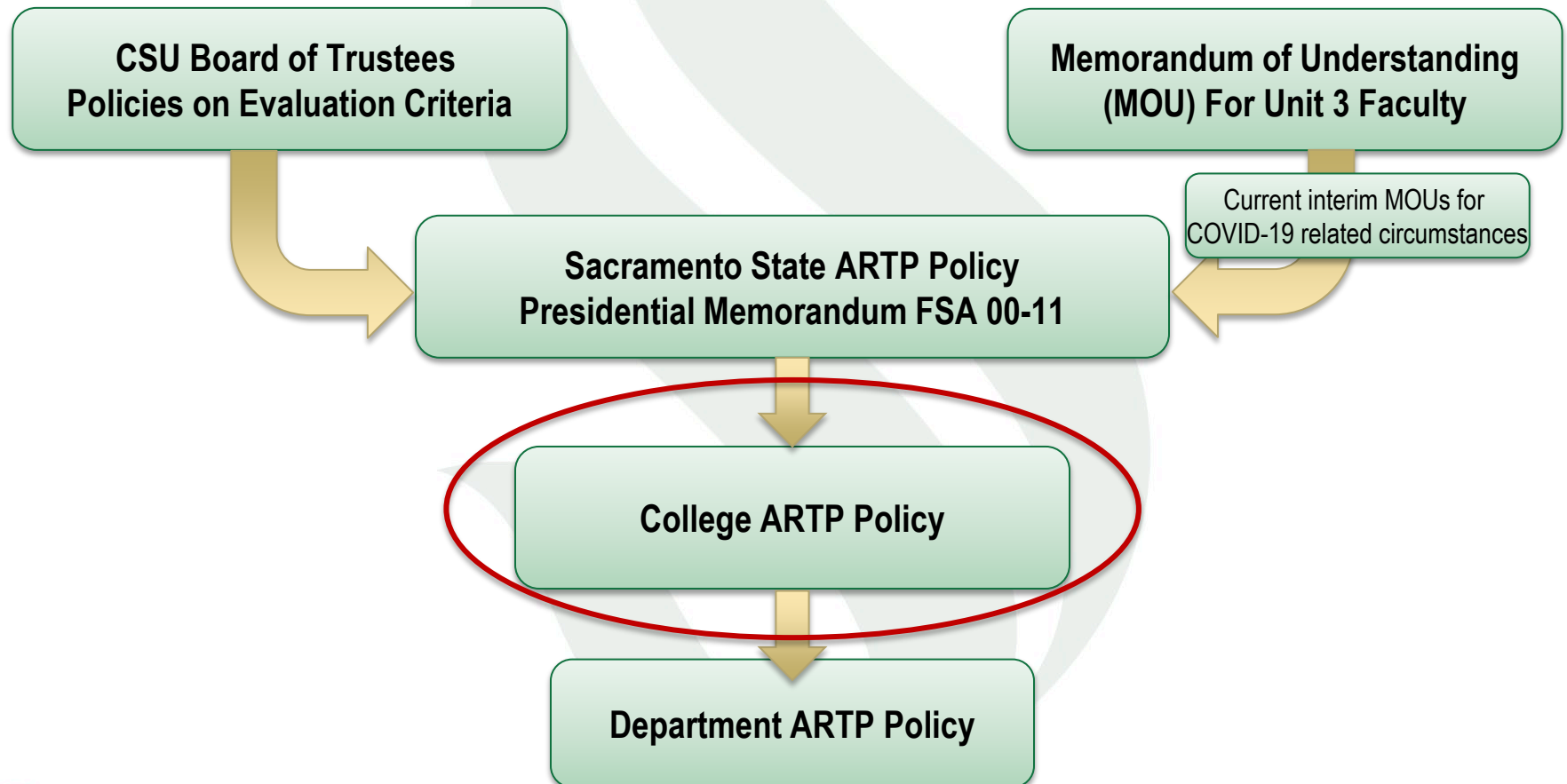
****DISCLAIMER****

- The purpose of this workshop is to provide an overview of ARTP policies and processes as well as detail the ORGANIZATION and FORMAT of the WPAF as required by the College of Arts & Letters
- The CONTENT of the WPAF is delineated in the UARTP, but more specifically in Departmental ARTP policies to which faculty should refer. You are highly encouraged to consult with your department chair throughout assembling your WPAF.
- If Departmental ARTP policies deviate from either the UARTP and/or the CBA, then the UARTP and/or CBA take priority.

Who do we have here?

1. Faculty, Department Chair, other?
2. Is this your first time ever attending this workshop whether in-person or virtual?

