

University of Puget Sound
Professional Standards Committee
19 September 2012, 8:30, a.m., Wyatt 225

Members present: Kris Bartanen, Doug Cannon, Jennifer Hastings, Pat Krueger, Doug Sackman, Kurt Walls, and Seth Weinberger

The meeting was called to order at 8:30, a.m., by Seth Weinberger.

I. Approval of minutes of 9-12-12

Minutes were approved with two small edits: task group were assigned the “School of Business and Leadership” criteria and the “OT & PT Interdisciplinary Procedures” respectively, and adding a ‘P’ after the M/S in topic #2

Seth reminded committee of the procedure to sign a hard copy of minutes and send this to Jimmy as well as emailing the final version to Judith Kay, Seth and Jimmy.

II. Report

Kris reported that she had received the input from Legal on the Research Misconduct Policy addressed by PSC last year and will forward this input to the committee shortly. It appears only minor PSC work will be needed to resolve.

III. Subcommittee Reports

- a. The subcommittee reviewing the evaluation criteria for the School of Business and Leadership presented their recommendations
 - i. Some discussion ensued concerning whether there was a need for a consistent approach or policy regarding timing for implementation of new evaluation criteria and the committee came to consensus that it is best to review each presented case individually and make a judgment on case by case basis
 - ii. Seth read the subcommittee proposal into the minutes (inset below) and a motion to approve was made by Cannon, seconded by Krueger and passed by unanimous vote.

Our subcommittee (Jennifer Hastings, Pat Krueger, and Doug Cannon) makes the following recommendation concerning the proposed updates to the “Statement of Procedures, Criteria, and Standards for Faculty Evaluation.” of the School of Business and Leadership. (These are attached to a recent email from Kris Bartanen, along with those currently in force, dated April 4, 2006.)

--To approve the proposed additions to the sections on professional growth and community service. (These are highlighted in your attachment.)

--To ask the SBL to make two further (minor) revisions: (1) to replace “tenure-line faculty” with “colleagues”, in order to bring these procedures under the PSC’s spring, 2012, interpretation of the word “colleagues” as it appears in relevant passages of the

Faculty Code, and (2) in the footnote on p. 7, as it refers to the buff document, to replace "2004-2005" with "2012-2013".

--To require that evaluations conducted in 2012-2013 be governed by the April 4, 2006, document.

- b. The subcommittee reviewing the OT&PT Interdisciplinary procedures reported the areas of concern in the current iteration and asked for some points of clarification.
 - i. Points of clarification asked:
 - 1. Why is there a need for interdisciplinary representation at all?
 - 2. How many faculty are represented by the combined OT and PT faculty?
 - 3. How much disparity of content knowledge is there between the disciplines?

In answer to these queries both Jennifer Hastings and Kris Bartanen provided some history and context.

- ii. Points of concern where changes are recommended:
 - 1. Having the evaluatee and the head officer select the participant from the other department raised some concern and the recommendation was that the home department faculty colleagues select the inter department participant.
 - 2. For change of status evaluations it was felt that the inter-department colleague should be a tenure line faculty. If there are two inter-department colleagues, this is not a requirement for the second participant.
 - 3. Any letters from individuals who are not full participants in the evaluation should be dealt with as outside letters and follow established handling rather than calling out in this document
 - 4. In the paragraph that begins "participation implies..." the following should be inserted: "careful review of the evaluatee's department evaluation criteria"
 - 5. Strike the paragraph about a quorum

This subcommittee is recommending approval of the procedural change after the language revisions are vetted.

VI. Endgame

Weinberger directed that the minutes be completed and reviewed for accuracy and then the subcommittee will create a revised document to send back to the OT and PT directors. If they approve the revisions the whole committee will vote (Hastings recused) on the changes at next meeting of the PSC.

Next meeting Wednesday, September 26, at 8:30, a.m.

Meeting adjourned at 9:25, a.m.

Respectfully submitted,

Jennifer Hastings
Scribe for a day