PPBC

Meeting Minutes

3/18/21

Role Call

Present: David Rider (AMSEC/Chemistry, chair) John Gilbertson (Chemistry, scribe), Amy Anderson (Math), Brian Hutchinson (CS), Qiang Hao (SMATE/CS), Dietmar Schwarz (Biology), Andrew Boudreaux (Physics), John Misasi, (Engineering and Design), Brady Foreman (Geology), Jackie Caplan-Auerbach (Associate Dean CSE, Geology, advisory), Brad Johnson (Dean CSE, advisory)

Absent: Ankur Handa (AS senator, advisory) Olivia Chatters (AS senator, advisory)

Minutes Approval from 03/04/2021 Meeting

* Minutes discussed and approved (unanimous)

Spring Quarter Reps for PPBC

* John Gilbertson going on sabbatical
* Mark Bussell stepping-in as sub

Personnel Committee Sub

* Filip Jagodzinski in CS needs a sub for Personnel Committee
* PPBC discussed whether a freshly tenured faculty is allowed to be on Personnel
  + Language in COPEP allows "tenured" members
  + Discussion on when does tenure become official? After Board of Trustee's approval? Or after next contract begins?
  + Brad to contact Filip about finding a different sub, but if no one else, PPBC will consider newly tenured faculty

COPEP - Dossier Reflection Page Limits.

* Discussion of Self Reflections
  + Does having a page limit create inequities?
  + Does a soft page limit create bias during review?
  + Suggestions to department chairs about adding specifics to addenda
  + Geology, Chemistry, Engineering had a lot of push back
  + Recommendation of page limit of 8 pages
  + Should we suggest to Personnel that they make a formal discussion and request?
  + Brad to take to 1st meeting spring quarter
    - Provide historical context of page limits discussion at PPBC
    - PPBC will provide draft edits:
      * Hard page limit (8 pg), 2. recommended page limit
      * How much narrative is allowed in appendices of dossier?
  + PPBC reps to continue to collect feedback from departments knowing that a page limit recommendation is the current recommendation
    - After Personnel's discussion
    - Dave Rider to email on behalf of PPBC

Departmental Operating Procedures - Chemistry request to interpret COPEP for setting departmental operating procedures

* Who approves the departmental operating and procedures document(s)?
* Need clarity in this section of COPEP
* Discussion and word-smithing of COPEP to improve clarity

○ Added 4th section

* Discussed language in COPEP "…approved by faculty of the department" meaning
* Who votes? Tenured or Tenure-track faculty or all NTT, T, TT?
* Get feedback from all departments

○ Provide documentation (COPEP section)

○ We don't have guidance on who votes to approve department procedures

§ Does department faculty? (Who is faculty in this case?)

§ Does PPBC vote to approve?

Upcoming discussions:

* Update/discuss/approve changes and/or amendments to Travel Procedures, Policies, and Current Rates.
* EID – (A) EID Activities and Assessment Matrix and COPEP. (B) committee has discussed changing the name of committee to be consistent with other usage on campus. Currently called EID, but elsewhere in the University use DEI. (Joint meeting with EID members scheduled for Apr 15, 2021).
* Updating pronouns in the COPEP.

Next meeting: April 15, 2021