

## PROFESSIONAL STANDARDS COMMITTEE MINUTES

January 23, 2014, 4:00 p.m., Wyatt 326

Present: William Barry, Geoffrey Block, Douglas Cannon, Jennifer Hastings (chair), Tiffany Aldrich MacBain, and Mark Reinitz

The Committee first discussed several unresolved issues of committee protocol and decided (by a unanimous vote) for the minutes to record specific vote counts but not the names of voters on either side of a divided vote. The Committee also determined (unanimously) that voting outcomes will be decided by a simple majority of those in attendance.

The Chair then asked the Committee to form two working groups to look at the following remaining Senate charges:

### Work Group A (Barry, Cannon, MacBain, and Reinitz)

- To formulate recommendations for streamlining the faculty evaluation process in order to reduce workload on evaluatees, departments, head officers, the Faculty Advancement Committee, and the Dean of the University and to propose amendments to the Faculty Code that are entailed by these recommendations. (In a memo designed to prepare the Committee for the present meeting the Chair reminded this year's body that last year the PSC was considering a change in the third-year associate evaluation.)  
Group A is asked to prepare an outline or draft of potential ideas for each entity listed above for discussion of the full Committee on February 20 in order to plan the next stage of action.

### Work Group B (Block, Walls)

- To work with the LMIS (Library, Media, and Information Systems) to assess the viability of a process for electronic submission of faculty evaluation files and to outline guidelines in the "Faculty Evaluation Criteria and Procedures" document for submission of evaluation materials in electronic form.  
Group B is asked to bring proposed language to the full meeting of the PSC on February 20 for discussion and approval.

The meeting adjourned at approximately 4:50 p.m. The next meeting will take place on January 30, followed by 2 weeks of work group meeting and full meeting again on February 20.

Respectfully submitted,

Geoffrey Block

