

## Executive Committee

Nate Donahue (x4062)  
**President**

Matt Musselman (x4635)  
**Recording Secretary**

Jose Hernandez (x8861)  
**Treasurer**

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## Committee Chairs

**Adjunct:** J. Adams (x8540); D. Arieff (x8037)

**CTE:** S. Veas (x4617)

**Curriculum:** B. Antrim (x3538)

**Department Chairs:** M. Moassessi (x4057)

**Distance Education:** C. Battista (x4663)

**Elections & Rules:** M. Mazorow (x4867)

**Environmental Affairs:** Betsy Jordan

**Equity & Diversity:** M. Tomasic (x8763)

**Faculty Assoc. Liaison:** P. Morse (x3182)

**Finance:** J. Hernandez (x8861)

**Global Council:** A. Tower (x8855)

**Information Services:** C. Badger (x8581)

**Institutional Effectiveness:** E. Meyer (x8513)

**Legislative Affairs:** TBD

**Personnel Policies:** A. Nestler (x8515)

**Prof. Development:** M. Moreno (x4598)

**Prof. Ethics & Resps.:** B. Rajiski (x8865)

**Program Review:** V. Drake (x8652)

**Sabbaticals & Fellows.:** G. Davison (x4221)

**Social:** D. Freeman (x4311)

**Student Affairs:** B. Magallon (x4275)

**Stu. Inst. Support:** B. Rodas (x8673)



## **EXECUTIVE COMMITTEE AGENDA** **Tuesday, December 4, 2018** **11:15 am to 12:35 pm** **HSS 261**

### **I. Call to Order/Approval of Agenda**

### **II. Public Comments** (Individuals wishing to speak should limit their comments to 2 minutes)

### **III. Consent Agenda**

- a. Approval of [11/6/18](#) and [11/20/18](#) Minutes

### **IV. Action Items**

- a. [AR 7120](#) FT Hiring Draft (A. Nestler)
- b. [AR 4230](#) Grade Symbols and [AR 5075](#) Course Adds, Drops and Withdrawals(B. Magallon)
- c. DPAC [AR 3250](#) and [BP 2515](#) (N. Donahue)
- d. Discussion of Senate Suggestions Regarding DPAC

### **V. President's Report / Information Items**

- a. Social Justice Gender Equity Center Update

### **VI. Announcements**

- a. [Feed A Student, Feed Your Heart](#)

### **VII. Adjournment**

*Please be sensitive to the need to establish quorum before business can be conducted. Report absences before the meeting to Matt Musselman.*



SANTA MONICA COLLEGE  
ACADEMIC  
SENATE

**AGENDA**

**Tuesday, December 4, 2018**

**11:15am-12:35pm, HSS 261**

**I. Call to Order and Approval of Agenda**

**Motion: M. Tomasic**

**Second: V. Drake**

**Passed unanimously at 11:19am**

**II. Public Comments** (*Individuals wishing to speak should limit their comments to 2 minutes*)

None

**III. Consent Agenda**

a. Approval of 11/16/18 and 11/20 Minutes

**IV. Action Items**

**A. AR 7120 FT Hiring Draft (A. Nestler)**

AR 7120.1 Procedure Full-Time Contract Faculty

1. Gets rid of gender language, department and faculty chair, is rewritten in chronological order, streamlines things, and has The League's numbering. Senate By-Law 6.3.8 needs to change.
2. Screening Committee Chair (new name) is involved in ranking and works jointly with HR to create the job description. The advertising period is to last at least 4 weeks.

EEO training for all screening committee members.

"The committee shall formulate a rubric as a guide to evaluation criteria, informed by the position announcement."

Discussion on whether incomplete application should be considered and equity concerns. Letters of rec requests only sent out after application submitted.

Recommendation for final interview and reference checks discussed. Discussion of who can perform online and social media research on candidates, HR representative or designee. Who else?

**B. AR 4230 Grading Symbols and AR 5075 Course Adds, Drops, Withdrawals (B. Magallon)**

AR 4230 (combines AR4311 and 4310.1)

There are new grades of SP, satisfactory progress, and EW, excused withdrawal. There was a discussion of incompletes. When a grade of EW is assigned, it does not count as an attempt at the course. Must petition for an EW, and if a W is replaced by EW.

**Send to Senate for 1<sup>st</sup> read with changes.**

**Motion: M. Moassessi**

**Second: B. Antrim**

**Passed unanimously at 12:30pm.**

**V. President's Report/Information Items**

- A. Social Justice Gender Equity Center Update  
Not discussed

**VI. Announcements**

- A. Feed A Student, Feed Your Heart  
Not discussed

**VII. Adjournment**

**Motion: G. Davison**

**Second: J. Adams**

**Passed unanimously at 12:35pm**

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