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

 Agenda  
September 19, 2016  
1:00 – 2:00 PM  |  Twamley 305

1. **Introductions and discussion with President Kennedy** [30 minutes]

2. **Approval of minutes** [5 minutes]

3. **Updates [standing item: informational]**
   a. Status of three initiatives: Annual PTE process; Essential Elements; Working Group
   b. Communications

4. **Communication planning update** [Emily and Communications Subgroup] [5 minutes]

5. **Working draft status and immediate next steps [Discuss]** [20 minutes]
   a. Review text drafted to fill gaps identified at the last meeting:
      i. Performance improvement plan (IV.a)
      ii. Review following leave (IV.b)
      iii. Third year review of probationary faculty (V.d)
      iv. Relationship between tenure and promotion (V.e)
      v. Early tenure review (V.f)
      vi. Professionalism and collegiality
      vii. Post-tenure review (VIII)
      viii. Professional development (IX)
      ix. Sanctions, terminations, and grievances (X)
   b. Plan for whole group review and final decision making on key open questions

6. **Next meeting**
   a. October 5, 3:30-4:30 p.m., Twamley 305
AY 2015-16 Subgroups for Faculty Handbook

- Outline Item II: Academic appointments, roles, and responsibilities. This section will be completed by Chih Ming, Darlene, Debbie, Will, Margi, and Mike.
- Outline Item III: Hiring & onboarding. This section will be completed by Kathryn, Gwen, and Will.
- Outline Item IV: Annual review. This section will be completed by Diane, Emily, Anne, Sima, and Birgit.
- Outline Item V: Promotion and Tenure Policies AND Outline Item VII: Promotion and Tenure Procedures. These sections will be completed by Sean, Margi, Kathryn, Diane, Emily, Anne, and Sima.
- Outline Item VI: Expectations in rank. This section will be completed by Chih Ming, Darlene, Debbie, Will, and Mike.