

University Review Committee  
Tuesday, October 18, 2011  
1:10 p.m., Hovey 401D

Those present: Nancy Lind, Chad Kahl, David Rubin, Domingo Joaquin, Sam Catanzaro, Ron Meir, Cheri Toledo, Cyndee Brown

The URC meeting was called to order at 1:11 p.m.

- I. Approval of October 4, 2011, minutes: Moved to accept minutes by C. Brown, second by C. Toledo. The motion carried.
- II. The revised DRAFT 2012-ASPT calendar was distributed.

Sam reported that he reviewed the dates for non reappointment with Provost Everts. Following a discussion regarding the dates the committee agreed that the language for the calendar should reflect the ASPT Policies since it was approved by the faculty caucus.

Nancy Lind moved (seconded, Cyndee Brown) to revise the following ASPT calendar dates as follows:

Calendar for Reappointment

- February 1, 2013: Provost issues notification of non-reappointment by February 1, 2013, to faculty member in the second academic year of service, notifying candidate that the last employment date is May 15, 2013, or, if the appointment terminates during an academic year, at least six months in advance of its termination.
- March 1, 2013 Provost's notification of non-reappointment must be given by March 1, 2013, to candidate in the first year of service, notifying candidate that last employment date is May 15, 2013, or if a one-year appointment terminates during an academic year, at least three months in advance of its termination.
- May 15, 2013 Provost notifies third and subsequent year faculty members who will not be reappointed, 12 months before the termination of the appointment, that the candidate's last employment date is May 15, 2014. If the appointment is at least 12 months and terminates during an academic year, notification must take place at least 12 months in advance of the end of the appointment period.

After additional discussion Chad Kahl moved (Seconded, Rubin) to delete the parenthesis in the narrative and retain the approved ASPT language.

The motion carried.

Linda will revise the ASPT calendars and prepare them for a January 2012 campus distribution.

- III. Sam distributed a DRAFT XIII.J. Appeal of Recommendations for Non-reappointment. Also, Domingo distributed an MIT policy as an example of a similar policy. Committee members reviewed and discussed various language changes.

David Rubin moved (seconded, Domingo) to table this agenda item for further discussion on language issues.

- IV. Sam provided an update on ASPT Item XIII.E.2., The Appeal Process for an annual evaluation in the absence of a DFSC/SFSC. This agenda item was brought to the Committee by the College of Nursing. Sam will continue to develop the policy language with the College of Nursing for submission to the faculty caucus by Nancy.
- V. Discussion/approval of Milner College Standards. Committee members reviewed and discussed the Standards. Nancy Lind made a motion (C. Brown, seconded) to accept Milner's College Standards. The motion carried (Kahl abstention). Nancy and Linda will work to send an acceptance memo to Milner CFSC.

There was no new business.

The October 25 and November 1 meetings are cancelled. The next meeting will be November 8. The meeting adjourned at 2:02 p.m.

Recorded, Cyndee Brown

**Future Meetings:**

Tuesday, November 8, 1:10 p.m., Hovey 302  
Tuesday, November 15, 1:10 p.m., Hovey 401-D  
Tuesday, November 29, 1:10 p.m., Hovey 302  
Tuesday, December 6, 1:10 p.m., Hovey 401-D

**Agenda for November 8**

- I. Approval of October 18 minutes
- II. DRAFT Article XIII.J Appeal of Recommendation for Non-reappointment
- III. Update on appeal process of performance evaluation in absence of DFSC/SFSC, Article XIII.E.2.
- IV. College of Fine Arts ASPT Standards
- V. College of Applied Science and Technology ASPT Standards
- VI. College of Nursing ASPT Standards
- VII. Other Items