Meeting of the FPIP Committee
Minutes of Wednesday of
May 15, 2013
Prepared by Lisa Kamibayashi

Present: Lisa Kamibayashi, Mesfin Alemayehu, Celena Alcala, Michael Arata, Norma Jacinto, Phyllis Braxton
Noticed Absence: Jack Ruebensaal, Bob Sprague
Guests: None

1. **Call to Order:** The meeting was initiated at 4:06 pm in the President’s Conference Room.

2. **Review of Minutes:** The committee reviewed the minutes from April 24, 2013

3. **Review of Ranking Process:**
   - The committee discussed and conducted annual review of the FPIP process for 2012-2013.
   - The committee reviewed the recommendation from the accreditation consultant, Mathew Lee back in December 13, 2012. The committee recognized the inconsistency among the policy and the application for the prioritization criteria. The committee reviewed the application and the policy side by side to keep them consistent.
   - The committee suggested asking the chair of Program Review, Rebecca Tillburg, to include a question specific to FPIP. For example, “How do you describe your needs of hiring faculty in your division or programs?”
   - The committee suggested to act on the followings to future process
     i. Remove fiscal impact question from the prioritization criteria.
     ii. Use the rubric scoring sheet and descriptive answers for all the questions in the application should be used for the prioritization. Interview will not be conducted for the next cycle.
     iii. Include the question “How this new hire sustain other disciplines or programs”.
     iv. Keep the deadline of the application absolute. All application must be on time.
     v. When more than 2 positions within the same disciplines were submitted, the applicants can indicate the ranking within the disciplines.
     vi. When more than 2 positions within the same disciplines were submitted, the committee will rank the 2nd position as FTEF was already filled by the first position.
     vii. The decision making should be solely based on the process conducted by the FPIP committee.

4. **Review of the draft policy and suggestions for modification:** Modification of FPIP policy for 2013-2014.

5. **Timeline Planning for the Future**
   - The committee planned to present at the Academic Senate on May 28, 2013 meeting to report the 2012-2013 prioritization process and modified FPIP policy for 2013-2014 year.

6. **Adjournment.** The meeting was adjourned at 5:40 p.m.

7. **Next Meeting** Wednesday, May 22 2013 from 3:30 to 5:30 Room PCR