**Faculty Tenure Advisory Committee**  
**Meeting Minutes of November 21, 2013**  
Stevens Point Holiday Inn

**Members in attendance:** Chuck Prissel, Mike Rankin, Scott Reuss, Mindy Habecker, Kristen Bruder, Madeline Gotkowitz, Don Taylor, Karen Dickrell, Dale Mohr, and Connie Abert

**Others in Attendance:** Jackie Johnson, Jill Jorgensen, Kevin Palmer, Denise Retzleff, and Sarah Tarjeson.

Reuss called the meeting to order at 10:07 a.m. and certified meeting was posted in compliance with Open Meeting Law.

**MOTION (Prissel, Gotkowitz) to approve the Minutes of March 19, 2013.** Motion approved, no negative vote.

Discussion occurred regarding committee procedures for reviews, reader assignment process, expected review numbers, and other committee processes. Significant discussion was held regarding the final letter from the committee to the Dean regarding by whom and how it is written. Final consensus was that the chair would continue to write the letter with primary and secondary reader approval and that the chair will cc the letter to all committee members for informational purposes.

**MOTION (Rankin, Habecker) to recommend promotion of Jackie Johnson to associate professor with tenure in the Department of 4-H / Youth Development.**

After discussion regarding Johnson’s documents, a paper ballot was conducted. The results of the vote were announced by Reuss that a 10-0 recommendation will be forwarded to Dean Klemme.

**Working lunch discussion (12:15 to 1:05 p.m.):**
- The relationship of the departmental SRP committees and FTAC was discussed. The annual Scholarship Forum provides a significant opportunity for discussion. The methods for the recording and transfer of these discussions and of other communications are a concern to some members.
- Some discussion occurred regarding departmental differences regarding portfolio contents, specifically exhibits.
- The possibility of an officially posted ‘snow’ date for winter meetings was brought up and Reuss will see if that is allowable.

**MOTION (Gotkowitz, Bruder) to recommend promotion of Sarah Tarjeson to associate professor with tenure in the Department of 4-H / Youth Development.**

After discussion regarding Tarjeson’s documents, a paper ballot was conducted. The results of the vote were announced by Reuss that a 10-0 recommendation will be forwarded to Dean Klemme.

February 11 and March 26 were reaffirmed as primary dates for the upcoming regular meetings, with Feb. 12 and March 27 as overflow or snow dates (if allowed).

Discussion again occurred regarding FTAC recommendations and feedback to departments and mentor teams and the role of FTAC members in this process.
MOTION (Prissel, Bruder) to adjourn at 2:31 p.m.  Motion passed, no negative vote.

Minutes submitted by Scott Reuss