**PPBC – 03/03/2022**

**Roll Call**

PPBC members present: David Rider, John Misasi, Brian Hutchinson, Bob Mitchell, Amy Anderson, John Gilbertson, Andrew Boudreaux, Dietmar Schwarz

PPBC members absent: Qiang Hao

PPBC advisors: Jackie Caplan-Auerbach, Brad Johnson

Student Senator advisors present: Miriam Gold

Student Senator advisors absent: Justin McGlone

**Discussion Topics**

Minutes from 2/17/22

* Added statement to minutes under “Personnel/PPBC Meeting” about obtaining feedback on professional leave applications
	+ Question arose about the policy and process for requesting feedback letters
* Motion to approve minutes after addition of bullet on faculty professional leave feedback mechanism
* Minutes approved unanimously

Announcement - CSE Modality Guidance Template

* Feedback and questions from programs
	+ Who wrote the document? (ACC Chair and Provost)
	+ If programs aren’t planning on changing modalities, do they need to create these procedures?
		- Departmental-level policies are not due right now, only college-level
		- If department doesn’t want to create procedures, they default to college level policy, or should have their policy of not changing written down
* ***Action Item:*** PPBC should go to units and describe new information and get feedback
	+ The guideline document is a high-level proclamation on guidance to make decisions about changing modality and ACC/PPBC would like feedback on unit thoughts about this guidance document
* Discussions around the university
	+ Remote only courses would stay under self-sustaining model, hybrids taught under typical teaching loads
		- Proposal from one college
	+ Biology did a thorough analysis of comparing online vs in-person teaching in their department
		- Not a big difference in reaching learning outcomes
* Current hybrid class modality >25% in-person
* Summer remote classes
	+ Working to address funding model, flexibility of modality

Announcements - Updates on CSE Budget Proposal Process

* Budget proposal process
	+ CSE process typically starts in September, process designed for vetting proposals within CSE first
	+ University changed their process timeline
	+ CSE submitted more proposals than typical to get visibility of all things happening
	+ Next year, CSE will submit Strategic Budget Proposals on annual basis
	+ University then combines/ranks using strategic planning metrics (buckets)
	+ President cabinet then prioritizes
	+ Then goes to UPRC
	+ Proposals that move to state are likely to be much larger than previous years’
* What is strategy if large budget package gets funded only at 50%?
	+ Brad works with proposers to make concessions to ensure critical aspects are funded and move forward
	+ When budget proposals get to Olympia, many changes can happen and planning for all the paths is challenging
* PPBC will need to play an active role in communicating with departments in this process next year
	+ First PPBC meeting in September to discuss and create timeline

Timeline for Edits to COPEP Next Year

* Goal is to have an approved COPEP by the time T&P applicants get dossier requests from CSE
	+ This allows an archive to be created
* End of May is when call for T&P applicants goes out
	+ COPEP document should become official before this call
* PPBC needs to make a procedure to have all COPEP and Addenda collected and reviewed by a due date likely in the fall or early winter quarter.
	+ Chair would log the edits and ensure COPEP and Addenda are collected
	+ Chair and CSE would work to catalogue approved COPEP and Addenda
* Motion to approve PPBC 22/23 log edits, share, and post COPEP and Addenda by mid-May
	+ Discussed creating deadlines for departments to ensure time for review
	+ Brad and David to further discuss timeline
* Vote to approve motion unanimously approved

Populating PEJ Taskforce

* Need to find CSE representative for at least 1 position, but 2 more at large positions
	+ Two candidates have expressed interest
	+ Does PPBC do a broad call?
	+ Rank candidates and send ranking to taskforce
* PPBC to make broad call to units
	+ Ask people interested to provide information about their motivation and experience

**Next Meeting**

TBD – Finals Week as Needed