

Minutes of the Professional Standards Committee (PSC) Meeting, November 15, 2019

Present: David Andresen (Chair), Suzanne Holland, Jim Jasinski, Pepa Lago-Grana, Andreas Madlung, Jennifer Neighbors, George Tomlin, Jennifer Utrata, and Provost Laura Behling

Chair Andresen called the meeting to order at 2:00 pm.

Minutes for the 10/18/19 and 11/1/19 meetings were approved.

1. The committee agreed with Chair Andresen's recommendation that, because the changes to SOAN evaluation guidelines were more substantive than anticipated, we would consider the SOAN guidelines at our next meeting (12/6/19).
2. The PSC has been asked to provide an observer at a department faculty evaluation deliberation meeting. The committee provided chair Andresen input on what role the PSC observer should play.
3. Extending on its discussion from the 11/1/19 meeting on how departments must proceed when questions of professional ethics arise during an evaluation (p. 17; Ch. III, Sec. 4f), the committee concluded that an addition to Ch III, Sec. 4a (1c) (p. 12) is most likely necessary to make III 4a (1c) consistent with III 4f regarding proper procedures when questions of professional ethics arise during an evaluation.
4. Provost Behling informed the committee that the FAC was preparing a list of issues that it might want the PSC to address (e.g. requiring faculty to conduct course visits to assess teaching during semesters that SET are collected).
5. The committee spent the bulk of the meeting discussing the Senate charge re. SETs. While reviewing the ad hoc SET committee's suggestions for possible changes, the committee highlighted the following issues for further consideration:
 - a) the PSC might consider proposing substantive revisions to the Faculty Code re. SET and might also consider making changes to the "User Guide" document re. how SET are to be used in faculty evaluations (e.g. the Code and User Guide might require more peer review of teaching effectiveness and less reliance on student feedback; faculty being evaluated might identify key themes in qualitative feedback);
 - b) the term "evaluation" could be removed from current forms and other policy documents;
 - c) the existing "instructions to students" and the script used by dept adm ass'ts when administering SETs could be modified;
 - d) the existing form might be modified to eliminate numbered ranking and quantitative assessment; and
 - e) form and process modifications might be made with an eye toward eliminating bias in evaluations and enhancing the formative feedback provided to faculty during the evaluation process.

The meeting adjourned at 3:00pm

Submitted by: Jim Jasinski