

**UW SCHOOL OF PHARMACY
FACULTY ACTIVITIES REVIEW COMMITTEE**

2009-2010

Ron Burnette (chair)
Barry Gidal
Al Hanson
Paul Hutson
Dave Kreling
Sandro Mecozzi
Dave Mott
Dick Peterson
Laurie Leininger, staff

For 2009-2010, the Faculty Activities Review Committee is charged to:

1. Continue to streamline and simplify the Annual Activities Report for ease of use by the faculty and the Committee. Working with the IIT Group, continue to increase the amount of electronically-available information that automatically populates the report.
2. Ensure that periodic post-promotion reviews are incorporated into the annual process.
3. Discuss and make recommendations to the Dean and the Executive Committee about continued refinements to the review policy and procedures, as appropriate. In particular, discuss how to include administrative responsibilities, engagement in the work of the Division and the School, and goal setting/attaining in the evaluation of our faculty.
4. Conduct and complete the 2009 faculty review process by mid-March 2010.
5. Construct meeting agendas and maintain detailed minutes of Committee discussions, actions, and recommendations. In addition, provide a short, written report to the Dean by June 30, 2010 summarizing the year's activities of the Committee and how the activities support the School's mission and strategic priorities. These documents will be posted, as appropriate, on the developing *SOP Committee Activities* webpage to keep the School informed.
6. Bring items and issues forward for faculty discussion/decision making throughout the year, as appropriate. If requested by the Dean, provide a short, verbal report of the past year's Committees activities to the faculty at a Fall 2010 Faculty/Staff meeting.