



## **Santa Monica College Academic Senate Personnel Policies Committee**

### **Meeting Minutes**

**Date: November 14<sup>th</sup>, 2023**

**Time: 1:00pm – 2:30pm**

**Location: SSC 336**

#### ***Members Present:***

Jamey Anderson, Vicenta Arrizon (Chair), Chris Grant, Tre'Shawn Hall-Baker (Vice-Chair), Shannon Herbert, Sherri Lee-Lewis, Hannah Nelson, Jean Paik-Schoenberg

#### **I. Call to Order:**

The meeting was called to order at 1:02 pm.

#### **II. Public Comments:**

None.

#### **III. Chair's/Vice Chair's Report:**

None.

#### **IV. Approval of Minutes from October 1, 2023, meeting.**

Motion to approve: Chris Grant

Seconded by: Shannon Herbert

Yeses: 8

Nos: 0

Abstentions: 0

#### **V. Discussion Items**

##### **A. Review of AR 7250**

The committee reviewed and discussed the Retreat Rights of administrators who were not previously tenured faculty at SMC. A historical overview of this AR was provided, along with the understanding that this is an Ed Code legal requirement, and certain language must also be included in the regulation. The Community College League of California released updated recommendations for language on AR 7250 in April 2021.

SMC last officially revised and approved AR 7250 in 2010. After much discussion, the PPC agreed to focus the next meeting on possible language, steps, and processes to enhance the AR with additional consideration of the complexities and implications of this AR.

##### **B. Review of 7120.1**

The PPC further discussed the two required recommendation letters for full time faculty within AR 7120.1.

The Vice Chair shared data collected on how many applications are incomplete due to them not having two recommendation letters submitted between 2019 - 2023. Data provided was disaggregated by discipline area hiring. On average, about 20% of applicants are not reviewed by screening committees due to the incomplete submission of recommendation letters. The committee asked if it would be possible to get additional disaggregated information of applicants by ethnic breakdown and gender too.

The Chair provided an update on the discussion with the Senate Executive Committee regarding the exploration of removing the required recommendation letters from AR 7250. As a next step, the PPC Chair has been invited to next share information at the December 1<sup>st</sup> Chair of Chairs meeting.

**VII. Adjournment:** The meeting was adjourned at 2:28 pm.

For agendas and minutes, visit [www.smc.edu/ppc](http://www.smc.edu/ppc)

**Next scheduled meeting: 1:00pm, Tuesday, December 12<sup>th</sup> SSC 336**