

Miramar College Governance Committee Recommendation Reporting Form

Committees make recommendations rather than decisions. The Committee Chair will submit this form and attachments, as necessary, to ensure that each recommendation is forwarded and considered.

Professional Advancement	Roger Olson
Committee Name	Committee Chair
Changes to Governance Handbook and Committee Structure	Aug. 22, 2017
Recommendation Topic	Date of Committee Meeting

RECOMMENDATION AND EXPLANATION:

The Professional Advancement Committee (PAC) wanted to make some changes to the committee structure and Governance handbook.

We would like to:

1. Include a non-classroom faculty from Student Services – non-classroom faculty are part of the campus. Non classroom faculty add an additional viewpoint to the discussions.

2. Remove goal number 3 – Remove “Review and make recommendations about ethics and professionalism.” This goal is performed by a different committee.

Date Submitted To:		Action Taken and Date of Action (discussed, accepted, referred to, etc.)	
08/23/17	Academic Senate President		/ /
08/23/17	Associated Student Government President		/ /
08/23/17	Classified Senate President		/ /
08/23/17	College President		/ /
/ /	College Executive Committee		/ /

Professional Advancement Committee

Chair Eligibility – Tenured Faculty

Chair Election – Elected by committee

Chair Term – Two Years

Committee Membership*

Administrators (1) (non-voting)	Faculty (6-7) (School Rep's Must be Full Professors)
Representative	School of MBEPS (1)
	School of Liberal Arts (1)
	School of Public Safety (1)
	School of BTCWI (1)
	School of PRIELT (Library) Library/Tech (1)
	Evaluation Coordinator (must be tenured)
	Student Services (1)

*Tenure is required for Faculty Committee membership. Campus Evaluation Coordinator is a tenured faculty member and must be certified by the District's Affirmative Action Office as per Article XV of in the current bargaining unit Contract with the San Diego Community College District to sit in evaluation for Promotion or Tenure recommendations. Additionally there must be (1) full professor faculty member from each school **and Student Services**. Administrator is appointed by the College President and is a non-voting member as per Academic Senate Bylaws.

Given the "Right to Privacy" issues that exist for any employee there are components of the Committee's business that come under the Rules for Closed Sessions in the Ralph M. Brown Act Section 54957. The Committee will adhere to the rules governing closed sessions.

Committee Goals:

The duties of the Professional Advancement Committee shall be as follows:

1. Salary Advancement and Sabbaticals
 - a. Review applications and make recommendations on sabbatical leaves for faculty.
 - b. Review sabbatical reports from faculty and recommend acceptance.
 - c. Review professional growth plans and professional completion forms for faculty and make recommendations for approval.
2. Evaluate Faculty Employees for Promotion and Tenure recommendations as provided for in the current Bargaining Unit Contract with the San Diego Community College District.
3. ~~Review and make recommendations on issues of Ethics and Professionalism.~~

Committee Procedures and Calendar:

It will recommend to the Academic Senate at least two Faculty members to participate in, and report on the District Professional Council as defined by the Bargaining Unit Contract with the District.

Committee will meet no less than once per month at a regularly scheduled time.

Standing Subcommittees:

Tenure and Promotion

Link to Agendas and Minutes: <http://www.sdmiramar.edu/faculty/governance>