

**Professional Standards Committee Minutes**  
**October 9, 2003**

Members present: Breitenbach, Hands, Owen, Riegsecker, Rowland, Stirling (chair), Weisz

Meeting called to order at 9:34. The minutes of October 2, 2003 were approved.

Stirling asked that members email her any remaining comments they have on the statement of criteria and standards for evaluations from the Department of Communication Studies by Wednesday.

Stirling said the committee had been asked to clarify the definition of a "working day" and more specifically, whether working days in the summer count towards the thirty-day limit to file a grievance

The committee then turned its attention to a discussion of the mechanics of the upcoming grievance hearing.

The meeting adjourned at 10:30.

Respectfully submitted,

John Riegsecker