

Department Chairs Committee Meeting

Chair: Dan Igou

Thursday, February 18, 2021 (1:00 p.m. - 2:20 p.m.)

Attendees: Dan Igou, Mary Kjartanson, Mary Hart, Carmen Jay, Scott Moller, Francois Bereaud, Joe Young, Gina Bochicchio, Molly Fassler, Jordan Omens, Namphol Sinkaset, Dawn Di Marzo, Andy Lowe, Becca Bowers-Gentry, Alex Mata, Dawn Diskin, Jessica McCambly, Darren Hall, David Mehlhoff, Kandace Brandt, Kevin Petti, Wai-Ling Rubic

Guests/presenters: Laura Murphy, Brian Stern, Natalia Alarcon, Jaime Seiverd

Minutes

I. Call to order at 1:00

II. Approval of Agenda: Item V.A. was moved before IV. A. Agenda approved with modification (Omens/Jay)

III. Approval of Minutes: Minutes from 11/19/20 approved unchanged (Omens/Kjartanson)

IV. Old Business

A. Chairs Guide Update:

Petti asked for volunteers to form a work group with him to work on a brief informational document for new department chairs and a mentor program. Bereaud volunteered to be on the workgroup and Mata volunteered to share information/experience from the current AFT Mentor/Mentee program. Workgroup will report back when they have made progress.

B. Election of Chair of Chairs ~~Process~~ Procedure

Igou reminded the Committee that Jim Mahler had sent a proposal for Election Procedures for Chair of Chairs to all three campuses for consideration and feedback, with the intention of the three Chairs of Chairs meeting with Mahler to work out a common, District-wide process. Miramar's Chair Committee made some modifications to the proposal and Petti submitted the proposal to Mahler. Because of a variety of circumstances, the meeting between Mahler and the Chairs of Chairs was delayed until the end of Fall 2020. At that meeting, it was recognized that a single process was not feasible, and it was agreed that each campus would approve its own procedure and submit it to Mahler for his reference should questions arise about an election. Igou presented the procedure to the Committee with the already agreed upon changes and asked for clarification about eligibility to run for Chair of Chairs and when elections would occur. The Committee agreed that:

- The election for Chair of Chairs will take place in odd numbered years.
- The term for Chair of Chairs will be two years (per the proposed College Governance Handbook)
- Only currently sitting (at the time of the election) department chairs would be eligible to run for Chair of Chairs and they would have to be sitting chairs for the duration of their term as Chair of Chairs.
- The call for an Election Chair for the Chair of Chairs election will be made at the March meeting of the Chairs Committee with the election for Chair of Chairs taking place at the April meeting.

The question was raised of what would happen if no department chair were willing to serve as Chair of Chairs. It was agreed that this is the Committee's procedure and as such the Committee could decide to suspend the procedure and allow someone other than a currently sitting department chair to run for the position.

Petti reiterated that only currently sitting department chairs vote in the election for Chair of Chairs.

Procedures for the Election of Chair of Chairs at Miramar was approved as modified (Kjartanson/Omens)

V. New Business

- A.** Enrollment Management Dashboard Demo
Brian Sterns and Natalia Alarcon gave a demonstration of the proposed Enrollment Management Dashboard in order to gather comments and feedback from department chairs. Questions followed the demonstration.
- B.** Faculty Evaluations:
There was no update about negotiations between the AFT and the District regarding changes to the faculty evaluation process due to being remote. Petti stated that everyone needed to do their best to adhere to the CBA regarding evaluations. Negotiations are ongoing, but the CBA still needed to be followed.
Discussion followed.
Question was raised about peer evaluations; Petti explained the process per the CBA.
- C.** Call for Election Chair: Tabled until the March meeting

VI. Reports

- A.** Chair of Chairs
Iguo reported that it was announced at CEC that the AFT and the District had reached an agreement to pay faculty a one-time stipend to offset some of the costs of working from home. No word on the amount or timeline for payment yet.
Iguo asked chairs how they planned to schedule summer, if they were going to suggest that contract faculty defer to adjuncts for classes. A question was raised about the language in the CBA regarding summer. Bereaud read the language from the CBA to clarify that sections are offered to tenured faculty and POA adjuncts first, but there is no priority or seniority in summer or intersession, other than for those who have previously taught those courses.
- B.** Departments

VII. Announcements

Petti reminded chairs that there have been changes to the procedures for the election of department chairs and they should consult the CBA before holding department elections. In particular, POA faculty who are 50% or more currently teaching get to vote for department chair.

VIII. Adjournment 2:15