

UNIVERSITY OF WASHINGTON
Appointment Tenure and Promotion (APT)

Minutes

Friday, February 18, 2011
CP 103 12:30-1:30pm

Attendance: Emily N. Ignacio, Chair; Yonn Dierwechter, Marian Harris, Belinda Louie, June Lowenberg

- 1. The minutes from January 21, 2011 were approved.**
- 2. Checklist – Emily N. Ignacio updated the checklist to add Marcia Killien’s comments and presented this document to APT**

Annual Evaluations – Emily N. Ignacio referenced the VCAA checklist (ref. [24-57](#) of the Faculty Code) and the email correspondence from Marcia Killien, Chair UW Faculty Senate regarding changes to the UW Tacoma Handbook.

- a) Academic Human Resources wants full professors to include a recent peer-review on teaching and a record of a conference filed with the program director in their review packet. Academic Human Resources and UW Academic Directors agree that candidates who are up for promotion must have collegial evaluations in teaching and documentation of the regular conference with faculty within the last 12 months. This differs from the Faculty Code requirements but the Human resource requirements trump the Code.
- b) Evaluation letters should come from the Program Director.
- d) Language was added to address the issue of the Chair of the review committee who appoints other members of that committee.
- e) Candidate’s file should include all items listed in the UW Tacoma VCAA’s Promotion/Tenure Recommendations Checklist.

- 3. The meeting adjourned at 1:29 p.m.**