Appointment, Retention, Tenure & Promotion (ARTP) Policies



ARTP POLICIES RESOURCES

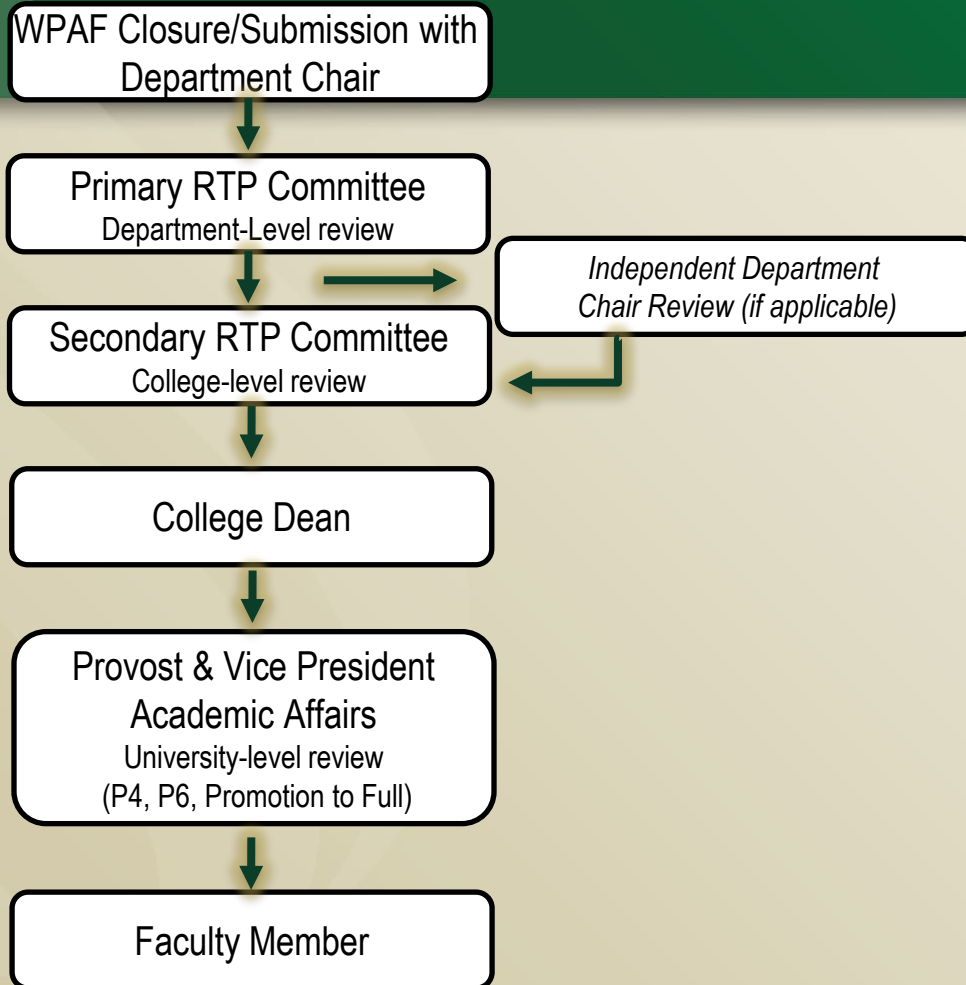
- The Collective Bargaining Agreement (CBA) for Unit 3 faculty
<https://www.calstate.edu/csu-system/faculty-staff/labor-and-employee-relations/Documents/unit3-cfa/article15.pdf>
- The University Appointment, Retention, tenure and Promotion Policy (UARTP)
<https://sacramentostate.policystat.com/policy/11444962/latest>
- The College of Arts and Letters ARTP Policy
<https://www.csus.edu/college/arts-letters/internal/artp-process.html>



Another poll...

Did you ever use “the Big Black Binder”?

ARTP Workflow



The entire Review Cycle process is digital via a dedicated One Drive portal.

- At each point in the review process, access to digital WPAF is rescinded to the faculty member/former level/committee.
- The faculty member then receives their recommendation/evaluation letter via email and has 10 calendar days to submit a rebuttal if they choose. Any rebuttal must be addressed to Dean Meyer but emailed to AD Wilson Ramey.
- Faculty member receives the final decision at the conclusion of the review cycle.

