

Minutes
Miramar College Academic Senate
Location: M-108
February 21, 2012 3:30-5:00pm

Senators Present: Daphne Figueroa, Darrel Harrison, Angela Romero, David Buser, David Navarro, Mark Manasse, Lawrence Hahn, Mark Hertica, Francois Bereaud, Rebecca Bowers-Gentry, Peter Elias, Marilyn Espitia, Isabella Feldman, Bob Fritsch, Naomi Grisham, Buran Haidar, Jeff Higginbotham, April Koch, Andrew Lowe, Wheeler North, Jordan Omens, Cheryl Reed, Ken Reinstein, Dan Willkie, Matt Buller, Coryna Holcombe, William McJilton

Other Attendees: Parvine Ghaffari, Duane Short, Joan Thompson, Linda Woods, Denise Kapitzke, Fred Garces, Gina Bochicchio, Andrea Henne, Bob Lingvall, Juli Bartolomei

Absent: Sean Bowers, Otto Dobre, Eric Mosier, Maricarmen Cedillo, Dan Gutowski, Ric Matthews

Meeting called to order at 3:33pm.

A. Approval of Agenda and Previous Minutes

The agenda was approved after a reordering, moving item Ei up to immediately follow Senate Reports and postponing the President's Report to after item Cii. The previous minutes were approved unchanged.

B. Senate Reports

- i. Treasurer – David Buser reported a balance of \$932.84. \$100 has been approved for the Regional SLO meeting and \$600 is allocated for two \$300 scholarships. Auxiliary funds will be covering the Area D meeting at the end of March. Senate Exec will be voting to reimburse Daphne for the \$81.26 she spent on the Senator Training lunch in January.
- ii. President's Report – Daphne reported on:
 - i) State Budget Update: The total shortfall identified is \$179 million. Vice Presidents are regularly meeting with Vice Chancellors to map out what changes may be made.
 - ii) SSTF Legislative components update: Daphne presented information. No bill has yet been written.
 - iii) Accreditation timeline feedback
 - (1) **April 25th**, draft available for review
 - (2) **May 9th**, campus-wide forum
 - (3) **May 25th**, revised draft posted on website
 - (4) **August 28th**, adoption by Academic Senate
- iii. Past President – Darrel Harrison reported that the Senate Election Nominations Committee is still being formed and is open to anyone not seeking office.

C. Special Reports

- i. Business Office Information on AFT Travel Funds – Denise Kapitzke presented this information. The total amount allocated to Miramar by the AFT is \$17,888. The fiscal year runs from July 1 to June 30. At this time, there is \$13,670 remaining to be spent this fiscal year. The status-quo allocation model will be used this year, during which time other models are being discussed. Daphne encouraged faculty to apply in advance of March 1, as after that date, the funds will return to the Staff Development Committee (i.e. single-pot/departments no longer have discretion over the funds). The Senate Executive Committee intends to discuss this matter and present the options for any changes at the March 6th AS meeting. There are basically two options: the "status quo" or a "single pot." A recent change at the District level has allowed the funds to be available for distribution by July 1st, rather than October 1st, as was done in previous years.
- ii. Information on Proposed Certification for Online Instructors – Andrea Henne and Bob Lingvall presented this information. Andrea began by emphasizing the heightened level of scrutiny of distance education programs and the resulting increase in specific federal, state and WASC guidelines that accredited distance education programs must follow. The major issues are: student authentication; instructor contact; accessibility; legal issues, such as copyright requirements; and issues of financial aid. Andrea stated that SDCCD Online Learning Pathways feels it needs to make a very concerted effort to guarantee (and demonstrate) that Miramar College online courses would stand up to this scrutiny. As such, SDCCD Online has developed a faculty online training program (specific to Blackboard) in which faculty log in as students. It is a 10-module course that is completely online and totally self-paced. The course offers strategies on dealing with student authentication, legal issues related to producing online course content, and other critical pedagogical issues specific to online education. Faculty who complete the training program receive 20 hours of flex and a "certificate" (that is really large and fancy to adorn your office). Seven faculty members from Miramar College have been certified and 12 additional faculty members have been enrolled in the course. SDCCD Online Learning Pathways is proud of the fact that it exclusively produced this course, which has been placed on the "Creative Commons," as well as borrowed by other institutions. The question of how this compares to the "At One"

online training program was addressed. Andrea explained that “At One” is a “light” version of the course SDCCD Online developed. Daphne raised various questions related to the training that had been brought forward and discussed by the Senate Executive Committee. These included the following items:

