

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

**MINUTES OF THE MEETING OF MARCH 7, 2016**

*Approved: April 4, 2016*

**1. Call to Order:**

*The Chair called the meeting to order at 3:05 pm.*

**2. Roll Call:**

*Roll was taken.*

Voting Members: Dube, Endriga, Hall, Jones, LaRocco, Mayes, Noel, Parsh, Roberts (absent), EDU Representative (vacant), ECS Representative (vacant), Counseling Representative (vacant)

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

**3. Approval of the Agenda:** The agenda was amended to add under Other Business a process for handling unit RTP revisions based on the President's action on the 6.06 and 6.08. The agenda as amended was approved.

**4. Announcements**

- **Introductions – AVP Human Resources:** VP Lovely introduced Jake Hurley, Associate Vice President for Human Resources
- **UARTP Meetings – March and April**
  - **March 21:** Due to spring break the Committee will not meet.
  - **April 5 and 18:** April 18 is one of the proposed faculty strike dates. If there is a strike the Committee will not meet.
- **UARTP Policy Amendments Incorporating Policy Changes worked by the 2014-17 CFA-CSU Collective Bargaining Agreement (FS 15/16-92):** The President approved the policy on February 18. The next step is to format the document for posting to the University Policy Manual.
- **UARTP 6.06 and 6.08:** The Senate approved with revisions, at their March 3 meeting changing the Search Committee of the Whole with a Screening Committee from 3 members to at least three members. The Senate Office will forward the policies to the President for review and action.
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**5. Approval of the Minutes**

- **Feb 15, 2015:** The minutes were approved as published.

**6. Physics ARTP Document:** LaRocco reported on discussions with the Chair of the Physics Department regarding the Provost's requests for amendments. The Department was fine with the change regarding a tangible piece of scholarship for promotion and/or tenure, however, they did not want to make the other change. HR will review. The item will be placed on the April 4 agenda.

7. **Post Tenure Review:**

- a. **CBA Section 15.35**
- b. **UARTP Policy Section 9.06 Periodic Evaluation of Tenured Faculty:** The basic issue refers to a peer review committee and administrators performing an evaluation of a fully tenured faculty member not up for promotion. The UARTP policy calls for a department chair's review, but not a review by an administrator. A conflict with the CBA may exist.

The Committee discussed other language ambiguities in the current document and that the language may be read that a faculty member not going up for promotion would be subject to this process.

Hurley will do research on what other CSU campus' practice is. Jason Conwell from CFA will be invited to the April 4 meeting. The Committee will continue the discussion at the next meeting.

8. **Subcommittee Reports and Action**

**Subcommittee One** (*Endriga, Jones, Roberts*):

- **Geology:** HR review in process.
- **Mechanical Engineering:** The document was returned to the Unit on November 19, 2015.
- **Social Work:** Approved by the Provost, January 21, 2016.
- **Speech Pathology and Audiology:** HR review in process.

**Subcommittee Two** (*Dube, LaRocco, Noel*):

- **English:** The document will be forwarded to HR for review.
- **Library:** The Subcommittee is reviewing the document. A copy of the document will be forwarded to HR for review.
- **Mathematics and Statistics:** The Subcommittee's last communication with the Unit was in May 2015. Dube will follow-up with the Unit.
- **Physics and Astronomy:** See #6 above.
- **College of Education:** The document was returned to the College for revision last October. Dube will contact the Dean and Associate Dean.

**Subcommittee Three** (*Hall, Mayes, Parsh*):

- **Finance Area:** Last communication with the Unit was on November 2, 2015. Hall will follow-up with the Dean.

9. **Documents Pending in Units:** Tabled until later in the spring.

10. **Depository for ARTP Documents:** Tabled to allow time for LaRocco to follow-up with the Provost.

11. **Electronic Submission of WPAFS:** Mike is still looking into the proposal. Christine Miller will be contacted for clarification on whether or not the pilot proposal was submitted.

12. **Other Business**

**Sections 6.06 and 6.08 amendments:** The policy amendments have been forwarded to the President for action. If departments want to take advantage of the policy changes the Committee will need to develop an expedited process for programs that want to make this change for searches in the fall. LaRocco and Mays will draft language for an expedited process for the Committee's review on April 4.

**Adjournment:** 4:45 pm