

Personnel Policy Committee (PPC)

Minutes

February 14, 2024

Attendees:

12:10

Minutes of January 31, 2024 - Approved

OLD BUSINESS

- Revisions to Documents
 - **Statement on Service – Committee reviewed updates to statement for editing and approval to send to Executive Committee.**
 - **Minor edits for clarification as to audience and value of service.**
 - **Major edit – reference to the differential service weighting for different categories (e.g. faculty, coaches, librarians, etc.) to ensure that it accurately reflects the weightings of the evaluative process.**
 - **New Faculty Service Eligibility Table** - When finalizing Faculty Eligibility Table for Evaluations in the spring: point of clarification - please add the following notation:
 - Should there be an exception to allow a faculty member to serve on both a departmental and hardship committee for renewals and/or professional assessment but not for P&T (chart currently allows for exception to serve on multiple DEC's).
 - Need to ensure that the chart matches the other documentation.
- Procedures for Voting in P & T deliberations when there are less than 15 members present.
 - **Suggested Language:** “In instances where all 15 committee members are not available for voting on a file, a simple majority of those present will determine the outcome of the vote.”
 - Motion to approve simple majority for P&T voting. For 7; Against 0.
- Weighting disciplinary action in P & T file evaluation process
 - Currently description is vague with multiplicative factor -1, but no details as to how to factor it in. Discussion as to how to address it.
 - “Category six, which is "Record of Disciplinary Action", if such documentation is included in a candidate's P&T file, the P&T committee members shall assign the candidate a number on an eleven-point rating scale (0-10). If there is no documentation of "Record of Disciplinary Action" in a candidate's file, committee members shall enter a rating of 0 (zero).”
 - Consider inviting Troy for future meeting to clarify questions and discussion.
- Tabled for Future consideration - Procedures that need Extensive Examination
 - P & T Guidebooks: review and determine if updates are needed and make recommendations; determine purpose and therefore existence of the guidebooks
 - How can academic advising be further clarified in the faculty evaluation categories?

Meeting Adjourned at 1:50 p.m.