

Professional Standards Committee Minutes
May 6, 2005

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

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

The minutes from the April 29, 2005 meeting were approved as written.

Announcements

1. The PSC determined that this would be the last meeting for the 2004-05 academic year. Minutes from this May 6th meeting will be circulated via email.
2. Breitenbach reported on the Senate's discussion of the PSC's year-end report. With respect to PSC's draft revision of Chapter III, Sections 6 and 7, he noted that the issue of confidentiality in hearing boards and appeals was raised by one senator. Breitenbach also reported that another senator asked how PSC planned to publish formal and nonformal Code interpretations; Breitenbach said that PSC included these interpretations as part of its year-end report and thought that the efficacy of this practice could be evaluated at a later date.

The Committee then turned its attention to its review of departmental evaluation guidelines. We reviewed and approved the list of suggested changes for Environmental Sciences. Next, we evaluated the changes made to the Art Department's guidelines and provisionally approved this document, pending confirmation that tenure-line members of the Art Department had been given the opportunity to respond to the proposed revisions.

The PSC then turned its attention to revisions for next year's "Buff Document" (i.e., "Faculty Evaluation Criteria & Procedures, 2004-2005). Although all members of the Committee agreed that a substantial overhaul of this document would be useful, such was not feasible at this point in time. Thus, the Committee proceeded to examine each page, identifying places which would benefit from further clarification, more precise wording, Code references, and /or explanations as related to various formal and nonformal Code interpretations. In the course of this discussion, Breitenbach agreed to streamline the various references to class visitation, and Bartanen stated that she would email all faculty who are eligible for the streamlined review process (as well as their chairs) to remind them of the earlier review dates.

The Committee extended its meeting to discuss an inquiry concerning procedural aspects associated with revising departmental guidelines. It became clear that this issue was complex and that several meetings might be needed to resolve these questions. Breitenbach said that he would inform the faculty member who submitted these questions of our progress and forward these issues to next year's PSC.

Meeting was adjourned at 12:30.

Respectfully submitted,
Sarah Moore