



# SACRAMENTO STATE

Faculty Senate

## UNIVERSITY APPOINTMENT, RETENTION, TENURE AND PROMOTION COMMITTEE

### MINUTES OF THE MEETING OF NOVEMBER 7, 2016

*Approved: November 21, 2016*

**Call to Order:** The meeting was convened by Professor Matt Schmittlein, Faculty Senate Vice Chair at 3:05 pm.

**Roll Call:** Roll was taken.

Voting Members: Dube, Endriga, Hall, Jones, Roberts (absent), Thakur, Zuckerman, EDU Representative (vacant), ECS Representative (vacant), Counseling Representative (vacant), HHS Representative (vacant)

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

**Guest:** Bradley Nystrom, Chair, Department of Humanities and Religious Studies

**Approval of the Agenda:** The agenda was approved as published.

**Minutes:** The meeting minutes of October 17, 2016 were approved as published.

**Election of Committee Chair:** The Committee was not able to elect a Chair or Vice Chair. The Convener, on behalf of the Senate Chair, advised the Committee that if a Chair and Vice Chair is not identified by the November 21 meeting then the matter will be brought to the Executive Committee's attention and may be put before the Senate to discuss and/or resolve. The Committee members were encouraged to speak directly with the Senate Chair if they wished. Questions were raised as to whether or not the Committee would be consulted regarding any resolution that the Senate proposes.

**Committee Membership:** Professor David Zuckerman, Communication Studies will serve as the College of Arts and Letters representative. The Colleges of Education, Engineering, and Health and Human Services are working on identifying their representative.

**Subcommittee Assignment:** The Committee was advised that the Departments of Anthropology and Sociology have submitted amended policy documents. The documents will be reviewed for compliance with the UARTP Guidelines and will then be assigned to a Subcommittee.

**Department/Division Chair Policy Referral:** A response to the referral will be drafted by Professor Jones. University Counsel will be invited to meet with the Committee.

#### **Expedited Reviews Update:**

- Environmental Studies: The Committee reviewed the Unit's document and identified amendments that need to be made. The document will be returned to the Unit.
- Women Studies: The document submitted by the Unit did not address the requested amendments. Professor Hall will follow-up with the Unit.

**UARTP Tracking Report / Subcommittee Reports:** No amendments were made.

**Women Studies:** The Committee discussed the question raised by Professor Moni regarding online student evaluations of Women's Studies online courses. The Committee determined that the Unit's document meets the CBA requirement.

**Humanities and Religious Studies:** The Committee discussed the Unit's question regarding the weighting of the 4 criteria for evaluation and also the assignment of at least 50% to the "Competent Teaching Performance" criteria.

Humanities and Religious Studies Chair Nystrom was present and asked the committee for clarification on UARTP policy Section 5.05 D (*Senate approved November 12, 1987*) regarding how the requirement that competent teaching performance be a "primary and essential" criterion. The committee reviewed a UARTP memorandum dated March 9, 1987 (*provided by Prof. William Dillon*) which stated that "...a weight is primary in the context of the University ARTP policy if it is greater than the weights assigned to the other criteria of evaluation when combined".

**UARTP Handbook:** The Committee requested amendments to clarify the role of the Human Resources Ex-Officio member of the Committee.

**Adjournment:** The meeting was adjourned at 5:00 pm.