

Minutes of the Professional Standards Committee 5/8/09

Present: Bartanen, Christoph, Edgoose, Goldstein, Haltom, Tomlin

The minutes from last week's meeting have yet to be circulated.

Item: Procedures and Criteria for Faculty Evaluations, School of Music. This document has been revised by Keith Ward, in consultation with the PSC subcommittee charged with reviewing the document (Goldstein, Wood). It was suggested that the following clarification be inserted in line 223 (suggested insert in italics): "The evaluatee will also receive a copy prior to *the head officer's submission of* (DELETE: submitting) the evaluatee's completed file to the academic vice president's office." The PSC approves the document today with or without this change.

Item: It was reported (by Wood) that the Psychology Department will continue to work on their Procedures and Criteria for Faculty Evaluations document, which will be submitted for approval by the PSC during next academic year.

Item: Christoph reported on work done so far by the subcommittee charged with reviewing the Instructor Evaluation form. In particular, proposed changes to the "preamble" of the form have been provided, along with the older form (attached). Christoph drew attention to added reference to the student integrity principle. After some discussion, the new wording was approved.

Item: Goldstein and Edgoose reported on their subcommittee's efforts devoted to charge #6 (a handout was distributed last week); Edgoose provided some background to that draft document. Some discussion followed that focused on how specific the initial hiring letter should be in providing details such as the composition and size of the evaluation committee. Other issues raised included: where would these guidelines reside (the Code? the "Buff Document"), and how best to ensure that a new hire in an interdisciplinary position has a clearly defined identity. It was M/S/P that this charge be carried over and considered again by next year's PSC.

Item: Charge #17, which considers the responsibility and obligation of the PSC to report to the President of the University whenever the PSC determines that there is no probable merit to a grievance, when a departmental evaluation has been halted due to that grievance having been initiated. A related consideration is who or what entity in the University has the responsibility for formally reactivating the departmental review process after the PSC finds there to be no probable merit to a grievance; neither of these points are specifically addressed in the Faculty Code. The PSC will continue to consider this matter during the next academic year.

Finally, universal kudos were showered on the outgoing Chair for the truly outstanding job that Professor Tomlin accomplished during the previous two years.

The last meeting of the 2008-2009 academic year was adjourned.

Respectfully submitted,

Barry Goldstein