

**Minutes**  
**Miramar College Academic Senate**  
Location: M-108  
November 06, 2012 3:30-5:00pm

**Senators Present:** Daphne Figueroa, Buran Haidar, Gina Bochicchio, Erica Murrietta, Joan Thompson, Mark Manasse, Lawrence Hahn, Peter Elias, Clara Blenis, Otto Dobre, Isabella Feldman, Naomi Grisham, Rich Halliday, Mark Hertica, Jeff Higginbotham, April Koch, Andrew Lowe, Eric Mosier, Wheeler North, Angela Romero, Dan Willkie, Frederica Carr

**Other Attendees:** Rod Porter, Linda Woods, Brett Bell (VPAS), Jerry Buckley (VPI), Dan Igou, Marie McMahon, Nina Jacobs, Juli Bartolomei

**Absent:** Francois Bereaud, Sean Bowers, Dawn Burgess (proxy: P Elias), Jordan Omens, Nam Sinkaset (proxy: G. Bochicchio), Dan Gutowski, Ric Matthews

Meeting called to order at 3:36pm.

**A. Approval of Agenda and Previous Minutes**

The agenda was approved after a motion to move item Fii (Membership Change of Contract Faculty Hiring Committee) to immediately follow Senate Reports. The previous minutes were approved unchanged.

**B. Senate Reports**

- i. Treasurer – Erica Murrietta reported a balance of \$997.62. This means about 45 faculty have paid, including some sponsorships. We have between 69 and 72 contract faculty. Kudos to the Counseling Department for having all paid! Erica will send out another promotion email to do another “push” so we have enough to cover both scholarships (\$600) and the barbeque (\$400-500).
- ii. President’s Report – Daphne reported on:
  - i) Committee/Sub-committee Vacancies
    - (1) Student Services Comm. – 1 instructional faculty
    - (2) Curriculum – 1 MBEPS and 1 non-teaching faculty
    - (3) 2 adjunct Senate vacancies
  - ii) College Governance Handbook is now posted on the Faculty webpage, under the Governance tab. Some of the most current changes, e.g. change in Curriculum Committee membership, have not yet been posted.
  - iii) MOOC (Massive Online Open Course) Task Force to be formed at the district to explore the possibilities of this new learning platform.
  - iv) The ACCJC site visit took place on November 1, 2012. The college and district people involved believe it was a positive experience. We will find out the outcome of the visit sometime in January.
  - v) Commencement 2013 will be held on Friday, May 17, 2013. This is the week before finals, at 1pm. It will be held on campus, out on the compass green. President Hsieh hopes that this will help increase faculty participation.
- iii. President-Elect – Buran Haidar reported on the All-Senate Exec Retreat, which took place on October 12, 2012 in Temecula. Senate-Exec members from Miramar, Mesa and Continuing Education attended. The main event was a presentation entitled “Faculty Roles and Responsibilities in Governance.” The presenters were David Morse, State Academic Senate (ASCCC) Secretary, and Stephanie Dumont, Area D Representative. Topics included the role and authority of the Academic Senate, effective Senate/Union relations, Title 5 and the “10 + 1”, and collegial consultation.

**C. Special Reports**

- i. ASCCC Plenary Resolutions – Daphne asked Wheeler to say a few words on this topic. He said that one area of interest may be a possible resolution for a kinesiology discipline. Daphne mentioned that City College is trying for the second time to introduce a Peace Studies discipline. This resolution was not approved at the previous plenary session.

**D. Committee Reports/Information**

- i. Chairs/Academic Affairs: Enrollment Management – Jerry Buckley, Vice President of Instruction, spoke on the initiation of a Strategic Enrollment Plan for the college. This is necessary, whether we gain or lose funds in the future. Preliminary research has been started this summer in conjunction with the Dean’s Council. This includes both literature searches and also researching plans on other campuses. Strategic enrollment planning is on the spring 2013 agenda for the PIEC. They are planning on forming a task force to work on this issue. The starting point will be developing a library of resources from other campuses. The task force will look widely at these models and decide what may work for us. The objective is to create a planning framework and then work intelligently to fill it out. Linda Woods, Co-chair of Academic Affairs, noted that Academic Affairs had previously approved a motion saying they should be the body that works on enrollment management. Jerry agreed with this, as Academic Affairs is the group with the deans and department chairs and, therefore, the expertise for this task. Jerry and Daphne explained that

the PIEC will be making recommendations on the process, since it is part of the overall plan for the College. Academic Affairs will be making recommendations on the substance, i.e. which academic areas need to be reduced or augmented. A discussion followed, concerning the difference between the charge of PIEC and that of Academic Affairs. Wheeler pointed out that our enrollment management plan is in need of a process to evaluate program viability and initiate discontinuance of programs, if necessary. Jerry pointed out that Academic Affairs had nominated themselves to be primary voice on that particular issue. Daphne stressed the importance of having a college-wide enrollment management plan. She pointed out that the district made the decision for us this time, but we need to have our own plan in place so we can specify what is best for us in the future.

#### **E. New Business**

- i. Smoking Policy and Procedures – Daphne Figueroa said that Miramar College is smoke-free as of October 1<sup>st</sup>, and invited Brett Bell, Vice President of Administration, to talk about this change. A question was asked about violators. Brett explained that if a police officer decides to cite a student, it will be as a violation to policy 3100. This type of violation is handled by the Dean of Student Affairs. For a non-student violator, if the officer decides to issue a citation, it goes to the college president. A question was posed over the future of the ashtrays on campus. Brett explained that, for the time being, they will remain in place so people not aware of the policy can dispose of their cigarettes. Hopefully, in the future, there will be no more need for them.

