



Instructional Planning Council Hiring Sub-Committee MINUTES

MEETING TYPE:	<input checked="" type="checkbox"/>	Staff	Date: April 11, 2018
	<input type="checkbox"/>	Product/Project	Start Time: 3:30 p.m.
	<input type="checkbox"/>	Special	End Time: 4:30 p.m.
			Location: AA-140

Chair: Dean Fritch for Dr. Jack S. Kahn
Members Present: Dr. Lesley Blankenship-Williams, Dr. Glyn Bongolan, José Briceño, Sarah DeSimone, Katy Farrell, Marlene Forney, Margie Fritch, Hector Garcia-Villa, Dr. Barb Kelber, Dr. Pearl Ly, Seth San Juan, Justin Smiley, Susan Snow and Dr. Ellen Weller.,
Members Absent: Mark Bealo, Dr. Jack S. Kahn, Dr. Kathryn Kailikole and Shayla Sivert.
Recorder: Michelle LaVigueur

Dean Fritch called the meeting to order at 3:30 p.m.

I. Faculty Position Requests & Prioritization – IPC Hiring Subcommittee for Prioritization –

The following was discussed by the subcommittee members:

- Holding an initial meeting prior to the faculty prioritization meeting with a question and answer session as done last year would have help the committee tremendously as they went through and reviewed and then scored the requests.
- Reviewing the spreadsheet on a paper copy with highlights would have made the process easier. The google document was too difficult to navigate through.
- Having a breakdown of the header information (FTEF, WSCH, enrollment, etc.) throughout the document would have also made it easier to score.
- Pulling Nursing and Fire Technology from the list(s) since they are required for accreditation
- The mix of qualitative and quantitative data mixed together caused some confusion
- Advocating for any position that was not in the top 10 that someone feels should have been would be beneficial to the process.
- Ranking 20 instead of 10 faculty members and conversely, concerns that much time will be spent on discussion and 20 positions will not ultimately be considered
- Sorting the list by frequency in addition to rank would be interesting to compare.
- EME (Simulation) position was explained as a 70% teaching and 30% preparation time by Sarah DeSimone as an example since the position hasn't been approved for hire yet.
- Postpone voting today in order to gather more information on positions that received lower votes

There was consensus among the committee to receive a copy of the top 10 and top 20 ranked during the meeting. In addition, there was a request to receive another list of the top 20 ranked by *frequency*. The two lists will be sent out to the IPC Hiring Sub-Committee prior to the next meeting on April 25, 2018 for final review and acceptance of the ranking on that day. The committee requested that the Deans review the lists and be prepared to discuss any concerns during the first 15 minutes of the next IPC Hiring Sub-Committee meeting, prior to final ranking. **On April 25, 2018, the IPC Hiring Sub-Committee will meet in AA-140 from 2:30 – 3:30 p.m. and IPC will meet from 3:30 – 4:30 p.m.** Once the faculty positions are ranked, the list will go to SPC for approval and the final recommendation is made by the Superintendent/President.

The meeting adjourned at 5:06 p.m.