



**IPC Hiring Subcommittee  
Minutes**

<b>MEETING TYPE:</b>	<input checked="" type="checkbox"/>	<b>Staff</b>	<b>Date:</b> February 10, 2016
	<input type="checkbox"/>	<b>Product/Project</b>	<b>Start Time:</b> 2:00 p.m.
	<input type="checkbox"/>	<b>Special</b>	<b>End Time:</b> 3:00 p.m.
			<b>Location:</b> AA-140

**Chair:** Dan Sourbeer

**Members Present:** Mark Bealo, Barbara Blanchard, Katy French, Joel Glassman, Jack Kahn, Michael Lockett, Chantal Maher, Jackie Martin, Pam McDonough, Michael Mufson, Wendy Nelson, Pete Ordille, Wilma Owens, Shayla Sivert, Susan Snow

**Members Absent:** Kathryn Kailikole

**Recorder:** Suzanne Sebring

Interim Vice President for Instruction Dan Sourbeer called the meeting to order at 2:01 p.m.

- I. MSC French/Nelson to approve the minutes of the September 9, 2015 meeting.
- II. Interim VP Sourbeer distributed the Faculty Rationale Form used last year and the committee discussed needed edits. After reviewing the form, the committee decided to add an area at the top of the form where departments may prioritize requests within their area if they so choose. Edits will be made and the form will be posted/distributed by Instructional Research and Planning within a week.
- III. The committee discussed the timeline required for the Hiring Priority List. It was decided that department chairs will have three weeks to submit their request forms to the Deans, who will then review and submit to Instructional Services for compilation by March 18<sup>th</sup> (prior to Spring Break). The subcommittee will reconvene on March 30<sup>th</sup> at 2:00 p.m. in Room AA-140 to prioritize requests. If the work is not finished at that meeting, the next meeting will take place on April 13<sup>th</sup>. This is the firm deadline as recommendations need to go to the Strategic Planning Council (SPC) for first reading on April 19<sup>th</sup> with a second reading on May 3<sup>rd</sup> to finish the process this semester.
- IV. Announcements/Other  
None.

The meeting adjourned at 2:53 p.m.

**Next Meeting**  
**March 9, 2016**