

11-16-2010

## Minutes, Arts & Sciences Professional Standards Committee Meeting, Tuesday, November 16, 2010

Arts & Sciences Professional Standards Committee

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## **PSC Meeting**

### **Minutes: November 16, 2010**

#### **Attendance:**

- Members: David Charles, Steven St. John, Claire Strom, Dorothy Mays, Richard James, Emily Russell, Joshua Almond, Marc Fetscherin, and Carlee Hoffman
- Dean of Faculty Representative: Interim Dean Deb Wellman

#### **Meeting Convened: 7:30am**

#### **Announcements:**

- Approval of last week's minutes: Minutes approved.

#### **Old Business:**

- Discussion of proposed changes to bylaws concerning Faculty Appointments
  - Claire - Concerning outside evaluators, we can change the language such that it is optional but provide a firm date that is mandatory [for those turning in outside evaluations].
  - Marc - We can make it optional, at the discretion of the department.
  - Claire - If the department does do that, then the criteria should be clear.
  - Deb - It needs to be done at department level because every criteria is different. Not every department require outside evaluations
  - Claire - I thought only two require it?
  - Deb - I don't know of any that require it but we get them a lot.
  - Emily - What we can do is also put together a memo of best practices to distribute to departments.
  - Claire - Concerning FEC, I put six members and then the following language is what FEC wants for their increases. The only other thing I did was reorganize the document so that if you are going up for midcourse, you'll find all the midcourse stuff together so all you have to do is read about the midcourse, etc...
  - David - Given legal concerns, you have dates that are January of the same year or May of the same year, can we just assume that is intended to be of the same academic year or is it calendar year? Is that something we have to be concerned about and do we have to be that pedantic?
  - Marc - Can we add an asterisk to the table?
  - Dick - Back to David's point, when you say year, is it clear that you mean academic year and not calendar year?
  - Claire - Well, they would be one and the same, right? If you're looking at the process starting in August, then January would be the January of the academic year as well as the January of the calendar year.
  - Steven - In C section 4 the outline got off a bit, there are two section B's etc...
  - Emily - The Appeals committee, is that a standing committee? Do you have to be a Full Professor to be on that committee?
  - David - We may need to change the whole language because it doesn't match practice.
  - Deb - Jenny Queen was just appointed to the Appeals Committee.

- o Claire - She's not a Full Professor. We may need to nominate a Full [Professor]. Who? [PSC suggested Wenxian, Thom, Lezlie, and Jenny Cavanaugh]. My plan is to make the changes as discussed and to talk to Rick about the language on appeals.

**Meeting Adjourned: 8:30am**