

**Personal Ethics and Responsibilities Committee (PERC)  
Santa Monica College**

**Meeting Minutes**

Thursday, October 8, 2015

2.15pm to 3.15 pm

HSS 261

**In attendance:** Walker Griffey, Chair; Joelle Adams, Secretary; Chau Tran; Valerie Narey; Brian Rajski; Gina Jerry; Christopher Stiles; Lisa Farwell

**Apologies:** None.

**Absences:** Raul Ruiz

**I. Call to Order**

**II. Public Comments**

None.

**III. Action Items**

**a. Approval of 9/10/15 [Minutes](#)**

The committee unanimously approved the minutes.

**b. Approval of change in name of newsletter**

Walker moved to change the name of the newsletter to “SMC Ethics” from “Ethical Professor”. The committee unanimously approved the motion.

**c. Approval of change in format of newsletter**

i. Walker moved to adopt a new newsletter format with a main topic, “sidebar” topics, and images. The committee unanimously agreed to adopt the new format.

ii. The committee discussed the need to check permissions to use external content. Walker will investigate.

iii. The committee discussed the need to continue to archive the newsletter.

**d. Decision on first newsletter content**

i. Walker moved to publish an article the topic of late grades in the Fall 2015 semester. The committee discussed the topic and then unanimously agreed. Walker will write a draft. The committee will edit and approve a draft at the

November meeting, with final approval by email. The final newsletter will be released in early December.

ii. The sidebar topic for Fall 2015 will be decided at the next meeting.

iii. Lisa moved to include an article about the issue of grade inflation and rigorous reading requirements. The committee discussed this idea and then unanimously agreed that this is a good topic for the first newsletter of Spring 2015. Lisa agreed to write draft for the December meeting.

iv. Walker suggested that the sidebar topic for the first newsletter of Spring 2015 could be related to the "Rate My Professor". A writer will be decided at the next meeting.

**e. Decision on how to decide on upcoming newsletter topic suggestions**

i. Valerie suggested that the committee decide all topics for Fall 2015 newsletters now, to give time for writing. The committee agreed, as above.

ii. Chris suggested that the committee publish one new-format newsletter in Fall 2015 and two in Spring 2015. The committee agreed.

iii. For now, the SMC community should continue to email ideas for topics to Walker Griffey, Chair of the PERC, who will forward to the committee for discussion.

**IV. Discussion Items**

**f. Brown Bag Discussion, Use of Survey Monkey for newsletter/discussion responses**

To be discussed at next meeting.

**g. Review formal scope and function of the committee**

Walker noted that this is available on the PERC page of the SMC website.

**V. Adjournment**