MINUTES

I. Call to Order
Chair Barnet called the meeting to order at 12:03 p.m.

II. Approval of Minutes of November 19, 2014
Hansen moved to approve “as corrected,” seconded by J. Riedle. Minutes approved.

III. Announcements
   • At the January 21 meeting, lunch will be provided by the Provost.
   • LAE received the awesome teamwork award.
   • URSTPC is set to present at the December 9 Faculty Senate meeting.

IV. Unfinished Business
   1. Faculty Salary Report (B. Barnet)
   2. Administrator evaluations (B. Barnet)
      We know where they are and are on track to have them distributed in January.
   3. Forms 4-7 (B. Barnet)
      FORM 4 - changes to meanings on this is form may affect chapter 6 also.
      MOTION: J. Riedle moved for Chair Barnet to make the corresponding changes to chapter 6, seconded by Hansen. Motion carried.
      FORM 5 - Section numbers are off so Chair Barnet will update with the correct section numbers. No other corrections needed.
      COVER PAGE for promotion file
      There are no additional corrections needed.
      FORM 6 – Need to have an ongoing table for yearly information. Chair Barnet will draft a continuous form for committee to review at the next meeting.
      FORM 7 – Same concerns as FORM 6.
4. **Department RST plans** (B. Barnet)
   Three programs left to turn in their plans; Chair Barnet will contact the departments today.
   - Agriculture
   - History
   - Humanities
   - Mechanical/Industrial

5. **Calendar for New Plan**
   Discussion postponed.

6. **University Promotion Committee** – (Barraclough et al)
   College department elections are final and James Swenson of the Elections committee has received the information.

V. **New Business**

VI. **Other Business**

VII. **Adjournment**

   Next Scheduled meeting Wednesday, December 03, 2014