**SMC ACADEMIC SENATE JOINT PERSONNEL SABBATICALS COMMITTEE MINUTES**

**Thursday, September 20, 2018, 1:15pm – 2:15pm, Library Conference Room 275**

1. **Call to Order – 1:28pm**

**In Attendance:**

Kimberly James

Sherri Lee-Lewis

Kay Azuma

Melanie Bocanegra

Dione Carter

Angelina Misaghi

George Davison

Sharon Teruya

Mary Eshaghnian

William Pachas-Flores

**Absent:**

Lawrence Driscoll

1. **Public Comments:**

None

1. **Review and Approval of Minutes:**

Review of minutes from the May 10, 2018 meeting.

Motion to approve minutes with corrections to the spelling of Kay Azuma and Angela Misaghi’s first names.

 Motion made by: George Davison

 Seconded: Kay Azuma

Vote: Aye: 9 (Azuma, Davison, Lee-Lewis, Azuma, Misaghi, Bocanegra, Carter, Pachas-Flores, Teruya)

No: 0

Abstain: 0

1. **Receipt of Reports**

Motion to receive the Sabbatical Report - Jahangard

 Motion made by: Kay Azuma

 Seconded: George Davison

Vote: Aye: 9 (Azuma, Davison, Lee-Lewis, Azuma, Misaghi, Bocanegra, Carter, Pachas-Flores, Teruya)

No: 0

Abstain: 0

Motion to receive the Fellowship Reports – Del George and Zusman

 Motion made by: George Davison

 Seconded: Kay Azuma

Vote: Aye: 9 (Azuma, Davison, Lee-Lewis, Azuma, Misaghi, Bocanegra, Carter, Pachas-Flores, Teruya)

No: 0

Abstain: 0

1. **Discussion**

Nate Brown applied for a sabbatical and a fellowship. He was not awarded the sabbatical, but did receive a fellowship. He asked to scale back the project for his fellowship since he did not receive the time off the sabbatical. The committee agreed that this was a fair request.

Chair James announced that she will not return as Chair of the Sabbaticals and Fellowship committee in the Spring 2019.

Chair James notified the committee that we have received 2 sabbatical applications thus far, and she expects more to come in later. She also discussed the process and reminded the committee that sabbatical and fellowship applications are blind. Committee members will not have access to the names of the applicants.

The committee may approve 7 fellowship awards and a minimum of 8 sabbatical awards.

At the next meeting, sabbatical and fellowship applications received will be reviewed by the committee. Committee members will have until November 1, 2018 to read the applications.

Kay Azuma will check on the availability of Science, Room 251 for our next meeting.

1. **Meeting Dates for Fall 2018**

November 1, 2018 form 12:45pm – 2:45pm– sabbaticals application review meeting

1. **Meeting adjourned at 2:01pm**