

Santa Monica College Academic Senate
PERSONNEL POLICIES COMMITTEE: MINUTES
THURSDAY, SEPTEMBER 27, 2012
1:15 pm Science 251

Members Present: Jamey Anderson, Patricia Burson, Sandy Chung, Tracey Ellis, Laurie McQuay-Peninger, Jennifer Merlic, Andrew Nestler, Marcia Wade

I. **Minutes** from 5/24/12 approved.

Update on AR 3211.1 (Hiring Procedure for FT-faculty): The AR was discussed and approved as a second read at the Senate on June 5. The changes are now reflected online on the college website.

II. **Scope and Function Discussion.** The membership thought that function number 1 should be updated to say the committee review policies and AR's on *academic* personnel matters.

III. **Whistleblower Update.** Bob Myers will be coming to our next meeting on October 11 to discuss his draft, and specifically to address the questions that we had about his draft. As soon as possible, the committee would like to get a draft approved, send the documents onto DPAC HR committee for input and also bring them as a first read to the academic senate, and finally complete their work on this issue.

IV. **New Business.** AR's 3211.7 (equivalency process for FT), 3211.8 (equivalency in reassignment), 3211.9 (minimum qualification guidelines), 3230.1 (hiring of PT), and 3231 (equivalency process for PT) are all of interest for updating. Of primary interest will be making sure that we have a robust process for emergency hiring in order to comply with accreditation mandates. Sherri Lee-Lewis will have useful information regarding parts of these regulations that need clarification. We have a form that is used in the equivalency certification process that needs to be reviewed along with AR 3211.7.

In addition sabbaticals (3215) needs review, but should probably be reviewed in conjunction with the sabbaticals committee. Issues in that AR that may need to be reviewed involve clarification of the follow-up and reporting process; and the number of calls for sabbatical applications. The number of sabbaticals is determined by the FA contract is not under discussion here. The chair of the sabbaticals committee will be consulted about these issues and the possibility of working on revisions.

V. **Spring Meetings:** 10/11, 10/25, 11/15, and 12/6.

VI. Adjourned at 2:20 p.m. Next Meeting on 10/11/12.