

Minutes
Miramar College Academic Senate

Location: H-105

April 16, 2013 3:30-5:00pm

Senators Present: Daphne Figueroa, Buran Haidar, Gina Bochicchio, Erica Murrietta, Mark Manasse, Clara Blenis, Rebecca Bowers-Gentry, Naomi Grisham, Rich Halliday, Mark Hertica, April Koch, Andrew Lowe, Eric Mosier, Wheeler North, Wayne Sherman, Sandra Slivka, Dan Willkie, M. Patricia Beller, Frederica Carr, Johnny Gonzales, Kathy Pickham

Other Attendees: Jerry Buckley (VPI), Laura Murphy, Duane Short, Nina Jacobs, Reginald Boyd, Marie McMahon, Darrel Harrison, Linda Woods, Juli Bartolomei

Absent: Joan Thompson (proxy: E. Murrietta), Lawrence Hahn, Peter Elias, Sean Bowers, Dawn Burgess, Otto Dobre, Isabella Feldman (proxy: D. Navarro), Jeff Higginbotham (proxy: N. Grisham), Jordan Omens, Angela Romero

Meeting called to order at 3:35pm.

A. Approval of Agenda and Previous Minutes

The agenda was approved with several changes, as follows:

1. Item Fii (FAQs for Department Chairs) should be under New Business.
2. Linda Woods requested removing the phrase “short term issues” from the MLTT report.
3. The Facilities Committee report on campus vernal pools will be postponed until May 7th.

The previous minutes were approved with minor edits from Buran.

B. Senate Reports

- i. Treasurer – Erica Murrietta reported a balance of \$203.82, to roll over for next year.
- ii. President’s Report – Daphne reported on:
 - i) Update on Placement Exam Waiting Period Resolution. The Math departments of Mesa and City did not approve this resolution, although their English departments did approve. Since the resolution did not specify which departments support it, it will go forward.
 - ii) Fall Book Requests – The bookstore reported a May 7th deadline. The bookstore says they are willing to give people a bit of a break if they need more time.
 - iii) Update on Faculty Hiring Resolution – It is almost through our three sister Academic Senates. It will be discussed at District Governance Council on April 17th.
 - iv) ASCCC Spring Plenary Resolution voting is Saturday, 4/20/13
 - v) ScholarFest is Wednesday, 4/24/13
 - vi) Commencement is Friday, 5/17/13
- iii. President-Elect – Buran Haidar had no report.

C. Special Reports

- i. None

D. Committee Reports/Information

- i. Facilities Committee: Vernal Pools – postponed

E. New Business

- i. Midterm Accreditation Report – Jerry Buckley discussed this and showed us the timeline to completion. He told us that there had been a lot of good discussion on Version 2, and significant edits were made on that version. Version 3 is currently on the web. In the report, each of the ACCJC recommendations have been addressed, using baseline language taken from either the 2011 or 2012 follow-up report. The writing teams have provided content updates. Recommendations from the visiting team were incorporated. Areas added include the 2012 student and employee surveys as well as the action plans, which address the results of those surveys. The authors worked with district personnel on District responses to recommendations. Another addition was the Update on Student Achievement and Learning Outcomes, which acts as our report card on ourselves from the 2010 recommendations. Remaining tasks are to identify all remaining evidence, provide copies of outstanding evidence, and review the document for accuracy. To submit comments, go to Institutional Information page, Accreditation page, 2013 Midterm Report. The draft needs to be finalized by May 7th. Daphne asked that all review the document by that time, and tasked the Senate Exec to discuss the issue at their April 30th meeting and make the final decision.
- ii. MLTT Program – Linda Woods presented this PowerPoint on behalf of the Academic Affairs Committee (AAC). The AAC makes the following recommendations:
 - i) Miramar College should identify funding to support the program for this spring so the cohort is able to finish the program.

- ii) Based on the AAC's review and the lack of any formal institutional process, Miramar College should institutionalize the program so people can sign up for next fall.
- iii) Miramar College needs to create a robust process for formal institutionalization of grant-funded programs, as well as a process for approving new programs and program discontinuance.

Linda pointed out that the MLTT program is a high demand, high success program. Annual costs are approximately \$88,000. At this point, the discussion was turned to the floor. Wheeler asked about where the money will come from. He pointed out that a small group of people had made this decision and were now expecting the rest of the campus to sacrifice. Linda replied that the VPI was willing to pay for the program out of his reserves. Marie McMahon responded that other programs will not be impacted. When the college applied for the grant, they had to identify the source of funds to continue the program. Laura Murphy said the money would come from the general funds. If it's successful and there are funds available, we should pick it up. Wheeler asked if funds were available. Again, it was pointed out that the VPI has a discretionary fund of up to 2 FTEFs and is planning to use half of that to support this program. Wheeler asked, once again, if the discretionary funds would not be better used to support existing programs. Jerry Buckley said it was an emergency fund. Dave Navarro said that counseling did not know what to do with students asking about the MLTT. Daphne suggested we first tackle the issue of finding funding to support the program for this spring. This was motioned, seconded and approved.

Then the discussion turned to next year. Reserve funds are technically for emergencies. Jerry said that we are the one growth-oriented college in the district, so he thinks we can get additional resources during the course of the next five years. Becca says that the MLTT has already passed through the Curriculum process so, in the absence of any other process, it has been approved to be institutionalized. The program was also approved by the Academic Senate at the time. She suggested we accept the program, and if we don't like the process by which it was approved, work on changing it. Dan Willkie suggested that the MLTT Program be supported with funding from MBEPS. Duane pointed out that, just because a program has been approved, it doesn't mean that it will be supported by the college. Becca moved to approve the Academic Affairs recommendation that we support institutionalization of the MLTT program. It was seconded and approved, although not unanimously (two oppositions).

Wheeler motioned that we create a formal process for approval of new programs, for grant-funded programs and program discontinuance. Buran added a friendly amendment to review what the grants entail before any approval. Then Buran asked for clarification for the membership of the joint task force. Wheeler suggested the CEC should decide who should be on the task force. Buran asked for a clarification of how long the reserve money can be used, and if the reserve money will still be used now that institutionalization was approved.

- iii. SLO Timeline to Sustainability – Laura Murphy discussed the document, which addresses our plan to achieve SLO proficiency and to comply with the benchmarks set by the college. We hope to increase our score to 70% by the end of Fall 2013. The tables that follow showed how this could be achieved. Buran advised that all read this report so we know what to do. It was motioned and seconded to support the plan and the motion carried.

F. Old Business

- i. Second Reading: Changes to Mission, Vision, Values – This will be postponed.
- ii. FAQ's for Department Chairs – Daphne gave us some background on this document. It was issued during the time of the Chair elections. Many people were elected who were brand new Chairs. This document was released with an eye to educating the masses. Marie pointed out that the document was a great start, but that networking with other people was key to learning the ropes. Darrel suggested changing number 1, which states that the department chair is not the boss, the dean is. He said that, in his opinion, the dean was not our boss.
- iii. Proposed Modification to Articulation Criteria – Motion to approve the modifications was approved.

G. Announcements

- i. None

The meeting was adjourned at 5:05pm. The next meeting will be on May 7th. Please submit agenda items by 05/01/13.

Respectfully submitted,

Gina Bochicchio and Juli Bartolomei