

**2013-2014 UNIVERSITY ARTP COMMITTEE  
MINUTES  
*Approved: October 1, 2013***

**Meeting #4  
September 17, 2013**

Members Present: Dillon, Dube, Gee, Jones, La Rocco, Mayes, Shaw, Turrill

Members Absent: Dammel, Hall, Porter, Roberts

Guests: David Toise, Chair and Graduate Coordinator, Department of English  
Alexander Gonzalez, University President

The Committee met at 3:05 p.m. in Mendocino 4003, Dillon presiding.

Minutes: The minutes of the meeting of August 27, 2013 (#2, 2013-2014) and September 3, 2013 (#3, 2013-2014) were approved as published.

Agenda: Dillon added a new item #1, “Administrative matters”. The agenda was approved as amended.

1. Administrative matters

M. Dillon, recording secretary, invited the Committee’s attention to copies of the 2013-2014 Committee roster and subcommittee program assignments. She requested corrections to the members’ information on the former and announced changes on the latter to subcommittees’ membership resulting from expired terms and election of new members. Revised copies will be sent to each member electronically from the Senate office.

2. English Department request for exceptions to all the classes rule

David Toise, Chair and Graduate Coordinator of the Department of English, presented further information to support the Department’s appeal against the Committee’s decision to recommend to the Provost denial of the Department’s request to exempt from student evaluations the course preparing graduate students on the literature track to write the comprehensive degree examination. Following extensive discussion, Dube made and La Rocco seconded a proposal to affirm the Committee’s decision not to exempt that tutorial experience from student evaluations. The Committee agreed by a vote of 4 to 2 with one abstention.

The President of the University having entered during the preceding discussion, the presiding member inquired whether he wished to address the Committee. He declined to do so.

3. RPTA petition for exemption of supervisory courses from student evaluations

Dillon presented the subject petition for consideration by the entire Committee. Following discussion, Gee made and Turrill seconded a proposal to approve the request to exempt the specified supervisory courses from student evaluations as being in keeping with one of the bases of the exemption specified in the Senate's amendment to the University ARTP Policy as approved by the President. The Committee agreed.

4. Subcommittee reports, discussion and action

- a. Dillon invited the Committee's attention to rewritten proposed changes to the Department of Biological Science's guidelines for appointment of part-time faculty pertaining to a faculty member's meeting with the evaluation committee. Following discussion, La Rocco made and Jones seconded a proposal to approve the proposed change with the recommendation that the term "representative" as used in Sections 9.02A and B of the University ARTP Policy be substituted for the more restrictive phrase "full-time faculty member of the department" that appears in the Department's proposed change. The Committee agreed.
- b. Subcommittee I (Roberts, Jones, Mayes) presented its report recommending unconditional approval of the changes to the ARTP document of the Department of Psychology. Following discussion, La Rocco made and Dube seconded a proposal to adopt the report. The Committee agreed. The subcommittee is waiting for a response from Teacher Education to clarify language in its proposed change pertaining to electronic submission of student evaluations.\*
- c. Subcommittee II (La Rocco, Dube) is waiting for a response from Education Leadership and Policy Studies to clarify language in its proposed change to electronic submission of student evaluations.\* Proposed changes to the ARTP documents of the Departments of Anthropology and Art are pending in the units.
- d. Subcommittee III (Turrill, Dammel, Shaw) presented its report recommending unconditional approval of proposed changes to the ARTP document of the Department of Economics. Following discussion, La Rocco made and Shaw seconded a proposal to adopt the report. The Committee agreed.

The subcommittee is considering proposed changes to the ARTP documents of the Departments of Family and Consumer Sciences and Biological Sciences.

- e. Subcommittee IV (Dillon, Hall, Gee): Proposed changes to the ARTP document of the Department of Speech Pathology and Audiology have been returned to the unit for suggested revisions. Proposed changes to the Department of Child Development\* are pending in the unit.

\*Note: The College of Education is in the process of preparing a new ARTP document to reflect its new organizational structure.

5. Provost's proposals to amend UARTP policy

Dillon invited the Committee's renewed attention to two draft amendments from Spring 2013 pertaining to topics the Provost has raised in his proposals to amend UARTP policy. Discussion occurred to the time of adjournment and will resume at the next meeting.

Adjournment

The Committee adjourned at 5:15 pm. It will reconvene on Tuesday, October 1, 2013.

These minutes were prepared by Marsha Dillon.

These minutes have not been approved. Any additions or corrections to these minutes will be reflected in the minutes of the next meeting.