

Personnel Committee

Meeting Minutes

Thursday, May 1, 2025

11:30 a.m. GTA 124 and via Zoom

Members present: Jennifer Stieger (chair), Jason Brick, Xunming Du, Arysta Sweat, Christopher Salute, George Kleeb, Amy Smith, Mike McGhee, Tim Beasley, Amber Cannon, Erica Salazar

Members absent: Mardell Dorsa, Shirley Muir, Jessica Johnson

Action items:

- The committee approved the March meeting minutes.

Items discussed:

- VP Sarah Negrete was a guest attendee. She answered the committee's questions regarding personnel members' function on search committees.
- VP Negrete said that there are plans for Fall in-service training for faculty and staff who serve on search committees. There will also be a separate training course for personnel members. Jennifer and the committee will assist with planning the training as needed.
- The committee discussed the need for consistency across search committees.
- The committee agreed that there should be training and procedures for all search committee members, including chairs.
- The committee agreed that in-service training should be scheduled at a time that works for both professional staff and teaching faculty.
- Amy asked for clarification regarding the Affirmative Action statement. Jennifer will follow up with VP Negrete and inform the committee.
- Jennifer discussed the need for members to serve on searches during the summer months.
- The committee agreed to table the review of its current charges until the Fall semester.
- George made a motion to nominate Jennifer to continue as committee chair for the 2025-2026 academic year. Jennifer accepted the nomination, and the committee voted to approve.
- The meeting was adjourned at 12:26 p.m.

Important Dates:

- Faculty Senate: Friday, May 16 at 9 a.m.