

**MINUTES: Promotion & Tenure Advisory Committee**
**Date: September 7, 2017**
**Time: 12:15p.m – 1:30p.m.**
**Location: D9-11**

**Present:** Drs. Arthur Nimmo, Valeria Gordan, Cal Dolce, Luisa Echeto, Marcio Guelmann, Marcelle Nascimento, and Shannon Wallet (ex-officio)

**Excused:** Drs. Virginia Dodd and Will Martin

**Support:** Christina Perez

<b>AGENDA</b>	<b>Discussion</b>	<b>Action</b>
<b>Welcome</b>	Call to order at 12:20p.m.	No Action.
<b>Review/Approve Meeting Minutes</b>	The committee reviewed and approved previous meeting minutes.	Christina Perez will post minutes on committee website.
<b>Emeritus Faculty Criteria</b>	The committee reviewed Emeritus Criteria changes.	Dr. Wallet to present as informational item at Faculty Assembly.
<b>Election of Committee Chair</b>	The committee elected Dr. Arthur Nimmo as chair of the committee.	No Action.
<b>Election of Vice-Chair</b>	The committee elected Dr. Valeria Gordan as vice-chair of the committee.	No Action.
<b>Confidentiality Agreement</b>	The confidentiality agreement was reviewed and signed by committee members.	No Action.
<b>Mid-Career Review</b>	Mid-career review process was reviewed by committee. Primary and secondary reviewers were assigned.	Christina Perez to provide all materials in P&T folder and send email regarding this.
<b>Committee Meeting Schedule</b>	The committee's next meeting will be September 14, 2017.	Christina Perez to send poll for the rest of the year for availability.
<b>Adjourn</b>	Meeting adjourned at 1:05p.m.	No Action.

**\*NEXT MEETING:** September 14, 2017