

MINUTES

COEHS TENURE AN PROMOTION COMMITTEE

November 4, 2013

Attendees Jerry Siegrist – CLT, Mary Gorham Rowan – CSD, Patti Campbell – ECSE, George Langford – KSPE, Martha Laughlin – MFT, Nanci Scheetz – MSRD, David Wasieleski - P & C, Marty Giddings - SW , and Don Leech—Dean’s Office

Not in Attendance: Charles Backes – ACED (visiting interns in Albany)

Don Leech convened the meeting at 1:00 pm.

George Langford was elected chair by unanimous vote.

Discussion of the Committee Role:

Don Leech outlined the committees charge according to the COEHS committee description and guidelines. He discussed his role as facilitator-- to provide input into policy and procedures.

COEHS Performance Guidelines, VSU Tenure and Promotion Policies and Procedures, and sections 8.3.6 and 8.3.7 of the USG BOR Policy Manual, a list of applications, and a sample committee memo were distributed.

Review of Tenure and Promotion Applications (see Recommendations and Memos):

The committee deliberated on each tenure and promotion application and voted on each action. As facilitator Don Leech was not present during voting.

COEHS T & P Membership Requirements:

The committee unanimously passed a motion to amend the COEHS T&P Committee membership requirements to read: “All members other than the ex-officio member/facilitator must be tenured with the rank of full professor and must currently serve on the department tenure and promotion committee. Members must abstain from voting on personnel actions from the department they represent. As per university policy, members of the T and P Committee may only vote at one level of the process”.

The committee also recommends that the COEHS UTPC representative serve also be a member of the COEHS T&P Committee.

Revision of the COEHS Performance Guidelines:

The committee supported the development of a task force to examine the current COE Performance Guidelines and make recommendations for improvement. These recommendations should reflect the lessons learned from our years of implementing these initial guidelines.

The meeting adjourned at 2:50 pm.