

Institutional Effectiveness Yearly Report Form
College Advisory Committee on Promotion Committee, 2013-2014

| Names of Members | Date | Date | Date | Date | Date | Total |
|-------------------|--------|---------|------|------|------|-------|
| | 9/6/13 | 2/28/14 | | | | |
| Dan Begley | | x | | | | |
| Cathy Branson | x | x | | | | |
| Randy Bryant | x | x | | | | |
| Madeline Flannery | | x | | | | |
| Wilson Francis * | x | x | | | | |
| Susan Johnson ** | x | x | | | | |
| Ron Reed | | x | | | | |
| Tammy Richie | x | x | | | | |
| Tim Whittaker | | E | | | | |
| Sherry Woods | x | x | | | | |
| Total Present | 6 | 9 | | | | |

- * = Chair
- ** = Co-chair
- *** = Student
- **** = Guest
- ***** = ex-officio

E = members who notified the chair of a reasonable excuse to miss.

Please complete the following information to summarize the work of this HCTC Committee for the 2013-2014 academic year:

I. Number of meetings held: 2

II. PRIMARY focus for the year of 2013-2014: Guide faculty who are candidates for promotion through the process of preparing their promotional notebooks, then approving those notebooks for presentation to the college administration.

III. Major ACCOMPLISHMENTS: Eleven faculty notebooks were prepared and approved.

IV. Recommended FOCUS FOR UPCOMING YEAR 2014-2015:

Continue as instructed.

Chair Signature and Date: _____ Wilson Francis 5/12/2014