- i) **What entity is doing the certification and how is that validated?** Andrea responded that the certification is strictly on behalf of SDCCD Learning Pathways. The course learning modules contain a radio button “mark as reviewed” that faculty trainees must click, and this constitutes validation that training has taken place. To be clear, trainees are certifying that they have read, understand and will comply with the DE regulations.
- ii) **How might this training program involve concerns about academic freedom?** Discussion ensued about how/whether this program infringes on academic freedom. Mention of compliance with AACJC distance education program-related rubrics was discussed.
- iii) **How does this training relate to AFT 7.1.3 / 7.1.4 contract language concerning online assignments?** This area remains unclear. Andrea noted that AFT is concerned about the quality of online instruction. The ensuing discussion concluded that the college faculty should be advised by the Union, especially given the fact that this “requirement” (as desired by SDCCD Online) is not *imposed* or *offered* (depending upon one’s point of view) to faculty with only on-campus assignments. It was noted that this could constitute a “grievable issue.” It was also noted that the training program requires further review by the Union surrounding the need to self-certify, and because there is an impact on working conditions. Andrea noted that she had consulted with Jim Mahler to ascertain that the District cannot offer salary advancement for this training course, as this is only available if the course is offered outside the District.
- iv) **What is the purpose/goal of today’s presentation?** Andrea explained that SDCCD Online has serious concerns about the student success and retention gaps between traditional on campus classes vs. online classes. She conveyed specific concern about how this may impact Miramar College’s future accreditation status. Further discussion arose regarding what exactly was the intended goal of today’s presentation. It was noted that if this program is indeed a professional development opportunity, then a parallel program opportunity should be available to on campus-only faculty members. Further discussion ensued. The comment was made that, because there is a blend of things in the training course, it might more appropriately be framed as a “best practices” or “strategies/tools,” rather than “certification.”
- v) **Can adjunct faculty use training courses in place from other colleges** (for example, “POET” from Palomar College)? Andrea stated “No.”

D. Committee Reports/Information

- i. Basic Skills Update – Mark Manasse reported that the Teaching Institute meets this Friday from 9am – 12pm.
- ii. District Classroom Standards Update – No report.

E. New Business

- i. College Governance Committee Recommendations for Changes to Academic Standards & Instructional Program Review/SLOAC Subcommittees of Academic Affairs – Daphne reviewed information on the basic recommendations to the Academic Standards Committee. Recommended changes apply to the committees’ composition and procedures, due primarily to reductions in staffing and the need to clean up language to align with the integrated planning process. The highlights of the recommendations were emailed to Senators, should anyone want additional related information. The College Governance Committee recommendations for changes to Academic Standards and Instructional Program Review/SLOAC Subcommittees of Academic Affairs were approved. Daphne will update the handbook once the recommendations have been approved by the other constituency groups (classified and students) and CEC.

F. Old Business

- i. (None)

G. Announcements

- i. Innovator Spotlight Archives Available
- ii. Regional SLO workshop, 3/16/12 at Miramar, 10am – 4pm
- iii. Miramar to host Area D meeting, 3/31/12, 10 am – 3 pm, J-224/225
- iv. On Campus Board Meeting, 3/29/12, 4 pm, I-101A/B

The meeting was adjourned at 4:54pm. The next meeting will be on March 6th, from 3:30-5:00pm in M-108. Please submit agenda items by 02/29/12.

Respectfully submitted,
Angela Romero and Juli Bartolomei