

**UW-Extension  
Faculty Tenure Advisory Committee  
Meeting Minutes  
May 24, 2012  
9 am – 10 am  
Via Wisline**

Attendees: Jean Berger, Deb Ivey, David Nack, David Berard, Chuck Prissel, Scott Ruess, Mike Rankin, Ruth Schriefer

Excused: Mindy Habecker, John Attig, Ken Bolton; Peggy Olive, Cindy Jacoby, Madeline Gotkowitz

1. Meeting was called to order at 9:04 am by Deb Ivey. Ivey indicated that Judy Ballweg had confirmed that the meeting was posted and had met compliance for Open Meeting Law. Participants introduced themselves and shared their roles on the committee.
2. Motion by Berger, Second by Nack to approve April 16 meeting minutes as posted. Motion carried. *(At this point Ivey left the meeting and the Jean Berger, 2012/13 FTAC chairperson, took leadership for the continued discussion.)*
3. FTAC Orientation was discussed. The date of the meeting will be **Monday, August 20, 2012 at noon, at the Holiday Inn in Stevens Point** to condense travel & lodging for those who are attending the SRP/FTAC Scholarship Forum on August 21<sup>st</sup>. The FTAC meeting will be held from 12 to 4 pm, with a working lunch provided at 12 noon.
4. Discussion and decision on committee meeting dates and locations for 2012 – 2013. **Committee meeting location will be in Wausau.** The preferred location for meetings is the Jefferson Street Inn. Berger will work with Judy Ballweg to contract for accommodations.
  - a. November meeting (Documents will be mailed to the committee in mid-October from Mary Detra.)
    - i. The **meeting date is Thursday, November 29<sup>th</sup>, with an overflow date of Friday, November 30<sup>th</sup>.** (It is unlikely that the 30<sup>th</sup> will be needed.)
  - b. February meeting (Documents will be mailed in mid-January from Mary Detra.)
    - i. The **February meeting dates are planned to be (1<sup>st</sup> choice) February 12, with overflow day of February 13, or (2<sup>nd</sup> choice) February 6<sup>th</sup> with overflow of February 7.** Berger confirmed these dates with Gotkowitz and Jacoby. Mindy Habecker will be contacted after she returns from vacation to determine final date.
  - c. March meeting (Documents will be mailed in mid-February from Mary Detra.)
    - i. **The March dates will be March 19 & 20<sup>th</sup>.** If only one date is needed, the meeting will be held on the 19<sup>th</sup>.
5. **Scholarship Forum for SRP & FTAC on August 21.** The meeting is planned to focus on discussion of scholarship and scholarly work. It is an opportunity to gain a broader understanding of the type of work that is considered and accepted as scholarly across departments. Another emphasis will be the electronic portfolio and support for creating electronic documents that fall within acceptable guidelines.
6. Important Links: Secretary of the Faculty <http://www.uwex.edu/secretary/> This website is the place where all agendas and minutes are posted for FTAC.
7. Meeting adjourned at 9:58 am.

Minutes respectfully submitted by Jean Berger.