

**Professional Standards Committee Minutes
January 30, 1998**

Present: Breitenbach, Bristow, Butcher, Cooney, Goldstein, Hale, Hanson, Ragan (chair), Sorensen

The minutes for the meeting of January 23, 1998, were approved.

Cooney reported on the number of departments that have submitted their statements of procedures and criteria for evaluation. Ragan will send out a reminder to departments that have not yet submitted their statements.

The committee continued its review of the document entitled "University Evaluation Criteria." After completing its discussion of the section on teaching, the committee returned it to the subcommittee for a final revision. When the subcommittee finishes its work, the section on teaching will be sent to the Faculty Advancement Committee for comments.

The committee then turned to the section on professional growth, discussing a draft revision of that section prepared by a subcommittee. After discussion, this draft was also returned to the subcommittee for final polishing.

Ragan announced that there will be no meeting of the Professional Standards Committee on February 6. The next meeting will be held on February 13.

The meeting adjourned at 2:57 p.m.

Respectfully submitted,
William Breitenbach