



## Department of Family Development Standards, Rank & Promotion Committee

**Date: September 2, 2011**  
**Time: 10:00 AM - 3:00 PM**

**Location: Marathon County UW-Extension Office**  
**212 River Drive Wausau, WI**

### Meeting Agenda

1. Call to Order-Jennifer Caravella, Chair  
Linda Bruce sends her regrets
2. Certification of Wisconsin Open Meeting Law
3. Adoption of the Agenda
4. Roll Call-Cynthia Muhar, Secretary
5. Approval of Minutes from the November 23, 2010 meeting
6. Consideration of Emeritus status for Kathy Hetzel
7. Discussion of August 17, "SRP/FTAC Scholarship Forum"
8. Assignment of readers for November 16<sup>th</sup> portfolio reviews:  
Teri Zuege-Halvorson and Kristen Bruder
9. Election of SRP Chair for 2012-2013
9. Old Business
  - a. Suggested revisions to the SRP web pages on the DFD website were sent to D. Doll-Yogerst
  - b. Any other old business
10. New Business
  - c. Discussion and decision about tenure process survey tool
  - d. Discussion and decision regarding acceptance of electronic tenure documents (Department of Agriculture's letter)
    1. OneNote/MS Office 2010 suggestion made by Kathy Eisenmann
  - e. Comments & suggestions for committee procedures for 2011-2012
  - f. Any other new business for discussion only
9. Adjourn

Other individuals who would like to participate in this meeting should contact Jennifer Caravella, SRP Committee Chair at 920-787-0416 at least 1 working day before the meeting. Persons with disabilities who

require alternative means for communication and/or need reasonable accommodations 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 event.