**Committee Name: RPIPC**

**Meeting Date & Time: 04/04/2025 (2-3:15)**

**Meeting Location: 313 Beeson Hall**

**Attendance**:

|  |  |  |  |
| --- | --- | --- | --- |
| **Members**  **“P” denotes Present, “A” denotes Absent, “R” denotes Regrets** | | | |
| P | Brad Fowler | P | Nancy Finney |
| P | Mikkel Christensen | P | Will Smith |
| P | Natalie Toomey | P | Brian Watson |
| P | GeGee Arnold | P | Serena Semere (SGA) |
| P | Charles Cruey |  |  |
| P | Josefina Endere |  |  |
| P | Kerry James Evans |  |  |
| Guests: | | | |
|  | *Italicized text denotes information from a previous meeting.* |  |  |
|  | \*Denotes new discussion on old business. |  |  |

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| --- | --- | --- | --- |
| Agenda Topic (Committees should feel free to customize this template to make it as functional for them as possible. Other categories of topics might include Reports, Information Items, Unfinished Business, etc.) | Discussions & Conclusions | Action or Recommendations | Follow-Up {including dates/responsible person, status (pending, ongoing, completed)} |
| **I. Call to order** | Brad Fowler |  |  |
| **II. Approval of Agenda** | Brad Fowler | Approved |  |
| **III. Approval of Minutes** | Brad Fowler | Approved |  |
| **IV. Old Business/Review of**  **Actions/Recommendations** |  |  |  |
| **V. New Business** Actions/Recommendations | MODIFIED OPERATIONS POLICY   * Dr. Roberts initiated following snow * Focus on Section 3 (as RPIPC)   + Productive vs. non-productive hours --- don’t have tools to do job – can this be more specific?   + “Essential employees…” “Other personnel as designated by their department head.” Can this be made clearer who is/isn’t?     - Does this depend on what’s happening, nature of essential changes/closure, other specifics related to job/work?     - Departments have some purview/judgement in this.     - Determinations of who is essential does not include department heads (p. 2).   + Do all employees have the equipment needed to work from home (e.g., laptop)? * Section 2.1 Language in faculty section does not seem to allow for faculty being impacted by emergencies/inclement weather – changes in language could help including “as conditions allow” or indications that other steps are acceptable.   INTERNAL CANDIDATE HIRING PROCESS   * Dr. Roberts approached with this topic – Under consideration/TBD   + E.g., Internal candidate (limited term, etc.) may be most likely candidate for a new position. Is it possible to bring internal candidates in first, then determine if external candidates invitations are needed?     - Under EEO, all candidates must be treated/considered equally.     - Limited posting/small candidate pool? May allow virtual interview/process only- uncertain   + Can internal candidates be prescreened to determine essential eligibility for a new position? |  | Completed  Pending/TBD |
| VI. Next Meeting | AY 2025/26 |  |  |
| VII. Adjournment | Brad Fowler | Approved |  |

**Distribution (as determined in committee operating procedure – one possibility given):**

First; To Committee Membership for Review

Second: Posted to the Minutes Website

**Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Committee Chairperson (Including this Approval by chair at committee discretion)

**Guidance**

**Committee Name: RPIPC**

**Committee Officers: Brad Fowler (Chair), Mikkel Christensen (Vice-Chair), Natalie Toomey (Secretary)**

**Academic Year: 2024-25**

**Aggregate Member Attendance at Committee Meetings for the Academic Year:**

**“P” denotes Present, “A” denotes Absent, “R” denotes Regrets**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | | | | | | | | | |
| Meeting Dates | | 9/06/24 | 10/4/24 | 11/1/24 | 1/10/25 | 2/14/25 | 3/7/25 | 4/4/25 |  |  |
| Brad Fowler | | P |  | P | P |  | P | P |  |  |
| Mikkel Christensen | | P |  | P | P |  | R | P |  |  |
| Natalie Toomey | | P |  | P | P |  | P | P |  |  |
| GeGee Arnold | | P |  | P | P |  | R | P |  |  |
| Charles Cruey | | P |  | P | P |  | R | P |  |  |
| Josefina Endere | | P |  | P | P |  | P | P |  |  |
| Kerry James Evans | | P |  | P | P |  | P | P |  |  |
| Nancy Finney | | P |  | R | P |  | P | P |  |  |
| Will Smith | | P |  | A | P |  | P | P |  |  |
| Brian Watson | | P |  | P | P |  | P | P |  |  |
| Serene Semere (SGA) | | A |  | P | A |  | P | P |  |  |
|  | |  |  |  |  |  |  |  |  |  |

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CHAIRPERSON SIGNATURE DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-

(Including this Approval by chair at committee discretion)