

SMC Academic Senate Personnel Policies Committee meeting minutes
Tuesday, November 19, 2019
1:30 to 3:00pm
Library 275

Present: Andrew Nestler (Chair), Sherri Lee-Lewis (Vice-Chair), Patricia Burson, Janelle DeStefano, Tracey Ellis, Chris Grant, Sharon Jaffe, Moya Mazorow

Absent: Mitch Hessel

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

II. Public comments: None.

III. Announcements: (1) Andrew reported, in light of our recent look at the BP on solicitation in the classroom, that at Senate Exec today, some instructors mentioned that in many classrooms often there are fliers or messages written on boards, posted by individuals who are not affiliated with SMC, that seek to extract money from students. Moya pointed out that AR 4432 (Posting and Distribution of Publicity) prohibits advertisements from being posted in classrooms. (2) Congratulations to Janelle, who has just been awarded a sabbatical leave for one semester in the 2020-2021 academic year.

IV. The minutes of the November 5 meeting (moved by Chris and seconded by Trish) were approved unanimously.

V. AR 3210 (Classification of Academic Personnel): Sherri reported that the definition of academic employee can include administrators, and we are awaiting a final determination from legal counsel. Also, "certificated employee" as a synonym for "academic employee" is an old term that comes from K-12 education, and we might strike the reference to it, after searching regulations to see how many appearances there are of this term.

We revised the definitions of daily substitutes and of substitute instructors of record (not including long-term substitutes). Non-instructional faculty who are eligible for substitutes include those in the Library and Counseling and also assistant coaches. Sherri will ask Brenda Benson if there are additional responsibilities of non-instructional faculty members that might be listed in the definition of daily substitutes.

VI. The meeting was adjourned at 2:50pm (moved by Trish, seconded by Moya, and approved unanimously). The next meeting is scheduled for December 3.