

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

Present: Andrew Nestler (Chair), Tracey Ellis, Mitch Heskell, Sharon Jaffe, Scott Silverman

Absent: Sherri Lee-Lewis (Vice-Chair), Moya Mazorow

I. The meeting was called to order at 1:45pm.

II. Public comments: None.

III. Announcements: None.

IV. The minutes of the October 16 meeting were approved unanimously (moved by Tracey, seconded by Sharon).

V. AR 7120 (Recruitment and Selection): The members present would like to ask Sherri about the hypothetical situation in which a screening committee member, perhaps an EEO representative, becomes unable to complete their duties on the committee. We would like to know what the expectations or requirements are with respect to the screening committee continuing its work or beginning again.

We would like to ask Sherri if there is a reason why, in section 6A, the phrase, "no more than three and no fewer than two candidates per position" could not be replaced with the more direct phrase, "two or three candidates per position."

In section 6B, we would like to have language regarding reference checks that is meaningful and helpful to a screening committee, while matching a process as it actually happens. The discrepancy between policy and process in this area has been present for many years. We wonder if it would be feasible for a screening committee to select an additional candidate in the event that a reference check, prior to an interview with the Superintendent/President, results in an applicant being disqualified. We will continue this conversation with Sherri at our next meeting.

We are making the content of the existing AR on hiring temporary faculty (AR 3230) into a second section of AR 7120, between the sections on FT hiring and the hiring of academic managers. In this section on PT hiring, we suspect that the policy as written does not match what is frequently done in practice. We suspect that there still should be an ideal hiring process and an emergency process, but we want to talk to Sherri first, and get input from department and faculty chairs. We wonder if this AR applies to Emeritus, as it is a program and not a department.

VI. The meeting was adjourned at 2:45pm (moved by Mitch, seconded by Scott, and approved unanimously).