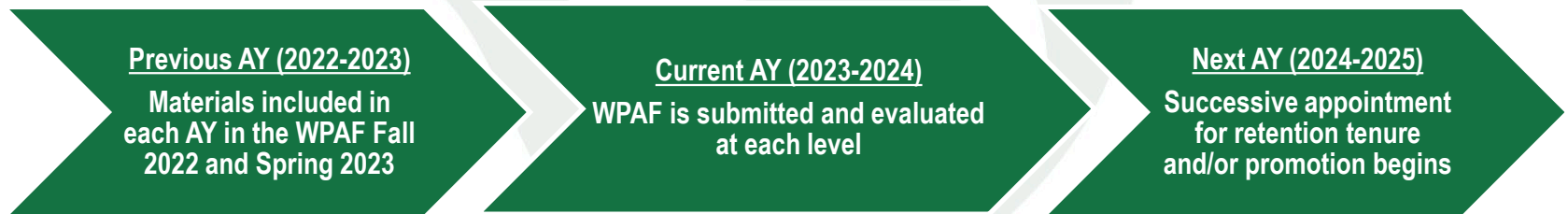
ARTP TERMINOLOGY

- **Periodic Review** → Faculty performance that does not result in a tenure or promotion decision. Applies to P1s (first-year faculty) and PTR (post-promotion every 5 years)
- **Performance Review** → Faculty review of performance that does result in a retention or promotion decision.
- **Retention** → The review process to determine whether a successive contract will be offered. Faculty are evaluated for retention during the final year of their existing contract. The basis of that evaluation is a review of the faculty member's completed WPAF.
- **Tenure and/or Promotion** → After being retained for 5 productive and successful years, faculty are eligible for promotion from probationary (Assistant Professor) to tenured. Typically this is coupled with promotion to Associate Professor, but the two are distinct decisions. A faculty member may be retained with tenure, but not promoted to Associate Professor but not tenured. **Associate Faculty** have the option to go up for promotion for **Full Professor** 5 years after receiving tenure (otherwise PTR)



ARTP Cycle

- **Review Cycle** → The period of time during which a faculty member's performance is reviewed for a successive appointment.
 - Cycle begins with the closing of the WPAF and ends with the issuance of the last evaluation letter from either the college dean or provost.
 - Faculty are evaluated on the basis of material submitted up to the end of the preceding spring semester for successive appointments to begin the following fall semester.



2023-2024 PROBATIONARY FACULTY RANKS

P-1	Fall 2023	<ul style="list-style-type: none"> Newly hired probationary faculty without credit toward tenure Receive informal periodic evaluation at the department level in spring 2023.
P-2 (P2*)	Fall 2022	<ul style="list-style-type: none"> Probationary faculty in 2nd year. WPAFs submitted for formal review in fall 2024. Also designates faculty given one (1) year of credit toward tenure at the time of appointment; receive an informal periodic evaluation at the department level in spring 2024.
P-3 (P3*)	Fall 2021	<ul style="list-style-type: none"> This classification designates probationary faculty in their third year. At this level, WPAFs are reviewed beginning in the Fall semester. This classification also designates faculty members who were given two (2) years of credit toward tenure at the time of appointment. These faculty members will receive an informal periodic evaluation by the Department in the Spring semester.
P-4 (P4*)	Fall 2020	<ul style="list-style-type: none"> This classification designates probationary faculty in their fourth year (*or 4th-year equivalent if given credit toward tenure at initial appointment). At this level, WPAFs are reviewed beginning in the fall semester. Final decisions for retention at this level rest with the Provost (“3rd-Year Review”).
P-5 (P5*)	Fall 2019	<ul style="list-style-type: none"> This classification designates probationary faculty in their fifth year (or 5th-year equivalent). At this level, WPAFs are reviewed beginning in the Fall semester. Faculty in P5* classification may request consideration for early tenure and promotion by providing written notice to the Department’s primary committee and/or chair according to the RTP calendar of deadlines. At this level, WPAFs are reviewed beginning in the fall semester. Final decisions for retention at this level rest with the Provost.
P-6	Fall 2018	<ul style="list-style-type: none"> This classification designates probationary faculty in their sixth year (or 6th-year equivalent). At this level, WPAFs are reviewed beginning in the Fall. Faculty in this classification must be reviewed for tenure and promotion. This marks the final probationary review. Final decisions for tenure and promotion rest with the Provost.

Review these rank definitions. Which rank do you think you are?

Break Time!
7 minutes

Online Timer



A few more polls...

