



Option to Retreat Policy- Handbook Change

RES 232409

FAC

RESOLVED: That the Academic Senate recommend revisions to the University Handbook language regarding the option to retreat and awarding of tenure when hiring an Academic Administrator (deletions in ~~strike through~~, additions in **bold underline**) as specified below.

305.2.5 Award of Tenure to Academic Administrators

Academic administrators who have been awarded tenure as faculty in a previous position may be awarded tenure by the President upon hiring if the academic unit granting the **option to retreat** ~~rights~~ considers the academic record to warrant it.

309.6 Roles and Procedures of the Search and Screening Committees

i. For ~~retreat rights~~ **an option to retreat** and potential tenure purposes, candidates shall be interviewed by the **academic department** in which they are seeking **the option to** retreat, ~~rights~~, at which time **the tenured faculty members of the department, in consultation with the probationary faculty faculty members of the department,** will forward to the Search and Screening Committee a recommendation assessing the candidate's potential for the reward of tenure **and at what rank. Such a recommendation should follow the procedures outlined in the Option to Retreat Policy.** A negative recommendation from the department regarding a particular applicant is to be considered a right of refusal to accept the candidate in that department.

j. Any recommendation for tenure upon appointment would normally be restricted to those applicants who have been, or are currently, tenured by an accredited academic institution of higher education. Applicants without such a record shall be evaluated for tenure according to criteria jointly established by the appropriate department, the dean, and the P&VPAA.

RATIONALE: The issue of retreat rights needed clarification regarding the hiring procedures during which a candidate can request the option to retreat to a certain department and to the processes by which departments consider granting the option to retreat. The language provided refers to the attached *Option to Retreat Policy* (new) for CSU Bakersfield that aligns with the CSU Employment Policy Governing Administrator Employees' Option to Retreat. The new policy acknowledges that 'retreating' to a department is not necessarily a 'right' but an option and includes a notice of potential ineligibility to retreat in the event of a 'finding.'

Distribution List:

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General Faculty

Approved by the Academic Senate: November 9, 2023

Sent to the President: November 27, 2023

President Approved: November 28, 2023



California State University, Bakersfield
Division of Academic Affairs

Policy Title: Option to Retreat Policy (Application of the CSU *Employment Policy Governing Administrator Employees' Option to Retreat*)

Policy Number: TBD

Policy Status: [Draft]

Affected Units

Administrators

Academic Departments and Programs

Policy Statement Text

The CSU [*Employment Policy Governing Administrator Employees' Option to Retreat*](#) delineates systemwide protocols governing the option for Administrators to Retreat to a faculty position at the end of their administrative appointment and provides conditions under which Administrators are eligible and ineligible to Retreat. The CSU policy, which is intended to provide systemwide consistency in granting options to Retreat, also requires each campus to adopt procedures to guide the process.

Procedures for Considering and Granting the Option to Retreat

1. Prior to campus visits, the search committee will ascertain which candidates want to be considered for the option to retreat, and then notify the relevant Academic Department(s) of the candidate's request for consideration.
2. The candidate will meet with the ~~(tenured) faculty of the~~ **Academic** Department during the interview process.
3. The ~~(tenured) faculty of the~~ Department will evaluate the candidate's qualifications, including but not limited to:
 - a. Education
 - b. Background
 - c. Excellence in teaching, scholarship, and/or research and creative activities
 - d. Professionalism
 - e. Previous history of tenure

4. The Department will provide a written recommendation to the search committee and appropriate administrator. If the option to Retreat is supported, the Department will also recommend rank and tenure status (with or without).
5. Final approval is determined by the President or designee.

If appointed to an Administrator position, individuals already holding a tenured faculty appointment in an Academic Department at CSU Bakersfield shall be granted an option to Retreat to their tenured faculty position.

In accordance with the CSU policy, academic candidates who have earned and held a tenured Professor position at another campus within the CSU will ordinarily be granted the option to Retreat to a tenured faculty position.

Non-academic candidates who have never earned or held a tenured position may be granted the option to Retreat, with or without tenure, on a case-by-case basis, provided they:

1. Demonstrate a substantial record meriting such rank
2. Receive the recommendation of the faculty committee
3. Are approved by the campus president or chancellor

Options to Retreat should always be granted at the time of appointment and memorialized in an Administrator's appointment letter. The appointment letter must include the terms outlined in the CSU *Employment Policy Governing Administrator Employees' Option to Retreat*, including:

1. Option to Retreat, with or without tenure
2. Rank (Professor or Associate Professor)
3. Department and School
4. Salary placement details upon Retreat
5. Terms of administrative sabbatical or paid time upon Retreat (if applicable)
6. Amount of time required to provide notice of intent to Retreat
7. Any additional terms
8. Notice of potential ineligibility to Retreat in the event of a Finding

Eligibility to exercise the option to Retreat will be handled at the time the Administrator gives notice of intent to Retreat and must be determined according to the CSU *Employment Policy Governing Administrator Employees' Option to Retreat*.

The Office of Faculty Affairs will maintain documentation of current Administrators who have been granted options to Retreat upon appointment and a list of Administrator positions within Academic Affairs for which an option to Retreat would generally be considered.

Consultations

Academic Senate
Provost's Council

Policy Foundations and References

CSU: *Employment Policy Governing Administrator Employees' Option to Retreat* (revised November 16, 2022)

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