

## PROFESSIONAL STANDARDS COMMITTEE MINUTES

April 7, 2015

Present: Kris Bartanen, Geoffrey Block, Douglas Cannon, Betsy Kirkpatrick, Tiffany Aldrich McBain (Chair), Andreas Madlung, Mark Reinitz, Amy Spivey

The meeting convened at 8:04 a.m. and the minutes of the March 31 meeting were approved with minor changes.

The committee continued discussion of the Senate charge to clarify questions that have arisen about the faculty evaluation process as a result of the initial implementation of Moodle evaluation sites. Much of the discussion focused on the potential tension between time constraints on the part of Educational Technology staff for setting up and altering Moodle evaluation file availability and the need for some flexibility in due dates based on department evaluation guidelines. *It was proposed that a table with three columns be included on page 13 of the Buff Document, where the columns show when files are due to the department (and indicating that this is the date when access to the Moodle site opens for departmental participants in the review); when outside letters are due; and when the file is due at the Dean's office (and indicating that the Moodle folder is closed to review participants on this date).*

One committee member questioned whether firm departmental deadlines were necessary, suggesting that they may hinder flexibility especially since different departments operate differently and are of different sizes. This person further suggested that historically there has been little interest in policing such deadlines, and that prescribed due dates for submission of materials to the department might be in conflict with the university culture.

A motion was made that a three-column table indicating due dates as described in italics above should be included in the Buff Document, along with a set of dates for evaluations scheduled in the Spring semester. The committee voted 6 to 1 in favor.

The committee agreed on the following changes to due dates:

The December 12 due date for receipt of 3-year associate files by the department will be changed to the first day of Spring semester (it will match Spring file due dates).

Text in the Buff Document indicating that Tenure & Promotion files are due to departments on September 1 (on pp. 13 and 17) will be removed as this date is not always accurate. The text will instead refer readers to the table of due dates on p. 13.

The meeting was adjourned at 8:52 a.m.

Respectfully submitted,

Mark Reinitz

Professor of Psychology