



GBC November 2023 Personnel Committee Meeting

Asynchronous (Participation due by 11/30)

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Members in Attendance

Arysta Sweat, Amber Cannon, Jason Brick, George Kleeb, Jennifer Stieger, Erica Salazar, Mardell Dorsa, Jessica Johnson, Timothy Beasley, Xunming Du

Agenda Items

Topics for clarification and/or broader communication:

Clear communication about the role of Personnel Committee members on search committees.

- Personnel Committee members clarify procedure and help ensure it is followed. This includes escalating improper conduct within search committees to HR.

Clarification of what positions involve search committees.

- Professional administrative and academic faculty positions involve search committees in which the Personnel Committee representative should be included. Search committees are not involved in instances where a search waiver is approved.

Clarification on how search committee chairs are selected.

- The hiring manager is the search committee chair. At GBC, this is often the VPSAA. However, the VPSAA may designate someone else to serve as chair.

Clarification on training of Personnel Committee members (Institutional processes, Title VII, Title IX, ADA, etc)

- HR is reviewing Title VII training. The goal is to have it rolled out in January.

Broader communication about contacting the Personnel Chair to request a Personnel Committee representative.

- A mass mail will go out to all faculty and staff notifying them of the request process.

Dec 13, 2023 - December Personnel Committee meeting

Dec 15, 2023 - December Faculty Senate meeting
