

**Approved Minutes of the Professional Standards Committee
Friday, April 24, 2009**

Present: Julian Edgoose, Barry Goldstein, Bill Haltom, Lisa Fortlouis Wood, Julie Nelson Christoph, Dean Kristine Bartanen (ex-officio), George Tomlin (chair)

The meeting convened at 1:00 P.M.

Announcements:

1. Julie Nelson Christoph will be meeting with the chair of Psychology (Robin Foster) to discuss our suggestions and questions regarding the department's evaluation guidelines.
2. The subcommittee reviewing the university's violence policy will be meeting with John Hickey next Thursday at 2 p.m.

Minutes:

The committee approved the minutes of April 17, 2009 with minor additions.

Review of Department Evaluation Guidelines:

The committee reviewed the revised guidelines submitted by the School of Music, noting minor edits and requesting clarification of one aspect of the departmental procedure. Professor Goldstein will convey our substantive question, as well as our suggestions regarding minor typographical and lexical errors.

Review of Charge regarding the role of tenure-line faculty when tenure review is negative:

The committee reviewed language developed for inclusion in the Faculty Evaluation Criteria and Procedures (Buff document) regarding participation of faculty in evaluations and hiring subsequent to a negative tenure decision. The committee sought to balance the need for clarity in roles and procedures with the importance of protecting the faculty rights. The committee will review this matter and associated language next meeting.

Review of Charge regarding format of document on hiring and recruitment of faculty:

This will be revisited at the upcoming PSC meeting on May 1.

Discussion of procedures pertaining to grievances during an evaluation process:

The committee is beginning to organize materials for future discussion of procedures for handling grievances that arise within the context of an evaluation. Committee members discussed the possibility of including clarifying language in the buff document regarding the content of faculty letters during evaluation of colleagues. Specifically, one member suggested

that language from the Faculty Code (III,4,f,1) be quoted after paragraph one in the Evaluation Letters section of the Faculty Evaluation Criteria and Procedures document (i.e. after paragraph 1, page 8 of the 2008-9 buff document) in order to clarify issues related to ethical practices and faculty letters. The committee will revisit this issue and suggestions noted above, after review of materials distributed today by Chair Tomlin.

The meeting adjourned at 3:00 p.m.

Respectfully submitted,

Lisa Fortlouis Wood