



MEETING MINUTES OCT. 20, 2023

10-11:30 a.m. via Zoom

Meeting called to order: 10:02 a.m.

In attendance: Kurt Ehlers, Laurel Harrison, Andy Hughes, Lars Jensen, Rob Lively, Linda McGillicuddy, Jeff Olsen, Kofi Poku, Karen Wikander (Chair)

Absent: Lenaya Andersen, Tom Cardoza, Jim New, Cecilia Vigil, Chris Weston

Guests: Amber Anaya

Approve Minutes from September 22, 2023

Rob Lively moved and Laurel Harrison seconded to approve the September 22, 2023 Professional Standards Committee Minutes. The committee approved the minutes.

Finish reviewing the Annual Plan/Self Evaluation form

Karen displayed the Annual Plan/Self Evaluation form and committee continued its review. Lars Jensen moved and Linda McGillicuddy Seconded to approve the following changes:

- Compress all of S1-S3 into a list, with one box at the end to check for plan/achieved.
- Change to student support times so that it matches the language in the contract (they are no longer called office hours)
- Remove "Receive Satisfactory Student Evaluations" – it does not adhere to the contract and is too vague.
- Remove "Attend Department and Division Meetings" –it is not a part of the contract. Change to a point component in C/E2 or C/E3.

The motion passed.

Update on Tenure Process Forms for Librarians and Counselors

The committee will review these forms and any proposed changes in January.

New Business

Midterm Tenure Evaluation Form: A simple form will be created. A committee member mentioned Salt Lake Community College has a mid-term tenure review. He will get the information and report back to the committee.

Student Evaluations: Karen will have documentation to show at the next PS meeting.

Meeting adjourned: 11:41 a.m.

Next Meeting: November 17, 10-11:30 a.m. via Zoom