**Minutes PPBC 02/18/2021 8:30 am; Meeting over Zoom**

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)

Olivia Chatters (AS senator, advisory), not present for PC portion of the meeting

Filip Jagodzinski, Andrew Berget, Lynn Pillitteri (Personnel Committee), present for first 30 minutes.

Absent:, Ankur Handa (AS senator, advisory)

A)Meeting with Personnel Committee members:

Filip Jagodzinski, Andrew Berget, and Lynn Pillitteri joined PPBC for the winter quarter meeting with the PC.

Conversation to see how operations are proceeding from year to year in terms of COPEP and CBA. The length of candidate statement(s) was discussed again. Minutes from 02/28/2019 PPBC meeting with the PC were presented where 6-8 pages were proposed. This item will be revisited by PPBC.

The PC commented that general vagueness of some departmental COPEP requirements is a recurring issue; some addenda conflict with the college level wording and their own requirements.

-Example: “sustainable research program”, but grants are not required; which may appear contradictory. Wording such as “at least one” may mean more than one, etc.

The Dean suggested that maybe the PC reach out to chairs to clarify language in the Chair’s letter if there are questions or inconsistencies. Departments should be coaching candidates to write meaningful statements and the PC reiterated that justification statements need to be in line with the scores.

The Council discussed the workload and time involved to engage meaningfully in these processes.

Eleven cases went through the PC this year.

B) Minutes from 02/04/2021 were discussed and approved (unanimous).

C) COPEP Addenda for CS was discussed

A draft of the addenda was presented by Brian Hutchinson. Comments will be taken back to department before the final draft is submitted to PPBC for approval.

D) Very brief introduction of COPEP language clarification for the Departmental Procedures portion of the document. Discussion will be picked up at next meeting.

Upcoming items

-RSP nominations

Meeting adjourned 9:53 am 02/18/2021