#### **F. Old Business**

- i. Resolution: Curriculum Integrity & Pedagogy (Second Reading) – Daphne reviewed the recommendations and observations from the Curriculum Committee, which previously had been sent to all Senators. The discussion began after that.
  - i) People who were against passing the resolution made the following observations:
    - (1) The resolution implies that dividing any single-CRN course between 2 instructors was harmful to student learning, but supporters have supplied no evidence to that effect.
    - (2) Several departments have engaged in the practice of dividing single-CRN courses for years, with no adverse effects.
    - (3) In the Biology Department, there has always been a clear designation of both the instructor of record and of the methods of evaluation and percentages of the course grade assigned to each instructor's part of any divided course.
    - (4) This resolution is due to a single incident, which occurred under special circumstances and does not represent the majority of cases.
    - (5) The case that precipitated the resolution was brought up at the Academic Senate without having been discussed at the departmental level.
    - (6) The passing of this resolution may have adverse implications for departments that divide their lectures and labs into separate CRNs.
    - (7) The deans have the right of course assignment.
  - ii) People who were in favor of passing the resolution made the following observations (some of which were in answer to the observations listed above):
    - (1) The resolution does not imply that splitting a single-CRN course is harmful to student learning, but only if it is done *without* faculty consent.
    - (2) This resolution reaffirms faculty rights as specified by Title 5 regulations.
    - (3) The deans do not have the right to determine how a particular course is structured without faculty consent.
    - (4) At least one faculty member believes that dividing courses may increase student anxiety.

It was decided to postpone the vote on this issue to a later meeting, due to time constraints.

- ii. Membership Change of Contract Faculty Hiring Committee (CFHC) - The proposed change would decrease the number of Academic Senate Executive Committee (ASEC) members on the CFHC from 8 to 4 (elected officers only). The Academic Senate had considered this same proposal in spring 2012, and it was voted down. Rod Porter, Exercise Science Chair, spoke on behalf of the CFHC members who support the change. Rod claimed that this change would make the voting distribution more equitable, with a minimum loss of faculty representation. He showed data illustrating his contention. Currently, each instructional school has 4 faculty votes, there are 3 non-teaching faculty votes, and the ASEC has 8 votes. Rod pointed out that, last year, a majority of the CFHC members who were not also ASEC members had voted for this change, and they felt strongly enough about it to bring it forward again. A lively debate ensued. The main points brought up by faculty members of CFHC who support the change to the membership are the following:
  1. The ASEC has more faculty votes than any other entity in the CFHC, which seems unfair.
  2. If the ASEC decided to vote as a group, they would have more influence than any other entity that decided to do so.

3. If there was a large contingent of ASEC members from the same school, that school would have an unfair advantage.
  4. If the ASEC members of the CFHC wish to represent the entire college, they should consult with the Academic Senate before voting.
  5. The ASEC members of the CFHC include adjunct faculty, which is a possible conflict of interest.
- The main points brought up by those faculty members who supported the status quo were the following (some of these are answers to the points listed above):

1. In choosing this committee structure for the CFHC, it was felt that faculty representing each of the schools would be inclined to advocate for their schools and should be counterbalanced by a relatively large group of faculty that were advocating for the interests of the entire college.
2. Since the members of the ASEC do not represent their particular school, the composition of the group is not relevant.
3. The proposal is to take away 4 of the 27 faculty votes on the CFHC, a reduction of 14.8%. Some members of the Academic Senate feel that the CFHC should be 100% faculty and are, therefore, against any reduction in faculty votes.
4. The departmental Senators, who make up the body of the Academic Senate, are tasked to vote on all matters as their department directs. The departments are inclined to support their own interests. However, the stated purpose of the ASEC membership is to advocate in the best interest of the entire college. It would, therefore, not be appropriate for the ASEC to consult with the Academic Senate on how to vote in the CFHC. Also, departmental Senators are already represented by their chair in the CFHC.

Another concern brought up was the inequity of the non-teaching faculty group on the CFHC. They only have 3 faculty members, while each of the individual instructional schools has 4. At this juncture, Sandy Slivka made a motion to vote for the proposed change to the CFHC membership, along with increasing the non-teaching faculty contingent to 4. Isabella Feldman originally seconded, but withdrew her second since she misheard the motion. It was decided to continue the discussion at a later time.

iii. Technical Assistance Visit and/or Other Alternatives – Discussion on this topic was postponed to a later date.

#### **G. Announcements**

- i. November 13<sup>th</sup>: Special meeting for Senator training
- ii. November 26<sup>th</sup>: President's Holiday Luncheon, 11:30, A-100 Patio
- iii. December 6<sup>th</sup>: Senates' BBQ
- iv. December 9<sup>th</sup>: Miramar Holiday Party, 11-3, Admiral Baker Clubhouse

The meeting was adjourned at 5:06pm. The next meeting will be Senator Training on November 13<sup>th</sup>. The next regular Academic Senate meeting will be on December 4<sup>th</sup>. Please submit agenda items by 11/28/12.

Respectfully submitted,  
Gina Bochicchio and Juli Bartolomei