

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA

ACADEMIC SENATE

FACULTY AFFAIRS COMMITTEE

REPORT TO

THE ACADEMIC SENATE

**FA-003-234**

**Review of Policy 1305 Joint Teaching Appointments**

Faculty Affairs Committee

Date: 02/28/2026

Executive Committee  
Received and Forwarded

Date: 03/11/2026

Academic Senate

Date: 03/18/2026

## **Referral**

Review of Policy 1305 Joint Teaching Appointments

## **Background**

Policy 1305 Joint Teaching Appointments was referred to the FAC in 2023. According to the referral: "Policy 1305 previously existed on the University Manual (UM 301.3). The policy is currently visible on the Academic Manual. There is no record of Policy 1305 being adopted by the Academic Senate or approved by the President. This referral is requesting a review of Policy 1305 to determine the policy's validity and relevancy of public listing on the Academic Manual. No prior Academic Senate report is available for review."

## **Resources**

*Resources Consulted:*

Deans

Provost Terri Gomez

CFA Chapter President Bonnie Thorne

## **Discussion**

The current policy is very brief and conflates two different types of "joint appointment": formal joint appointments in which a tenure-track faculty member holds formal appointments in two or more academic units; and *ad hoc* teaching assignments in which a faculty member with an appointment in one department may teach a class or classes in another department. After much discussion, the FAC members agreed unanimously that these two situations require two different policies.

For the *ad hoc* assignments to teach a course in another department, some of the issues identified were:

- The need for clarity regarding how student evaluations for a course in one department will be evaluated by faculty committees in another department. For example, some departments may reference specific questions on their department's form or have specific thresholds that may be reasonable for one type of class but not another type of class. Rather than mandating that these issues be handled in a specific way, we recommend that in each case the Department Chair and the faculty member agree in advance and in writing as to how the faculty member will be evaluated for purposes of RTP or PTR.
- Such appointments could affect the home department's ability to staff their courses. These appointments should only be made in consultation with and approval from the affected Department Chairs, Deans, and the faculty member in question.

For the formal joint appointments, many of the issues revolve around protecting the rights of faculty members in joint appointments:

- Potential for faculty in joint appointments to be overloaded in service or research.
- Need for clarity in evaluation/RTP.
- Potential for unreasonable expectations in research, particularly for faculty whose

research may not fit cleanly into the “box” of expectations in any individual discipline. Many of these concerns are best resolved by clear communication and written documentation of expectations.

The committee also noted a lack of any current campus policies or procedures for faculty to be hired into joint appointments or for faculty to move in or out of joint appointments.

The FAC reviewed all 22 CSU campuses for policies on Joint Appointments. Six campuses (CSUB, CSULB, CPSLO, CSUF, SJSU, CSUCI) have a standalone policy. Five campuses (CSUEB, CSULA, CSUSM, CSUDH, CPH) do not seem to have a separate policy, but address joint appointments as part of their RTP policies or in a faculty handbook. The proposed new CPP policy is heavily modeled on the CSUF policy and on the guidelines for an MOU from CSUSM.

Consultation with deans elicited the feedback that indeed, workload issues can plague faculty in joint appointments. In addition, one dean expressed concern that the *Ad Hoc Teaching Assignments in Another Department Policy* explicitly called for faculty to agree before being assigned to teach in another department. The committee considered this feedback but ultimately felt it was important to protect faculty rights to continue to be assigned teaching within their own department.

### **Recommendation**

It is recommended that the existing Policy 1305 be completely replaced with a new Policy 1305 Joint Appointments which addresses procedures, policies, workload, and expectations for formal joint appointments in one or more academic units. The proposed policy includes:

- An explanation of how departments or academic units can propose and search for new hires in joint appointments.
- Guidelines regarding written documentation of the various specific details of joint appointments.
- Rights and responsibilities of faculty in Joint Appointments
- Procedures and processes regarding RTP or other evaluation for faculty in joint appointments
- Procedures for currently employed faculty who wish to modify their appointment to a joint appointment; analogously, procedures for faculty currently in a joint appointment who wish to modify the appointment to be in a single department.

In addition, it is recommended that a new policy be created for *ad hoc* teaching assignments in other departments.

### **Attachments**

Two new proposed policies: Policy 1305 Joint Appointments (long policy) and a new Policy on *ad hoc* Teaching Appointments in Other Departments