

## Rank and Tenure Meeting Notes

Friday, November 20<sup>th</sup> 1:00-2:30

Item	Details	Time	Notes
Welcome		1:00-1:05	<i>Planning for today's meeting, it was determined that Sarah would recuse herself for discussion of Kelley's and Steph would recuse herself from the Zoom screen for discussion of Libby's dossiers.</i>
Approval of the Meeting Minutes	Approve Meeting Minutes from 10/2/2020 and 10/23/20		<i>Meeting minutes included in email with the agenda  Mary moved, Peggy seconded approval of 10/2/20 minutes; Peggy moved, Steph seconded approval of 10/23/20 minutes.</i>
New R& T Member	Deb Phelps		<i>Deb Phelps will take Jenna's place on R&amp;T for the remainder of this academic year starting in January. Dates have not yet been confirmed for Spring meetings, but Deb will be included, not Jenna, at that time.</i>
Post Tenure Review	Review 2 applicants for post tenure review: Drs. Libby Rayhel and Kelley Barger.	1:05-1:45*	<i>Review of Rayhel dossier – Complete. Review of Barger dossier – in progress. To be continued on December 11<sup>th</sup>.</i>
Policy Manual IV Changes	Review	1:45-2:00*	<i>Did not discuss this action.</i>
Unsolicited Letters	Discussion	2:00-2:05	<i>Did not discuss this action.</i>
Meeting Planning	Discuss meeting of 12/4 for the faculty hosted by R&T	2:05-2:15*	<i>Did not discuss this action.</i>
Expedited Review	Discussion	2:15-2:30	<i>Did not discuss this action.</i>
Meeting Adjourned	Final questions/comments		<i>Sarah will send a Doodle to add an additional meeting prior to the 12/4 Information session to address policy manual, unsolicited letters, and expedited review – as well as preparation for the informational session. Dossier</i>

			<i>review will be completed on Dec 11.</i>
--	--	--	--

*\*Suggested time*

*Upcoming meeting dates:*

Date	Note Taker
Friday, November 20 <sup>th</sup> 1:00-2:30	Jenna Voss
Friday, December 4 <sup>th</sup> 1:00-2:00	Potential Faculty Meeting with Rank and Tenure (Via Zoom)
Friday, December 11 <sup>th</sup> 1:00-2:30	Stephenie Paine-Saunders

Notes submitted by Jenna Voss, 11.20.20