

**San Diego Continuing Education
Faculty Hiring Priorities Committee
Minutes**

Monday, February 25, 2019
3 p.m. – 4 p.m., ECC, PDC 106

ATTENDEES/ PROXIES	Committee Members	
	Timothy Pawlak, Co-Chair	Lorie Crosby Howell- <i>Zoom</i>
	Michelle Fischthal, Co-Chair- <i>Absent</i>	Joan McKenna
		Sean Caruana
	Kathy Campbell	John Bromma
	Michelle Gray- <i>Absent</i>	
	Corinne Layton	Sam Phu- <i>Absent</i>
	Andrei Lucas	Cassandra Storey
	Neill Kovrig	Stephanie Crosby
	Pat Mosteller- <i>Zoom</i>	Marquest Glover
	Barbara Pongsrikul	Henry Merritt- <i>Absent</i>
	Esther Matthew	Laurie Mikolaycik- <i>Absent</i>
	Linda Osborn	

Agenda Item A: Call to Order

DISCUSSION	<ul style="list-style-type: none"> The meeting was called to order by T. Pawlak at 3:00 pm
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ACTION ITEMS	PERSONS RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Agenda Item B: Review and Approval of Minutes

DISCUSSION	<ul style="list-style-type: none"> February 4, 2019 Minutes <ul style="list-style-type: none"> M/S/C by Kovrig and Caruana as is.
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ACTION ITEMS	PERSONS RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Finalize minutes and post them on master calendar. 	<ul style="list-style-type: none"> Ginger Davis 	<ul style="list-style-type: none"> Before the next meeting.

Agenda Item C: New Business

DISCUSSION	<p>Health and Safety</p> <ul style="list-style-type: none"> At the February 4th meeting, Committee members discussed on how components of a faculty position may cause a health and safety issue but not hiring for a faculty position itself. As a result, a motion was carried to not include “Health and Safety” as a rubric factor from Faculty Hiring.
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	<ul style="list-style-type: none"> • A note to have an in depth discussion on this agenda item was proposed. • We will wait for guidance from the VPI on whether to expand on this item. <p>Rubric- Identify ways to match to application</p> <ul style="list-style-type: none"> • Feedback shared indicated the Faculty Hiring Priorities Request form, in the program review process, did not match the scoring rubric. This was an issue last year. • The Committee would like to discuss the rubric at a future meeting and review it line by line for comparison to the request form.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
o None	• N/A	• N/A

Agenda Item D: Continuing Business

DISCUSSION	<p>The Prioritization List Review</p> <ul style="list-style-type: none"> • The list is at the President’s Cabinet level for recommendation to the President. No new updates on approved positions at this time.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item E: Roundtable

DISCUSSION	<ul style="list-style-type: none"> • No comments.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item F: Next Meeting

DISCUSSION	<ul style="list-style-type: none"> • March 25, 2019, PDC 106 (ECC Headquarters Building)- To be rescheduled due to spring break. • The committee requests to find new dates for the March, April and May meetings. A doodle poll will be sent to identify new meeting dates.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• Send doodle poll.	• Ginger Davis	• March 2019

Agenda Item G: Adjournment

DISCUSSION	<ul style="list-style-type: none"> • The meeting was adjourned by T. Pawlak at 3:26 p.m.
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Submitted by Ginger Davis, Administrative Secretary, VP Instructional Services
 Approved on: 4/8/19