

## Personnel Policy Committee (PPC)

1/19/2022

**PPC Members:** Adams, Gregory; Toce, Jacqueline; Lopez-Velasquez, Angela; Marx, Helen; Tomczak, Stephen; Shea, Michael (absent); Martinez, Kelly (absent); Sormrude, Michael; Metaxas, Virginia; Starling, Natalie (chair)

12:10pm

Approval of minutes of 11/17 meeting

### CONTINUING BUSINESS:

1. P&T Guidebooks
  - a. The committee worked on revisions/clarifications to the P & T Guidebook
2. P&T/Renewal Procedures documents
  - a. The committee will review progress as a future agenda item
  - b. PPC reviewed a request for a recommendation for a template for evaluation reports
    - i. PPC agrees this could be beneficial and will work on a template in future meetings as well as a candidate withdrawal letter template
3. Updating Professional Assessment Procedures Document – to match updates to the other documents (moved to next meeting agenda)
4. Academic advising re P&T (moved to next meeting agenda)