

**Promotion & Tenure Committee**  
December 2, 2016 ~ 10:30-11:30 AM  
321 Reed Lodge  
Agenda

- 10:30 Meeting minute taker
- 10:35 Henri Jansen – Executive Committee Liaison
- a. One vs. two separate waiver forms for external reviewer letters and student letter
  - b. Review Processes for Faculty Research Assistants (FRA) and non-tenure track instructors (Henri and Eric)
- 11:00 Updates from Faculty Senate (Mei)
- 11:10 Future meetings (proposed time 10:30-11:30am, Fridays, January 13, 2017; February 3, 2017; March 3, 2017)
- 11:15 Adjourn