

Via Electronic Mail**MEMORANDUM**

Date: September 8, 2020

To: Faculty

From: Seval Yildirim, Associate Provost for Faculty Affairs and Development

Re: SOTEs, Tenure Clock and Grading Policy

Dear Colleagues:

I write to address potential concerns regarding SOTEs, the option to toll the RPT clock and the grading policy for Fall 2020.

SOTEs:

As explained in my March 23, 2020 memorandum, faculty had the option of excluding Spring 2020 SOTEs from their personnel files.¹ Faculty may do so by sending me an electronic mail request by **September 28, 2020**.

Fall 2020 SOTEs will be administered per the requirements of CBA § 15.23 and 15.24. However, recognizing that some of our faculty are still adjusting to remote teaching, faculty members will have the option to exclude Fall 2020 SOTEs from their personnel files. The deadline to exclude Fall 2020 SOTEs will be announced later.

Over the summer, ATI and TRC offered the Summer Online Teaching Institute. We will be offering further learning opportunities to our faculty throughout the Fall semester. The information on these opportunities is forthcoming shortly. I do hope you will take advantage of these opportunities offered by our colleagues in ATI, in collaboration with FCE and TRC.

¹ See, Memorandum from Seval Yildirim on *SOTEs, Suspension of Lecturer Reviews and FAR Submission Extension*, dated March 23, 2020 available at <https://www.csusb.edu/sites/default/files/Memo%20Update%20on%20Spring%202020%20SOTEs%20and%20Other%20Matters.pdf>

Tenure Clock:

Pre-tenure faculty who think they are negatively impacted due to COVID-19 pandemic related issues, such as canceled conferences and research-related trips, have the option to toll their tenure clock by one year. A faculty member may only toll their tenure clock *by a maximum of one year*.²

Faculty who wish to exercise this option may do so by sending me via electronic mail a memorandum outlining the reasons for their request to toll their tenure clock *by February 5, 2021*.

Grading Policy:

During Fall 2020, the campus standard is for all courses to be graded on an A through F basis, with specific courses offering Credit / No Credit by design.³

If you have any questions or concerns, please do not hesitate to contact me at seval.yildirim@csusb.edu.

Sincerely,



Seval Yildirim
Associate Provost for Faculty Affairs and Development

² See also, Memorandum from Seval Yildirim on *SOTEs and RPT Clock*, dated March 13, 2020, available at <https://www.csusb.edu/sites/default/files/Memo%20on%20SOTEs%20and%20RPT.pdf>

³ See, <http://bulletin.csusb.edu/academic-regulations/>, and see also, electronic mail from Deputy Provost Clare Weber on Sept. 4, 2020 at 12:52 p.m. on Fall Semester 2020 Grading Policy.