

# Santa Monica College Academic Senate Personnel Policies Committee

## Meeting Minutes

**Date:** April 8<sup>th</sup>, 2025

**Time:** 1:00pm – 2:30pm

**Location:** SSC 336

Members Present: Jamey Anderson, Vicenta Arrizon (Chair), Ian Colmer, Chris Grant, Tre'Shawn Hall-Baker (Vice-Chair), Mitch Heskell, Sherr Lee-Lewis, Jean Paik

Interested Parties: Lisa Collins, Melanie (Susanne) Berry

### I. Call to Order:

The meeting was called to order at 1:07 pm.

### II. Public Comments:

None.

### III. Announcements:

- a. [AR 7250](#) Academic Administrators Retreat Rights Process has now been updated on the SMC website.

### IV. Approval of Minutes from March 11, 2025, meeting.

Motion to approve: Mitch Heskell

Seconded by: Chris Grant

Yea: 7

Nay: 0

Abstention: 1

### VII. Discussion Items

- a. [AR 7120](#) Recruitment and Selection

The committee reviewed the Recruitment, Selection, and Prioritization process of other community colleges and discussed best practices to consider adopting in consideration of revisions to SMC's existing AR 7120. The committee also reviewed Prioritization handbooks/guides from other community colleges.

After much discussion, the committee agreed to dedicate the next meeting to synthesizing the best practices learned and working towards a draft update of AR 7120 and a local

Prioritization handbook. The committee divided itself into the following two workgroups:

*AR Revision*

Tre'Shawn Hall-Baker

Vicenta Arrizon

Melanie Berry

Jamey Anderson

Sherri Lee-Lewis

*Handbook Development*

Chris Grant

Lisa Collins

Mitch Hesel

Jean Paik

Jessie Garcia

VII. Adjournment: The meeting was adjourned at 2:32 pm.

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