

**University Appointment, Retention, Tenure
and Promotion Committee
Minutes of November 5, 2018**
Approved: December 3, 2018

Call to Order: 3:05 pm

Roll Call: Roll was taken

Voting Members: Boatamo Mosupyoe (absent), Chris Boosalis, David Zeigler (absent), David Zuckerman, Ernie Hills (absent), John Johnston, Lisa Roberts, Marlyn Jones, Rebecca Cameron, Sudhir Thakur (absent), Tanya Altmann

Non-Voting/Ex-Officio Members: Antonia Peigahi (absent) and Brian Oppy

Open Forum: No items.

Agenda: Approved as published.

[Minutes – October 15, 2018:](#) Approved as published.

UARTP Committee Status Report: Garcia provided an update on the reviews.

UARTP Representative – Steering Committee for the Carnegie Community Engagement Reclassification: The UARTP Committee members are not available to serve on the Steering Committee due to their other responsibilities. The Committee felt that their contribution would best be made by fielding questions regarding ARTP. The Chair will follow-up with Dean German and Dean Newsome

[Referral: Custodianship of Student Evaluations of Teaching:](#) The Deans were asked to consult with their units to respond to 5 questions regarding custodianship of paper Student Evaluations of Teaching (SETs) and respond by November 26. The Committee will review the information at the December 3 meeting.

The Committee reviewed the proposed language and made edits to the “Procedures to govern custodianship of student evaluations (on paper) of teaching forms (SETs)” for placement in Section 5.05 E 1.c (1) of the UARTP policy, immediately before the section titled, “Procedures to govern student evaluations submitted online”. Once the information from the Colleges is received and reviewed, the Committee will finalize the amended language and then forward to the Executive Committee for placement on the Senate agenda.

Amendment of UARTP Policy Section 6.08: The Committee discussed whether Section 6.08 needs to address the recent amendments to the Role and Responsibility of the Department/Division Chair policy, specifically to consider the determination of who is eligible to vote. The determination of who is eligible to vote, both internal and external, is defined in CBA Article 2.13, which states all Unit 3 faculty members are eligible to vote in department chair elections.

Adjourned: 5:00pm