



# CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS ACADEMIC SENATE RESOLUTION

## Resolution on the Adoption of e-Portfolios for RTP

### Resolution #: SR 15-06

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### Approval Date:

### Abbreviations:

**CI** California State University Channel Islands

**PAF** Personnel Action File

**PPC** Program Personnel Committee

**RTP** Retention, Tenure, and Promotion

**WPAF** Working Personnel Action Files

### Purpose:

This resolution is intended to call for the CSU Channel Islands (CI) campus to adopt e-portfolios (electronic WPAF) to replace the standard print-binder portfolios for Working Personnel Action Files created by faculty members in the Retention, Tenure, and Promotion (RTP) process. During the RTP process, both the WPAF and Personnel Action File (PAF) are reviewed at a range of levels including review by the Program Personnel Committee (PPC), Chair (if not on the PPC), Dean, Provost, and President. Adopting an e-portfolio for dissemination of the WPAF would simplify the RTP process for faculty under review and those involved in the review process and reduce the number of staff hours involved in the circulation of hard copy portfolios. With CI's growth and focus on sustainable processes, the adoption of an e-portfolio would reduce the need for printing of documents for inclusion in the WPAF and it would substantially reduce the physical space needed to store hard copy WPAF during the period of RTP review. An e-portfolio would also allow faculty and administrators who are participating in the review process to access faculty WPAF from remote locations instead of having to review the WPAF in their offices and/or rooms where RTP files are stored. E-portfolios would also enable faculty to integrate digital media and other electronic resources in their WPAF.

### Resolution:

Be it resolved that the Academic Senate encourage the Faculty Affairs office to implement an ePortfolio mechanism for the RTP process beginning in AY 2017-18 in consultation with the Faculty Affairs Committee and CFA.