I. **Standing Committee Self-Evaluation**

A. Committee members reviewed the committee charge, the ACCJC Standards, and the Feedback Survey from Spring 07.

B. In responding to the questions posed in the evaluation instrument, we agreed on the following (in red):

- **Does the current Charge accurately reflect what the committee is doing?** While the main focus of the committee, currently, is on hiring issues and while that fits within the charge of the committee, the charge is broader, and the larger issues in the charge should be more broadly addressed.

- **Does the committee see a need to change the Charge in any way?** The committee agreed that the charge is very broad; we would like more specificity.

- **Does this committee serve a needed role in the Participatory Decision-making structure as a Standing Committee?** Yes, the committee serves a much needed role, particularly in the area of hiring. We discussed doing some surveys of the campus to assess community knowledge of the committee and general impressions of our functions.

- **Is there another type of committee that might more accurately and effectively reflect how the committee operates and the contribution that it makes?** (See list of types of committees: [http://scc-web-research.scc.losrios.edu/policiesprocedures/FormationOfNewCommittees-Groups.rtf](http://scc-web-research.scc.losrios.edu/policiesprocedures/FormationOfNewCommittees-Groups.rtf)) There is not another committee that serves the functions currently served by SE&D. However, several committees, including the Student Equity Committee and Staff Development Committee have overlapping functions. We would like to do more cross-over activities with these committees.

- **Is the committee able to obtain sufficient membership to remain vital and do the work of the committee?** Yes, the membership of this committee is very active; members not only attend committee meetings regularly, but participate in forums on the hiring process, serve as equity representatives on hiring committees, and participate in cultural democracy events on campus.

- **How well is the new meeting schedule working for the committee?** The current time slot at 9:00 AM on the first Friday of each month works well. Some members feel that this committee should meet for two hours rather than one. This is something we can explore.

- **How well does the college community understand and value the work of the committee?** Per the third bullet above, we would like to use surveys to assess campus awareness. However, because the number of Equity Representative trainings has increased as well as the number of different equity representatives participating on hiring committees, the SE&D Committee has a higher profile than in the past.
• How well does the committee fulfill its role in relation to the ACCJC Standards and the SCC Strategic Planning Framework?  **We feel that the work of the SE&D Committee fits within the ACCJC Standard charge. There is no Strategic Plan piece at SCC.**
• What issues does the committee run into that impede its effectiveness in fulfilling its governance role?  **We don’t see a lot of impediments; this is a very dynamic and high energy group.**
• What recommendations does the committee have to Executive Council about its charge and structure?  **Per the second bullet, we would like to make our charge more specific so that both the campus and the membership have a greater understanding of our functions.**

C. The committee responses to the questions will be forwarded to the Planning & Research Office.

II  **The New Faculty Hiring Manual (January 08)**  
A. Copies of the new manual were distributed.  
B. Discussion of changes in the manual and changes in hiring practices

III  The next meeting will occur on April 4. Kathy Taylor and Kris Janssen will facilitate that meeting.