1. How familiar/comfortable are you with OneDrive (Cloud for Microsoft 365)?
2. Have you ever compiled a digital WPAF?

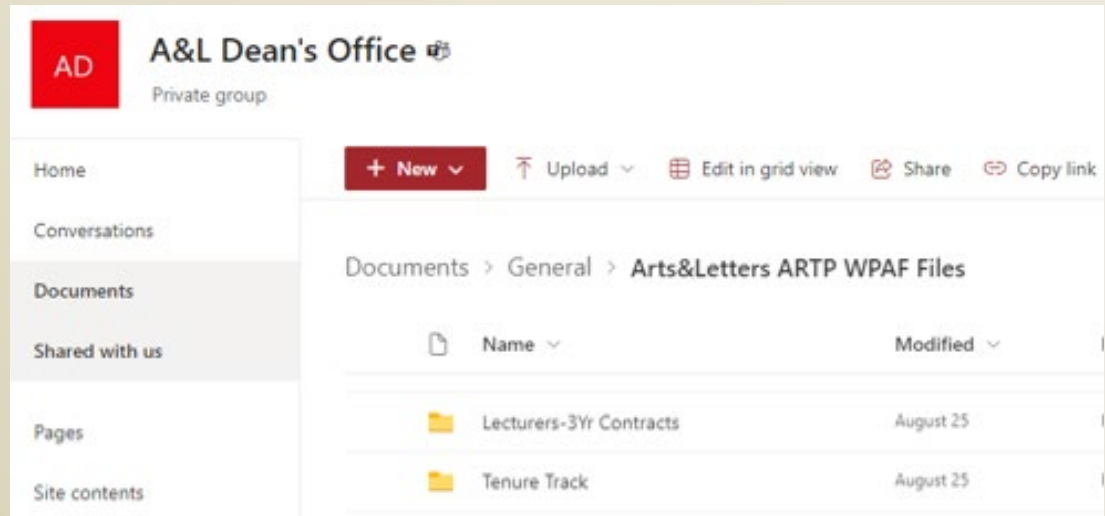


Digital Working Personnel Action File (WPAF)

- The operational challenges of Covid-19 led the University and CFA to establish an MOU to move the RTP Review process to a digital format on an “interim” basis for the 2020-2021 review cycle. This digital process remains in effect for the foreseeable future.
- The digital format applies to all probationary and tenured faculty.
- The OneDrive electronic system designed to “mimic” the former paper binders process.
- As custodian of the PAFs/WPAFs, the college controls access to WPAF for faculty members and each level of review
- Faculty remain responsible for assembling their digital WPAF and attesting to completeness and correctness of materials at time of submission/closing.
- If faculty need technical assistance with computers, Wi-Fi, etc., then contact IRT for assistance.



Digital Working Personnel Action File (WPAF)



Each department chair and each faculty member under review will receive a link via email from the Dean's office giving them access to their appropriate WPAF.



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Arts&Letters ARTP WPAF Files > Tenure Track > Art > 1.Art-P1-Last,First

Name ▾

01.Attestation

02.Curriculum Vitae

03.Current ARTP Evaluations

04.ARTP History

05.Faculty Development Plan

06.Index

07.1Teaching Effectiveness-Student Evaluati...

07.2Teaching Effectiveness-Peer Evaluations

07.3Teaching Effectiveness-Syllabi

07.4Teaching Effectiveness-Supporting Docs

08.Scholarly and Creative Activities-Support...

09.University Service-Supporting Docs

10.Community Service-Supporting Docs

11.Other-Supporting Docs

12.WPAF Access Logs

WPAF Review Materials & OneDrive Organization

02. Curriculum Vitae

(uploaded by faculty member)

→ Upload current CV as pdf document

→ Include name on each page of the CV itself



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WPAF Review Materials & OneDrive Organization

Arts&Letters ARTP WPAF Files > Tenure Track > Art > 1.Art-P1-Last,First

Name ▾

- 01.Attestation
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.03 Current RTP Evaluations *(uploaded by college)*

This folder will be EMPTY at the start of this retention cycle. This year's letters will be uploaded to this folder after the 10-day rebuttal period for each level of review.



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WPAF Review Materials & OneDrive Organization

Arts&Letters ARTP WPAF Files > Tenure Track > Art > 1.Art-P1-Last,First

Name ▾

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04 ARTP History

(uploaded by college)

“Read Only” Folder

This folder contains pdf files for all previous review cycles and from each level of review since appointment.

This includes evaluation and recommendation letters from last year’s review cycle as appropriate.



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Arts&Letters ARTP WPAF Files > Tenure Track > Art > 1.Art-P1-Last,First

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WPAF Review Materials & OneDrive Organization

.05 Faculty Development Plan

(uploaded by faculty member)

→ Uploaded narrative summary/reflective statement and personal action plan that addresses each area of evaluation

→ Develop w/department chair or designee

→ College prefers a maximum of 3 pages including a statement of teaching philosophy or per departmental policy and practices

This file should be named:

DEPT_LastName,FirstInitial_FacDevPlanYear.pdf

(Example: ART_Doe,J_FacDevPlan23-24.pdf)



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Arts&Letters ARTP WPAF Files > Tenure Track > Art > 1.Art-P1-Last,First

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WPAF Review Materials & OneDrive Organization

.06 Index

(uploaded by faculty member; previous Index will be moved to “Log/Attestation History” by college)

→ Single uploaded pdf file that is a record of all accomplishments indicative of excellence and achievement in each area of review since first appointment.

→ The Index is comprehensive with only addition of accomplishments for 2022-2023.

→ Begins with current review cycle, (i.e. years in reverse chronological order with most recent first).



