

**Indiana University East
Promotion and Tenure Committee
2011-2012 Year-End Report**

Members of the Committee

- Lora Baldwin (LIB, '12)
- Joanne Passet (HSS, '12)
- Jerald Wilde (EDUC, '12)
- Karen Clark (NURS, '13)
- T. J. Rivard (Chair, HSS, '13)
- Marilyn Watkins (EDUC, '13)

Meeting Dates

- Nov. 1 – Discussed P & T Process
- Nov. 30 – Dossier evaluation
- Dec. 5 – Dossier evaluation
- Dec. 12 – Dossier evaluation
- Dec. 16 – Draft letters
- Dec. 19 – Revise and sign letters
- Jan 13 – Dossier Evaluation
- Jan 31 – Discuss P & T Guidelines
- Feb. 7 – Discuss P & T Guidelines
- Feb. 14 – Discuss P & T Guidelines
- Feb. 28 – Discuss P & T Guidelines
- March 27 – Discuss P & T Guidelines
- April 10 – Prepare workshop
- April 17 – P & T Workshop & discussion of emerita application
- May 18 – P & T Workshop for those who couldn't make the first one.

Charges to the Committee

Review cases as described in the policies and procedures of IU East and IU. If needed, make recommendations about the policies and procedures to the Faculty Affairs Committee and Senate president.

Report of the Committee's Activities

- evaluated two dossiers for candidates applying for tenure and promotion to associate professor.
- evaluated one dossier for a candidate applying for promotion to full professor.
- evaluated one dossier for a candidate hired into an administrative position at full professor rank.
- evaluated the recommendation of a candidate for emerita status.
- reviewed the P & T Policy and made some recommendations to clarify some of the language and to clarify the expectations in scholarship.

- held two workshops for junior faculty on building a case for tenure and preparing the dossier.

Recommendation of Charges for 2012 -13

*Hold a workshop for associate professors on the preparation of a dossier for applying to full professor.

Respectfully submitted by T. J. Rivard, Chair