

SENATE COMMITTEE ON PROFESSIONAL RELATIONS

Minutes

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

Zoom

Call to Order: 11:03 a.m.

Quorum Met: Yes

Facilitator: Chad Greene

Members Present:

Robert Campolo, Fine Arts and Communications
Sherryl Carter, ACCME – Adult Education
Lydia Cosio, Health Occupations
Michelle Fagundes, Liberal Arts
Phuong Nguyen, Science, Engineering, and Mathematics
Fatima Oregon, ASCC
Paula Pereira, Library
Rossi Petrova, Technology
Sarah Pirtle, CSEA – Media Services
Veronica Sanchez, Humanities and Social Sciences
Pamela Sepulveda, ACCME – Falcon’s Nest

Members Absent:

Berenice Gallardo, Counseling
Kari Hemmerling, Kinesiology
Dahlene Holliness, Student Accessibility Services
Peter Moloney, Business Education

1. Welcoming: Student Member Fatima Oregon

a. The Professional Relations Committee welcomed its newest member, ASCC representative Fatima Oregon.

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

a. Pamela Sepulveda made a motion to approve the minutes from the committee’s meeting on October 17, which was seconded by Rossi Petrova. The minutes were approved, with Michelle Fagundes abstaining.

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 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 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 was changed back to the Student Center.

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

a. The members of the Professional Relations Committee refreshed their memories of the traditional timeline for the review of the nominations for the Outstanding Faculty Awards:

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

ii. December: Committee members begin their review of nominations

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

iv. 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

d. The members of the Professional Relations Committee discussed how they would like to review the nominations for the 2023-2024 Outstanding Faculty Awards. The consensus was that the members want to receive the nominations in the form of PDF files, shared online in a folder that only they can access. *Google Drive*, *Microsoft Teams*, and *OneDrive* were suggested as possible applications through which to facilitate the sharing of the files. Petrova requested the creation of a spreadsheet listing all the names of the nominees.

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

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

b. During the November meeting, the committee talked through a first draft of a suggested, standardized statement for faculty that would serve as a neutral invitation to submit nominations for the Outstanding Faculty Awards in the future. Greene promised to bring back a typed draft for the committee to review at a future meeting. (**Update:** The review of this standardized statement will take place during the committee's meeting in January.)

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

a. So that the members would have clarity on another ethical issue related to the Outstanding Faculty Awards, they discussed the Professional Relations Committee's past practices and/or policies if any of its members were themselves nominated for an award.

b. After an animated discussion, a majority of the Professional Relations Committee members present at the November meeting voted that a member of the committee could be eligible to receive an award. However, if they chose to accept their nomination, that would mean they could not participate in the consideration and discussion of all the nominations during the committee's January and February meetings. They could still,

however, contribute to the committee's efforts to put together the Outstanding Faculty Awards ceremony in April. In this situation, the other option would be for the committee member to choose to decline their nomination, in which case, they could participate in the consideration and discussion of all the nominations during the January and February meetings.

c. Michelle Fagundes requested that her objection to this policy be recorded in the minutes. Her expressed preference would be for Professional Relations Committee members to not be eligible to receive an Outstanding Faculty Award.

7. Soliciting: Items from the Floor

a. Sarah Pirtle volunteered to put in a Media Services ticket in advance to request the creation of the video to honor the winner of the 2023-2024 Most Outstanding Faculty Award. Greene and the rest of the committee thanked Pirtle for thinking about this so far in advance.

Meeting Adjourned: 12:10 p.m.