

**Minutes of the Professional Standards Committee
December 2, 2010**

Present: Kris Bartanen, William Beardsley, Geoffrey Block, Alva Butcher, Julie Christoph, William Haltom (chair), Andy Rex and Michael Spivey.

1. Haltom called the meeting to order at 3:01 in Wyatt 226.
2. After some discussion the Minutes of November 18, 2010 were approved as corrected.
3. Bartanen, on behalf of the FAC, conveyed a question concerning the wording of the “buff document.” Haltom assigned this issue to the Beardsley-Christoph-Rex-Spivey subcommittee.
4. David Sousa, on behalf of P & G and in his response to the Committee’s recent letter, asked the Committee to approve an extension of its approval of changes to Departmental Evaluation Procedures until such time as the entire document is officially approved. The Committee granted this extension.
5. The process for considering the proposed evaluation guidelines of the Department of English was discussed. The subcommittee will report during the next scheduled meeting of the Committee.
6. Senate charges to the Committee were reviewed and progress was noted.
7. Haltom adjourned the meeting at 3:30.

Respectfully,

William H. Beardsley