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Arts&Letters ARTP WPAF Files > Tenure Track > Art > 1.Art-P1-Last,First

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WPAF Review Materials & OneDrive Organization

.06 Index (Continued)

(uploaded by faculty member)

→ The Index consists of 4 indices (one for each area of review) that lists your activities and identifies the materials you select to include in the corresponding supporting documents for each area.

→ All items listed in the Index are not to be included in the Supporting Documents. On the other hand, any item listed in the Index must be available if requested by any reviewer at any point in the review cycle.

This file should be named:

DEPT_LastName,FirstInitial_Index.pdf
(Example: ART_Doe,J_Index.pdf)

Important Information About the Index

Listing Order, Headings & Numbering

- Evaluation/Retention Cycles should be ordered in reverse chronological order with most recent, i.e. current, first.
- The heading for each cycle is the current academic year.
- The items are listed in numerical order and continuous from cycle to cycle. This means that #1, #2, etc. will be different items each year and corresponding supporting documents (*) will subsequently change each year. HINT: Using the auto-format numbering feature in MSWord will make updating the numbering more efficient.
- If you have not been using this pattern, then you do not need to change the actual headings. You will, however, need to update the Index numbering system or cycle order if different.
- **You may not change/add/delete any of the items listed in the Index because, as the official record of your achievements, it is a permanent part of the WPAF.**



Important Information About the Index

Continued...

Identifying Supporting Documents

- Indicate the submission of supporting material by marking that indexed item with an asterisk (*).
- Remember to delete (*) for supporting documents from previous review cycles; If you are up for tenure, then return (*) to documents from previous cycles that you are returning to the Supporting Documents.
- When possible, provide [ACCESSIBLE HYPERLINKS](#) to supporting document item listed in the Index. These permanent links to specific web pages, videos, images, etc. must be already housed online and should not be included/repeated in Supporting Documents files. Please asterisk the item and bold embedded hyperlink.
- Faculty going up for Full Professor do not need to include previous supporting documents from tenure-track; only Index.



*Sample Index for faculty in 2nd year of appointment, i.e. they started teaching at Sacramento State in **2019-2020**.*

TEACHING EFFECTIVENESS, Page 1

2020-2021 **Retention Cycle** *(Include material from fall 19 and spring 20)*

1. Courses taught during period being evaluated: Subject 1A, 50, 100A, 249
2. Developed Lab exercises for Subject 100A
3. *Student comments on field trip in Subject 100A (must be signed)

Subsequent pages to be marked

TEACHING EFFECTIVENESS, Page 2, etc.



Index sample for faculty in 6th year of appointment – Applying for Tenure/Promotion. This index sample is for a faculty member who started teaching at Sacramento State in 2017-18 They have completed five years of their appointment. The Provost conducts an individual evaluation for final determination.

TEACHING EFFECTIVENESS, Page 1

2020-2021 Retention Cycle for Tenure and Promotion (Include material from Fall 19 and Spring 20)

1. Courses taught during period being evaluated: Subject 1A, 50, 100A, 249
2. Developed Lab exercises for Subject 100A
3. *Student comments on field trip in Subject 100A (must be signed)

2019-2020 Retention Cycle (Include material from Fall 17 and Spring 18)

4. Courses taught during period being evaluated (Fall 2017/Spring 2018/Summer 2018): Subject 1B, 75, 125, 204
5. Sample Lab exercise developed for Subject 75

2018-2019 Retention Cycle (Include material from Fall 16 and Spring 17.)

6. Courses taught during period being evaluated: Subject 1B, 75, 125, 204
7. Sample Lab exercise developed for Subject 125

2017-2018 Retention Cycle (Include material from Fall 16 and Spring 17.)

8. Courses taught during period being evaluated: Subject 3B, 65, 135, 206
9. *Letter of support from graduating senior John Doe.

2016-2017 Retention Cycle (Include material from Fall 15 and Spring 16.)

10. Courses taught during period being evaluated: Subject 7A, 50, 150, 222
11. Sample Lab exercise developed for Subject 7A

A few reminders about the Index:

- Indicate the submission of supporting material by marking that indexed item with an asterisk (*).
- Remember to delete (*) for supporting documents from previous review cycles (unless going up for tenure)
- You can provide live URLs to items listed in Index (websites, videos, images, etc.) that are housed online rather than include them in the actual supporting documents file. These links should be selective and still have the asterisk distinction.



Sample “Scholarly & Creative Activities” Index for faculty in 6th year of appointment – Applying for Tenure/Promotion. This index sample is for a faculty member who started teaching at Sacramento State in 2017-18. They have completed five years of their appointment. The Provost conducts an individual evaluation for final determination.

