

Professional Standards Committee Minutes

January 28, 2005

Members present: Kris Bartanen, Bill Breitenbach, Sue Hannaford, Grace Kirchner, Sarah Moore, John Riegsecker, Keith Ward, Carolyn Weisz

The meeting was called to order at 11:00 AM.

Minutes for the January 21, 2005 meeting were approved with revisions.

Instructor Evaluations

Bartanen asked the Committee to consider two issues that have arisen because of a change in compensation for instructors that involves a “promotion” point after year 12. One of these issues concerns the desire to coordinate the timing of promotion-relevant evaluations with the current evaluation cycle to avoid evaluations occurring in back-to-back years. The Committee advised Bartanen that the plan she proposed, in which some evaluations would be done earlier than required and others done later, was consistent with the *Code*. The second issue concerned the absence of criteria for these “promotions.” The ensuing discussion centered around the authority upon which such criteria might be proposed. If the change is one only of compensation, not status, it is within the purview of the Dean. Committee members will research this issue further and return to the discussion at the next meeting.

Minority Recommendation – Departmental Evaluations

The Committee was asked to respond to a query regarding the circumstances under which a department chair must file a minority recommendation. The *Code* in Chapter III, Section 4b (1) (c) calls for a minority recommendation to be submitted if “the head officer disagrees with the department, school, or program recommendation.” M/S/P that the head officer must submit a minority recommendation if he or she votes in the minority during the departmental deliberations.

The meeting adjourned at noon.

Respectfully submitted,

Grace Kirchner