

**Policy Council Meeting Minutes**  
**May 14, 2014**  
**12:30 p.m., EBA 342**

**(Bold means Present; \*Asterisk/Italicized means arranged a proxy)**  
 2/3 of elected members required for quorum

<b>Jose Luis Alvarado (Dean's Office)</b>	<b>Frank Harris (ARPE)</b>
<b>Marian Aste (Lecturer Rep.)</b>	Audrey Hokoda (CFD)
<b>Elsa Billings, (PLC)</b>	<b>Johnson John (SPED)</b>
Marcie Bober-Michel (LDT), Secretary	Joe Johnson (Dean's Office)
<b>Nola Butler-Byrd (CSP)</b>	<b>Patricia Lozada-Santone (Student Rep.)</b>
<b>Luke Duesbery (STE), Co-Chair</b>	<b>Randy Philipp (STE), Executive Member</b>
<b>Nancy Frey (EDL)</b>	<b>Brent Taylor (CSP), Co-Chair</b>
<b>Jackie Fuller (Staff Rep.)</b>	

Quorum was reached.

**1.0 Approval of Agenda** - Agenda approved: Frey/Harris. Motion carried.

**2.0 Approval of Meeting Minutes of April 16, 2014** - No minutes available to approve

**3.0 Old Business**

**Term of Service Discussion**

PC has discussed in prior meetings the concern that term limits are not consistently applied across committees. Senate and CSU documents have not been helpful for this question, so it has proven more difficult to align COE policy to existing policies. There was a recommendation previously to change this to ensure more equitable distribution.

11 committees mentioned in COE Policy:

- Elections: 2.5 (SD=1.9)
- Assessment: 3.1 (SD=1.8)
- Technology: 3.7 (SD=3.6)
- Diversity: 2.8 (SD=1.7)
- Honors: 2.3 (SD=1.4)
- Research: 2.7 (SD=1.7)
- Honors: 2.3 (SD=2.3)
- Staff Development: 3.7 (SD=2.3)
- Curriculum: 3.7 (SD=3.6) (range 1-17 years)
- Policy: 3.3 (SD=2.0)
- Personnel: 2.8 (SD=1.7)

The one outlier was Curriculum committee, where some members have been on for many years. There was discussion about the steep learning curve needed for this committee. The discussion continued with the complications posed to small departments vs. large departments, as well as those that have may be differentially impacted due to a larger percentage of junior faculty who may be burdened by many committee responsibilities. It was discussed whether PC reps should take the discussion back to departments to receive wider input, before determining whether in fact PC should act upon this in Fall 2014. Concerns were raised about issues of power and whether some might feel intimidated about voicing concerns. Other means of data collection were discussed, including an electronic survey. The conversation then shifted to whether it might be more useful to require that all committees align such that members can serve up to two consecutive terms, then the member must exit for one year before serving again. Luke will distribute data, including ranges, for informal department conversations. TABLED UNTIL FALL 2014

## Report from COE Research Committee on new RAT policy

Luke met with Research committee; they are not yet ready to submit a report. Several members shared informal feedback. PC agreed that there is room for improvement. The Dean reported the following:

- Everyone who applied met the service and research requirements (n=22); the only element that not all applicants met the teaching requirement (n=8) *Should this be the discriminating factor?*
- There were those who didn't apply because they didn't meet one or more requirements, including teaching.
- Everyone who met the minimum requirements earned 6 units of RAT for AY 14-15 (n=14).
- The Research Committee ranked those requesting additional RAT (n=18). All the applications those who earned additional RAT had a higher number of overall points (n=3). *The Dean is not convinced that each of these criteria should be equally weighted.*
- Service documentation was problematic, and created criticism within and outside of the institution. *Should this instead be the Nordstrom Rule? (i.e., assume that 95% will be honest.)*
- The overall criteria seemed low. *Should PC raise the baseline criteria?*
- The Research Committee reported to the Dean that they were not satisfied with the process and did not feel they were making decisions based on research. They shared that they were prepared to read proposals, and that this felt more similar to an RTP process, and that some members did not feel qualified or comfortable in doing so.

This has been IDENTIFIED AS A PRIMARY TASK for PC for Fall 2014. PC requested that all participants be surveyed to provide feedback on the process. In addition, members of the Research Committee will be invited to the first meeting in the fall.

### 4.0 New Business

#### *PC Elections for next AY*

Taylor and Duesbery were nominated to serve as co-chairs for 2014-15. Butler-Byrd/Harris. MOTION CARRIED. Frey will be secretary for 2014-15; selection of an additional executive committee member TABLED until September 2014 meeting.

#### *Meetings for AY 2014-15*

Meetings will be held the third Wednesday of every month, from 12:30-2:30 PM.

### 6.0 University Committee Reports

No Committee Reports presented at this meeting

### 7.0 Adjournment

Meeting adjourned at 2:30 p.m.

*Minutes respectfully submitted by*

*Nancy Frey*