

Minutes of the Professional Standards Committee
September 4, 2009

Present: Kris Bartanen, Robert Beezer, Geoffrey Block, Alva Butcher, Johanna Crane, Barry Goldstein, William Haltom, Lisa Fortlouis Wood

The meeting convened at 2:00 p.m. in Wyatt 226.

Senator Keith Ward presided over the election of a chair and offered his cooperation as liaison from and for the Faculty Senate.

Haltom was elected chair. The committee thanked Senator Ward for his assistance.

Dean Bartanen distributed various documents that will assist the members in their mission this year.

The committee resolved to

- a) obtain the 2008-2009 report of the PSC to the Faculty Senate from May 4, 2009;
- b) review "the matrix" for PSC endeavors 2009-2010; and
- c) secure minutes held over from the 2008-2009 academic year.

Haltom promised to distribute to members copies of the proposed changes in guidelines for evaluation from the Schools of OT/PT.

Dean Bartanen noted that the PSC might be asked to advise regarding classes in which one or more relatives of the instructor is/are enrolled.

Wood proposed that each subcommittee consist of two members of the PSC and that multiple tasks be assigned to each pair of members. Unlike the 2008-2009 academic year, in which members were paired with different persons for each task, Wood suggested that PSC subcommittees be "permanent." Tasks would continue to be assigned to subcommittees, but the pairs of committee-members in each subcommittee would persist from task to task.

In the absence of its newly elected chair, the PSC re-approved guidelines for the administration of course evaluations with two additions:

- a) "in advance" was added to the final sentence regarding alternative approaches; and
- b) the addition of the following: "Faculty members who are not required by upcoming evaluation schedules to have Instructor Evaluation Forms administered in their courses may elect voluntarily to use the alternative forms discussed by the faculty in Spring 2009 [insert URL]. Copies of these forms may be requested by department support staff from the Dean's Office by contacting x3205 or acadvp@pugetsound.edu prior to the tenth week of the semester (November 1 for Fall term and April 1 for Spring term)."

After 2:50 p.m., the committee adjourned.

Respectfully submitted,

William Haltom