



**UNIVERSITY APPOINTMENT, RETENTION, TENURE
AND PROMOTION COMMITTEE**

MINUTES OF THE MEETING OF MAY 1, 2017

Approved: May 15, 2017

Call to Order: Meeting Convener, Leilani Hall called the meeting to order at 3:07 pm.

Roll Call: Roll was taken.

Voting Members: Altmann, Boosalis, O'Hara, Dube, Endriga, Hall, Jones, Roberts (absent), Thakur, Zuckerman, ECS Representative (vacant), and Counseling Representative (vacant).

Non-Voting/Ex-Officio Members: Garcia, Hurley, ASI Representative (vacant)

Approval of the Agenda: Approved

Minutes – April 17, 2017: Approved

Membership Update: Colleges are completing their election process.

Subcommittee Updates:

Subcommittee I:

- Communication Studies – The Unit has received the Subcommittee's feedback and is working on their document. It is expected that this review will come before the UARTP Committee in the fall.
- Communication Science and Disorders: The Subcommittee expects the unit policy to come forward to the full UARTP Committee at the May 15 meeting.
- Anthropology: The Subcommittee expects the unit policy to come forward to the full UARTP Committee at the May 15 meeting.

Subcommittee II:

- Art: The unit is revising their policy and expects to submit it for review fall 2017.
- History: The subcommittee's comments have been sent to the program. This review is expected to come before the committee in the fall.
- Education: The subcommittee's comments have been sent to the program.
- Mathematics & Statistics: The subcommittee's comments have been sent to the program. This review is expected to come before the committees in the fall.
- Nursing: The Unit has received the Subcommittee's feedback and is working on their document. It is expected that this review will come before the UARTP Committee in the fall.

Subcommittee III

- Civil Engineering: The Subcommittee is reviewing the Unit's document that was submitted in late April. This review is expected to come forward to the UARTP Committee in the fall.
- Sociology: The document was reviewed and approved by the UARTP Committee and will be forwarded to the Provost for review and action.

Subcommittee Review Procedures: The Senior members of the Committee shared their experience and the process for reviewing documents.

To assist the Subcommittees in their review it was suggested that a list be developed of frequent corrections/changes required to comply with the UARTP Policy and CBA.

The Committee discussed the need to revise the University ARTP policy and the Committee's process for reviewing document. It was suggested that a small workgroup be established to consider appropriate means to implement a revision process. A policy template was also suggested, with drop down menus for Units to select from. It was noted that it might be difficult to have boiler plate language or a template due to the differences between units.

Periodic Review of Tenured Faculty: The CBA or UARTP Policy 9.06.4e mention student evaluations and written statements concerning the teaching effectiveness of the faculty member. There is a list of evidence that a faculty may submit including participation in professional meetings and consultant work. There is no specific requirement mentioned of scholarly or creative achievements or service to the university or community as there is under UARTP 5.05 Criteria for retention, tenure or promotion.

Provost Meet and Greet: Committee members will send Marlyn suggested talking points.

The meeting was adjourned at 4:59 pm.