

Community College of Southern Nevada

Professional Standards Committee

Meeting Minutes - October 6, 2006

10 – 11:30 am

Charleston Campus

Building “A” Room 210 “T”

Call to Order: By Paul Billings, Chair at 10:04 am.

Roll Call: The following persons were in attendance: Caroline Bass, Paul Billings, Valerie Conner, Joe Cracraft, David Hardy, Ginny Martin, John Mueller Nathalie Odom, Tina Petrie, Joe Pietrantonio, Richard Williams and Jean Wolff. A quorum was established.

Approval of Agenda: The agenda was approved as written.

Approval of Meeting Minutes: Sept. 1, 2006 minutes were approved as amended.

Announcements:

- A. Welcome to new members and welcome back to returning members.
- B. Faculty Senate Chair, Alok Pandey has assigned new members, thanked members who have rotated off the committee and appointed Paul Billings as Chair for 2006/2007. A Co-Chair position is not recognized by Senate Chair this year.

Unfinished Business:

- A. Brochure – The new brochure is complete and was distributed to all members. It has been mailed to all new hires.
- B. 90 day grace period following contract signing – Tina Petrie reported this idea is supported by VP Richards and VP Foshee. Meetings are in progress to finalize the policy.
- C. Correction of NSHE Policies and Guidelines; column 4 description – Tina Petrie reported the personnel who update the Board of Regents Handbook *are aware* the updated version (7/06) requires correction in the following areas: Chapter 3, Section 2.1 Column 4 description does not correlate to the Column 4 description in Chapter 3, Section 3, C.1.b. It is reported that correction will be made in the next revision.
- D. Purchase Higher Education Directory – Chair Billings reported the library is willing to lend the Committee its copy whenever needed. It is rarely used.
- E. Self-Study Courses – Tina Petrie will continue to work on contacting other Community Colleges in the system regarding how they view self-study courses for professional advancement. This Committee plans on developing guidelines for review of such applications.
- F. Final decisions on advancement requests for July 1 – Tina Petrie gave the Committee an update on column movements. One faculty member's application is still unresolved.
- G. Market Factor – This Committee may send a draft policy regarding this issue to Faculty Senate to spur some interest and discussion. Tina Petrie will calculate the % increase from column to column as it currently exists. This may be used to draft policy for advancement for Market Factor and non-tenured professionals.
- H. Bylaws – Faculty Senate Chair Pandey spoke with Chair Billings and indicated this Committee's revisions to bylaws will probably not be acted upon by the current Senate. Chair Pandey does not believe bylaws are necessary and will not be appointing a Co-Chair for any committee. This Committee will table the revisions to existing bylaws until an unspecified date. Senate Chair, Pandey indicates we should be operating under Faculty Senate Bylaws. Chair Billings will get a copy of the Senate Bylaws for reference.
- I. Accept 'D' grade toward professional advancement – The Committee discussed this issue once again. It was mentioned that if a degree program accepts a 'D' grade toward completing degree requirements, then this Committee should accept as well. Discussion ensued whether the Committee should not accept a 'D' for single courses (not a part of a degree program), yet accept a 'D' within a degree program. This policy seems contradictory. Chair Billings will discuss with VP Richards. Issue tabled for now.

New Business

- A. PSC Website – Susana Contreras deFinch (Past Chair) has agreed to continue to maintain the Committee's website. Richard Williams volunteered to do this for the Committee. He will meet with Susana to be oriented to the program.
- B. Name of Committee – It was mentioned that the name of the Committee, Professional Standards Committee may not reflect the Committee's activities as connected with the Professional Advancement Program. Also the name of the Committee should be consistent wherever it appears. Renaming the Committee would have to be approved by the Faculty Senate as it is a standing committee of Senate.

C. New Applications – The Committee recommended the following to the VP for Academic Affairs:

APPLICANT	APPLICATION FOCUS	COMMITTEE ACTION
One Faculty Member	<i>Begin BA degree program</i> in Post-Secondary Workforce Education – 124 credits UNLV Anticipated completion 12/2006	RECOMMEND APPROVAL

Next Meetings: November 3, December 1, 2006
Time: 10-11:30 am
Place: Charleston Campus, Building “A”, Conference room 210 “T”

Adjournment: 11:20 am

Respectfully submitted,

Jean Wolff
Professional Standards Committee