

**UNIVERSITY APPOINTMENT, RETENTION, TENURE
AND PROMOTION COMMITTEE**
MINUTES OF THE MEETING OF APRIL 4, 2016
Approved: April 18, 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 approved as published.*
4. **Announcements**
 1. **Referral:** The Faculty Senate Executive Committee will be sending a referral to the Committee to review the proposed amendments to the Role and Responsibility of the Department/Division Chair policy. The Committee will be asked to take a comprehensive look at the amendments for compliance with the CBA, the University ARTP policy, and other relevant history (including the disposition of a grievance on a similar matter at Fresno State). The Committee will also be asked to consult with Campus Counsel regarding any contradictions in the CBA. A motion was made, seconded and carried to place the referral on the Committee's agenda for the first meeting Fall 2016.
 2. **UARTP Policy 6.06 and 6.08:** The policy amendments were approved by the President and will be incorporated into the UARTP policy for posting to the UPM.
 3. **Post Tenure Review:** Jason Cornwell, CFA representative, was not available to attend the meeting due to the proposed faculty strike. He will be invited to attend the next Committee meeting.
 4. **April / May UARTP Meetings:**
April 18: Meeting will be canceled if the faculty strike takes place.
May 2: Last meeting of the year. The first part of the meeting will be devoted to the 2016/17 Organizational meeting. The Committee will also determine if summer meetings will be held.
 5. **Counseling Unit Item:** AVP Mills will not be able to meet with the Committee until the current grievance is resolved.
6. **Approval of the Minutes – March 7, 2016** **Attachment: [UARTP 15/16-25](#)**
The minutes were approved as published.

7. **HR update:** Hurley stated that he would like to participate in the Subcommittee's discussions when reviewing a Unit's documents. A discussion followed and it was suggested that Hurley join the discussion when the Subcommittee is reviewing content.
8. **Post Tenure Review:** The item will be placed on a future agenda and Jason Conwell, CFA representative, will be invited to the meeting.

9. **Subcommittee Reports and Action**

Subcommittee One (Endriga, Jones, Roberts):

- **Communication Studies:** The document is being reviewed by the Subcommittee. The Unit has been asked to provide a clean copy of the amended document and to provide the edited document with track changes.
- **Geology:** The document was returned to the Unit to properly handle the voting rights of FERP faculty members and to also format their document to comply with the new format guidelines.
- **Mechanical Engineering:** The document was returned to the Unit on November 19, 2015. The Unit will be asked format their document to comply with the new format guidelines.
- **Social Work:** Approved by the Provost, January 21, 2016.
- **Speech Pathology and Audiology:** HR review in process. The Unit will be contacted to request a document with track-changes.

Subcommittee Two (Dube, LaRocco, Noel):

- **Art:** The Unit will be working on amending their document for submission in 2016/17.
- **English:** A motion was made, seconded, and carried to approved the English document and forward to the Provost for action.
- **Library:** The document was referred back to the Unit for edits.
- **Mathematics and Statistics:** The Unit plans on forwarding the amended document in April. Dube will request the Unit submit their document in the appropriate format.
- **Physics and Astronomy:** A motion was made, seconded, and carried to approve the document and forward to the Provost for action.
- **College of Education:** The document was returned to the College for revision last October. Garcia will check to see who the contact person for Education and report back.

Subcommittee Three (Hall, Mayes, Parsh):

- **Ethnic Studies:** The Unit submitted March 22. The document has been forwarded to the Subcommittee and HR.
- **Finance Area:** Last communication with the Unit was on November 2, 2015. Hall is waiting on a response from the Dean on the status of the document.
- **Humanities and Religions studies:** The Unit submitted March 22. The document has been forwarded to the Subcommittee and HR.
- **Women's Studies:** The document has been forwarded to the Subcommittee and HR.

8. **UARTP Policy Sections 6.06 and 6.08:** A motion was made, seconded, and carried to adopt the expedited procedures. A memo will be forward to the Deans and Department Chairs.

The Chair of the Committee noted that a policy section may be out of compliance with the CBA since an AA/EO Rep does not have the authority to change the membership of committees. This matter may have to be addressed by the 2016-2017 committee.

10. **Depository for ARTP Documents:** No updates
11. **Electronic submissions of WPAF's:** The item was tabled until Fall 2016.
14. **Adjournment:** 5:00 pm