NOTE INDEX
CORRELATIONS, ETC.
WITH SCHOLARY &
CREATIVE ACTIVITIES
SUPPORTING
DOCUMENTS
NAMING IN DIGITAL
WPAF (see
slide/page 26)

SCHOLARY & CREATIVE ACTIVITIES, Page 1

2020-2021 Retention Cycle for Tenure & Promotion (Include material from Fall 19 and Spring 20)

1. Submitted article to peer-reviewed journal
2. Wrote chapter for forthcoming textbook
3. *Gave keynote address at [HYPERLINK TO CONFERENCE WEBSITE/KEYNOTE RECORDING](#)

2019-2020 Retention Cycle (Include material from Fall 17 and Spring 18.)

4. Gave public lecture at U-NITE
5. *Published article in peer-reviewed journal

2018-2019 Retention Cycle (Include material from Fall 16 and Spring 17.)

6. Received Probationary Faculty Research Grant
7. Pre-conference panelist
8. Presented paper at national conference

2017-2018 Retention Cycle (Include material from Fall 16 and Spring 17.)

9. [*The Meaning of Life Ted Talk](#) (posted March 16, 2023)
10. Guest speaker at fall symposium held at UC Davis

2016-2017 Retention Cycle (Include material from Fall 15 and Spring 16.)

11. Courses taught during period being evaluated: Subject 7A, 50, 150, 222
12. *Presented short film at festival
13. Wrote Teacher’s Guide for field trips to art museum
14. Revised textbook chapter for 8th edition
15. *Letter of support from colleague at Oxford University



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Arts&Letters ARTP WPAF Files > Tenure Track > Art > 1.Art-P1-Last,First

Name ▾

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- 12.WPAF Access Logs

In the digital WPAF, Teaching Effectiveness (1st area of review) is sub-divided into 4 different folders:

- **7.1 Teaching Effectiveness – Student Evaluations** from every class taught; *uploaded by department chair*
- **7.2 Teaching Effectiveness – Peer Evaluations of Teaching** *uploaded by department chair* if conducted per departmental ARTP policy
- **7.3 Teaching Effectiveness – Syllabi** for each course taught in current review cycle; *uploaded by faculty member as separate pdf files*. Syllabi must be uploaded to this folder and neither listed on Index nor included in Supporting Documents.
- **7.4 Teaching Effectiveness – Supporting Documents** Selected materials indicated in Index to demonstrate teaching effectiveness; *uploaded by faculty member*.



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Arts&Letters ARTP WPAF Files > Tenure Track > Art > 1.Art-P1-Last,First

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The remaining 3 areas of review each have a folder for faculty member to upload Supporting Documents for each respective area.

.08 Scholarly & Creative Activities Supporting Documents

.09 University Service Supporting Documents

.10 Community Service Supporting Documents

.11 Other Supporting Documents

As with the “Teaching Effectiveness – Supporting Documents” folder, these folders contain digital files for the selected materials indicated in Index to demonstrate the faculty member’s contributions in each area. All supporting documents are uploaded by the faculty member.









Formatting & Naming Digital WPAF Supporting Documents

- Digitized files should be uploaded into the respective evaluation area's supporting documents folder. Each folder should contain single files rather than additional folders.
- The university and college recommend uploading files as pdfs; however, files can also be other formats (jpeg, mp4, etc.) as needed/appropriate (be mindful of potential technical difficulties reviewers may face when trying to open large/long files).
- The recommendation is to also limit pdf documents to no more than 30 pages; the university is inquiring about any file size restrictions particularly for arts disciplines.
- **Supporting Documents must correspond with asterisked numbers in Index and named accordingly. Items with hyperlinks in the Index are not included in Supporting Documents files/folders.**



IMPORTANT INFORMATION FOR NAMING SUPPORTING DOCUMENT FILES

All supporting document files must subsequently be named using the following pattern:
DEPT_Last Name, FirstInitial_AreaIndex#.xxx

- 07.4.  ART_Doe,J_TeachingIndex3.pdf
 ART_Doe,J_TeachingIndex8.jpeg
08.  ART_Doe,J_SCAIndex5.pdf
 ART_Doe,J_SCAIndex12.mp4
 ART_Doe,J_SCAIndex15.pdf
09.  ART_Doe,J_UnivServIndex4.jpeg
 ART_Doe,J_UnivServIndex10.pdf
10.  ART_Doe,J_ComServIndex4.pdf

NOTE: With the Index beginning with #1 each cycle, the Index numbering will change each year and the corresponding Supporting Documents numbers will change as well. This is the equivalent of “erasing/changing” the number in the upper-right corner of the Supporting Document. (Another reason we recommend only including materials for current cycle and greatest hits for tenure/promotion).



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Arts&Letters ARTP WPAF Files > Tenure Track > Art > 1.Art-P1-Last First

Name
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CLOSING/SUBMITTING YOUR WPAF

.01 Attestation *(Last Step!)*

(Sent to faculty member via Adobe Sign and then upload by department chair)

→ Folder will contain uploaded Personnel Action File Verification and Certification document.

