

## APT Committee Report: 2018-2019

| <b><u>Issue/Topic</u></b>               | <b><u>Response</u></b>   | <b><u>Further Action</u></b>   | <b><u>Ongoing 2018-2019</u></b>  |
|---|--|--|--|
| <b>Promotion and Tenure Cases</b>       | APT considered 20 cases overall; 4 mandatory cases for tenure and promotion to Associate Professor; 4 early review cases for tenure and promotion to Associate Professor; 6 cases for Promotion to Professor; and 4 for Promotion to Senior Lecturer and 2 for Promotion to Principal Lecturer.  | Nothing Further.   | More cases to come.  |
| <b>Tackling the “A” in Appointments</b> | Reviewed 1 appointment case.   | Continue to Monitor and Review Such Cases and when they Occur. Review and Fine Tune processes for review of appointment cases and work with EVCAA and Academic HR on the same. | Will Review These Cases as they Happen and fine tune processes for the same.           |
| <b>P&amp;T Workshops</b>                | Organized Two Promotional Workshops. The first focused on the mechanics of promotion. There is also a zoom recording on the mechanics of promotion on the APT website from last year. Also hosted panel discussion with Chancellor, EVCAA, Deans & Directors, and Assistant Chancellor for Community Engagement on “Community Engagement and P&T.”   | Nothing Further on Workshops. See below on Community Engagement.   | Continue offering workshops each year.   |
| <b>P&amp;T Guidelines</b>               | Updated P&T Guidelines in May 2019. This updates prior set of guidelines approved by EC in February 2018. The guidelines address issues that various parties need to be aware of, i.e., candidates, review committees, Deans/Directors, Voting Faculty, and Faculty Councils. Guidelines were brought to the attention of Deans, Program Administrators, and Faculty Council Chairs as well. The updated guidelines include a) highlighting the need for Deans/Directors to share the summary of voting faculty discussion with voting faculty and | Continue to Point Out Guidelines to Relevant Parties as they Go About Navigating the Promotion Process. Will Continue updating guidelines as and when needed.                  | Continue to Point Attention. Update as needed in the spirit of continuous improvement. |

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|                                      | allowing them to respond to the same and also share the summary shared with the candidate with the voting faculty as well; b) clarifying APT procedures and that Associate Professors on APT will recuse themselves from a vote on full professor cases; c) need for programs to create a table so that it is clear from whose list an external review letter came from and d) adding community engagement to the urban serving section. Had relevant portions of updated guidelines incorporated into P&T checklist as well and discussed with Academic HR. |  |                      |
| <b>Community Engagement</b>          | Given the campus' push for community engagement, organized a sense-making workshop on community engagement and P&T with campus administration. Subsequent to the session a memo summarizing the panel discussion and a request to tackle this within each unit was sent to Deans/Directors and Faculty Council Chairs of each School/Program.  | Encourage Units to have unit level discussions on the same and wrap up by Winter 2020. | Continue to Monitor. |
| <b>Responsibilities of APT Chair</b> | Created a document outlining responsibilities and tasks to be performed by APT Chair.  | Update as Needed.  | Nothing Further.     |
| <b>Meeting Minutes</b>               | Meeting minutes uploaded to FA/APT Website   | Nothing Further.   | Nothing Further.     |

- *APT Committee: 2018-19, Chair: Eugene Sivadas (MSB), Members:Yonn Dierwechter (Autumn)/Mark Pendras (Winter/Spring) (US), Erin Casey (SWCJ), Katie Baird (SIAS), Anderson Nascimento (SET), Jose Rios (Education), Denise Drevdahl (Nursing)*
- <http://www.tacoma.uw.edu/sites/default/files/sections/FacultyAssembly/APTGuidelinesECapprovedmay62019.pdf>
- <https://www.youtube.com/watch?reload=9&v=vs0abFO0zkc&feature=youtu.be>
- <http://www.tacoma.uw.edu/faculty-assembly/faculty-committee-appointment-promotion-tenure-agendas-minutes-archive>