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Department of Global Studies
Reappointment, Tenure, and Promotion (RTP) Policy
Effective Fall 2025
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I. Preamble

California State University, Long Beach (CSULB) is a diverse, student-centered, globally engaged public university committed to providing highly valued educational opportunities through superior teaching, research, creative activity, and service. In alignment with CSULB's mission, the Department of Global Studies supports faculty who promote global perspectives, foster interdisciplinary inquiry, and advance civic engagement.

The Reappointment, Tenure, and Promotion (RTP) policies at the University and College of Liberal Arts (CLA) levels establish criteria for evaluating the work of probationary and tenured faculty. The Department RTP Policy builds upon these standards, offering guidance tailored to the interdisciplinary focus of Global Studies. This policy reflects CSULB's values of educational opportunity, excellence, diversity, integrity, and service by fostering equitable evaluation processes and supporting faculty success across teaching, research, and service.

The RTP process evaluates faculty in three key areas:

1. Instructional Activities
2. Research, Scholarly, and Creative Activities (RSCA)
3. Service Contributions

This policy aligns with CSULB's mission and values by emphasizing fairness, global engagement, and interdisciplinary excellence. Faculty are expected to demonstrate distinction across these areas while contributing to the university's goals of student success, community impact, and global citizenship.

II. Guiding Principles

- **Integration with Institutional Frameworks**: The University RTP Policy provides the overarching framework for RTP procedures and decisions. The College of Liberal Arts RTP Policy adds specificity for evaluating faculty in the college. The Department RTP Policy aligns with and complies with these policies, offering additional guidance tailored to Global Studies. Where definitions or standards (e.g., "peer-reviewed") exist in these higher-level policies, they are directly referenced to avoid redundancy.

- **Diversity and Inclusion**: Faculty contributions must align with CSULB's commitment to diversity, fostering an inclusive and equitable environment for students, colleagues, and

36 the broader community. Teaching, research, and service activities should reflect a
37 dedication to advancing equity and representation.
38

39 • **Global Engagement**: The Department emphasizes the importance of connecting global
40 and local perspectives through interdisciplinary teaching, research, and service. Faculty
41 contributions should advance global understanding and address transnational challenges.
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43 • **Interdisciplinarity:** The Department values and promotes interdisciplinarity as a
44 cornerstone of its teaching, research, and service activities. Faculty contributions are
45 evaluated based on their ability to integrate knowledge, methods, and approaches from
46 multiple disciplines to address complex global and societal challenges.
47

48 • **Holistic Evaluation:** Evaluations will consider the quality, significance, and impact of
49 faculty contributions across teaching, research, and service, with an emphasis on
50 alignment with institutional and disciplinary standards. This holistic evaluation must
51 ensure that quantitative metrics do not overshadow the broader context and value of
52 faculty work, while recognizing the specific expectations of disciplinary training and
53 practice. The evaluation of research, scholarly, and creative activities of a Global
54 Studies faculty member must take into account and prize a variety of RSCA products and
55 activities. To this end, the Department of Global Studies seeks to balance
56 evaluation of manuscript publication, peer-reviewed journal publication, policy work
57 products, and field ("real world") application.
58

59 • **Consultation and Transparency**: Candidates, evaluators, and mentors must consult
60 university, college, and department RTP policies to ensure consistency, transparency, and
61 alignment with institutional standards.
62

63 ### III. RTP Areas of Evaluation

64 **III. 1. Instructional Activities**

65 Faculty are expected to engage students through innovative pedagogies and interdisciplinary
66 methods that align with CSULB's mission of fostering student success and global citizenship.
67 Mentoring students, particularly in research, internships, and study abroad opportunities, is a
68 vital component of instructional excellence.

69 Required Evidence: Refer to Section 2.1 of the CLA RTP Policy for required evidence, including
70 teaching narratives, syllabi, course evaluations, and other materials demonstrating instructional
71 effectiveness.

72 **III.2. Research, Scholarly, and Creative Activities (RSCA)**

73 Required Evidence: The Department adheres to Section 2.2 of the College RTP Policy, with the
74 following additions:

75 Candidates at all levels are expected to maintain a continuing program of scholarship or creative
76 activity that demonstrates intellectual and professional growth. For candidates for
77 reappointment, tenure, and/or promotion, this generally is accomplished through meeting the
78 following standards—1 and 2—during the period subject to RTP review:

79 1. A publication record that includes one of the following (a, b, c, and d) or justified
     equivalencies):

80 a. Sole or co-authorship of two (2) articles in academic journals and/or peer-reviewed
81 chapters in edited books published by academic or other quality presses.

82 b. Sole or co-authorship of one (1) monograph published by an academic or other quality
83 press. This counts as having gone above and beyond the RSCA expectations for the review
84 period.

85 c. Sole or co-editorship of one (1) scholarly edited volume or guest editorship of a peer-
86 reviewed journal published by an academic or other quality press, and at least one (1) peer-
87 reviewed journal article or peer-reviewed chapter in edited volumes published by academic or
88 other quality presses.

89 d. Sole or co-authorship of one (1) peer-reviewed article in academic journals and/or peer-
90 reviewed chapters in edited books published by academic or other quality presses, plus
91 significant work in the scholarship of discovery, the scholarship of integration, the scholarship of
92 engagement, the scholarship of application and practice, and/or the scholarship of teaching and
93 learning.

