MINUTES OF MEETING DATE: 032614

REGULAR MEMBERS (_X_ IN ATTENDANCE):

EX-OFFICIO MEMBERS (_X_ IN ATTENDANCE):
Shelia Bunch, Chancellor’s Rep _O_. Marilyn Sheerer, Provost / VCAA _O_. Phyllis Horns, VCHS _O_. Ron Mitchelson, VCRGS _O_. Mark Sprague, Faculty Chair _X_. Fac Sen Rep (position open) _O_.

OTHERS IN ATTENDANCE: Linda Ingalls

PERSON PRESIDING: Justiniano

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ACTIONS OF MEETING

I. Meeting called to order: 3:10pm

II. Approval of minutes of 2/26/14 (unanimous)

III. Subcommittee on Unit Code Policy

   Ed Stellwag (EPPC) and Tricia Anderson (Unit Code Screening Committee) are willing to serve. From FGC: Justiniano, Morehead, Boklage. Sprague will serve as a resource, as needed. Maher will provide information on MULT, as needed.

   Motion to appoint committee (unanimously approved)

IV. Part IX

Start at line 579 on updated draft.

   a. Line 587: Strike “joint.”
   b. Line 596: Strike “probationary-term faculty” throughout section 2b. Probationary term faculty should not serve on Promotion Committee.
   c. Line 608: Extensive discussion of who formulates list of outside members. Probationary term faculty can contribute to the list. Candidates can contribute to the list.
   d. Line 609: add “the candidate(s) being considered for promotion, including the candidate(s).”
   e. Line 622-623: Replace second sentence: “The first order of business for a newly convened Promotion Committee shall be to elect a Chair from among its membership. If the chair of the Personnel Committee does not hold sufficient rank to serve as the chair of the Promotion Committee, a chair shall be selected in accordance with section 1.d. above.”
   f. Line 630: “When making a recommendation, the Tenure Committee shall prepare and forward to the unit administrator a cumulative evaluation of the faculty member that contains a cumulative evaluation of the faculty member.”
g. Line 632: “When the decision is for both tenure and promotion, only one cumulative evaluation containing a recommendation for or against tenure and promotion is required. Both recommendations are reported together and only one cumulative evaluation is required.”

h. Line 637: “whether the faculty member under review met the stated and approved criteria of the unit discharged conscientiously and with professional competence the duties associated with his or her position during the period under review.”

i. Line 651: add “including the candidate(s).”

j. Line 679-80: Strike “The unit administrator serves to provide leadership, support, and guidance to the total functioning of the unit.”

k. Line 680-682: Move sentence to end of next paragraph (line 688).

l. Line 701: Add sentence to replace “fair, unbiased” “Every effort should be made to secure that the process of external peer review is conducted fairly and without bias.”

Start next meeting at line 690.

Meeting adjourned: 4:46pm

Respectfully submitted,

Marianne Montgomery