

**Minutes of the Professional Standards Committee
May 11, 1998**

Members present: Breitenbach, Bristow, Butcher, Cooney, Goldstein, Hale, Hanson, Ragan, Sorensen

The meeting was called to order at 1:03 p.m.

The minutes of the May 7, 1998 meeting were approved.

A proposal to change Item 9 of the annual memorandum sent to faculty being evaluated was approved. Item 9 will now read as follows: "student evaluations of all courses taught during the most recent two semesters of teaching in promotion, 3-year, or 5-year evaluation cases, and during the most recent four semesters of teaching in tenure cases". The Committee charged the Academic Dean with making the change in the annual memorandum before its distribution for the 1998-1999 academic year.

The PSC response to the Evaluation Standards, Criteria, and Procedures proposal from the Physics Department was reviewed.

The revised Evaluation Standards, Criteria, and Procedures document for Psychology was discussed. Items for clarification were forwarded to the Department.

The revised Evaluation Standards, Criteria, and Procedures document submitted by the School of Music was discussed.

The meeting adjourned at 1:58 p.m.

Respectfully submitted,

James Sorensen