

MINUTES: Promotion & Tenure Advisory Committee

Date: October 21, 2015

Time: 12:00p.m – 1:30p.m.

Location: D4-16

Present: Drs. Marcio Guelmann, Shannon Wallet, Abi Adewumi , Jeannine Brady, Edward Chan, Luciana Shaddox

Excused: Marc Ottenga, Valeria Gordan and Clay Walker

Support: Christina Perez

AGENDA	Discussion	Action
Welcome	Call to order at 12:07p.m.	No Action.
Review/Approve Meeting Minutes	The minutes from October 6, 2015 meeting were approved by the committee as written.	Christina will prepare the minutes for this meeting for review at the next meeting.
Mid Career Review	Committee discussed midcareer review letters.	Christina Perez will send out mid career review letters.
P&T Primary and Secondary Review	Committee reviewed primary and secondary reviewers.	Christina Perez to send out OPT instructions when packets are ready for review.
Adjourn	Meeting adjourned at 1:57p.m.	No Action.

***NEXT MEETING:** November 4, 2015, from 12:00 p.m.-1:30 p.m. in room D4-16.