



**Faculty Tenure Advisory Committee Minutes
Wednesday, February 9, 2011
Marathon County Extension Office, Wausau**

Attendees: Peggy Olive, David Fischer, David Nack, Deb Ivey, Ken Bolton, Cyndy Jacoby, Arlen Albrecht, David Berard, Ken Bradbury, Jean Berger

1. The meeting was called to order by David Fischer, Chair at 9:50 am.
2. Fischer verified that the meeting had been posted in compliance with Wisconsin Open Meeting Laws.
3. Bolton moved to approve the minutes of the November 10 meeting, second by Albrecht. Motion approved.
4. Claire Thompson joined the meeting by phone. **Review and Request for Promotion of Claire Thompson:** Motion by Jacoby, second by Bolton to recommend Claire Thompson for promotion to Associate Professor with Tenure. Discussion. Motion passed on a 9-1 vote by ballot.
5. Jason Fischbach joined the meeting by phone. **Review and Request for Promotion of Jason Fischbach:**
 - a. Motion by Nack, second by Albrecht to recommend Jason Fischbach for promotion to Associate Professor with Tenure.
 - b. Motion by Albrecht, second by Nack to move to closed session per Wis. Stats. 19.85(1)(b) to consider the granting or denial of tenure. Voting in favor: Nack, Berard, Olive, Bradbury, Fischer, Jacoby, Berger, Albrecht, Ivey, Bolton. Motion carried.
 - c. Motion by Albrecht, second by Nack to move into open session per Wis. Stats. 19.85(2) to conduct business as detailed on duly posted agenda. Voting in favor: Nack, Berard, Olive, Bradbury, Fischer, Jacoby, Berger, Albrecht, Ivey, Bolton
 - d. Motion to recommend Jason Fischbach for promotion to Associate Professor with Tenure passed on a 9-1 vote by ballot.
6. **Working Lunch**
 - a. **Group discussion of electronic document submission:** Fischer and Ivey will prepare a set of guidelines regarding electronic document submissions and FTAC. These guidelines will be reviewed at the March meeting.
 - i. Ideas that were brainstormed:
 1. FTAC will review the electronic document as much as possible
 2. Candidates should be aware that not all FTAC members have up to date technology and/or technological skills
 3. It is the candidate's responsibility that all parts of the electronic document work.
 4. Do the Chancellor and primary reader need a paper copy?
 5. If a reviewer chooses to print parts of the document, who is responsible to pay for the printing?
 6. It is recommended that items be on the media not included as a link
 - b. **Program Development Summary:** At least one document to be reviewed in March will contain a Summary of Program Development and Accomplishments rather than Plans of Work and Annual Accomplishment Reports.
 - c. **March 29-30 FTAC meeting:**

- i. There are 6 documents for review.
- ii. March 29—two reviews at 5 pm and 6 pm
- iii. March 30—meeting will begin at 9 am with reviews at 9:30, 10:30, 12:00 and 1:00.

d. **Document Comments:** Chair Fischer asked primary readers to submit 3-4 comments regarding their assigned portfolio by February 18.

7. Joan Sprain and Lori Zierl joined the meeting. **Review and Request for Promotion of Joan Sprain.** Motion by Berard, second by Bradbury to recommend Joan Sprain for promotion to Associate Professor with Tenure. Discussion. Motion passed on a 10-0 vote by ballot.
8. Corrin Seaman joined the meeting. **Review and Request for Promotion of Corrin Seaman:** Motion by Berger, second by Olive to recommend Corrin Seaman for promotion to Associate Professor with Tenure. Motion passed on an 8-2 vote by ballot.
9. **Open discussion:** Several members shared thoughts and concerns about definitions of terms and other items that might be shared with departments.
10. Motion by Bolton, second by Bradbury to adjourn. Motion carried.

Next Meeting: March 29-30, Pyle Center, Madison

Recording Secretary, Deb Ivey