

**MINUTES: Promotion & Tenure Advisory Committee**
**Date: December 2, 2014**
**Time: 12:00p.m – 1:30p.m.**
**Location: D4-16**
**Present:** Drs. Arthur Nimmo, Cal Dolce, Abi Adewumi, Jeannine Brady, Edward Chan, Marc Ottenga, Luciana Shaddox, and Clay Walker

**Excused:** Dr. Shannon Wallet

**Support:** Christina Perez

AGENDA	Discussion	Action
<b>Welcome</b>	Call to order at 12:05p.m. by Dr. Arthur Nimmo.	No Action.
<b>Review/Approve Meeting Minutes</b>	The minutes from November 18, 2014 meeting were approved by the committee as written.	Christina will prepare the minutes for this meeting for review at the next meeting. Meeting minutes from November 18, 2014 will be posted online.
<b>Review P&amp;T packets</b>	The committee discussed promotion and tenure packets, identified strengths and weaknesses and provided assessments/votes. Committee also reviewed draft summaries.	Christina will enter the votes via the online P&T system.
<b>Appointment at Associate Professor Rank</b>	The committee reviewed a potential new hire and approved the appointment at the Associate Professor rank.	Christina to communicate approval to department and dean.
<b>Meeting Schedule</b>	The committee reviewed possible dates in 2015 for meetings.	Christina to send out meeting invites.
<b>Adjourn</b>	Meeting adjourned at 1:12 p.m.	No Action.

**\*NEXT MEETING:** Tuesday, January 13 from 12:00 p.m.-1:30 p.m. in room D8-11.