

Updates About the RTP Process, 2024-2025

DPS updates due - reminder

Departments and programs must submit updated departmental personnel standards to their college review committee by Sept. 20, 2024. Departments and programs that recently have submitted their revisions are ok. Contact the FAR Executive Director for questions.

Reference: [Academic Senate Resolution on Extending the Deadline for Revision of Department Personnel Standards](#)

Ineligible chairs – new option

Chairs are ineligible to participate in the personnel process if they do not meet the conditions specified in [UPS 210.000](#), section on “Eligibility to participate in the personnel process” (p. 14). For departments/programs with ineligible chairs, there is a new option to utilize a faculty member from a related department/program. Section III.C.8 of the UPS requires that the replacement faculty member meet all of the eligibility conditions. It is critical that the department uses its normal, collegial process for identifying and selecting a replacement faculty member; this would usually require a vote.

Using AI - warning

All documents accessed and generated during the evaluation process and all proceedings are strictly confidential ([Collective Bargaining Agreement, 15.10, 15.11](#); [UPS 210.000](#), section III.B). AI systems store data across multiple computers and the Internet, and the data could be added to the systems’ data banks. An AI system may incorporate the data—without your permission—so that other AI users or third parties can access it. Also, storing the data makes it vulnerable to data breaches. Therefore, inputting evaluation process data into an AI system could violate the confidentiality of the materials.

Files organizers – available for use

FAR has posted a document system (“files organizer”) that faculty can download and use to organize their RTP evidence prior to uploading files to Interfolio. The files organizer is completely optional. Faculty can download the files organizer using this link:

<https://www.fullerton.edu/far/evaluations/documents/Full%20Review%2024-25.zip>