MINUTES

I. Call to Order
Chair Barnet called the meeting to order at 10:02 a.m.

II. Approval of Minutes of December 17, 2014

III. Announcements

IV. Unfinished Business

1. Department RST plans (B. Barnet)
We have not received Civil/Environmental Engineering, School of Ed, Criminal Justice, Mechanical/Industrial Engineering, Performing Arts. Chair Barnet will contact the Deans and provide a final deadline of January 16.

Chemistry

MOTION: Hansen moved to approve the Chemistry RST plan subject to two clarifications and adding a footnote stating URSTPC approved on 1/14/15, seconded by Wein. Motion carried.

Departments need to return corrections/Updates to URSTPC by Tuesday January 20.

HHP

MOTION: J. Riedle moved to approve HHP RST plan contingent on changes noted and adding footnote stating URSTPC approved on 1/14/15, seconded by Huebschman. Motion carried.

Departments need to return corrections/Updates to URSTPC by Tuesday January 20.

Agriculture (new since last week)

Discussion ensued about reviewing prior years for merit increase, this needs to be removed from the RST plan. Discussion on this topic to be discussed at a future meeting to address the issue of when there are no monies available for someone when they meet high merit and then the year there is money they do not receive a merit increase.

MOTION: J. Riedle moved to approve contingent on updating the two changes noted and adding the footnote stating URSTPC approved on 1/14/15, seconded by Huebschman. Motion carried.

Departments need to return corrections/Updates to URSTPC by Tuesday January 20.
The below departments will not be approved until revisions are completed.

**Media Studies**
Discussion ensued about 3.1.1 and needing to increase the standard or delete, Chair Barnet will contact Media Studies regarding this section. If they choose not to delete or increase the standard, they may need to present in front of the committee why.

**Electrical Engineering**
Discussion ensued about section 2.1.4 Annual review and professional improvement plans. The department wants to keep their own wording. To use their own wording they need to use a description of what they mean according to URSTPC guidelines stating meeting expectations or exceeds expectations. They could add a sentence stating this will be used on URSTPC form as “meets, exceeds, or “not meets expectations.” This will need to be revised before approval.

**Social Sciences**
There is a section missing regarding elections, this will need to be added before approval.

**Humanities**
- **History**
- **Ethnic Studies**
- **Geography**

V. New Business
VI. Other Business
VII. Adjournment

Chair Barnet adjourned the meeting at 10:59 p.m.

Next Scheduled meeting Wednesday, January 21, 2015