

**University Appointment, Retention, Tenure
and Promotion Committee**
Minutes of December 3, 2018
Approved: February 4, 2019

Call to Order: 3:05 pm

Roll Call: Roll was taken

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

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

Guests: Jonathan Lemus, student

Open Forum:

- **RTP Deadlines – P-4:** Oppy reported, in consultation with the President and the Executive Committee, that the P-4 retentions deadline will be adjusted back by approximately one month due to the campus closure. It was requested that the Deans be advised that Saturday and Sundays are not faculty workdays.
- **Guest welcome:** The Chair welcomed Jonathan Lemus, a Journalism student. He was attending the meeting for a class assignment.

Agenda: Approved as published.

[Minutes – November 5, 2018:](#) Approved as published.

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

From the Chair

- **Spring Meetings: Feb 4 and 18, March 4, April 15 and 29, May 6**
No meetings March 18 – Spring Break and April 1 Cesar Chavez Birthday Holiday (campus closed)
- **Custodianship of Student Evaluations of Teaching Referral:** A few colleges have not responded. A update will be provided at the February 18 meeting.

Section 3.01 UARTP Committee Membership Composition:

Committee members are tenured faculty elected by, and from the tenured and probationary faculty in each college. Each elected member serves a three-year term.

The current UARTP Committee membership is based on the number of faculty in each college. The number may vary based on retention and replacement.

The Committee discussed two formulas:

1. Representation based on the FTEFs in a college that have an ARTP policy.
Formula:
 - Departments 6 and below: 1 college representative
 - Departments 7 and above: 2 college representatives
2. Two representatives from each college, regardless of FTEFs.

Student representative: The policy makes provision for a student representative appointed by ASI. However, a student representative has not yet served on the Committee. The Committee amended the language to recommend a student representative to serve as an ex-officio member.

The Committee requested that draft policy language be prepared to reflect two faculty representative per College/Library and that the student representative serve as an ex-officio member. The amendment language will be reviewed at the Feb 4 meeting.

Per policy, any change in the composition of the UARTP Committee (Section 3.01. C.) shall be subject to recommendation by a vote of the entire faculty and the approval of the President. The Senate Parliamentarian will be consulted on that process.

UARTP Policy 6.08: The Committee discussed amendments to the UARTP Policy based on the recent changes to the Periodic Selection – Temporary faculty vote in the Role and Responsibility of the Department/Division Chair policy. The members felt that it does not pertain to Appointment, Retention, Tenure and Promotion. They recommend that each Unit create a document, separate from the Unit's ARTP document. The new document, based on the CBA, the UARTP Policy, and the Periodic Selection section of the Role and Responsibility of the Department/Division Chair policy ([*UMD03150*](#), approved April 20, 2018), can describe the details of the voting rules and procedures for a Department Chair election. The UARTP Chair will prepare a memo to the Senate Chair. The Committee will review and approve the memo, via email, the week of Dec 10.

RPTA ARTP Doc: The Unit document was approved and will be forward to the Provost with an effective date of Spring 2019.

Adjourned: 5:10pm