

MINUTES: Promotion & Tenure Advisory Committee
Date: August 4, 2015
Time: 12:00p.m – 1:30p.m.
Location: D4-16
Present: Drs. Marcio Guelmann, Shannon Wallet, Abi Adewumi, Jeannine Brady, Edward Chan, Valeria Gordan, Marc Ottenga, Luciana Shaddox, and Clay Walker

Excused: N/A

Support: Christina Perez

AGENDA	Discussion	Action
Welcome	Call to order at 12:05p.m.	No Action.
Review/Approve Meeting Minutes	The minutes from June 9, 2015 meeting were approved by the committee as written.	Christina will prepare the minutes for this meeting for review at the next meeting.
Elect Chair	Dr. Marcio Guelmann was nominated. No further nominations were made. Dr. Marcio Guelmann was elected as chair.	No Action.
Elect Vice-Chair	Dr. Shannon Wallet was nominated. No further nominations were made. Dr. Shannon Wallet was elected as vice-chair.	No Action.
Review Confidentiality Agreement	Committee reviewed and signed the confidentiality agreement.	No Action.
Reviewed SPEP guidelines	Committee reviewed language in current SPEP guidelines and approved changes.	No Action.
P&T Schedule	Meeting schedule was reviewed.	Christina Perez to send out poll and meeting notices based on availability.
Adjourn	Meeting adjourned at 12:40 p.m.	No Action.

***NEXT MEETING: Tuesday, September 10, 2015, from 12:00 p.m.-1:30 p.m. in room D9-11.**