

**MINUTES: Promotion & Tenure Advisory Committee**
**Date: January 14, 2020**
**Time: 12:15p.m – 1:30p.m.**
**Location: D9-11**

**Present:** Drs. Mary Ellen Davey, Deborah Dilbone, Ed Chan, Luisa Echeto, Joseph Katz, William Martin, Marcelle Nascimento, Scott Tomar, and Joseph Riley (ex-officio)

**Excused:** Drs. Valeria Gordan and Panagiotis Zoidis

**Support:** Christina Perez

AGENDA	Discussion	Action
<b>Welcome</b>	Call to order at 12:16p.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. Committee discussion of ballot voting and constitution/bylaws to be put on next meeting agenda.
<b>Committee Voting Discussion</b>	The committee reviewed and discussed ballot voting.	The committee will vote via paper ballots on candidates for promotion/tenure during the upcoming cycle.
<b>Mentoring Guidelines Review</b>	The committee reviewed current mentoring guidelines and made recommended edits.	Committee approved edits and official document will be updated.
<b>Constitution and Bylaws review</b>	The committee reviewed P&T committee language in UFCD constitution and bylaws.	Committee recommended sending wording to the constitution committee for review and update.
<b>Adjourn</b>	Meeting adjourned at 1:00p.m.	No Action.

**\*NEXT MEETING:** March 4, 2020