

The PSC meeting convened on Mon Sep 10, 2018 at 4:00 pm. Provost Kris Bartanen led the meeting.

Present: David Andresen, Fred Hamel, Jim Jasinski, Andreas Madlung, Amanda Mifflin, Paula Wilson

Provost Bartanen distributed four documents.

1. Additional PSC Charges for the 2018/2019 academic year
2. Draft letter dated Sep 15, 2018 regarding 2018-2019 Course Evaluations.
3. Faculty Code effective July 1, 2018.
4. Faculty Evaluation Criteria and Procedures 2018-19 ("User Guide")

Andreas Madlung agreed to be Chair of PSC.

The other PSC members agreed to rotate serving as secretary.

The PSC Charges for 2018/2019 include:

"Faculty Bylaws, Section 6.E.c. The duties of the Committee shall be:

1. To recommend and improve continually the instruments and methods of Faculty evaluation and to facilitate their use in the University community. In performing this duty the Committee shall have the authority to call upon any part of the University for assistance.
2. To fulfill responsibilities assigned by the Faculty Code.
3. To recommend to the Faculty any changes in the Code and Bylaws when needed.
4. To establish standards of professional performance, including those for promotion and tenure, and responsibilities for members of the instructional staff.
5. Such other duties as may be assigned to it." Source: Faculty Bylaws 2018/2019: Revised July 2018.

"Additional charges for the PSC from the Faculty Senate:

1. Address the request from a faculty member in the School of Education regarding the clinical streamlined instructor review process.
2. Review and clarify the evaluation process for non-tenure-line positions, including visiting faculty members that stay beyond 3 years and other potential renewable non-tenure-line positions that may be created." Source: Memo from Provost Bartanen dated Mon Sep 10, 2018.

Details related to additional charges for the PSC number 1 above were obtained from the PSC 2017-18 Final Year-End Report, p.6.

"The PSC was asked to consider the language on page 27 of the Faculty Evaluation Procedures and Criteria document that addresses the streamlined instructor review process. The request from the faculty member is summarized below:

The relevant line is, "Instructors who have served 17 years or more in that rank may establish an alternating schedule of full and alternative reviews in consultation with the head officer and the Dean under the procedures described in this section." Since tenure-line professors typically go up for a full review at year 11 (about a decade), the faculty member wonders if after instructors pass that timeline (10 years of service), they could then be eligible for alternating reviews. Since instructors are up for review every three years,

(compared to 5 for professors), there is already a significant check about their teaching. Perhaps after a decade the instructor review could be every 5 years, instead of every three. The faculty member feels that the current cycle of review seems like a lot to ask of long term clinical faculty.

- Addressing the evaluation process for non-tenure-line positions, including visiting faculty members that stay beyond 3 years and other potential renewable non-tenure-line positions that may be created. Former Associate Dean Martin Jackson initiated a conversation about this issue with the PSC, FSC, and Senate in 2016, but has not been able to follow up due to time constraints. The issue is currently impacting a number of departments on campus, so we recommend that the Senate reach out to Martin Jackson for additional context and ask the appropriate committees to address the problem.”

The PSC will continue to review departmental evaluation criteria according to the published review cycle. Evaluation standards from Classics, German Studies, and Geology remain outstanding from previous review cycles. Evaluation standards from Religious Studies, Exercise Science, Psychology, and Sociology and Anthropology are scheduled for review in 2018-19.

Provost Bartanen asked members to review the Sep 15, 2018 letter re 2018-2019 Course Evaluations. PSC members reviewed the letter and agreed that it is fine as is, with no need for revision.

Provost Bartanen asked for guidance on how to handle outside letters related to faculty reviews that come in after a faculty member submits his/her/their file for review. Currently, head officers have been advised to ask the departmental staff member to include a copy of the outside letter(s) in a file folder and inform the department that an outside letter is available to read. PSC members present agreed with the current treatment, to make the letters available in hard copy to department colleagues who are reviewing the evaluatee. Provost Bartanen agreed to stick with ‘put the letters in a folder’ stance.

Last year, the PSC did a lot of work around student evaluations and systemic bias. The Faculty Senate has created an ad hoc committee to address the issues around student evaluations of teaching and systemic bias. David Andresen will serve on the ad hoc committee and also serve as the liaison to/from the PSC to that committee. Recent PSC member Denise Despres will also serve on the ad hoc committee, along with Nick Brody (Faculty Senate), Andy Rex, and Sam Liao (Fall only). Recent FAC member Stacey Weiss will be a consultant to the Student Evaluations of Teaching (“SET”) committee.

Provost Bartanen will send a request for Department Evaluation criteria from Classics, German Studies, and Geology. Andreas Madlung as Chair will request Department Evaluation criteria from Departments up for review in 2018/2019 (Religious Studies, Exercise Science, Psychology, and Sociology and Anthropology).

A PSC member moved to adjourn and the motion was seconded. Meeting ended at 4:33 pm.
Respectively submitted,
Paula Wilson