Faculty Standards & Practices Committee
Meeting Minutes
8/25/10

Attendance: Daniel Clemens, Ann Gross, Marci Sanchez, Janet Stickmon.
Guest: Laura Ecklin, Dean of HR

1.0 Adoption of Agenda
Approved

2.0 Approval of Minutes from August 13
Approved with changes, Marci will send to Lauren Lee

3.0 Public Comment
None

4.0 Discussion Items
4.1 Form for Emeritus Status
-Draft distributed with check boxes added for various benefits
-Discussion about applying years after retiring or leaving the campus
  -Should faculty make the decision at the time or retirement or have extra time to decide? (Please see follow up research and email from Ann Gross)
  -Emeritus suggests you have an ongoing relationship with the college
  -Email distribution list specifically for Emeriti or will they be part of the Everyone list? Item for the full Academic Senate meeting
-Changes to the form (Marci will forward to Lauren)
  – add an asterisk * to options listing information in publications, and email – must be updated every 4 years to continue listings

4.2 Emeritus Application Review
-Denied because the guidelines state that you must apply in the year you retire (see Ann’s follow up email and suggested decision about these guidelines)
-Ann will check with Shawna about the appropriate author of the letter

4.3 Draft 2 of Faculty Hiring Policy
-Began review and discussion about the updated document from Spring 2010.
-A member asked about the history and background of the policy and why we are revising it – the Board of Governors recent document (California Community College Commitment: Action Plan) about hiring makes the case that we should put diversity issues in hiring front and center, and the State Academic Senate makes similar recommendations
-We’re updating our hiring policy document to include best practices from the Title 5 changes with the EEO plan dealing with creating a strong applicant pool, appropriate interview questions, and forward thinking qualifications and desirables in the job descriptions to reflect where the individual field is going.
- Suggested that we start with the Mission and Values statements of the college that include diversity, rather than make the diversity language the first opening paragraphs of each section. Changes were made in the draft to reflect that.
- Perhaps language changes can include “monitored groups” or “historically underrepresented groups” as identified by the EEO plan.
  - This data is difficult to monitor because applicants are not required to complete it
- Laura will check and update legal and education code references
- Janet will pass along updated diversity wording
- HR office might help with the editing and formatting of the final document once all changes are made

*Next meeting on Wednesday September 15th at 12:30 in the new Academic Senate conference room. We might set more meetings to complete the review of this document if necessary.

5.0 Adjourned
1:35 PM