

The PSC meeting convened on Friday February 1, 2019 at 1:30 pm.

Present: David Andresen, Provost Bartanen, Fred Hamel, Jim Jasinski, Pepa Lago-Grana, Andreas Madlung (Chair), Amanda Mifflin, Paula Wilson

1. Discussion of Hispanic Studies revised department evaluation standards submitted to PSC.

Hispanic Studies submitted a revised department evaluation guidelines document that addressed comments from the PSC. There was discussion about the language regarding service and whether it is required or not for visiting faculty. The PSC agreed that the current language is flexible enough to align with visitors not being required to sit on university committees. One PSC member asked if the language regarding classroom visitation requirements would potentially pose an issue for faculty that have scheduling conflicts. Lago-Grana assured the PSC that faculty in Hispanic Studies have been able to successfully handle any conflicts that arise. The PSC approved the revised guidelines for Hispanic Studies.

2. Proposed revision from Asian Studies to the Asian Languages and Cultures' Criteria for Evaluation, Tenure, and Promotion

The Director of Asian Studies submitted the following request to the PSC:

The portion of the guidelines that needs to be changed is in section II under the heading "Participation in the evaluation process": *"ALC tenure-line faculty and all instructors with at least two years of completed employment at the university are expected to participate in the evaluation of their colleagues. Faculty on leave and visiting and adjunct faculty members from ALC may choose not to participate in the review process."*

I would like to request that Section 11 be revised to read as follows:

**Inherent in the philosophy of the ALC program is a commitment to work collaboratively to fulfill the needs of the Program. The Program values participation and feedback from its teaching faculty of all ranks. ALC tenure-line faculty and ALC permanent instructors are expected to participate in the evaluation of their colleagues. ALC tenure-line faculty and ALC permanent instructors on leave may choose not to participate in the review process. Faculty members on the Asian Studies Committee may be asked to serve on an ALC evaluation committee (see VII for details).**

The problem with the original language is that it implies that visiting professors and instructors participate in faculty evaluations, but changes made by the PSC after we wrote those guidelines in 2010 state that visitors may not participate in reviews.

The PSC suggested that "permanent instructor" be changed to "ongoing instructor," but otherwise the changes were approved by the PSC.

3. Query from History regarding timing of submitting revisions to the evaluation guidelines.

The Chair of History submitted a question to the PSC of whether it would make sense to hold off on making changes to the language regarding promotion (as suggested by the PSC) until the full faculty vote on the full-professor language was complete. The PSC agreed that History can hold off on submitting a revision until spring break to see what the status of any revised Code language is. If the Faculty hasn't acted on the issue by that point, History may choose to leave the document as is or amend the language to make less direct reference to the Code.

There was an additional question of clarification regarding adding language of "peer-reviewed" in the Professional Development section of the document. The PSC agreed that the addition of the words "peer-review" where appropriate should not conflict with any changes to Code language.

4. Discussion of upcoming department evaluation guideline reviews.

The PSC discussed the status of department evaluation guideline submissions to get a feel for the upcoming workload. Classics is scheduled to be reviewed next, with Geology, German Studies, Religious Studies, and Exercise Science still outstanding. Psychology and SOAN are due this spring. The PSC talked about a process for reminding departments about the review cycle for departmental evaluation standards so they can prepare accordingly for a timely submission to the PSC.

Meeting adjourned at 2:30 pm

Respectfully submitted,  
Amanda Mifflin