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## MEETING MINUTES FOR APR. 20, 2018

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SIER 111 Noon–2 p.m.

**In attendance:** Ron Marston (Chair), Jim Cotter, Kristen DeMay, Bill Gallegos, Dan Hooper, Heidi Julius, Matt Leathen, Jeff Olson, Gail Small, Dan Williams

**Absent:** Elizabeth Humphrey, Neil Siegel

**Guests:** Amber Anaya

**Meeting called to order:** 12:04 p.m.

### Welcome

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Chair Ron Marston opened the meeting welcoming all attendees.

### Approval of the March 30, 2018 Meeting Minutes

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Ron Marston called for a motion to approve the March 30, 2018 minutes. The minutes were motioned, seconded, and approved unanimously.

### Sabbatical Subcommittee

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Steve Bale has expressed interest in continuing to chair the subcommittee. The SBBC voted unanimously to have Steve continue as chair of the Sabbatical Subcommittee. Please contact Steve Bale if you want to serve on the Subcommittee.

### Travel Fund Requests

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The SBBC received two travel fund requests. One request was withdrawn. The committee motioned seconded and approved Ed Corbett unanimously for travel funds of \$750. Discussion ensued about why the committee capped the travel funds at \$750. Ron said the senate travel funds compliment any funding sources the traveler is receiving from his or her department or other sources.

### Revisions to the Annual Evaluation form

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Ron reviewed the presentation and PowerPoint slides he showed at the open forum. The presentation included an overview of what's happening and why the form is being updated, perspective, and the survey questions and responses summarized. Also noted were similar comments received multiple times. Ron also showed the latest iteration of the form which included input from the survey and the deans input in orange font. Suggestions received were to remove "socially mentor" activity and combine OER activities with creating a student book. There was also a hearty discussion about the online standards and whether to keep or remove this from the evaluation form. Ron suggested to keep the activity in the document as the standards are already in place and currently being revised. It was also suggested not to use the brand name of Quality Matters, instead using WebCollege Standards or TMCC Online Standards. The survey revealed the weights of activities were supported by faculty as well as the performance multiplier. It was also suggested to remove the dean comment box. There was a big discussion about the multipliers. The point system was supported and it was suggested to use dropdown boxes. Professional conduct was also discussed. Gail Small asked where the process for grieving is. It was suggested to remove the word conduct and approve the draft with changes to be presented to the senate. The committee voted unanimously to send the document to senate for review.

## Rank Advancement Taskforce

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This item was tabled.

## Other SBBC Committee tasks

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This item was tabled.

## Adjournment by 2:00 p.m.

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The meeting adjourned at 2:04 p.m.

Next meeting August 2018.