

Santa Monica College Academic Senate
PERSONNEL POLICIES COMMITTEE: MINUTES
THURSDAY, APRIL 18, 2013
1:15 pm Science 251

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

Members Absent (excused): Kimberly James, Vicki Rothman

- I. **Minutes** from 3/21/13 approved by consent with minor changes.
- II. **AR 3211.3 (Chairperson Elections):** After bringing this issue up at senate exec, several suggestions were made in regards to the timeline of special elections. In addition, some concerns were expressed about the special elections that would take place due to a chairperson who is replaced by the area VP, rather than by a faculty petition.

The committee discussed and tentatively agreed that we should have an election no later than four weeks after announcement of an opening of a chair position. That period of time can be divided in different ways (*i.e.* the deadline for submitting candidates may be set at one, two or three weeks from the time of the announcement), depending on the situation of a special election. Item #9 was re-worked to distinguish between times when an interim appointment is made for a chairperson who is *temporarily* unable to serve, and when an interim chairperson is needed prior to an election due to the permanent removal of a chairperson by the processes in #8.

Another issue that was discussed is the distribution of ballots (item #5). There were different interpretations of the language in regards to whether ballots should be distributed electronically to everyone, but paper ballots can be requested for an individual faculty member; or whether the request by a faculty member for a paper ballot means that the whole department should vote by paper ballot.

- III. **Equivalency AR Reviews.** The committee agrees to send these AR's forward to the senate for approval, with a few minor changes suggested by the department chairs committee on April 5.
- IV. Adjourned at 2:30 p.m. Next meeting 5/2