

A C A D E M I C S E N A T E
O F
C A L I F O R N I A S T A T E U N I V E R S I T Y
S A C R A M E N T O

Minutes

Issue #4

September 3, 1987

ROLL CALL

Present: Alexander, Barnes, Barrena, Beckwith, Brackmann, Burger, Colen, Cook, Dillon (Parliamentarian), Farrand, Figler, Gregorich, Hamilton, Kellough, Koester, Mills, Moore, Nicola, Palmer, Radimsky, Reh fuss, Rios, Sauls, Savino, Scheel, Sharp, Strong, Sullivan, Tobey, Tooker, Torcom, Tzakiri, Van Auker, Wycosky, Yousif

Absent: Cordero, Fitzwater, Harralson, Kaltenbach, Lee, Madden, Maxwell, Phelps, Rice, Rodriguez, Rombold, Stephens

ACTION ITEMS [Strikeover = deletion; Underscore = additional]

*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 materials 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.

Carried.

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

[To be added to both policy sections 9.03.B and 9.07.K.]

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):

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 evaluataion and submit a separate recommendation.

Carried.

*AS.87-59/UARTP, Ex., Flr. 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.

Carried.

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

- B. Department Primary unit peer review committees shall consist of include 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).

Carried.

The meeting was adjourned at 3:45 p.m.


Janice McPherson
Janice McPherson, Secretary

*President's approval requested.

