

**ACADEMIC SENATE  
OF  
CALIFORNIA POLYTECHNIC STATE UNIVERSITY  
San Luis Obispo, California**

Background Statement: The 1992-1993 CSU budget does not contain funds for merit salary adjustments, (MSA's), often referred to as step increases, for faculty unit employees. Future CSU budgets may not contain funds for MSA's for faculty unit employees. Current eligibility criteria for "normal promotion" include four merit salary adjustments. Since some faculty are unable to secure a fourth step increase during 1992-1993, they would not meet the criteria to be considered for "normal promotion." The Resolution on Promotion Eligibility passed by the Academic Senate on October 13, 1992, sought to remedy that situation. Likewise, other faculty may be unable to secure a fourth step increase for 1993-1994 and subsequent years and would, therefore, not meet the criteria to be considered for "normal promotion." This resolution addresses that situation. Eligibility for normal promotion should be based on whether the faculty member was approved by the dean/appropriate administrator after departmental consultation, for four merit step increases, regardless of funding.

**AS-397-93/PPC  
RESOLUTION ON  
PROMOTION ELIGIBILITY**

- WHEREAS, Section 342.2B.7a of the Campus Administrative Manual defines the eligibility criteria for "normal promotion" to associate professor or associate librarian when both of the following conditions hold;
- (1) the applicant is tenured or the applicant is also applying for tenure.
  - (2) the applicant has received four Merit Salary Adjustments (MSA's) (while an assistant professor or senior assistant librarian) or the applicant has reached the maximum salary for assistant professor or senior assistant librarian; and
- WHEREAS, Section 342.2B.7b of the Campus Administrative Manual defines the eligibility criteria for "normal promotion" to professor or librarian if;
- ...the applicant has received four MSA's (while an associate professor or associate librarian) or the applicant has reached the maximum salary for associate professor or associate librarian; and
- WHEREAS, Section 342.2B«8a of the Campus Administrative Manual defines early promotion to associate professor or associate librarian when one (or both) of the following is (are) true;
- (1) the applicant is a probationary faculty member who is not also applying for tenure.

- (2) the applicant has not received four MSA's (while an assistant professor or senior assistant librarian) and the applicant has not reached the maximum salary for assistant professor or senior assistant librarian.

WHEREAS, Section 342.2B.8b of the Campus Administrative Manual defines early promotion to professor or librarian when;

...the applicant has not received four MSA's (while an associate professor or associate librarian) and the applicant has not reached the maximum salary for associate professor or associate librarian; and

WHEREAS, It is not the intent of the Academic Senate to disqualify faculty from "normal promotion" because of lack of funding for merit salary adjustments; therefore be it

RESOLVED: That Campus Administrative Manual (CAM) 342.2B.7 and CAM 342.2B.8 be revised to include the modified definitions of "normal promotion" and "early promotion" as set forth on the attached page.

Proposed by: The Academic Senate  
Personnel Policies Committee  
November 12, 1992  
(6-0-0)

RESOLUTION AS-397-93/PPC  
Attachment

CAM 342.2B

7. Normal Promotion

- a. An application for promotion to associate professor or associate librarian is considered normal if the applicant is eligible and both of the following conditions hold:
  - (1) the applicant is tenured or the applicant is also applying for tenure.
  - (2) the applicant has received been approved by the dean/appropriate administrator for four Merit Salary Adjustments (MSA's), regardless of funding, (while an assistant professor or senior assistant librarian) or the applicant has reached the maximum salary for assistant professor or senior assistant librarian.
- b. Tenure is required for promotion to professor or librarian. An application for promotion to professor or librarian is considered normal if the applicant is eligible and the applicant has received been approved by the dean/appropriate administrator for four MSA's, regardless of funding, (while an associate professor or associate librarian) or the applicant has reached the maximum salary for associate professor or associate librarian.

8. Early Promotion

- a. An application for promotion to associate professor or associate librarian is considered "early" if the applicant is eligible and one (or both) of the following is (are) true:
  - (1) the applicant is a probationary faculty member who is not also applying for tenure.
  - (2) the applicant has not received approval by the dean/appropriate administrator for four MSA's, regardless of funding, (while an assistant professor or senior assistant librarian) and the applicant has not reached the maximum salary for assistant professor or senior assistant librarian.
- b. Tenure is required for promotion to professor or librarian. An application for promotion to professor or librarian is considered "early" if the applicant is eligible and the applicant has not received approval by the dean/appropriate administrator for four MSA's, regardless of funding, (while an associate professor or associate librarian) and the applicant has not reached the maximum salary for associate professor or associate librarian.
- c. Early promotion will be granted only in exceptional cases. The circumstances and record of performance which make the case exceptional shall be fully documented by the candidate and validated by evaluators. The fact that an applicant meets the performance criteria for promotion does not in itself constitute an exceptional case for early promotion.

**State of California**  
**MEMORANDUM**

To: Jack Wilson, Chair  
Academic Senate

Date: February 8, 1993

File No.:

Copies: Robert Koob  
Michael Suess

From: Warren J. Baker  
President

Subject: ACADEMIC SENATE RESOLUTIONS-AS-397-93/PPC and AS-398-93

I am hereby approving the above subject resolutions (AS-397-93/PPC, Resolution on Promotion Eligibility, and AS-398-93, Resolution on Department Name Change for Animal Sciences and Industry Department). Vice President Koob will announce shortly the change in name of the Animal Sciences and Industry Department based upon the additional endorsement of the Academic Deans' Council at its meeting on February 1.