

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

**MINUTES OF THE MEETING OF MAY 15, 2017**

*Approved: May 26, 2017 (via email)*

**Call to Order:** Meeting Convener, Leilani Hall called the meeting to order at 3:00 pm.

**Roll Call:** Roll was taken.

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

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

**Provost Meet and Greet:** Introductions were made. The Provost asked if during the review of a unit's document, does the Subcommittee identify when the unit does not have standards for retention and promotion. She stated that criteria is evident but standards were not usually mentioned in RTP documents, making it more difficult for her to effectively evaluate inconsistencies in peer recommendations. She felt that the UARTP Committee may be in the position to advise the units on this.

The Provost also stated that one of the WASC recommendations was to have a Faculty Affairs position housed in Academic Affairs, and so the MPP position will be moving from Human Resources to Academic Affairs. Recruitment will begin in the fall with full participation by the faculty. An interim appointment will be made until the position is filled. Jake Hurly will be assuming the duties in Human Resources for the AVP of Employee Services.

**Approval of the Agenda:** Approved

**UARTP Committee Chair Election:** Marlyn Jones, Criminal Justice (HHS) was elected as Chair for the 2017/18 AY.

**Minutes – May 1, 2017:** Approved

**Membership Update:** The Colleges are completing their election process.

**Education:** The Committee felt that language on page 25 lines 21-23 was not in compliance with the CBA.

A motion was made and carried to approve the document contingent upon the following editorial changes being made to comply with the CBA prior to being submitted to the Provost.

- Line 19: Change teaching effectiveness to faculty effectiveness.
- Line 21-23: Strike the last sentence: *If during the period since the last review, the faculty workload did not include teaching, any non-teaching year(s) will not count toward the five-year interval.*
- Lines 32 and 33: Delete lines 32 and 33, this process is not consistent with the CBA.

**Computer Science Expedited Review:** A motion was made and carried to approve the Computer Science Expedited review and forward to the Provost for action.

**Anthropology:** A motion was made and carried to approve the Anthropology document, contingent that MOU be changed to CBA on the transmittal document, and forward to the Provost for action.

**Communication Sciences and Disorders:** A motion was made and carried to approve the Communication Sciences and Disorders document and forward to the Provost for action.

**Subcommittee Updates:**

**Subcommittee I:**

- Communication Studies – The Unit has received the Subcommittee’ feedback and is working on their document. The Unit expects to submit their revised document in the fall.

**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.
- 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’ feedback and is working on their document. It is expected that this review will to come before the UARTP Committee in the fall.

**Subcommittee III**

- Civil Engineering: The Subcommittee has reviewed the Unit’s document (*submitted in late April*) and submitted it (*May 1*) to Jake Hurley in Human Resources for review before the start of the fall 2017 academic year. This review is expected to come forward to the UARTP Committee in the fall.

Adjourned at 4:40 pm