

SMC ACADEMIC SENATE JOINT PERSONNEL POLICIES COMMITTEE MINUTES
Tuesday, October 21, 2014, 1:30pm – 3:00pm, Library 275

I. Call to Order – 1:33pm

In attendance:

Fran Chandler
Tracey Ellis
Patricia Burson
Gita Runkle
Peter Morse
Michael Strathearn
Nate Donahue
Nick Mata
Harold Rogler
Sherri Lee-Lewis

II. Introductions

III. Public Comments – None

IV. Review of Brown Act Requirements

Discussed the fact the PPC must and will follow the Brown Act requirements.

V. Review and Approval of 5/22/14 Minutes

Motion to approve made by: Patricia Burson

Seconded by: Gita Runkle

Vote: Aye:	3
No:	0
Abstain:	7

Review and Approval of 9/23/14 minutes

Motion to approve made by: Michael Strathearn

Seconded by: Nate Donahue

Vote: Aye:	6
No:	0
Abstain:	4

VI. Old Business

The PPC will review:

AR 3211.6 – Academic Rank

- PPC may look at how other schools rank their part time faculty.
- Discussion of the purpose of extending rank to part timers:

- Letters of reference for students should come from someone other than an instructor.
- Ranking gives part time faculty a higher level of respect.
- Not tied to money, but will foster loyalty to the institution.
- Include the term “Adjunct” before the actual rank.

Ranking Chart and Placement Determination:

- Develop a schedule that is tied to education and years of service at SMC only.
- 30 – LHE (teaching faculty) or 1080 hours (Counselors/Librarians) = 1 year
- Retired faculty retain their rank.

	BA	MA	PhD
1 – 2 years	Instructor	Instructor	Assistant Professor
3 – 6 years	Instructor	Assistant Professor	Associate Professor
7 – 9 years	Instructor	Associate Professor	Associate Professor
10 – 14 years	Assistant Professor	Associate Professor	Professor
15+ years	Assistant Professor	Professor	Professor

AR 3420 – Evaluation Management Personnel – Fran reported that she met with Marcia Wade who explained that the task force appointed to review the AR was done with its work. Although, the task force completed its task, some appropriate faculty should be involved in the evaluation of our top administrators (President and V.P.’s). If we (PPC) move forward with review and discussion, this will result in a cultural change. The purpose of faculty input is for professional development and nothing more. Fran reported that an email was sent to Dr. Tsang the matter further. It is not feasible to implement any changes this fall.

AR 3200 series – page 47 - needs to be included in the table of contents and needs a number assigned to it – 3211.8. Lisa Rose will need to correct this.

AR 3210 – Classification of Academic Personnel – Will need to compare the board policy language with the AR and do a word search on the terms. Will also need to add the statute at the bottom of the page.

VII. New Business

Development of AR or BP – Progression toward 75:25 Full time to Part time Ratio

Discussion regarding the need for a policy that addresses how the district can move towards hiring more full-time faculty members and narrowing the gap between Full time and Part time faculty. Board had a study session on how to address the issue several years ago. Specific goals were set up, but were not reached possibly due to the recession. It was stated that the board could take formal action to suspend the goals, etc. that were established.

Committee member asked the question – Can we actually create a philosophical policy to address this issue?

- We need to see data.
- A policy needs to be broad for implementation purposes.
- Financial impact at SMC may not be as high as it is at other institutions due to the fact that SMC offers benefits to our part time faculty.

VIII . Meeting adjourned at 3:08pm.