**Continuing Contract Review Committee**

10-11 AM, Friday, November 2, 2018 in AA-177

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| Russell Swanson | ***Present*** |
| Heather O’Connell | ***Present*** |
| Harold Van Boven | ***Present*** |
| Mark Cevallos | ***Present*** |
| Marti Jenner | ***Present*** |
| Melissa Rizzuto, GuestTLC Director | ***Present*** |

# Meeting convened at 10 AM and attendance taken

# Dr. Rizzuto presented the CCRC with a potential new technology eportfolio tool called PORTFOLIUM, with a supporting document outlining the rationale for the recommendation.

## If funded and adopted, this would replace canvas and has many advantages.

* + 1. It would be customizable for our eportfolio elements (both IG and CC); or could still absorb a privately hosted webpage or canvas page.
		2. It would have a “Pathways” structure that would lay out the evaluation timeline for each person, with email notification of impending due dates, evaluation status, etc. as long as each faculty member creates their own individual account.
		3. Faculty could be constructing their portfolios for the time leading up to their evaluation date, years ahead of time possibly.
		4. July 1, 2019 is a realistic start date
		5. There will be demo sessions on 11/6 and 11/16.
			1. CCRC members should try to attend one.
1. CCRC business:
	1. CCRC members are assigned the task of familiarizing themselves with all relevant Initial Granting documents (listed in the Agenda), but especially each member should review the evaluation language in CNA Articles 9 and 10 in order to generate specific recommendations on how the language there might be improved during the 2019 CNA renegotiation.
	2. The CCRC will reconvene in February and April for two sessions to review all documents, including how the proposed adoption of PORTFOLIUM might change our Faculty Evaluation Handbook.
	3. Marti Jenner has suggested we consider recommending that a Philosophy of Teaching be returned as a component of both IG and CC portfolios. To be further discussed.
	4. **Action Item**: Russell Swanson will check on which IG subcommittees have already submitted their forms and all CCRC Members will send out reminders to their “points of contact” (designated IG faculty and their subcommittees) of the third Friday in November deadline for interviews and form submission.
	5. **Action Item**: Russell Swanson will cancel meeting room reservations for December.

Meeting concluded at 11AM

Next meeting scheduled for February 1st, 2019.