FINAL MINUTES OF MEETING DATE: 050714

REGULAR MEMBERS (_X_ IN ATTENDANCE):
Charles Boklage ___ X ___, Nelson Cooper ___ O ___, Edson Justiniano ___ X ___, Derek Maher, ____X____, Cheryl McFadden ___X___, Marianne Montgomery ___ X ___, Andrew Morehead ___ X ___, John Stiller ___ X___

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

OTHERS IN ATTENDANCE: Linda Ingalls, James Holloway

PERSON PRESIDING: Justiniano

ACTIONS OF MEETING

I. Meeting called to order: 3:10pm

II. Approval of minutes of 4/30/14 (unanimous)

III. Review of Part IX Appellate Structure

Line 330: In most cases, it is expected that decisions will require only the agreement of the participants in mediation and the authority of the Chancellor. However, the Chair of the Tenure Committee Line 334: The Chair of the Hearing Committee Line 351: and in the complainant’s request to schedule a hearing review and. Line 353: those remaining unresolved contentions.

Lines 358-362: If mediation has been rejected, as reached an impasse, or resulted in less than full resolution of the complaint, the complainant may request to schedule pursue a hearing. The complainant must request a hearing within 10 calendar days of receiving the Chair of the Committee’s written notice.

Line 365: a complete description, that is as complete as possible.

Line 367: a list of the respondent(s). named in the Administrative Review.

Lines 369-371: [combine (c) and (d) with “and”] , with copies of the documents enumerated in (e)

Line 372: copy of stipulations agreed to by complainant and respondent(s).

Line 373: [correct lettering to eliminate duplicate (e)]

Line 373: [combine (e) and (f) with “and”]

Line 378-85: [make these items in main lettered list; sublist is unnecessary]

Line 388-391: [end (h) with period; make (i) a new paragraph, not a list item]

Line 416: the name of his/her advisor, if any, and whether this person is an attorney.

Lines 427-428: university breaks, and holidays, and summer terms [Question for Payne: what to do if hearing committee cannot be convened in summer? Should this possibility be included?]

James Holloway arrived.

Lines 72-75: If The University provides legal advice to the respondent(s) and all information discovered in preparation for the hearing that is favorable to the complainant must be disclosed to the complainant. [Question for Payne: Would discussions between respondent and university attorney be protected by attorney-client privilege? Can disclosure be mandated, and, if so, to whom?]

Line 75: Complainants and respondents are reminded that they can ask for their personnel files, including emails related to the performance of their duties.

Lines 259-61: Information developed from the Administrative Review is considered to be confidential and not available to the Hearing Process or other members of the university.
Line 269: If the Vice-Chancellor determines that the content of the complainant has not been satisfactorily established, the Vice-Chancellor, by a simple unelaborated statement, shall so notify the complainant, the respondent, the Chair of the Hearing Committee, and the Chair of the Faculty.

Line 269: [correct typo] actions.

Meeting adjourned: 4:55 pm

Respectfully submitted,

Marianne Montgomery