→ This document signifies “closing” the WPAF for submission to next level of review.

→ The faculty’s signature confirms the WPAF is complete and all materials are included and in the correct order. The department chair’s signature verifies the WPAF’s is complete and in proper (digital) format.



California State University, Sacramento
 College of Arts & Letters
 8000 J Street • Mariposa Hall 5000 • MS 8049 • Sacramento, CA 95819
 T (916) 278-6502 • F (916) 278-4588 • www.csus.edu/al

**WORKING PERSONNEL ACTION FILE VERIFICATION
 AND CERTIFICATION**
 Choose AY REVIEW CYCLE

Candidate's Name: _____

Department: Choose an item. _____

By signing below, I certify that my Working Personnel Action File has been satisfactorily completed and is ready to be closed. I understand it will be released to the assigned review committees, and if applicable to the Chair, Dean, and/or Provost for evaluation and appropriate recommendations. I also certify that items, documents, and or materials that are referenced in the Index but not included are readily available should the material be requested for at any review level.

 Candidate Signature Click or tap to enter a date.
Date

.....

Department Chair signature certifying WPAF file format compliance:

 Department Chair Signature Click or tap to enter a date.
Date

CLOSING/SUBMITTING YOUR WPAF

.01 Attestation *(continued)*

→ Faculty members will receive this document approximately one week prior to the department's WPAF closure date via Adobe Sign with instructions to sign it upon completing the WPAF for review, i.e. everything is uploaded and ready!

→ This form will then be routed to the department chair for electronic signature.

→ Once both sign, the faculty member's access to the digital WPAF will be rescinded by the Dept Chair signaling the closure of the WPAF and submission to the next level of review.

Department Chairs access this document in the Library/Templates in Adobe Acrobat Sign.



AA_A&L_Verification of WPAF Contents

Who uploads what?

FACULTY MEMBER	DEPARTMENT CHAIR	DEAN'S OFFICE
<ul style="list-style-type: none"> • Current Faculty Development Plan • Index • Teaching Effectiveness - Syllabi • Teaching Effectiveness - Supporting Documents • Scholarly & Creative Activities - Supporting Documents • University Service - Supporting Documents • Community Service - Supporting Documents • OTHER – RENAME IF NEEDED 	<ul style="list-style-type: none"> • Teaching Effectiveness - Student evaluations • Teaching Effectiveness - Peer evaluations or visitations (if conducted) 	<ul style="list-style-type: none"> • Attestation • ARTP History • Current ARTP Evaluations

Should the need arise to re-open/access the WPAF, refer to UARTP document 4.03(F) for guidelines.



Quality vs. Quantity

QUANTITY

- “Less is More” approach; Upload strongest materials/best examples of work/contributions
- *Anything* you list in your Index as an accomplishment or as evidence of your excellence can be requested by any reviewer at any time/level in the review cycle.
- Therefore, *not* everything needs to be included, just the best of it.
- Consider limiting the number of digital items to represent one achievement.

QUALITY

- Always a challenge...
- Does this item exemplify the quality of my work? (*Ex. Thank you note vs. Letter of Support*)
- Demonstrated achievement in teaching, scholarship/creative activity, and service.
- Grounded in academic and disciplinary standards.
- Know your discipline and how it is evolving.
- Talk with your chair, colleagues, deans, mentors.



The “Greatest Hits” for Tenure & Promotion

“The Index, as a whole, is not unlike the discography for a band. Each year of review is a new album that adds to your overall discography, and in the indices for that year you are listing out the names of the tracks that represent the significant work you accomplished over it. When you go up for tenure, however, it’s time for you to produce a greatest hits album. There are, of course, new songs on this greatest hits album, but you are also reiterating, republishing so to speak, the highlights of your career from previous years.”

-- Doug Dertinger, Department of Design



Acquiring Supporting Documents in “Big Black Binder” for Tenure & Promotion

Faculty members going up for tenure/promotion needing to retrieve specific hard-copy documents from their WPAF must:

1. Email Sharon Hopkins-Bright, hopkins-bright@csus.edu, to make an appointment with AD Wilson Ramey.
2. In the email and after reviewing your previous Index, include a list of specific documents to be retrieved in order to compile your “Greatest Hits”.
3. You will log in/out of WPAF, remove said documents, and sign a statement of retrieval at the time of appointment.

