

SMC Academic Senate Personnel Policies Committee meeting minutes
Tuesday, October 6, 2015
1:30pm to 3:00pm
Library 275

Present: Andrew Nestler (chair), Sherri Lee-Lewis (vice-chair), Trish Burson, Michael Cheung, Abbas Dehkhoda, Nate Donahue, Tracey Ellis, Mitch Heskell, Moya Mazorow

Excused/Absent: none

Guest: Katie Colimitras

1. The meeting was called to order at 1:30pm.
2. There were no public comments.
3. The committee members introduced themselves, and reviewed the committee's scope and functions as defined by the bylaws of the Academic Senate.
4. There were no announcements.
5. The minutes of the May 19, 2015 meeting were approved, with the number of AR 3215 (Sabbaticals) corrected. Moved by Nate, seconded by Trish. 3 votes yes (Sherri, Trish, Nate), 0 votes no, 6 votes to abstain (Andrew, Michael, Abbas, Tracey, Mitch, Moya).
6. The committee agreed that during this academic year it will review AR 3215 (Sabbaticals), AR 3211.3 (Department Chairperson – Tenure and Selection), and AR 3211.1 (Procedure for Hiring Full-Time Contract Faculty).

Discussion on AR 3215: The intent and consequence of the first sentence of paragraph 3 is unknown, as the number of sabbaticals available is specified by the faculty collective bargaining agreement, and the amount of salary earned while on sabbatical leave is specified by paragraphs 4 and 5 of this AR. Therefore, the first sentence of paragraph 3 might be removed. There was a question about whether the Sabbaticals, Fellowships and Awards Committee's recommendations for sabbatical leave should be approved by the Executive Committee, the full Senate, or both; the AR currently does not require this, although such approval has occurred as action items at the Senate and Exec in the past. References to the Professional Development Committee throughout the AR are being removed, as that committee has nothing to do with sabbaticals. It is the intent of the AR is that a faculty member on sabbatical leave receives 100% of his or her salary but is not eligible to be paid to teach an overload assignment or in a substitute capacity.

Discussion on 3211.3: Academic Affairs has requested that we remove the requirement that a special election be held in a semester in which a regular election is scheduled to be held anyway. This can be achieved by modifying language to section 8. The AS President has requested that we eliminate the requirement for a run-off election in the event that there is a tie between or among all candidates. This can be achieved by modifying language in paragraphs 6 and 7.

Discussion on AR 3211.1: One issue is that, while the AR specifies that screening committee members may rely only on candidate applications and interviews, the AR does not similarly restrict the superintendent/president to material such as candidate applications, interviews, and results of reference checks. Specifically, when senior staff views information such as retention rates and grades for current adjunct faculty who are finalists for a full-time contract faculty position, but does not have the same information for out-of-district applicants, this leaves the college open to the risk of a lawsuit.

Another issue is that, while the AR states that 2 to 3 candidates per position should be forwarded by the screening committee to the superintendent/president, it does not specify whether a committee that is hiring for more than one position should send forward one large pool or whether it should identify several pools of 2 to 3 candidates per position. Sherri reported that currently the practice is for such a committee to forward at least 5 candidates, which is larger than the minimum specified by the AR, which is 4.

A third issue is that results of reference checks are not always shared with the screening committee chair before names are forwarded as finalists, as specified by the AR. This might be a question of whether the process needs to change versus whether we wish to change the AR.

Another issue is that the recent Superintendent/President did not consult with the screening committee chair and the AS president before determining what to do in the event that a position is not filled, typically due to the Superintendent/President not recommending a final candidate to the board.

7. The next meetings of the committee are scheduled for 11/3 and 12/1.

8. The meeting was adjourned at 2:55pm. Moved by Trish, seconded by Andrew.