

**California State University Channel Islands**  
**2024-25 Retention, Tenure, and Promotion Schedule (under SP 17-08)**  
**Professional Development Plan**  
**Schedule A**

**This schedule is for the review of a Professional Development Plan (PDP) required of all tenure-track faculty (except tenured full professors) in their first year of service at CSU Channel Islands<sup>1</sup>.**

CSU Channel Islands' Retention, Tenure, and Promotion policy calls for faculty in their first year of service at CSU Channel Islands to develop a PDP, an agenda for achieving the professional growth necessary to qualify for retention, tenure, and/or promotion. The PDP is described in Section I of the RTP Policy.

<b>Professional Development Plan (PDP)</b> Required of all newly appointed tenure track faculty except those appointed as tenured full professors			
<b>Deadline for Submission of Professional Development Plan to Program Chair &amp; Faculty Affairs</b>	Fri. 1/17/25		
<b>Level of Review</b>  (After each level of review, the faculty member must resubmit if the reviewer rejects the PDP; otherwise no response is needed)	Review Begins	Written Recommendation to Faculty Member	Deadline to resubmit (if necessary)
Program Personnel Committee	Mon. 1/21/25	Thurs. 2/6/25	Thurs. 2/20/25
Chair (if not on the Program Personnel Committee)	Tues. 2/25/25	Thurs. 3/20/25	Wed. 4/2/25
Dean or Appropriate Administrator	Mon. 4/14/25	Thurs. 5/1/25	Thurs. 5/15/25

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<sup>1</sup> Those faculty hired with two years of credit toward tenure who do not have an initial 2-year probationary appointment will not use this schedule. In their first year at CSU Channel Islands, they will have their proposed Professional Development Plan reviewed and approved during the course of their reappointment review under Schedule C.