



## Faculty Business Committee

March 20, 2018

12:30 – 1:20 pm, Room 875

### Minutes - PROPOSED

**Present:** Jessica Amato, Amanda Badgett, Naomi Chianese, Wayne Fortier, Cathy Gillis, Joshua Hanson, Molly Hodgins, Brian Larsen, Stacey Howard, Kelly McCann, Robert Miller, Erin Quealy, Hope Scott, Alysia Thomas, Christa Trujillo, Eric Wade

**Absent:** Donna Geiger, Lynda Monger, Scott Rose, Faye Smyle

**Guest:** Robert Parker, Maria Villagomez, Stephanie Grohs

#### 1. Welcome

Amanda Badgett will be running the meeting

#### 2. Announcements and Public Comment

Maria Villagomez made public comment regarding an upcoming item on Distance Education that will include recommendations, accreditation expectations and subgroup plans.

Stephanie Grohs thanked committee for work on Technology Plan and encouraged upcoming approval.

#### 3. Adoption of the Agenda

Motion to approve agenda with edits:

- Move Technology Plan to 5.1
- PT Evaluation Procedure to 5.2
- Remove items 7.1 – 7.5

M/S/P

#### 4. Approval of Minutes: February 20, 2018

Motion to approve minutes with edits:

- Remove Hope Scott from absent
- Add Hope Scott and Brian Larsen to present

M/S/P

#### 5. Discussion Items

##### 5.1 Technology (5.2 on posted agenda)

- Discussion regarding the status and review of the appendices provided, particularly Computer Standards
- Requested additions included:
  - Webcams
  - Usage of personal laptops
  - Use of Mac vs PC
  - Future availability of Macs in the library
  - Media/technology redundancy as a backup for service availability
- Discussion of timeframes and procedure of computer replacements
- Next step is overall distribution of the Technology Plan and appendices for division review. Feedback should come to the next FBC meeting.



**5.2 PT Evaluation Procedure** (5.1 on posted agenda)

- Review of Administration evaluation and union language so committee can make recommendations in alignment
- Recommendations include PT being evaluated through the tenure process
- Forms to include self-reflection
- Concerns expressed include:
  - Who does evaluation and the need for evaluator to have knowledge of the instructional subject.
  - Need for increased clarity on what is considered “part-time” and appropriate for evaluation
  - Process part-timers who are in more than one division
  - PAF roles and the need to talk to Union regarding their status

**5.3 BP/AR 7216 Grievance** (5.2 on posted agenda)

- Grievance procedure is on contract and is very clear.
- Recommend creating policy that refers to going back to contract and to create an AR.

**5.4 BP/AR 4030 Academic Freedom** (5.3 on posted agenda)

- Content has been shortened and clarified by taking out what is not relevant
- Still in process to include a sentence on responsibility
- Will bring to next meeting

**5.5 BP 7120 Recruitment and Hiring (H14411)** (5.4 on posted agenda)

- Potential minor adjustments still in review
- Will bring to next meeting

**7. Information items/updates**

**7.1. Faculty Hiring Procedure** – removed

**7.2. Equivalency Review** - removed

**7.3. PT Faculty Evaluation Process** - removed

**7.4 Distance Education Committee** - removed

**7.5. Board Policies** - removed

**7.6 PDC - Draft proposal for Fall 2018 Flex Day**

- Has received input from survey and sent to division chairs.
- Development is ongoing but draft isn't ready for a reading
- Flex-day event is faculty driven so input is much appreciated
- Plan is to work on a better process timeline
- Will be brought to future meeting as action item

**7. Future Agenda Items**

**8. Motion to adjourn meeting at 1:25 PM**

M/S/P