

**MINUTES: Promotion & Tenure Advisory Committee**

**Date: October 16, 2018**

**Time: 12:15p.m – 1:30p.m.**

**Location: D4-16**

**Present:** Drs. Arthur Nimmo, Ed Chan, Deborah Dilbone, Cal Dolce, Luisa Echeto, Saulo Geraldeli, James Haddix, Joseph Katz, Marcelle Nascimento and Joseph Riley (ex-officio)

**Excused:** Dr. Will Martin

**Support:** Christina Perez

AGENDA	Discussion	Action
Welcome	Call to order at 12:15p.m.	No Action.
Mid-Career Review	The committee reviewed and discussed three mid-career review packets.	Memo to faculty member/ chair to be prepared.
Promotion/Tenure Review	The committee discussed upcoming promotion/tenure review procedures.	Christina Perez to assign primary/secondary reviewers and provide instructions on packet review.
Adjourn	Meeting adjourned at 1:25p.m.	No Action.

**\*NEXT MEETING:** October 29, 2018