University of North Dakota
Promotion, Tenure, and Evaluation Working Group
Agenda
October 27, 2016
1 – 2 PM | Twamley 404

A meeting of the Promotion, Tenure, and Evaluation Working Group was held on October 17, 2016. Steve Light and Ryan Zerr presided. Members present included Emily Cherry, Diane Darland, Darlene Hanson, Sima Noghanian, Mike Poellot, Kathryn Rand, Chih Ming Tan, Sean Valentine, and Katrina Kriewall (recorder)

1. **Welcome & approval of minutes**
   Minutes from October 17, 2016, were approved as written.

2. **Updates [standing item: informational]**
   a. Status of three initiatives: Annual PTE process; Essential Elements; Working Group
   b. Communication plan subgroup update was provided by Emily Cherry.

3. **Working draft status of PTE section of Faculty Handbook [Steve Light and Ryan Zerr]**
   The group discussed the sections in the working draft of the document that were identified as having gaps.

4. **Next meeting**
   a. November 2, 3:30 – 4:30 p.m., Twamley 305