



# Faculty Personnel Policy Committee

Minutes: Sept. 21, 2011

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Present: Sheila Blackman, Jan Brashler, Jay Cooper, Kurt Ellenberger (chair), Jon Jellema (ex-officio), Paul Jorgensen, Linda Masselink, Marie McKendall, Kay Reick, and Scott Richardson (ex-officio)

Not Present: Teresa Beck, Diane Kimoto, Charles Norris, and Janet Vigna

1. Approval of Minutes (Motion: Paul Jorgensen, second: Kay Reick, unanimous approval with typographical amendment.)
2. Charge #8: FPPC Personnel Policy Committee Policies and Membership - Discussion of Draft of Faculty Handbook Language on Membership in FPPC (2.01.4.c of the Faculty Handbook) Revision
  - a. Discussion of Draft Revision and ECS response.
  - b. Motion to recommend draft revision made by Paul Jorgensen, seconded by Linda Masselink and unanimously approved.
  - c. Memo with response to ECS and draft revision will be prepared by the Chair and forwarded to UAS/ECS.
3. Charge #9 - Community Service, and Attendance Policy Discussion of Draft of Admin Manual Revision (Community Service – 2.9.1.C)
  - a. Discussion and minor amendments of draft revision.
  - b. Motion to recommend draft revision made by Jan Brashler, seconded by Linda Masselink and unanimously approved.
  - c. Memo and draft revision will be finalized by the Chair and forwarded to UAS/ECS.
4. Charges #3 and 4: Reduction in the number of Personnel Reviews and Baseline Expectations
  - a. Comprehensive Mentoring Program was discussed
  - b. Suitability of Annual Salary Reviews as a mechanism of providing formative feedback to pre-tenure candidates was discussed with discussion revolving around:
    - reporting of results of Salary Reviews to candidates (FH 3.03.A)
    - clarifying expectations regarding “Baseline Expectations” (FH 3.01. A-E)
  - c. There is a group studying mentor programs with Sue Sloop, Christine Rener, and others that may have some information for us to consider regarding mentoring.
4. Meeting Adjourned at 4:38 PM

Respectfully Submitted by Sheila Blackman