

Minutes
Miramar College Academic Senate
Location: M-108
October 4, 2011 3:30-5:00pm

Senators Present: Daphne Figueroa, Darrel Harrison, Angela Romero, David Buser, David Navarro, Mark Manasse, Lawrence Hahn, Mark Hertica, Rebecca Bowers-Gentry, Otto Dobre, Peter Elias/Dawn Burgess, Isabella Feldman, Bob Fritsch, Laura Gonzalez, Naomi Grisham (also proxy for Jeff Higginbotham), Buran Haidar, Yolanda James, April Koch, Andrew Lowe, Eric Mosier, Wheeler North, Cheryl Reed, Ken Reinstein, Dan Willkie

Other Attendees: Joan Thompson, Nancy Wichmann, Sol Madrid, Juli Bartolomei

Absent: Jordan Omens

Meeting called to order at 3:35pm.

A. Approval of Agenda and Previous Minutes

Daphne made the request to reorder the agenda to move item Dvii (Environmental Stewardship Report) up to immediately follow the Approval of Agenda and Previous Minutes. The changed agenda was approved unanimously. The minutes of August 30th were approved with the minor clerical change of the District-wide Counseling meeting being held on October 7th, not October 6th. The minutes of September 6th were approved unchanged.

B. Senate Reports

- i. **Treasurer** – David Buser reported a balance of \$718.70. Noting that this amount is relatively low and that the Holiday BBQ tends to cost the Academic Senate approximately \$500, Buser encouraged senators to lobby their department colleagues to contribute their Senate dues if they have not already done so. Daphne reminded senators that the dues are \$20 for contract and \$10 for adjunct faculty, but more is always welcome. She added the unfortunate possibility of the Academic Senate being unable to offer its traditional student scholarship program should contributions not pick up in the near future. Daphne read a (uniquely) hand-written thank you note from a recent scholarship recipient, Jesse Sipan.
- ii. **President** – Daphne reported on:
 - i) A new public health protocol that was sunshined at the College Executive Committee by Randy Barnes (Interim VPI) to detail how the District will respond to exposure to public health risks on District campuses. Several attending senators requested that Daphne review the protocol details, which Daphne did. Rebecca Bowers-Gentry raised the issue of the actual practical implementation of the protocol, and questioned whether the protocol was accompanied by a list of specific diseases. Daphne encouraged emails directed to her or Randy from anyone with concerns regarding the new public health protocol.
 - ii) There are vacancies on critical Miramar College committees: College Governance, Staff Development and Technology. These vacancies can be filled by faculty members at large. Interested faculty should contact Daphne.
 - iii) The Board of Governors Nominations are due October 24, 2011. Daphne pointed out that Miramar College representation on the Board is invaluable. Although she did not win, Joan Thompson was nominated last year.
 - iv) Action items from Senate Executive Committee:
 - (1) The Senate Executive Committee has elected to support 10 faculty members who would like to attend regional SLO training on October 28th. SLO training prepares attendees for work on the SLO process and provides information on how the SLO process and issues are being handled on other CCC campuses. Buran Haidar encouraged interested parties to go. Daphne pointed to the possibility that the Miramar College President would provide funding for an additional 15 potential attendees. (Note: Since the 10/4/11 meeting, the SLO regional training has been postponed until spring semester.)
- iii. **Past President** – Darrel Harrison reminded senators that there would be a CGC meeting on October 10th.

C. Special Reports

- i. **Campus Bookstore Update** – Nancy Wichmann congratulated Miramar College faculty for the timeliness of their Fall requisitions. Spring 2011 requisitions are due October 17, 2011, and are now accessible online at http://textreq.thecampushub.com/v3.0/Login.aspx?bookstore_id=6071. Faculty may verify Spring CRN's on Faculty Web Services. Nancy Wichmann implored faculty to wait to submit their textbook/materials requisitions if they had any doubt regarding their use. Changes are difficult for the bookstore to process and may incur unnecessary costs to the departments that have textbooks shipped back to the publishers. As of last Fall, the bookstore textbook rental program has been expanding, notwithstanding ongoing construction obstacles for students navigating the Miramar College campus. Used books are also a good option. Finally, Wichmann did note that there are ongoing concerns and legal challenges involved in the sale and accessibility of access codes offered by various publishers. Faculty whose students are experiencing problems with publisher access codes are encouraged to contact the Bookstore.

