

MINUTES: Promotion & Tenure Advisory Committee

Date: December 3, 2013

Time: 8:15a.m. – 9:15a.m.

Location: D4-16



Present: Drs. Arthur Nimmo, Cal Dolce, Jeannine Brady, Wendell Willis, Shannon Wallet, Neel Bhattacharyya and Clay Walker

Excused: Dr. Ed Chan, Marc Ottenga

Support: Kristy Spear

AGENDA	Discussion	Action
Welcome	Call to order at 8:20 a.m. by Dr. Arthur Nimmo.	No action.
Review/approve meeting minutes	The minutes were approved by the committee as written.	Kristy will post the minutes online.
Review/revise P&T packet summaries	The committee reviewed the P&T packet summaries and discussed revisions.	Kristy will revise the summaries and send them to the Dean.
Review guidelines for Assistant In-Sr. Associate In series	The committee briefly reviewed the draft of the Assistant In-Sr. Associate In guidelines.	Revisions will be made via email. Dr. Wallet will update the document based on committee feedback.
Adjourn	Meeting adjourned at 9:18 a.m.	No action.

***NEXT MEETING: Tuesday, March 11, 2014 from 12:00-1:00 p.m. in room D4-16.**