

**Minutes of the Professional Standards Committee
Misner Room
September 18, 2003**

Present: W. Breitenbach, T. Cooney, W. Hands, S. Owen, J. Riegsecker, T. Rowland, K. Stirling (chair), C. Weisz

Stirling called the meeting to order at 9:30 a.m. The minutes of the September 11 meeting were approved.

Cooney announced that the Department of Theatre Arts will soon submit for Committee approval its statement of criteria and standards for evaluations.

Stirling announced that a hearing board for an evaluation appeal would be constituted later that day.

Stirling appointed Weisz and Rowland as a subcommittee to undertake a preliminary review of the statement of criteria and standards for evaluations that has been submitted by the Department of Communication Studies. Owen noted that this statement represents the Communication Studies portion of a statement approved last year when Communication Studies and Theatre Arts were still one department. Stirling suggested that the subcommittee report in two weeks.

Cooney mentioned the need for departments to remove from their statements of criteria and standards all specific references to the old Faculty Code, lest these references become grounds for objections to a department's evaluation process. He agreed to make an announcement to this effect at the next meeting of department chairs.

The committee continued its discussion of a matter arising out of changes in the Code, with the aim of determining whether a Code interpretation or amendment is needed.

The meeting was adjourned at 10:30 a.m. The next meeting will be held in the Misner Room on Thursday, September 25, at 9:30 a.m.

Respectfully submitted,
William Breitenbach