1. The meeting convened at 2:03 p.m. in McIntyre Library 3020, with Serros acting as Chair in Peterson’s absence.
2. The minutes of the October 15, 2013 meeting were approved as distributed.
3. The committee heard the pros and cons of existing DEPs as reported by committee members. Some issues that arose include:
   a. The departmental citizenship/colllegiality phrasing in many DEPS is quite negative, rephrasing in a positive manner may be more supportive.
   b. In at least one DEP, citizenship is tied to EDI goals.
   c. Mentoring needs to be added to the template.
   d. Some departments distinguish between formative and summative ion performance evaluations.
   e. The Boyer model for types of scholarship appears in several DEPs.
   f. Matrix may be created in combination with PDP for flexibility.
   g. Many departments fail to have distinguishable criteria, other than years of service for tenure or promotions.
   h. Specificity of items for evaluation needs to be done discipline by discipline.
   i. We need to make sure a DEP values UWEC values/mission/vision/initiatives.
   j. For many departments, a shift to a template should be quite manageable. Conversely, many DEPs still refer to FASH and have 2002 dates.
4. At the next meeting we should look carefully at the draft template and identify what should be retained/changed/added.
5. The meeting adjourned at 2:48 p.m.

Respectfully submitted,
Sherrie Serros