

**Professional Standards Committee Minutes
February 16, 1999**

Members present: N. Bristow, A. Butcher, T. Cooney, J. Hanson, B. Mann, K.A. Miller, K. Rousslang

The meeting was called to order at 9:05.

The Committee approved the minutes of the meeting of February 9, 1999.

The Committee next reviewed and approved the memorandum to the Department of Comparative Sociology regarding its "Procedures, Criteria and Standards for Evaluation."

Hanson then distributed the report of the Ad Hoc Committee on the Student Evaluation of Teaching, entitled "Study of Student Evaluation of Teaching." PSC members will read this report for the next meeting. Cooney requested that the raw data that accompanies the report also be circulated to the Committee. Hanson will handle this request.

Bristow reported that she had heard back from the School of Music regarding their evaluation document, noting that the PSC could anticipate a further revised document soon. Hanson reported that the Chemistry Department had completed its evaluation document and would send a clean copy to Cooney. He also reported that the memo to the Physics Department had been sent.

The Committee then turned its attention to the Faculty Advancement Committee's responses to the PSC's draft of a new University Evaluation Document. The Committee agreed to pay special attention to page 2 prior to its next meeting.

The meeting adjourned at 9:55.

Respectfully submitted,

Nancy Bristow