SMC ACADEMIC SENATE JOINT PERSONNEL SABBATICALS COMMITTEE MINUTES
Thursday, November 5, 2015, 1:00pm – 2:00pm, HSS 261

I. Call to Order – 1:00pm

In Attendance:
Alan Buckley
Sherri Lee-Lewis
Ida Danzey
Patricia Burson
Josh Kanin
Claudia Garcia Szekely
Kimberly James
Dorothy Chin

II. Public Comments:
None

III. Review and Approval of October 8, 2015 Minutes:
Motion made by: Patricia Burson
Seconded: Ida Danzey
Vote: Aye: 7 (Danzey, Lee-Lewis, Kanin, Szekely, James, Chin, Burson)
No: 0
Abstain: 0

IV. Discussion Items
 o Missing Sabbatical Reports:
   Reports were due October 2015) – Engelmann and James. Chair Buckley will check
his email for Kim James sabbatical report. He will also send a reminder to Diana
Engelmann.

 o Sabbatical Reports:
   Reviewed reports submitted. There were no problems or concerns expressed.
Chair Buckley will acknowledge receipt of the reports through email. Members Chin
and Danzey have not read Lesley Kawaguchi’s report.

*Motion was made to accept the following reports:
Lesley Kawaguchi
Motion made by: Josh Kanin
Seconded: Patricia Burson
Vote: Aye: 5 (Danzey, Lee-Lewis, Kanin, Szekely, James)
No: 0
Abstain: 2 (Chin and Danzey)
Lisette Rabinow
  Motion made by:  Patricia Burson
  Seconded:  Kim James
  Vote:  Aye:  7 (Danzey, Lee-Lewis, Kanin, Szekely, James, Chin, Burson)
         No:  0
         Abstain:  0

Mary Lynne Stephanou
  Motion made by:  Kim James
  Seconded:  Ida Danzey
  Vote:  Aye:  7 (Danzey, Lee-Lewis, Kanin, Szekely, James, Chin, Burson)
         No:  0
         Abstain:  0

  Discussion points:
  It was stated that the Sabbaticals AR does not discuss the functions of every committee. Each committee has identified the scope and function. It was stated that the sabbaticals committee should evaluate the reports as part of their function and that this has been the practice of the committee. It was suggested that the Academic Senate look at all committee scope and functions for update purposes, rather than exclude the sabbaticals committee’s ability to evaluate reports since it’s not specifically mentioned. Mira Costa Community College has a comparable Sabbaticals AR that should be reviewed, and some colleges have an actual Sabbatical’s handbook. Chair Buckley noted that the function of evaluating reports is an extenuating circumstance.

Members expressed a need to include the actual proposal as part of the documentation upon review of a report. Can’t evaluate without knowing what the person had proposed to do.

  Fellowships:
  Members are concerned that guidelines are not in place to review and accept fellowship reports. The sabbaticals committee can only acknowledge receipt of the fellowship reports.

*Motion was made to acknowledge receipt of the following reports:
D. Novak
  Motion made by:  Kim James
  Seconded:  Claudia Szekely
  Vote:  Aye:  7 (Danzey, Lee-Lewis, Kanin, Szekely, James, Chin)
         No:  0
         Abstain:  1 (Burson)
H. Vishwanadha  
Motion made by: Kim James  
Seconded: Dorothy Chin  
Vote: Aye: 7 (Danzey, Lee-Lewis, Kanin, Szekely, James, Chin, Burson)  
No: 0  
Abstain: 0

S. Esfandyari  
Motion made by: Kim James  
Seconded: Ida Danzey  
Vote: Aye: 7 (Danzey, Lee-Lewis, Kanin, Szekely, James, Chin, Burson)  
No: 0  
Abstain: 0

- Review of AR 3215 - Sabbaticals  
  Committee discussed the number of reports required. Applicants must submit the report, but not necessarily the supporting material.

  The current AR does not include information about fellowships. Chair Buckley will ask the Executive Board if there is a need for a parallel AR for fellowships.

- Timeline:  
  Deadline to apply for Sabbatical – 11/20/15  
  Review applications and vote: 12/10/15

  Committee will look at the merits of the application, not the applicants.  
  C.B. Wall's fellowship report will be reviewed at the next scheduled meeting on 12/10/15.

V. Meeting adjourned at 2:14 pm

VI. Next Meeting - 12/10/15 in HSS 261 at 2:07pm.