

**Professional Standards Committee Minutes  
November 19, 1997**

**Members Present:** Breitenbach, Bristow, Butcher, Cooney, Hale, Hanson, Ragan, Sorensen

The meeting was called to order at 9 a.m.

The minutes of the November 12, 1997 meeting were approved.

Cooney presented a revised draft of the document dealing with the "part-time employment policy for retired faculty". This document is being revised to remove age-specific language. The committee will consider the proposed changes at its next meeting.

Ragan reported on her conversations with members of the biology department regarding the department's request to use a committee structure for certain upcoming faculty evaluations. Based on the results of these conversations, the committee approved this one-time exception to the biology department's evaluation procedures.

The committee then considered the request from the School of Education for approval of an alternate instructor evaluation form to be used in evaluating instructors who supervise student teaching and practica. Members of the committee raised several questions and concerns regarding the alternate form and Betty Ragan will transmit these questions and concerns to the School of Education and request a response from them.

The committee then turned to its ongoing discussion of the University Evaluation Criteria document. The committee received a draft of a revised section on teaching prepared by a subcommittee consisting of Bristow, Butcher, and Hale. The committee will consider this draft at its next meeting. The committee spent the last few minutes discussing the section on Professional Growth.

The meeting adjourned at 9:54 a.m.

Respectfully submitted,

John Hanson