

Minutes of the Professional Standards Committee

October 14, 2011

Present: Kris Bartanen, Geoffrey Block, Alva Butcher (chair), Leon Grunberg, Andy Rex, and Seth Weinberger

The meeting was called to order at 2:04 pm by Chair Butcher. The minutes of the previous meeting had already been approved by electronic communication.

The committee discussed the English Department's revised evaluation standards and procedures document. Committee members were already in receipt of this newly revised document, which was distributed electronically earlier in the week. The revised document was referred to the subcommittee of Block, Sackman, and Weinberger for their consideration and analysis.

Chair Butcher distributed for the committee's consideration drafts of two new student course evaluation forms submitted by the School of Music. These forms are similar to student evaluation forms used across campus but with wording tailored for music ensembles (one form) or applied lessons (the second form). The committee was asked to permit the School of Music to administer these forms in the appropriate classes in place of the standard form used on campus. This question will be considered by the subcommittee of Grunberg, Hastings, and Rex. Because some course evaluations may take place fairly soon, the subcommittee was asked to report back to the full committee at its next meeting.

Before adjourning, the committee decided that it would not meet next Friday but will reconvene on Friday November 4. Both subcommittees plan to meet in the interim.

The meeting was adjourned at 2:48 pm.

Respectfully submitted,

Andy Rex