



# Faculty Personnel Policy Committee

Minutes: Sept. 7, 2011

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

Not Present: Diane Kimoto (course conflict for Fall Semester; substitute from CCPS is being arranged)

1. Introduction and welcome to our New Members
2. Approval of Agenda (Motion: Paul Jorgensen, second: Marie McKendall, unanimous approval)
3. Approval of Minutes ((Motion: Jan Brashler, second: Linda Masselink, unanimous approval with typographical amendment)
4. Chair Review of UAS/ECS Charges 2011-12
5. Discussion of Draft Handbook Language for 2.01.4.c of the Faculty Handbook regarding Charge #8: *Handbook Language on Membership*
  - Discussion of draft revision.
  - Motion to recommend draft changes was made by Marie McKendall and seconded by Chuck Norris. Motion passed unanimously.
  - Memo with recommended changes will be prepared by the Chair and forwarded to UAS/ECS.
6. Discussion of Admin Manual 2.9.1.C regarding Charge #9: *Community Service and Committee Attendance/Reporting Policy*
  - a) Attendance Policy: Committee made suggestions for revision of Admin Manual 2.9.1.C which the chair will prepare for our next meeting.
  - b) Community Service: Committee studied the current Handbook language in 2.9.1.C and discussion ensued. The committee found the current language to be adequate and flexible enough and found no compelling reasons to require further elucidation.
7. Discussion of Charge #5: *Associate Deans and Their Faculty Affiliations and Voting Rights*
  - Committee reviewed the FPPC Memo submitted last year which dealt with this same question.
  - Committee unanimously supported that document and its rationale.

- Memo with further commentary will be prepared by the chair and forwarded to UAS/ECS.

8. Discussion of Charge #6 and #7: *Voting Rights of College Personnel Committee Members*

- Committee discussed the related issues brought up in Charges #6 and #7.
- Chair will review the comprehensive peer institution review on personnel voting policies which was done by FPPC in 2008-2009 to determine if any peer institutions require recusal of faculty members on College Personnel Committees when a colleague from that member's department is up for review.
- Committee unanimously supported current handbook language in the Admin Manual 2.10.A which states that unit membership is not a conflict of interest.
- Memo with further commentary will be prepared by the chair and forwarded to UAS/ECS.

Meeting Adjourned at 4:20 PM

*Respectfully submitted by Kurt Ellenberger*