

Time/ Location	11am-12pm 2510 Setnor	Handouts	Standards and Criteria for Appointment, Rank, Promotion and Tenure Policy
Attendees	Ann Botash, JoAnne Race, Stacy Mehlek, Paul Massa, Steve Taffet, Steve Grassl, James Megna, Joe Stein, Christopher Morley, Lynn Cleary, Rich Veenstra, Thomas Schwartz, Lisa Phelan, Leann Lesperance		

AGENDA ITEM	Discussion of Standards and Criteria for Appointment, Rank, Promotion and Tenure Policy		
DISCUSSION	<p><u>Policy organization.</u> Table of contents listed before main content with links to headings within the document. Noted that for electronic version of policy, would be nice if brought to website with information in smaller sub-sections, so not overwhelming.</p> <p><u>Policy content.</u> Discussion regarding instructors and non-tenure track research assistant professors. Discussion of credit of time served elsewhere. This policy must stay within SUNY guidelines. For scholarship, C Morley did review of other institutions and what scholarship definitions used. Suggests cross-college committee to define scholarship for SUNY Upstate. C Morley, S Taffet, interested in this work, perhaps Amy Slutsky good person for this group. Related work would be to build specific standards for proficiency or excellence, examples include a rubric, or h index. Discussion of Joint appointments – this also needs future work.</p> <p>Not recommended to add National Board of Physicians and Surgeons to certifications, although this area is in flux right now, not enough vetting or high enough standards in lieu of American Board Certifications. Discussion of proficiency and excellence in administration. Administrative work as essential to institution and creative work. Could be documented via letters of support, ie shepherding through a new curriculum. In administrative roles there is opportunity for scholarship through professional organizations, other ways. Discussions have been blending research and scholarship – scholarship more broad, may include substantial accreditation effort, oversight of changing program, move academia along, curricular change, as these are academic works of the discipline “advancing the academic enterprise”</p> <p><u>Demonstration of AAE in self-serve.</u> Beta version of electronic AAE ready for pilot. Note for phase 2 – not allow zero as entry for education/teaching area. Auto fill with previous year’s AAE, import feature under publications box for reference manager software.</p> <p><u>Future Work Needed.</u> In areas of scholarship definition, external letters, cross- college and joint appointment, voluntary appointment.</p>		
ACTION ITEM	ITEM	PERSON RESPONSIBLE	DUE DATE

	Will add description for non-tenure track research assistant professors.	Ann Botash	soonest
	Administrative area needs additional sentence or phrase, "advancing the academic enterprise"	Ann Botash	soonest
	Future Work needed: In areas of scholarship definition, external letters, cross- college and joint appointment, voluntary appointment.	Ann Botash	over 2019, and beyond