D. Committee Reports/Information

- i. Basic Skills Update – No report.
- ii. District Classroom Standards Committee Update – No report.
- iii. PLACe Update – Daphne reported that The PLACe is serving a lot of students, the SI program is running well, and that negotiations are still ongoing to procure more funding for tutorial services District-wide.
- iv. ACCJC Recommendation Progress & Update – Linda Woods was not present, so Daphne reported that the follow-up report has been submitted to the ACCJC and the campus is awaiting news of the fall 2011 visitation date.
- v. Chairs Committee – No report.
- vi. Staff Development/FLEX Report – No report.
- vii. Environmental Stewardship – Laura Gonzalez recently participated in "The Manzanita Project," a workshop she and her counterparts on other campuses spearheaded. The focus of the workshop was "Greening the Curriculum," which seeks innovative ideas on achieving a more sustainable curriculum.

A new recycling program has been initiated: The "Terracycle Program Writing Brigade." This program gives Miramar College community members a green alternative to throwing used writing instruments in the trash. The District gets 2 cents for every instrument, which goes into a SDCCD "general fund." The process of getting rid of e-Waste on campus was also explained. All working or non-functional keyboards, mice, cables, etc should be sent to the Warehouse with an Equipment Transfer Document (schools should have these). Any serial/asset numbers should be listed on the document. Warehouse can then pick the items up and send them to Surplus, where they are auctioned off. No e-Waste is recycled by the Warehouse; it all goes to auction.

All new buildings on Miramar College will be equipped with the new "Dyson Air Blade" hand dryers. "Hydration Stations" will also be in new building. The District standard is to maintain a "no paper towels" policy in all restrooms. Laura continues work on handling the disadvantages of this standard.

The Environmental Stewardship Committee continues working to develop the Vernal Pool area. Prop N funds were set aside to integrate this project into curriculum. The committee is working with contractors to develop this site, and within 3-5 years it is possible that this area will lead to the restoration of an endangered species of San Diego shrimp.

Darrell Harrison raised the possibility of moving toward a Miramar College degree/certificate in sustainability that would integrate Darrell's class in environmental law with other department/course offerings.

E. New Business

- i. Lottery for State Academic Senate Fall Plenary Session – The State Senate Spring Plenary Session is being held in San Diego this year, and the Senate Executive Committee has elected to sponsor 6 attendees. Three of the attendees will be the Academic Senate President, the Miramar College Curriculum Chairperson (Dan Igou), and the adjunct representative is Lawrence Hahn. Three additional attendees were determined by lottery during this Academic Senate meeting: Cheryl Reed, Bob Fritsch and Buran Haidar.

F. Old Business

- i. (None)

G. Announcements

- i. Joan Thompson announced that the tickets for the iPad scholarship fundraiser are \$20 each and the drawing would be on Wednesday. Joan Thompson also mentioned the Perkins Career Technology Workshop that will take place on Friday, October 14th in Room M-108. All interested faculty and staff are encouraged to attend.
- ii. Mark Manasse announced that he was doing a triathlon to raise funds for the Leukemia/Lymphoma Society. His goal is \$9500 and anyone interested in helping is encouraged to contact him directly or use this link to donate: <http://pages.teamintraining.org/sd/ironnz12/mmanasse>
- iii. Rebecca Bowers-Gentry made a plug for the Miramar College Women's soccer team that is doing very well and encouraged attendance at their upcoming games.
- iv. April Koch, co-chair of the Diversity Committee, announced the San Diego Harp Society concert to be held this Friday evening, October 7th.
- v. Wheeler North advised everyone to read the ASCCC newsletter, with specific attention paid to the Student Success Task Force recommendations. All faculty interested in writing resolutions regarding the recommendations should make suggestions to Daphne and/or work with their discipline organizations or other professional organizations to which they belong.

The meeting was adjourned at 4:55pm. The next meeting will be on October 18th, from 3:30-5:00pm in M-108. Please submit agenda items by 10/12/11.

Respectfully submitted,
Angela Romero and Juli Bartolomei