

Personnel Policy Committee (PPC)

PERSONNEL POLICY COMMITTEE

Minutes

October 11, 2023

Present: Chris Budnick, Amy Jansen, Tricia Lin, Mike Shea (co-chair), Michael Sormrude, Stephen Monroe Tomczak (co-chair), Alison Wall

12:10

Minutes of September 27, 2023 approved

Discussion regarding the committee charges and the number of names to submit for Hardship Committee. Discussion regarding modification of P&T documents to clarify eligibility of alternates to vote and review whether the calendar and meeting times/dates/quantity and secretary term limits be codified. Decision to invite Troy Paddock and Maria Diamantes to the next PPC meeting to discuss and clarify.

Discussion regarding the lack of a mandate for the number of members for department sabbatical committee and burden placed on small departments. Resulted in motion to update the Sabbatical Leave Procedures Document part 2.B.2.b to read:

Each Department shall establish either an elected committee or a committee of the whole to evaluate a Candidate's sabbatical plan for Sabbatical Leave. This committee shall have a minimum of three members. The Department may choose to have another Department committee, such as the Department Evaluation Committee (DEC), act as the Sabbatical Leave Committee.

Motion approved: 6 in favor; 0 opposed.

The DRAFT table for service eligibility was approved by the executive committee with the PPC edits.

Discussion regarding updating the P&T Guidebook and Professional Assessment documents. Decision to review the documents prior to next meeting and dedicate next meeting to updating the documents to reflect the needed clarifications.

- E.g., document should be updated to reflect “candidate information form” rather than “member information sheet.”
- Interview clause from P & T Procedures; DEC Interview – align language
- How do we gain consensus on expectations and interpretations? Are there ways to create a more consistent/balanced framework for evaluation while allowing for autonomy? DEC workshops? Discussion on bringing it forward to Faculty Senate regarding assumptions in process.
- Creative Activity: How to advise candidates regarding creative activity when credit load is reduced and/or given for creative activity and not course instruction?
 - Clarify ability to double dip by explaining the part of the activity that is used with the release time/load credit and still list it under the creative activity.
- How can academic advising be further clarified in the faculty evaluation categories?

- Where should advising go? It's okay to double dip if you are getting reassigned time for advising.
- Emphasis to faculty body about faculty service; clarify/determine if there is a minimum expectation for service; draft a communication and/or revise documents.
- P & T Guidebooks: review and determine if updates are needed and make recommendations; determine purpose and therefore existence of the guidebooks

No new business was discussed.

Meeting adjourned at 1:52 p.m.