

**MIDDLE GEORGIA STATE UNIVERSITY**

**2018 19 PTPTR Committee Meeting #2**

*Math Building room 201 (Macon)*

*September 14, 2018 (10:00 am)*

*Dr. Karmen Lenz, 2018 19 PTPTR Chair*

**Minutes**

Members Present: Dr. Don Brown, Dr. Nate Gilbert, Dr. Karmen Lenz, Dr. Benita Muth, Dr. Dawn Sherry, and Dr. Randy Spaid

Guests: Dr. John Anderson, Provost

1. Call to Order: 10:04 a.m.
2. Roll Call: see above
3. Approval of the Minutes: approved
4. Approval of the o-3( C)-25.62h492 0d of rove54(d)JTJLwith a hGilbeunr: 10:std Drusg atbove

document the institution should have for policies and procedures—including P&T—is the Faculty Handbook; pursue a workload policy that aligns with the promotion and tenure process.

- **Action Item:** committee members agreed to research promotion and tenure processes at USG institutions like GSU, UNG, and Georgia Southern and to report on these findings at the next meeting. **The Committee will revisit workload studies and related data recently compiled by MGA committees.**

Populating Promotion and Tenure Subcommittees:

- Review of current subcommittee members as selected by P&T candidates and identification of committees in need of additional members (due to size of school and/or lack of faculty members of rank).
- Subcommittees were populated through electronic randomization.
- Motion: vote to approve P&T subcommittee assignments via email; seconded and carried.

Tenure and Promotion Issues and Status:

- Additional information: Dr. Lenz will send out an email with updated results of subcommittees and with instructions for subcommittee members to access their candidates' portfolios through a shared drive.

Handbook Clarifications:

- PTPTR Committee will work with other committees to get approval for issues like making the Boyer Model part of the promotion and tenure process (to be