

University Promotion, Retention and Tenure Committee, 2017-18

Minutes of 4 October 2017

The meeting began at 4:00 p.m. in room 203 of Reynolds Hall, with Debbie Shelton (Nursing and Health Professions) presiding. Present were, Myleea Hill (Liberal Arts and Communication), Beth Hood (Agriculture, Engineering and Technology), Yeonsang Hwang (Agriculture, Engineering and Technology), Suzanne Melescue (Sciences and Mathematics), Phyllis Pobst (Liberal Arts and Communication), and John Robertson (Business), and John Salvest (Liberal Arts and Communication). Brian Church (Education and Behavioral Science) was unable to attend.

As we reviewed the minutes of the last meeting, Debbie Shelton pointed out that the academic year in paragraph 6, for which we are amending the *Criteria* should read "2018-2019." The committee accepted the minutes as amended.

Phyllis Pobst passed out copies of proposed amendments to the university *Criteria* for '18-'19, which had been suggested by a colleague in LAC. The committee agreed to these changes being added for clarity. At the suggestion of John Robertson, the committee also agreed to add the phrase, "or by utility patents in the discipline" to the *Criteria*. These proposed amendments are subject to comments from the colleges; the committee directed Pobst to send them an amended copy of the *Criteria* to be circulated to their units. The vote will be held by email.

Debbie Shelton noted that the revisions to the Handbook Section IV.d.2, which were passed by UPRTC last spring and accepted by the Shared Government Oversight Committee are not yet in force.

The committee considered and approved corrections to this year's PRT calendar:

Oct 20, the academic year should read "2018-2019"

Nov 6, the same change must be made

Feb 19, the College PRTC is not required by the Handbook to send 3rd-year review letters

Mar 9, the same change

Debbie Shelton told the committee that she was assured that applicants may rely upon the letters of notification sent out by the Provost April 25 - May 9, as the Board of Trustees has never countermanded them.

John Robertson reported that the College of Business had piloted Faculty180 last year, but found it not satisfactory in its present form, since it was designed for accreditation reviews, not for PRT. They requested changes, but are informed those won't be made. They suspect that Data180, the company which supplies Faculty180, has other products for PRT, and does not want to compete with itself. The College of Business will be sending UPRTC paper copy of its

application files, and offering access to the electronic files. Yeonsang Hwang said that Engineering has had bad experience in the past from having only electronic copies, and there was general agreement that we need paper, still.

Suzanne Melescue reported that some of her colleagues have found their Vitae on the Astate website to have been replaced by Faculty180, with all its inadequacies and quirks. She said that Faculty180 will drop anything from the Vita which it doesn't understand.

We will need to meet in late November to review and approve the PRT criteria documents from the various colleges and departments. If a document hasn't been revised in the past two years, it should present no problems.

We agreed that we will meet Monday, 13 November at 3:45.