

**MINUTES: Promotion & Tenure Advisory Committee**
**Date: June 26, 2018**
**Time: 12:15p.m – 1:30p.m.**
**Location: D4-16**
**Present:** Drs. Arthur Nimmo, Valeria Gordan, Cal Dolce, Luisa Echeto, James Haddix, Marcio Guelmann and Will Martin

**Excused:** Dr. Marcelle Nascimento

**Support:** Christina Perez

AGENDA	Discussion	Action
<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>SPEP Evaluation Guidelines</b>	The committee reviewed the Sustained Performance Evaluation Program Guidelines.	The committee recommended several changes. Christina Perez will make changes.
<b>Adjunct/Courtesy Promotion Guidelines</b>	The committee reviewed the Adjunct/Courtesy Promotion Guidelines.	The committee approved these guidelines.
<b>2018-2019 Meeting Cycle</b>	The committee thanks Drs. Gordan and Guelmann for committee service.	Christina Perez to send poll for 2018-2019 cycle meeting availability. Outlook appointments will be sent out for scheduling.
<b>Adjourn</b>	Meeting adjourned at 1:01p.m.	No Action.

**\*NEXT MEETING:** August 20, 2018