



**UNIVERSITY OF WISCONSIN-EXTENSION  
DEPARTMENT OF FAMILY DEVELOPMENT**

**Committee of Professors Business Meeting**

**December 19, 2008**

**1:00 – 3:30 p.m.**

**Teleconference**

To join the teleconference, contact Mary Meehan-Strub, Committee Chair, at (608) 785-9593 at least 2 working days prior to meeting.

**AGENDA**

- 1) Call to Order and Verification of Open Meeting Law Compliance– Mary Meehan-Strub
- 2) Roll Call – Karen Dickrell
- 3) Approval of July 14, 2008 Minutes
- 4) Leadership Roles – Professor Summit
- 5) Ad Hoc “Futuring/Communications” Committee
- 6) Review Department Documents relating to Professor Committee
  - Appendix E.1 Guidelines for Submitting Nominations for Promotion to Professor
  - Appendix E.2 Portfolio Contents for Promotion to the Rank of Professor
  - Appendix E.3 Vita Contents for Promotion to the Rank of Professor
  - Appendix E.4 Promotion Materials Review Sheet for Promotion to the Rank of Professor
  - The Committee of Professors Procedures 8/15/07
- 7) Candidates for Promotion to Professor
  - Primary and Secondary Readers - 3 candidates
  - Candidate Documentation and Support Materials– Letters of Recommendation, Tenured Faculty Reviews, annual Administrative Reviews
  - Participation by Mentors and/or other individual(s)
- 8) Future meeting date(s): January 16, 2009 – 12:00-4:30 p.m.;  
January 23, 2009 -- 8:30 a.m. -12:00 p.m.
- 9) Other business/concerns (for discussion only)
- 10) Adjourn

Other individuals who would like to participate in this meeting should contact Mary Meehan-Strub, committee chair, at (608) 785-9593 at least two working days prior to the meeting. Persons with disabilities who require alternative means for communication and/or need a reasonable accommodation for disabilities or limitations should contact Mary Detra at (608) 265-9887 (the deaf or hard-of-hearing can call 711 for call relay) at least two working days prior to the meeting.

