

**Minutes of the Professional Standards Committee**  
**April 14, 2011**

**Present:** Kristine Bartanen, Bill Beardsley, Geoffrey Block, Alva Butcher, Julie Christoph, William Haltom (chair), Andy Rex, Mike Spivey

The meeting convened at 3:02 p.m. in Wyatt 226.

The minutes of April 7, 2011, (including an appendix consisting of a report from the Block-Butcher-Haltom subcommittee on formal and informal appeals of faculty evaluations), were approved.

The committee returned to a discussion of the physics department's proposed evaluation guidelines. The committee decided the following.

1. Physics's statement that tenure-line faculty are expected to participate in evaluations does not imply that non-tenure-line faculty cannot. In practice, physics expects career instructors to participate in evaluations but does not invite visitors to.
2. It is fine for physics to allow first-year tenure-line faculty members to opt out of evaluations. This does not violate the faculty code and is common practice.
3. While the physics guidelines do not explicitly mention community service as one of the evaluation criteria, there are examples in the professional growth and service sections of activities that would be considered community service.

The committee approved, with one abstention, the evaluation guidelines proposed by the physics department.

The committee then returned to a discussion of the English department's proposed evaluation guidelines. It was the judgment of the committee that the requirement in the proposed English guidelines that "Only tenure-line faculty may participate in the department deliberation of tenure-line faculty" is a violation of Chapter 1, Part B, Section 2, lines 44-46 of the faculty code: "Non-tenure-line faculty members' roles, rights, and responsibilities are the same as those of tenure-line faculty as described in Chapter 1 of the Faculty Code with exceptions as noted in this code." In the view of the committee, the most recent response from the English department failed to address this issue adequately. The committee directed Chair Haltom to draft a memo to the English department describing the decision of the committee.

The meeting adjourned at 4:02 p.m.

Respectfully submitted,

Michael Z. Spivey