

Minutes of the Professional Standards Committee

September 11, 2009

Present: Kris Bartanen , Robert Beezer, Geoffrey Block, Alva Butcher, Johanna Crane, Barry Goldstein, William Haltom (chair), Lisa Fortlouis Wood

Convened: The meeting convened at 2:00 p.m. in Wyatt 226.

Minutes: The committee approved minutes of 09.04.09 and 5.08.09, both of which will be forwarded in electronic and paper (signed) formats to Mr. McMichael.

Discussion Items:

1. Review of Committee Procedures: The committee discussed how charges come to the committee, and reviewed procedures for prioritizing and completing tasks, reviewing department documents, and balancing the work across subcommittees.

2. Subcommittees: The chair and members agreed on a subcommittee structure, with two groups of three and made initial assignments of tasks.

The committee adjourned at 2:50 p.m.

Respectfully submitted,

Lisa Fortlouis Wood