

## University Appointment, Retention, Tenure and Promotion Committee

**Monday, February 3, 2019**

**3:00 – 5:00 pm, 275 Sacramento Hall**

Voting Members		Non-Voting/Ex-Officio Members
A&L (2):	Ernie Hills, Music, 2 <sup>nd</sup> Representative - Vacant	Faculty Senate Chair: Adam Rechs (absent)
CBA (1):	Vacant	
COE (1):	Amber Gonzalez, Undergraduate Studies	President's Designee: Bill DeGraffenreid, Interim Vice Provost for Faculty Affairs
Counseling (1):	Vacant	
ECS (1):	Vacant	
HHS (2):	Marlyn Jones, Criminal Justice; Tanya Altmann, Nursing	
Library (1):	Lisa Roberts	
NSM (1):	Jim Wanket, Geography	
SSIS (2):	Rebecca Cameron, Psychology; Wayne Linklater, Environmental Studies	

## Minutes

*Approved February 17, 2020*

**Call to Order:** 3:05 pm

**Approval of the Agenda:** Approved as published.

[UARTP 19/20-11](#) Minutes: November 18, 2019 approved as published.

**Exploration of Online Workflow:** Senate Chair Rechs spoke with the Committee regarding the need for an online workflow process for the review of Unit ARTP policies and retention of historical files.

**Data Storage Management – Student Online Evaluations:** The memo to the Senate Chair and policy language was reviewed and approved. The item will be forwarded to the Senate Chair for placement on a Senate agenda.

**Custodianship of Student Written (paper) Evaluations of Teaching:** The memo to the Senate Chair and policy language was reviewed and approved. The item will be forwarded to the Senate Chair for placement on a Senate agenda.

**Spring workload:** The Committee was asked to be diligent in completing their reviews by April. The Committee is reviewing nineteen amended ARTP policies this spring.

**Communication Studies – ARTP Policy Amendments:** The Committee recommended additional amendments to the Unit's policy to section I.A.4. and G.1.

**Adjournment:** 5:00 pm