

**Minutes of Professional Standards Committee  
November 6, 2003**

**Present:** W. Breitenbach, T. Cooney, W. Hands (secretary), S. Owen, J. Riegsecker, T. Rowland, K. Stirling (chair), C. Weisz

Stirling called the meeting to order at 9:35.

Stirling made several announcements concerning the status of various PSC projects/requests:

The revised Communication Department Document should be available for consideration at the next meeting (Nov. 13)

Stirling will forward comments on the proposed Theatre Arts Statement of Departmental Standards to the Theatre Department.

The PSC has received a proposal for revision of the Mathematics and Computer Science Statement of Evaluation Standards. This proposal will be discussed at the next meeting.

Stirling appointed a subcommittee of Breitenbach and Owen to edit the proposed PSC memo to Department Chairs regarding the revised Faculty Code.

Stirling reminded the committee that we currently have a request for information regarding the timing of outside letters under the revised Faculty Code.

The committee continued its discussion of the reappointment notification section of Chapter II, Section 4, of the Faculty Code. The discussion will be continued at the next meeting.

The meeting was adjourned at 10:32.

Respectfully Submitted,

Wade Hands