

Hazard Community and Technical College
College Advisory Committee on Promotion, 2014-2015
 Institutional Effectiveness Annual Report
 Committee Reports to: Provost

Committee's Charge:

This committee serves in an advisory capacity to the President concerning all matters related to faculty promotion and tenure. The committee shall submit a recommendation to the college president/CEO (with the committee vote and signature of each member in attendance). Reasons for the recommendation, including strengths and weaknesses will be noted. The college president/CEO shall review the portfolio and the recommendation and, in the case of a candidate for Associate Professor or Professor, forward the portfolio with the president/CEO's letter of recommendation to the Chancellor. Upon review by the CACP, promotions from Instructor to Assistant may be approved by college president/CEO and a letter submitted to the Chancellor with a copy to the faculty member. In the event a candidate for Associate Professor or Professor is denied at the local level, the college president/CEO shall send the Chancellor a letter stating such denial with a copy to the faculty member. In the case of a candidate for Professor, the college president/CEO shall contact the faculty member in writing to present the option of submitting the portfolio for review by the system committee (KCTCS Senate Advisory Committee on Promotion) in the regular system portfolio review process.

Names of Members	9/12/14	2/27/15	Date	Date	Date	Total
Wilson Francis*	x	x				2
Susan Johnson**	x	x				2
Ron Reed	x	x				2
Cathy Branson	E	x				1
Randy Bryant	x	x				2
Tammy Richie		x				1
Tim Whittaker	x	x				2
Dan Begley		x				1
Jimmy Caudill	x	x				2
Madeline Flannery	x					1
Total Present	7	9				

* = Chair

** = Co-chair

*** = Student

**** = Guest

***** = ex-officio

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

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Please complete the following information to summarize the work of this HCTC Committee for the 2014-2015 academic year:

I. Number of meetings held: 2

II. PRIMARY focus for the 2014-2015 academic year:

Assist faculty in achieving promotion

III. Major ACCOMPLISHMENTS during the 2014-15 academic year:

Five faculty members completed the promotion process

IV. Recommended FOCUS FOR UPCOMING YEAR 2015-2016:

Improve communication and support for promotion candidates.

Completed by Chair Name and Date: Wilson Francis 5/11/15