

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

Monday, November 26, 2018
3 p.m. – 4 p.m., ECC, PDC 106

ATTENDEES/ PROXIES	Committee Members	
	Timothy Pawlak, Co-Chair	Lorie Crosby Howell-Absent
	Michelle Fischthal, Co-Chair	Joan McKenna-Absent
		Henry Merrit-Absent
	Kathy Campbell	Laurie Mikolaycik-Absent
	Michelle Gray	Sam Phu-Absent
	Corinne Layton	Cassandra Storey-Absent
	Andrei Lucas	Carol Wilkinson-Absent
	Neill Kovrig	Marquest Glover-Absent
	Pat Mosteller	Sean Caruana-Absent

Agenda Item A: Call to Order

DISCUSSION	<ul style="list-style-type: none"> The meeting was called to order by T. Pawlak at 3:03 pm
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Agenda Item B: Review and Approval of Minutes

DISCUSSION	<ul style="list-style-type: none"> Committee to postpone approval of the minutes until the next meeting
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ACTION ITEMS	PERSONS RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> Approve the October 22, 2018 and the November 26, 2018 meeting minutes. 	<ul style="list-style-type: none"> Committee Members 	<ul style="list-style-type: none"> At the next meeting on January 28, 2019

Agenda Item C: New Business

DISCUSSION	<p>Review the Program Review Resource Rubrics</p> <ul style="list-style-type: none"> • M. Fischthal distributed the draft document of the generic rubrics that was created through the PIE committee. <ul style="list-style-type: none"> ○ This is the draft results of the meetings with the rubrics consultants and the volunteer core team. • Committee provided their feedback of this draft document. <ul style="list-style-type: none"> ○ It was suggested to consider rewording, "Program Action Strategy" to "Program Strategic Plan" as well as "Student enrollment, success and completion of programs." <ul style="list-style-type: none"> ▪ Discussed breaking up 'enrollment, success and completion' into individual line items, each being given 3 points, since enrollment effects funding. ▪ A discussion ensued over the usage of the word "increase", with some members suggesting the changing of it to "support". ▪ Some additional concerns expressed were over the low number base of 3 and it causing the same scores ▪ This current draft will make it difficult to distinguish one proposal from another ○ C. Layton reported that their previous rubrics had only 5 criteria and seemed to be even more generic. • FHPC committee will be getting the resource request forms from Program Review on December 14, 2018.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • M. Fischthal will forward feedback and concerns to PIE and Program Review. <p>1) The Low number base of 3 and how it's weighted.</p> <p>2) Changing "Program Action Strategy" to "Program Strategic Plan"</p> <p>3) Flush it out a little bit more to make it slightly less generic to avoid resulting in same scores.</p>	<ul style="list-style-type: none"> • M. Fischthal 	<ul style="list-style-type: none"> • Next Meeting

DISCUSSION	<p>Agenda Item D: Continuing Business</p> <ul style="list-style-type: none"> • None
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A

DISCUSSION	<p>Agenda Item E: Roundtable</p> <ul style="list-style-type: none"> • None
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• N/A	• N/A	• N/A

Agenda Item F: Next Meeting

DISCUSSION	• January 28, 2019, PDC 106 (ECC Headquarters Building)
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• None	• N/A	• N/A

Agenda Item G: Adjournment

DISCUSSION	• The meeting was adjourned by T. Pawlak at 3:57 p.m.
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Submitted by Jeanie Colotario, Project Assistant, VP Instructional Services

Approved as amended on: _____ 2/4/19 _____