Marywood
UNIVERSITY

Rank and Tenure Committee

Annual Report for 2003 - 2004

Members
At Large:
Barbara Burkhouse andj Marianne Borja, co-chairs
Janet Bissett
Jane Strobino

College Representatives:
CAM: Matt Povse
LAS: Sister Anitra Nemotko (on leave)
HHS: Gerri Dawson
EHD: Sister Mary Salvaterra

Meetings
First week of August, Co-chairs, for establishing calendar
Thursday, Sept 11, Organization & Planning, for most members
Tuesday, Sept 16, Organization & Planning, those unable to meet Sept. 11.
Tuesday, Oct 7, Deliberations and Voting (several hours)
Thursday, Oct 9, Deliberations and Voting (several hours)
Thursday, Oct 16, Deliberations and Voting (several hours)
Fri, Jan 23, Co-chairs, to consider strategy for librarian proposal
Fri, Jan 30, Discussion with Library staff
Mon Feb 16, Librarian proposal & info session planning for May
Tuesday, Mar 8, Librarian proposal, directive to develop evaluative survey & info session planning for May
Tues, Mar 16, Librarian proposal, directive to develop evaluative survey & info session planning for May
Thursday, April 1, Librarian proposal
Thursday, April 15, Discussion with Cathy Schappert re librarian proposal
Wednesday, May 5, Information session, attended by 15 prospective Fall applicants

Accomplishments
Deliberated and formulated recommendations on 4 tenure applications.
Deliberated and formulated recommendations on 10 applications for promotion.
Established consensus with librarians on equitable basis for applications for promotion to upper ranks and for tenure.
Presented revisions for librarian application to Faculty Senate twice, prior to successful vote there and in Policy Committee.
Submitted revisions for Handbook Appendices related to notification and application procedures.
Provided written information and orientation session for Fall, 2004 applicants.
Prepared preliminary draft of evaluative survey on committee effectiveness.

Submitted by
Dr. Barbara Burkhouse

May 6, 2004