94 2. In all the above scenarios (a, b, c, and d) candidates will present a minimum of three
95   juried presentations of research findings or scholarly activities at meetings or
96   conventions of significant professional disciplinary or interdisciplinary organizations (or
         justified equivalencies).

97 Co-Authorship Clarifications
98 Candidates must clarify in their narrative the nature and extent of their contribution to co-
99 authored work. They must elaborate upon the work undertaken separately from their co-author,
100 documenting this work whenever possible. They must also elaborate upon the nature of the
101 work undertaken jointly, explaining in the simplest terms the division of labor that characterized
102 the co-authorship. The Department RTP Committee will evaluate the contribution of the
103 candidate in a co-authored work on a case-by-case basis.

104 **III.3. Service Contributions**

105 Service contributions should reflect CSULB's values of diversity, integrity, and community
106 engagement. Faculty are expected to participate in shared governance, engage in community
107 outreach, and contribute to professional organizations.

108 Required Evidence: Refer to Section 2.3 of the CLA RTP Policy for required evidence, including
109 service narratives and documentation of committee work, community engagement, or
110 professional leadership roles.

111 **IV. Responsibilities and Procedures**

112 **IV.1. Department Evaluator Responsibilities**

113 Evaluators at the Department level are responsible for the following:

114   1. Providing Constructive and Transparent Assessments:
115   o Evaluators shall provide thoughtful, constructive, and non-redundant
          assessments.
116   o Evaluations should highlight areas of superior performance and identify
117   deficiencies, ensuring candidates receive clear, actionable expectations for
118   improvement and success in reappointment cases.
119   o Recommendations must be supported by written
120   evaluations. Where applicable, minority reports may be included.
121

122   2. Adhering to RTP File Requirements:
123   o Evaluations and recommendations must be based exclusively on the candidate's
124   RTP file.
125   o If additional information is required, it must be shared across all prior levels of
126   review to ensure transparency and adherence to the Collective Bargaining
127   Agreement.
128

129   3. Meeting Deadlines:
130   o Reviews must adhere to established deadlines. Files delayed at one level of
131   review shall automatically advance to the next stage.
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133   4. Interdisciplinary and Multidisciplinary Evaluations:
134   o Evaluators must consider the interdisciplinary nature of faculty work, ensuring
135   appropriate external or interdisciplinary reviews are conducted where necessary.

136 **IV.2. Candidate Responsibilities**

137 The candidate is responsible for all aspects of assembling the RTP file and ensuring that it meets
138 the requirements of RTP Policies and Procedures at each level and within the established
139 deadlines. Specific responsibilities include:

140   1. Assembling the RTP File:
141   o The candidate must ensure the RTP file includes all required evidence as

142   delineated in Section 2.2.1.1 of the College RTP policy.

143		o	Candidates should clearly organize and reference their evidence to facilitate
144			evaluation.
145			
146	2.	Requesting Assistance:	
147		o	It is the candidate's responsibility to request assistance from the Department
148			Chair or designee in interpreting RTP Policies and Procedures as necessary.
149			
150	3.	Responding to Feedback:	
151		o	Candidates must address evaluation feedback received during the review process
152			and integrate it into the next evaluation cycle, as appropriate.

IV.3. Candidate Responses and Rebuttals

As stipulated in the Collective Bargaining Agreement (CBA), candidates shall have ten calendar
days to respond to and/or rebut a review at any level of evaluation.

IV.4. Candidate Withdrawal

In cases of early decisions and in cases not involving tenure or reappointment, candidates may withdraw from the
RTP process at any time prior to a final decision by providing written notice to all levels of
review.

IV.5. Department Responsibilities

1. Department Chair Responsibilities:
   - o In accordance with Section 3.4 of the University RTP Policy, the Department Chair shall provide all faculty—including newly hired faculty upon appointment—with copies of RTP Policies.
   - o At least once a year, the Department Chair shall meet with each probationary faculty member and candidate for tenure or promotion to provide mentoring, discuss performance, and assist with the presentation of the RTP file.

2. Department RTP Committee:

   a. Constitution of the RTP Committee:

   - o The Department's RTP Committee is composed exclusively of tenured faculty members.
   - o Members of the Department RTP Committee who participate in promotion decisions must hold a higher rank than the candidate being evaluated.
   - o Given the interdisciplinary nature of the Department of Global Studies, the RTP Committee may include members from other departments. The Department Chair, in consultation with the candidate, will construct the RTP Committee to reflect the candidate's field of inquiry. The Committee will then be subject to a vote by secret ballot. All tenured and tenure-track members of the department are eligible to vote. If the faculty does not approve the Committee, a new committee will be formed through the

176   same consultative process, followed by another vote.

177   o   For joint appointments, the RTP Committee shall adhere to the current CLA (Section 3.2)
178   and University policy.

179   b. Department RTP Committee Procedures:

180   o   The RTP Committee shall evaluate the quality of research, scholarly, and creative
181   activities, as outlined in the Evaluation Criteria section of this document.
182   o   The Department Chair, Department RTP Committee, or candidate may request an
183   external review. In such cases, the RTP Committee shall follow the current Academic
184   Senate policy for External Evaluation of Research, Scholarly, and Creative Activities.

185 **V. Amendments**

186 Proposal and Ratification: Amendments to this document may be proposed by any Department
187 faculty member. Ratification requires a majority vote of tenured and probationary faculty, along
188 with approval by the CLA Faculty Council, Dean, and Provost.

189 Effective Date: Amendments take effect in the academic year following ratification.