

SMC Academic Senate Personnel Policies Committee meeting minutes  
Tuesday, October 16, 2018  
1:30 to 3:00pm  
Library 275

Present: Andrew Nestler (Chair), Sherri Lee-Lewis (Vice-Chair), Tracey Ellis, Mitch Heskell, Sharon Jaffe, Moya Mazorow, Scott Silverman

I. The meeting was called to order at 1:35pm.

II. Public comments: None.

III. Announcements: None.

IV. The minutes of the October 2 meeting were approved unanimously (moved by Scott, seconded by Moya) by all except Tracey and Sharon who arrived after the vote.

V. AR 7120 (Recruitment and Selection): The Committee has agreed on new language for sections 1B and 1C, specifying that on the Ranking Committee, the VPs of Academic and Student Affairs and the Chair and Vice-Chair shall be non-voting members of the committee, and specifying the number of its faculty and administrator voting members. Also we agreed on changes to language in section 3F regarding the HR/EEO training of screening committee members, and section 1A incorporating language from the District's diversity statement. Also we agreed on a non-substantial change to language in section 5B regarding required performance indicators related to an applicant's subject area.

Sherri informed us that, as directed by the Chancellor's Office, each screening committee should create a rubric as a guide to evaluation criteria. Language to this effect will go into section 3I.

Section 6A of the current AR gives the Superintendent/President the flexibility to accept numbers of finalists other than 2 and 3.

An outstanding issue (see October 6, 2015 meeting minutes) 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, there is a concern, particularly among faculty, that a member of senior staff will view information such as retention rates and grades, perhaps as part of a reference check, for current adjunct faculty who are finalists for a contract faculty position. The PPC may revisit this issue in the future.

VI. The meeting was adjourned at 2:40pm (moved by Moya, seconded by Scott, and approved unanimously).