COLLEGE OF ARTS & LETTERS

2023-2024 RTP Review Cycle Deadlines

P2 & P3* CANDIDATES

WPAF Closure	TBD by Department
Primary/Department Chair Retention Recommendations due to College (Sharon)	Friday, 10-27-2023
Primary Retention Recommendation Letter to Candidates	Monday, 10-30-2023
Secondary Retention Recommendation Letter to Candidates	Friday, 12-08-2023
Dean's Retention Decision Letter to Candidates	Thursday, 2-15-2023

P3 and P5 CANDIDATES

WPAF Closure	TBD by Department
Primary/Department Chair Retention Recommendations due to College (Sharon)	Friday, 12-08-2023
Primary Retention Recommendation Letter to Candidates	Monday, 12-11-2023
Secondary Retention Recommendation Letter to Candidates	Thursday, 01-25-2024
Dean's Retention Decision Letter to Candidates	Wednesday, 4-3-2023



COLLEGE OF ARTS & LETTERS

2023-2024 RTP Review Cycle Deadlines

P4 & P4* CANDIDATES

WPAF Closure	TBD by Department
Primary/Department Chair Retention Recommendations due to College (Sharon)	Friday, 10-20-2023
Primary Retention Recommendation Letter to Candidates	Monday, 10-23-2023
Secondary Retention Recommendation Letter to Candidates	Wednesday, 11-22-2023
Dean's Retention Recommendation Letter to Candidates	Thursday, 1-5-2024
Provost Retention Decision Letter to Candidates	P4* Thursday, 2-15-2024 P4 Friday, 4-3-2024

COLLEGE OF ARTS & LETTERS

2023-2024 RTP Review Cycle Deadlines

TENURE & PROMOTION CANDIDATES

WPAF Closure	TBD by Department
Primary/Department Chair Retention Recommendations due to College (Sharon)	Friday, 12-08-2024
Primary Retention Recommendation Letter to Candidates	Monday, 12-11-2024
Secondary Retention Recommendation Letter to Candidates	Thursday, 01-25-2024
Dean's Retention Recommendation Letter to Candidates	Wednesday, 4-3-2024
Provost's Retention Decision Letter to Candidates	Friday, 5-30-2024



COLLEGE OF ARTS & LETTERS

2023-2024 RTP Review Cycle Deadlines

POST-TENURE REVIEW

WPAF Closure	TBD by Department
Primary/Department Chair Retention Recommendations due to College (Sharon)	Thursday, 4-3-2024
Primary Retention Recommendation Letter to Candidates	Thursday, 4-5-2024

Secondary/College ARTP Committee 2023-2024 Review Cycle

Subcommittee A			Subcommittee B		
Williams, Peter		ART	Perkins, Scott		MUSC
Lindsay, Anne		HIST	Stitt, Carmen		COMS
Bota, Miguel		WLL	Hellen Lee		ENGL
Kim, Euisuk		WLL	Burke, Chloe		HIST
David Toise		ENGL	Lorelei Bayne		THEA/DNCE
Rank	Candidate	Dept.	Rank	Candidate	Dept.
P2	April Morley, Morgan	COMS	P3	Carlino, Philip (PJ)	DSGN
P2	Woo, Nathan T	COMS	P5	Garcia, Luis	ART
P2	Gregory, Eliza N	DSGN	P5	Kelly, Lauren	DSGN
P2	Kochai, Jamil J	ENGL	P5	Potts, Emily	DSGN
P2	Kaplan, Erin R	THEA	P5	Carey, Brandon	PHIL
P3*	Lam, Sheung-Tak	PHIL	P5	Romero, Brenda	WLL
P3*	Li, Shuying	MUSC	P5	Sledge, David	DSGN
P3*	Qin, Ying "Amilia"	HRS/HIST			



Secondary/College ARTP Committee 2023-2024 Review Cycle

Subcommittee C			Subcommittee D		
Morse, Matthew		MUSC	Ludwig, Mark		COMS
Connelly, Andrew		ART	Gale, Elaine		COMS
Doyno, Mary		HRS	Cohen, Aaron		HIST
Jason Gieger		ENGL	Swan, Kyle		PHIL
Nigel Poor		DSGN	Richard Pratt		DSGN
Rank	Candidate	Dept.	Rank	Candidate	Dept.
P4	Flores, Carlos	COMS	P5	Aguilar, Kimberly	COMS
P4	Hong, Cheng	COMS	P5	Terry, Andrea	COMS
P4	Mulholland, Rebekkah	HIST	P5	Jones, Stephen	THEA
P4	Barrantes, Manuel	PHIL	P5*	Quintana, Maria	HIST
P4*	Yumi Tamai, Lily Anne	History	PTF	Flickinger, Philip Lee	THEA
			PTF	Russell, Beatrice N	WLL
			P6	Fleck, Jonathan	WLL

Contact Information

1. Department Chair for departmental policies.
2. Associate Dean Melinda Wilson Ramey for administrative questions, digital WPAF format and organization and college/university policies
mwilson@csus.edu
3. **How do I get to the college intranet where this video, etc. will live?**

