University of North Dakota  
Promotion, Tenure, and Evaluation Working Group

Minutes  
April 29, 2016  
9:00 – 10:00 AM │ Twamley 305

A meeting of the Promotion, Tenure, and Evaluation Working Group was held on April 29, 2016. Steve Light and Ryan Zerr presided. Members present included Emily Cherry, Diane Darland, Darlene Hanson, Margi Healy, Sima Noganian, Mike Poellot, Kathryn Rand, Chih Ming Tan, and Anne Walker.

1. Welcome & approval of minutes [5 minutes]  
   a. The meeting minutes from April 11, 2016 were approved.

2. Updates [standing item: informational]  
   a. Status of three initiatives: Annual PTE process; Essential Elements; Working Group  
      The final Provost’s campus update forum was held on April 25, at which an update on the work of the PTE WG was provided by Steve Light. There was discussion about input received from the audience at the forum, particularly as it relates to planning for next academic year’s campus input planning.  
   b. Communications  
      The PTE WG continues to plan for campus input sessions next year.

3. Subgroup report: Expectations of Faculty [discussion] [35 minutes]  
   Margi Healy presented a draft of work done to articulate faculty expectations in each of the areas of faculty responsibility. Discussion ensued, with a plan for Margi to revise this part of the draft Faculty Handbook.

4. Next meetings  
   a. Monday, May 9 at 10 am in Twamley Hall, Room 305