

Jan

SPECIAL MEETING

1987-88

ACADEMIC SENATE

California State University, Sacramento

AGENDA

Thursday, September 3, 1987

2:30 p.m.

Anthropology 108

-REGULAR AGENDA

Carried

AS 87-57, UARTP, Ex. UNIVERSITY ARTP POLICY--AMEND SECTION 4.03.D

D. "A specific deadline before the recommendation is made at the first level of evaluation shall be established by campus policy at which time the Personnel Action File is declared complete with respect to documentation of performance for the purpose of evaluation. Insertion of material after the date of this declaration must have the approval of a peer review committee designated by the campus and shall be limited to items that became accessible after this declaration.

Material inserted in this fashion shall be returned to the initial evaluation committee for review, evaluation and comment before consideration at subsequent levels of review."

(M.O.U. 15.12.b) On this campus, the peer review committee for purposes of this procedure shall consist of one member from each secondary committee, chosen by the secondary committee. The review committee shall approve the insertion only of material which became accessible after the declaration date and which in its judgment is significant. This decision shall be limited in its effect to the question

of admissibility and shall not extend to the question of the weight or value which shall be given to the evidence by the evaluation committee(s). The decision of the review committee to admit evidence under this section shall be final. ~~During-the-time-of~~ For periodic evaluation and performance review, each primary committee shall establish a deadline for the candidate's submission of material for inclusion in the Working Personnel Action File. The deadline shall be no sooner than three (3) weeks prior to the beginning of the primary committee's deliberations.

AS 87-58/UARTP, Ex. A UNIVERSITY ARTP POLICY--AMEND SECTIONS
9.03.B AND 9.07.K

9.03

- B. "Periodic evaluation procedures shall be approved by the President after consideration of recommendations from the appropriate faculty committee(s). Such procedures shall, for tenure-track faculty unit employees who teach, include, but not be limited to, student evaluations of teaching performance, peer review(s), and administrative review. Department chairs may make recommendations as a part of the periodic evaluation process. If such a separate recommendation is to be made the chair shall not participate as a member of the department peer committee." (M.O.U. 15.18) (On this campus, 1) procedures shall be developed by primary and secondary committees and shall be reviewed by the

University ARTP Committee in the case of the periodic evaluation of probationary faculty; 2) procedures shall be developed by primary committees and shall be reviewed by the University ARTP Committee in the case of the periodic evaluation of temporary faculty; and 3) procedures shall be developed by primary committees and shall be reviewed by the Faculty Affairs Committee in the case of periodic evaluation of tenured faculty.)

9.07

K. "Department chairs may make separate recommendations. Such recommendations shall be forwarded to subsequent levels of review. If the chair makes a separate recommendation, he/she shall not participate as a member of the peer committee."

(M.O.U. 15.33.b)

[OPTION 1, to be added to both policy sections:]

Carried ~~During the 1987-88 academic year each primary unit may choose one of the following alternatives to govern the role of the chair in both the periodic and performance evaluation processes (the ^{initial} determination must be made prior to the file closure date for retention cases ~~in the Fall 1987 semester~~ ^{to be made retroactive}):~~

1. The department chair shall serve as a voting member of the primary committee and shall not submit a separate recommendation. OR

2. The department chair shall not serve on nor meet with the primary committee but will conduct an independent evaluation and submit a separate recommendation.

Determination of the department chair's role in the evaluation process for future years will be made pursuant to recommendations of the UARTP Committee and the Academic Senate during the 1987-88 academic year.

[OPTION 2, to be added to both policy sections:]

During the 1987-88 academic year, the department chair shall serve as a voting member of the primary committee and shall not submit a separate recommendation.

Determination of the department chair's role in the evaluation process for future years will be made pursuant to recommendations of the UARTP Committee and the Academic Senate during the 1987-88 academic year.

Carried
AS 87-59, UARTP, Ex. UNIVERSITY ARTP POLICY--AMEND SECTION 9.04.E

- E. On this campus part-time and full-time temporary faculty unit employees whose appointments meet the conditions of M.O.U. Articles 15.20 - 15.21 shall be subject to annual evaluations evaluated annually.

AS 87-60 / UARTP, Ex. UNIVERSITY ARTP POLICY--AMEND SECTION 9.07.B

Amended B. ^{Primary unit} ~~Department~~ peer review committees shall ^{include} ~~consist~~ of no fewer than three (3) ^{elected} members. ~~The Department Chair may serve as an ex-officio non-voting member of the peer review committee.~~ Participants in the Faculty Early Retirement Program shall not be eligible to serve on peer review committees constituted for the purpose of Performance Reviews in accordance with provisions of M.O.U. Articles 15.31 - 15.41 (see M.O.U. Article 29.17).

