

**Santa Monica College Academic Senate**  
**PERSONNEL POLICIES COMMITTEE: MINUTES**  
**THURSDAY, MARCH 21, 2013**  
**1:15 pm Science 251**

**Members Present:** *Jamey Anderson, Patricia Burson, Sherri Lee-Lewis, Tracey Ellis, Kimberly James, Laurie McQuay-Peninger, Andrew Nestler, Vicki Rothman, Marcia Wade*

- I. **Minutes** from 3/7/13 approved by consent without changes.
- II. **Whistleblower Update.** The approved draft proposal (BP and AR) from our committee was brought to the academic senate as for second read and was approved without further comment. It is now going through DPAC for final approval.
- III. **AR 3211.3 (Chairperson Elections):** Although this AR was reviewed within the last several years by personnel policies, several provisions of this AR have come up and likely need review and/or clarification. The draft document reflecting this discussion will be attached along with these minutes.

The first issue is that this AR should clearly pertain to both chairpersons *and* elected faculty leaders. These faculty leaders in library and health science were elected under this AR, but the AR's wording doesn't make this clear. This can be remedied by adding a phrase to item #1 in the AR.

The second issue involves the special case of having an election called by 50+% of the full time faculty in a department (item #8). This timing of this type of special election needs review, since this committee intended for these types of elections to be held in a timely fashion. A compelling case can be made that leaving such a department without an election for a long period of time also leaves the department without effective leadership. As a result, the committee reviewed the timeline for regular elections and tentatively decided that giving such a department a smaller amount of time to identify candidates would be helpful, possibly reducing the time from announcement of the election to the date of the election to four weeks, a two-week reduction from the current time frame. Also, the committee feels that these elections should occur only during regular semesters, fall and spring. Finally, we should make sure there is time for departments to have some dialog about the issues involved in the special election, should the department be inclined to do so.

This discussion is being continued at senate exec using this committee's tentative draft language as a starting point and will be brought back to this committee for further clarification. In addition, the chairs committee has expressed the desire to weigh in on the discussion.

- IV. **Equivalency AR Reviews.** Several minor corrections and clarifications were made (capitalizations, etc.). Also in 3211.9, for disciplines not requiring a Masters, work experience used to show equivalency will be referred to as

“professional” rather than “occupational” experience, in order to maintain consistency with other parts of the AR, and out of respect for the type of experience envisioned for equivalency.

These drafts will be brought to the chairs committee for input on April 5.

V. Adjourned at 2:30 p.m. Next meeting 4/18