

P & T Meeting via Google Meet

April 28, 2025

Present: Bonnie Chairperson, Shannon, Darrell, Cheryl

Topic: Concerns regarding lack of understanding /training using Google school account to access folders of two applicants in the Arts and Sciences Dept., as well as concern with how does faculty vote on applicants via online. Will faculty be able to vote that have given their intent to retire at the end of the year on candidates?

When should P & T guidelines/rubric be sent to faculty 2025-26 academic year?

Discussion: Bonnie and Darrell discussed with committee some of the IT concerns that were brought to their attention last week regarding utilizing Google when not all faculty have been trained. As one of the applicants, Bonnie felt the process of submitting her content in the subfolders went very smooth and easy.

Full time faculty who have given their intent to retire, may vote on applicants.

Discussion that sending faculty the guidelines, rubric and deadlines during fall final exam week. Applicants can have the break before Spring to work on portfolios.

Decision:

Darrell spoke with Cody about faculty training on Google.

. Cody plans to do a training session with faculty possible on Faculty Institute this fall.

Full time faculty who have given their intent to retire, may vote on applicants.

Faculty will meet again via google meet May 5th at 3pm to discuss and vote on applicants. Committee members will have access to the candidate's folders and can review prior to the next meeting.

Guidelines, rubric, deadlines will be sent by chairperson to faculty during final exam week in the fall.

Meeting adjourned at 1:10pm