

**SAN JOSÉ STATE UNIVERSITY  
ONE WASHINGTON SQUARE  
SAN JOSÉ, CA 95192**

**Amendment H to University Policy S15-8  
Retention, Tenure and Promotion for Regular Faculty  
Employees: Criteria and Standards: To include within the  
category of Scholarly/Artistic/Professional Achievement,  
activities that specifically enhance inclusion, educational  
equity and achievement in the surrounding and broader  
communities**

**Amends S15-8**

**Legislative History:**

At its meeting of May 9, 2022, the Academic Senate approved Amendment H to University Policy S15-8 presented by Senator Schultz-Krohn for the Professional Standards Committee. S15-8 was approved and signed by President Mohammad Qayoumi on June 12, 2015.

On September 18, 2015, Interim President Susan W. Martin approved Amendment A to University Policy S15-8.

On May 4, 2020, President Mary A. Papazian signed and approved Amendment B to University Policy S15-8. The revised language in Amendment B seeks to correct a problem with the way the current language discusses the “norms” of our SOTES. Amendment B also inserts a reference to “course syllabi and other teaching materials.” Amendment A and B are incorporated into the policy below.

On September 21, 2020, President Mary A. Papazian signed and approved Amendment C to University Policy S15-8. Amendment C allows the President to declare a campus-wide emergency and provides for flexibility in RTP during these times.

On January 14, 2021, President Mary A. Papazian signed and approved Mg

On February 14, 2022, Interim President Steve Perez signed and approved Amendment F to University Policy S15-8. Amendment F includes within the category of Service, activities that specifically enhance inclusion, educational equity and engaged service with students and in the surrounding and broader communities.

On April 13, 2022, Interim President Steve Perez signed and approved Amendment G to University Policy S15-8. Amendment G includes changes to Section 2.3, Scholarly/Artistic/Professional Achievement.

Amendment H is as follows below.

**ACTION BY THE UNIVERSITY PRESIDENT:**

Signed and Approved by Interim  
President, Steve Perez, on June 1,  
2022.

**Amendment H to University Policy S15**

**Retention, Tenure and Promotion for Regular Faculty Employees:  
Criteria and Standards: To include within the category of Academic  
Assignment, activities that specifically enhance inclusion, educational  
equity and achievement in the surrounding and broader communities**

Resolved: That S15-8 be amended as indicated by strikeout and underline as appropriate.

Resolved: That these e eeRp byol4.4 0 Td6 [R)-0.3yuTj5.34 1m e71-3.6 o0 (pr5pA.00,.6 o0 (8)12.7



students.

2.2.3 For non-teaching Unit 3 faculty employees, effectiveness in academic assignment will be evaluated in conformity with guidelines developed by the unit of assignment, with appropriate components of peer evaluation and evaluation of impact on students.

2.2.4 Department Chairs, Directors, Coordinators, etc. may be nonteaching faculty due to the portion of their chair assignment or other academic assignments. In such cases, their related duties should be discussed as part of Academic Assignment – especially as related to curriculum and program development and oversight. Other areas of a Chair's or coordinator's Academic Assignment may also be discussed more thoroughly under RSCA or Service.

### 3.3.1 Academic Assignment

3.3.1.1 Committees and administrators shall write an evaluation of a candidate's achievements in academic assignment and shall rate the overall performance in this category according to the following descriptive scale. When a candidate's achievements are significant but depart from the general description below, evaluators should exercise judgment and give credit for unusual, unique, or unanticipated activities at the same level as better known activities of comparable significance. Especially in unusual cases, candidates should carefully document the significance of their accomplishments in academic assignment.

#### 3.3.1.2 Criteria for nonteaching faculty.

Criteria for evaluating the Academic Assignment of nonteaching faculty, including potentially Librarians and Counselors, will be developed by the units as part of their department guidelines and will parallel the categories identified below, but will reference those specific responsibilities in their academic assignment rather than teaching. Department guidelines for academic assignment will be mandatory for such units.

#### 3.3.1.3 Criteria for teaching faculty.

3.3.1.3.1 Unsatisfactory. The candidate has not documented teaching accomplishments that meet the baseline level as described below.

3.3.1.3.2 Baseline. The candidate has taught assigned courses that are well crafted and appropriate for the catalog description as evidenced by syllabi and other materials related to the academic assignment. The candidate has taken

