

Santa Monica College Academic Senate  
PERSONNEL POLICIES COMMITTEE: MINUTES  
THURSDAY, September 26, 2013  
11:15-12:30 HSS 261

**Members Present:** Janet Harclerode, Sheri Lee-Lewis, Suzanne Borghei, Patricia Burson, Melody Nightingale, John Rogers, Gita Runkle

**Members Absent (excused):** Vicki Rothman, Ron Furuyama

I. **Minutes** from 5/16/13 -- approved by consent

[http://www.smc.edu/ACG/AcademicSenate/AScommittees/Documents/Personnel%20Policies/PPC\\_2012-13/PPC\\_Minutes\\_05\\_16\\_13.pdf](http://www.smc.edu/ACG/AcademicSenate/AScommittees/Documents/Personnel%20Policies/PPC_2012-13/PPC_Minutes_05_16_13.pdf)

II. **2012 - 2013 PPC Accomplishments** - reviewed

[http://www.smc.edu/ACG/AcademicSenate/AScommittees/Documents/Personnel%20Policies/PPC\\_2012-13/PPC\\_12\\_13\\_Report.pdf](http://www.smc.edu/ACG/AcademicSenate/AScommittees/Documents/Personnel%20Policies/PPC_2012-13/PPC_12_13_Report.pdf)

III. **Scope and Function of Personnel Policies** – briefly noted

<http://www.smc.edu/ACG/AcademicSenate/AScommittees/Pages/Personnel-Policies.aspx>

**IV Agenda Setting for 2013-2014**

- A. Unfinished – Update of 3211.3 – Department Chairperson Tenure & Selection-ready for chairs meeting
- B. AR 3230.1 – Recruitment and Selection of Hourly Temporary Faculty: Procedure for Hiring
- C. Some discussion regarding sabbaticals – whether or not to set a policy that the committee will seek applications in both fall and spring. The committee felt that Sabbaticals Committee should discuss this
- D. Other policies addressed on an as-needed basis

**IV. Meeting Adjourned at 12:25**

Next meeting set for October 24 at 11:15 in Academic Senate Office

Please address any questions to committee chair, Janet Harclerode (x4569) or vice chair Sherri Lee-Lewis (x4419).