

Minutes 01/05/04 – Faculty Council on Tenure and Promotion Meeting

1. History of the Faculty Council on Tenure and Promotion (forthcoming).
2. Functions of the Council
 - a. Review tenure and promotion files.
 - b. Review applications for research quarter release time. (We will discuss the criteria of evaluation in the future.)
 - c. Oversee, review, advise, and make recommendations for changes regarding the tenure and promotion procedures at UWT.
3. Members of the Council will review the current applications for research quarter release time. Each member will send comments on paper to the Vice Chancellor.
4. T & P Meeting with junior faculty:
 - a. The Council will develop the agenda for the meeting.
 - b. A sub-group of the Council will give formal presentation in the meeting, and the rest will attend the meeting to answer questions.
 - c. The Council will invite outside individuals to the meeting, for example, faculty who have chaired T & P committees and Mike Kalton, Chair of the Faculty Assembly.
 - d. Prepare to present information on issues such as timeline, University and UWT codes, selection of review committee members, selection of external reviewers, campus expectations, narration on teaching strength, and etc.
5. Establish a place at the Faculty Assembly webpage for T & P resources based on our preparation of the presentation.

6. Tracy will take the lead to work with Karen and Belinda to organize existing documents on T & P. The documents will be discussed in the next Council meeting.
7. The Council will ask the Vice Chancellor for issues that he wants advice from the Council, for example, his concerns regarding selection of outside reviewers.
8. In the next meeting, the Council will discuss the manner in which the Vice Chancellor will participate when the Council meets to discuss T & P files.
9. The Council will invite Lea Vaughn, the Secretary of the UW Faculty Senate to meet with us in our next meeting.