

Memorandum

To: Faculty Council

From: Michael Gerhardt, Chair, APT Committee

Re: Annual Report of the APT Committee

Date: October 27, 2009

On July 1, 2009, I became Chair of the University's Appointments, Promotion & Tenure Committee. Below, I have set forth the outcomes of each of the committee's monthly meetings from October 2008 through October 2009. I have attached to this memorandum three other documents: (1) a list of the full committee roster; (2) the schedule of the APT committee's meetings for the 2009-2010 academic year; and (3) the schedule of the APT subcommittee meetings (each of which is held a week prior to the full committee meetings.) I trust these documents are self-explanatory, though I should note that the figures below do not reflect occasional recusals of committee members who pursuant to the APT committee policy do not vote on promotion and tenure applications from their respective units. (I should also note that while I was a member of the APT committee for the entire reporting period that the previous report and most of the dates listed below are from academic year 2008-2009 during which Ruth Walden was the Chair of the APT Committee.) If you have any questions, please do not hesitate to contact me or any of the other members of the APT committee.

Month	Yes	No	Returned for more information
Oct. 08	3 (unanimous)	0	1 (approved in November 2008)
Nov. 08	8 (unanimous)	0	0
Dec. 08	7 (unanimous)	0	0
Jan. 09	10 (unanimous)	0	1 (approved in February)
Feb. 09	5 (unanimous)	1 (7-0-1)	0
March 09	15 (unanimous)	1 (7-1-1)	0
April 09	14 (unanimous)	0	0
May 09	31 (unanimous)	0	0
June 09	9 (unanimous)	0	0
July	0 (no applications)	0	0
Aug. 09	1 (unanimous)	0	0

Sep. 09	4 (unanimous)	0	0
Oct. 09	1 (unanimous)	0	0

MEMBERSHIP ROSTER FOR APPOINTMENT, PROMOTION, AND TENURE COMMITTEE				
	2009/2010			
Name	Department/School	Division	Campus Address	Office Phone and Email Address
Larry K. Benninger '10	Ggeological Sciences	Acadmeic Affairs	CB 3315 - Mitchell Hall	962-0699; lbenning@email.unc.edu
Peter Gilligan - '10	Microbiology/Immunology	Health Affairs	CB 7600-UNC Hospitals	966-6313; celtsfan@med.unc.edu
Janet Mason - '10	School of Government	Prof. Schools	CB 3330 - Knapp-Sanders	966-4246; mason@sog.unc.edu
Michael Gerhardt - '10	School of Law	Prof. Schools	CB 3380 - Van-Hecke-Wettach	843-5600, gerhardt@email.unc.edu
Margaret Leigh '11	Pediatrics	Health Affairs	CB 7220 - BiInformatics Bldg	margaret_leigh@med.unc.edu
Barbara Mark '11	School of Nursing	Prof. Schools	CB 7460 - Carrington Hall	bmark@email.unc.edu
Connie Eble- '11	English/Comp. Lit.	Academic Affairs	CB 3520 - Greenlaw Hall	962-0469; cceble@email.unc.edu
Paul Farel - '11	Cell/Molecular Physiology	Health Affairs	CB 7545 - Neurosciences Research Bldg.	966-1096; paul_farel@med.unc.edu
Linda Dykstra '12	Psychology	Academic Affairs	CB 3270 - Davie Hall	962-6595; ldykstra@unc.edu
David Guilkey ' 12	Economics	Academic Affairs	CB 3305 - Gardner Hall	966-5335; david_guilkey@unc.edu
Gwnedolyn Sancar ' 12	Biochemistry and Biophysics	Health Affairs	CB 7260 Genetic Medicine Building	966-2077; gwendolyn_sancar@med.unc.edu
Gary Bowen '12	Sch. of Social Work	Prof. Schools	CB 3550; Rm 438 301 Pittsboro St	962-6542; glbowen@email.unc.edu
Ex-Officios:				
Ron Strauss, Executive Associate				962-4510; ron_strauss@unc.edu
Staff Support:				
Tina Perkins	EPA Personnel Manager	Office of the Chanc.	CB 9100 - 03 South Building	962-7771; perkins3@email.unc.edu

**COMMITTEE ON APPOINTMENTS, PROMOTION AND TENURE
SCHEDULE OF MEETINGS FOR THE ACADEMIC YEAR 2009/2010**

<u>Sub-Committee</u>	<u>Full Committee</u>
July 1, 2009	July 8, 2009
August 5, 2009	August 12, 2009
September 2, 2009	September 9, 2009
September 30, 2009	October 7 2009
October 28, 2009	November 4, 2009
*November 24, 2009	December 2, 2009
January 6, 2010	January 13, 2010
February 3, 2010	February 10, 2010
March 3, 2010	March 10, 2010
March 31, 2010	April 7, 2010
May 5, 2010	May 12, 2010
June 2, 2010	June 9, 2010

***November 24th is a Tuesday and was chosen based on the holiday schedule and Trustee meeting schedule. It can be re-re-negotiated.**

Meetings of the Committee on Appointments, Promotion and Tenure are determined primarily by the meeting schedule of the University's Board of Trustees and allowing for the annual holiday, Spring Break and Fall Break schedules. In addition, current Bylaws state that materials must be sent to the Trustees ten days prior to their meeting. Call Tina Perkins at 962-7771 if you have any questions.

**COMMITTEE ON APPOINTMENTS,
PROMOTION AND TENURE**

ROTATION SCHEDULE FOR SUBCOMMITTEE

2009/2010

JULY (7/1)

**Farel, Chair
Eble
Bowen**

AUGUST (8/5)

**Mason, Chair
Benninger
Sancar**

SEPTEMBER (9/2)

**Mark, Chair
Leigh
Guilkey**

OCTOBER (9/30)

**Gerhardt, Chair
Gilligan
Dykstra**

NOVEMBER (10/28)

**Eble, Chair
Bowen
Leigh**

***DECEMBER (11/24)**

**Benninger, Chair
Sancar
Mark**

JANUARY (1/6)

**Farel, Chair
Guilkey
Mason**

FEBRUARY (2/3)

**Gilligan, Chair
Dystra
Gerhardt**

MARCH (3/3)

**Bowen, Chair
Leigh
Eble**

APRIL (3/31)

**Sancar Chair
Mark
Benninger**

MAY (5/5)

**Guilkey, Chair
Mason
Farel**

JUNE (6/2)

**Dykstra, Chair
Gerhardt
Gilligan**

Please note:

- Actual meeting dates are in () next to the month.
 - Meetings are held at 3:00pm in conference room #105 - South Building, however if the Chair of the subcommittee is unable to meet at that time, please contact Tina Perkins at 962-7771 and inform her when the meeting is to be held so that the other members can be notified and a meeting location can be arranged.
 - Occasionally the subcommittees will meet in Room 09M on the lower level of South Building.
 - It's appreciated if you can arrange for a substitute if you are unable to attend a subcommittee meeting however if needed, you can also contact Tina Perkins for assistance.
 - *The December meeting is on Tuesday, November 24th – It's the best I could do given the holidays and December mailing to the Trustees.

