Faculty Tenure Advisory Committee Meeting
Wednesday, October 13, 2014
10:30 a.m.-12:00 Noon via wisline

In attendance: Mike Rankin, Alan Linnebur, Dale Mohr, Paul Roback, David Hart, Karen Dickrell, Kristen Bruder, Connie Abert, Dan Hill, Judy Ballweg, and Chuck Prissel.
Excused: Don Taylor

The meeting was called to order by Chair Chuck Prissel and it was noted that the meeting had been posted and was in compliance of Wisconsin Open Meeting Laws. All present introduced themselves and acknowledged their department affiliation.

It was noted that the purpose of the meeting today was to provide and orientation for the committee as well as a forum for discussion with the Secretary of the Faculty Dan Hill. Dan began the discussion by directing members to Faculty Governance Article 5 and specifically 5.04 Function and 5.06 Procedures of the Article. It was noted that seven members of the 10 member FTAC committee constitute a quorum.

An overview of Appendices I, IB, IC, and IIC was address sighting similarities as well as differences between the two sets of Appendices. During this discussion it was noted that these appendices are the reference point and lens for FTAC to review portfolio documents.

The optional FTAC Review sheet was discussed and it was noted that this document could help reviewers explore a portfolio and highlight the areas of scholarship and where they are found in a document.

From the teleconference discussion the following points were brought to the floor:

- Primary readers and secondary readers will share highlights of a document with the chair who will draft a letter to the dean on behalf of the committee. That draft letter will be shared with the committee for additional feedback as time allows before it is sent to the Dean.
- Feed back to Departments about reviews are of high importance. The committee will continue to explore effective ways to communicate with departments. These discussions need to be a two way communications.
  - Perhaps a semi-formal structure where FTAC committee members would be assigned to a department to provide communication.
  - FTAC can continue to draft Recommendation Sheets and broadly share these with all departments.
  - FTAC meetings are open, unless designated closed by a candidate and any department member could attend a review. Even in a closed meeting the candidate could have departmental members in attendance at a meeting.
  - FTAC should have input with Faculty Senate into the agenda for the Scholarship forum.

The following meeting dates have been set. All meetings will take place at the Holiday Inn, Stevens Point.
- November 21, 2014
- February 26-27, 2015
- March 30-31, 2015

Meeting adjourned at 12:10 p.m.