

PROFESSIONAL STANDARDS COMMITTEE MINUTES

February 27, 2014, 4:00 p.m., Wyatt 326

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

1. The chair called the meeting to order at 4pm.
2. The minutes for the February 20thPSC meeting were approved unanimously.
3. No new business at this time
4. The committee engaged in enthusiastic discussion of the guidelines for electronic file submission proposed by Work Group B. The committee unanimously agreed that we encourage electronic submission of files and endorse the following statement:

The PSC supports and encourages but does not require the use of electronic submission of faculty evaluation files.

This statement shall be included in the buff document for 2014-2015. Vice-President Bartanen will ask Cindy Riche or Lauren Nicandri to create a “how to” pdf that will be linked to the buff document.

5. Discussion turned to the issue of streamlining evaluations.

The committee agreed that the following themes should inform our recommendations regarding streamlining the evaluation process:

- a. Limiting the number of people involved in a given evaluation
- b. Limiting total content (e.g., statement length, letter length)
- c. Limiting the timing of evaluations.

The committee also agreed that recommendations should be developed by the group as a whole, rather than by a subcommittee.

At the next meeting the committee will further develop preliminary plans for streamlining evaluations.

Discussion will continue at our next meeting

The meeting adjourned at 4:55 p.m. The next meeting will take place on Thursday March 13.

Respectfully submitted,
Mark Reinitz