



**Department of Family Development
Standard, Rank & Promotion Committee Meeting
Meeting Minutes – Monday, April 25, 2007
8:30 – 10:30 AM
Via Wisline**

1. Call to Order

Chairperson McIntee called the meeting to order via Wisline at 8:37 am.

2. Certification of Wisconsin Open Meeting Law

Chairperson McIntee reported that the meeting notice and agenda were posted in compliance with the requirements of the Wisconsin Open Meeting Law, Section 19.84 of the Wisconsin State Statutes. Posted by Mary Detra on April 23, 2007.

3. Adoption of the Agenda

Motion by Sue Nagelkerk to adopt the agenda as posted. Seconded by Mary Geissler. Motion carried.

4. Roll Call – Gail Peavey

Members present: Mary Geissler, Faye Malek, Marma McIntee, Sue Nagelkerk, Linda Olson, Gail Peavey, Dianne Weber and Donna Doll-Yogerst, Chair of Department of Family Development.

5. Approval of Minutes from January 29, 2007 Meeting

Motion by Linda Olson to approve the minutes as distributed via e-mail. Sue Nagelkerk seconded. Motion carried.

6. Old Business

• **Review Internal Document—Principles to Guide Portfolio Reviews**

Sue Nagelkerk, Marma McIntee, and Gail Peavey will meet face-to-face to review documents and refine internal document. Representatives of the Faculty Tenure Advisory Committee, Chair of the Department of Family Development, and Standard, Rank and Promotion Committee will meet June 25 in Stevens Point regarding review of Tenure documents.

• **Review of Department of Family Development By-laws for SRP Committee**

Marma McIntee will propose changes of bylaws and appendices and submit to document committee. SRP committee members are encouraged to review other department's bylaws and appendices on Secretary of the Faculty and Academic Staff website: <http://www.uwex.edu/secretary>.

7. New Business

• **Emeritus Status for Betty Gleason**

Based on Department of Family Development ByLaws 6.92 Emeritus Status (2) (b) , Betty does not hold tenure and therefore a letter won't be submitted.

• **Emeritus Status for Cheryl Rew Stapelton**

Sue Nagelkerk will write letter for Cheryl.

• **Tenure Orientation Workshops**

Three faculty tenure workshops will be held: April 30, Altoona; May 1, Green Bay; and May 18, Madison. The Forum on Scholarship and Faculty Tenure Orientation

Workshops will include “Introduction to Scholarship: What Is It and How Do We Recognize It? “

- **Discussion regarding review of Tenure documents**

SRP used following criteria to identify qualifications for candidate:

Criteria of Education and Experience (Articles of Faculty Governance Appendix 1.b)

--“Candidates for tenure must demonstrate the desire and capacity for professional growth and continued productive scholarly study.

Criteria for Evaluation for Rank Change (Articles of Faculty Governance Appendix 1.B)

--Evidence of successful scholarship

--Evidence of continuing professional development

--Evidence of leadership in program development

--Evidence of effective working relationships with colleagues and clientele

--Contributions to the profession, department and university

--Probability of positive future contributions to the profession, department and university

There are no guidelines for how much weight is placed on these six criteria. SRP members should read thoroughly Articles of Faculty Governance Appendix 1.B and Articles of Faculty Governance Appendix IIB. Interpretation of the above criteria should be discussed by the SRP and Faculty Tenure Advisory Committee so they are in agreement on review of portfolio. At the next SRP Wisline in May, review and recommended changes of the Articles of Faculty Governance, I. B and II B will need to be discussed in preparation for the June meeting.

- **Preparation for June 25 meeting with new committee members and representatives of FTAC**

A tentative agenda has been drafted and final discussion will take place during the May 29 wisline from 8:30 – 10:30 am.

8. Other business—for discussion only

A continuation of concerns and questions will be addressed during the May wisline.

9. Adjourn

Chair McIntee adjourned the meeting at 10:25.

Respectfully submitted,

Gail Peavey