

MEMORANDUM (also via email)

DATE: June 6, 2013

TO: Faculty and Staff
Academic Affairs

FROM: Michael Caldwell
Associate Vice President, Faculty Affairs

SUBJECT: Changes to APM 325

APM 325, POLICY ON RETENTION AND TENURE, was sent to the President for approval by the Academic Senate in May 2013. President Welty has approved the policy as amended. The following is a summary of the changes have been made to the policy:

- General – “Open Personnel File” changed to “Personnel Action File (or PAF).”
- General – “RTP File” changed to “Working Personnel Action File (or WPAF).”
- General – “Academic Personnel Services” changed to “Office of Faculty Affairs.”