

## Professional Standards Committee Minutes

December 9, 2004

Members present: Breitenbach, Kirchner, Moore, Riegsecker, Ward, Weisz

The meeting was called to order at 9:00.

Minutes for the December 2, 2004 meeting were approved with revisions.

Breitenbach announced that PSC meetings would be held on Fridays at 11 am in the Misner room beginning the first week of classes.

He also announced that he had received a request for an interpretation regarding the issue of a minority report by a head officer in a faculty review and that he had let the person submitting the request know that the PSC would not be able to respond to the request this semester.

The remainder of the meeting was spent identifying and prioritizing items the PSC hoped to tackle next semester, and that might lead to Code Interpretations or Code Amendments.

Two items were identified as having the highest priority, and committee members hoped they would be able to devote some part of the first meetings in the new year to each item.

One item involves clarifying the responsibilities of Hearing Boards in faculty evaluations, an issue that members thought might be worthy of a Code Interpretation.

The other item was proposing a set of Code Amendments to correct typos, incorrect citations, and unclear language in the Code, and to make other minor changes where problems are evident. The committee hopes to move quickly so that amendments might be approved by the Faculty and Trustees before the end of Spring Term. Specific issues to be discussed include:

- 1) changing "days" to "working days" in Chapter VI, Section 3 b and Section 4 a;
- 2) clarifying the definition of "tenure-line faculty" in Chapter I, Part B, Section 1;
- 3) changing the parties to receive information from hearing boards in appeals at the departmental level to exclude a report to the President (Chapter III, Section 6 d (3)).
- 4) typos and incorrect citations.

We also decided that along with the issues above, we might discuss creating an interpretation to include "partners" where "spouses" are referred to in prior PSC interpretations of the Code.

The committee set as Priority 3 the inquiry regarding clarification or interpretation regarding minority reports by Head Officers in faculty evaluations.

As Priority 4, the committee identified the possible need for a Code Interpretation to clarify questions concerning processes for appeals at the department level. PSC members noted that an interpretation arising from such a discussion might also appear in some form in the buff document.

As Priority 5, the committee identified the possible need for a Code Interpretation to clarify the requirements for classroom visits in streamlined evaluations of Full Professors.

Breitenbach encouraged PSC members to begin creating a list of typos and incorrect citations in the Code for our discussion next semester.

Meeting adjourned at 9:57.

Respectfully submitted,  
Carolyn Weisz