

SENATE COMMITTEE ON PROFESSIONAL RELATIONS

Agenda

11 a.m., Tuesday, November 21, 2023

Zoom

1. Welcoming: Student Member Fatima Oregon

2. Approving: Minutes from October 17 Meeting Professional Relations Committee Meeting

3. Updating: Details Related to Outstanding Faculty Awards Ceremony in April

a. Venue and Food for Awards Ceremony: With the help of Monica Acuña, committee chair Chad Greene has booked Culinary Arts to provide the food and beverages for the Outstanding Faculty Awards Ceremony at 11 a.m. on Thursday, April 25, 2024. (She has also arranged for the linens for the event.) The cost for the catering will be covered by Acuña's budget. However, to make it easier for Culinary Arts to cater the event, the venue has been changed back to the Student Center.

4. Reviewing: Timeline for Our Review of Nominations for Outstanding Faculty Awards

a. As we discussed during our first two meetings for the 2023-2024 academic year, the traditional timeline for the Professional Relations Committee's review of the nominations for the Outstanding Faculty Awards has been:

i. November: Nominations for Outstanding Faculty Awards close at end of month; committee finalizes timeline for review of nominations

iv. December: Committee members begin their review of nominations

v. January: Committee members discuss nominations and rank finalists for awards

vi. February: Committee members cast final votes for award winners, including one Most Outstanding Faculty, up to ten full-time Outstanding Faculty, and up to ten part-time Outstanding Faculty; chair presents information on award winners to president of the Faculty Senate

b. Would the committee like to make any changes to that timeline for our review of the nominations for 2023-2024? Do we want, for example, to add the step of sending letters to all faculty who were nominated for awards?

c. How would the members of the Professional Relations Committee like to review the nominations? By reading them in our ProfRelations@cerritos.edu email account on Outlook? By receiving PDFs of the nominations?

5. Considering: Ethics of Faculty Sharing Information about Awards with Students

a. At the end of our Professional Relations Committee meeting in October, members requested that we discuss at our November meeting how faculty can ethically share the information about the nominations for the Outstanding Faculty Awards with their students.

b. At this time, would we want to put together a suggested, standardized statement for faculty that would serve as a neutral invitation to submit nominations for the Outstanding Faculty Awards?

6. Clarifying: Our Past Practices/Policies When a Committee Member is Nominated for an Award

- a.** So we have clarity on another ethical issue related to the Outstanding Faculty Awards, we will discuss the Professional Relations Committee's past practices and/or policies if any of its members are themselves nominated for an award.

7. Soliciting: Items from the Floor

Our Next Meeting: 11 a.m. on Tuesday, December 12, 2023