

Minutes
Miramamar College Academic Senate

Location: L-309

Oct 01, 2013 3:30-5:00pm

Senators Present: Buran Haidar, Daphne Figueroa, Gina Bochicchio, Erica Murrietta, Joan Thompson, Frederica Carr, Peter Elias, Sean Bowers, Isabella Feldman, Bob Fritsch, Naomi Grisham, Rich Halliday, Jeff Higginbotham, April Koch, Andrew Lowe, Eric Mosier, Wheeler North, Wayne Sherman, Sandra Slivka, Dan Willkie, M. Patricia Beller, Johnny Gonzales, Lawrence Hahn, Shawn Hurley, Lisa Selchau, Shayne Vargo

Other Attendees: Dan Igou, Mark Manasse, Nick Gehler, Timothy Pawlak, Darrel Harrison, Brett Bell, Lou Ascione, Juli Bartolomei

Absent: Mark Hertica (proxy: B. Fritsch), Clara Blenis (proxy: R. Halliday), Dawn DiMarzo (proxy: P. Elias), Otto Dobre, Marilyn Espitia, Jordan Omens, Linda Woods (proxy: R. Bowers-Gentry)

Meeting called to order at 3:35pm.

A. Approval of Agenda and Previous Minutes

The agenda was approved with no changes. The previous minutes were approved unchanged, with the exception of a minor spelling change.

B. Senate Reports

- i. Treasurer – Erica Murrietta reported a balance of \$557.82. The target amount is about \$900, to pay for the Academic Senate Scholarships and the Holiday Barbeque. Erica continues to collect dues.
- ii. President’s Report – Buran reported on the following matters:
 - i) Update on FLEX: Buran reported that she learned from her counter-parts at the District sister Colleges that their Academic Senate did not provide input into the FLEX handbook, and that she raised the issue at the District Governance Council (DGC). She asked at the DGC meeting that going forward the Academic Senate’s input be included early in the District FLEX Handbook development process. The Chancellor indicated that how this is done will be determined independently on each campus. Buran added that at Miramar the newly-formed FLEX Committee chaired by our FLEX Coordinator will be in charge of coordinating with the Senate. The potential date change for independent-project submission to census date was also brought to the DGC as an issue of concern for Senates input. April Koch asked about the possibility of implementing a different method for recording FLEX points for workshop presenters. At the present time this is done as an independent project. Buran will discuss this issue with Patricia Flower, the Miramar faculty FLEX Coordinator.
 - ii) Improved parliamentary rules document –Buran explained an edit that in now included in the version that was sent to all Senators: *“Discussion alternates between opposite points of view, and debate can occur only when members in favor of or against a motion want to speak.”*
 - iii) SDCCD Academic Calendar for 2014-15 – The calendar is a negotiable matter, and Daphne noted that the District Calendar Committee has only one faculty member serving on it. The Senate was asked to review and bless the Calendar before it goes to the Board for final approval. Becca Bowers-Gentry asked why the last week of the Fall 2014 semester includes both Monday and Tuesday, instead of Monday only, as is customary. Buran will look into the this. Blessing of the Calendar was granted.
 - iv) Academic Senate agenda items process: Buran explained the process by which items come to be on the Academic Senate agenda and pointed out that it may take one or more meetings before a requested item gets on the agenda.
- iii. Past-President – Daphne Figueroa reported on the following items:
 - i) District Governance and Planning Conference – The planning is well underway for this conference. The morning will be reserved for information from a state perspective. The speakers will be from various constituencies from around the state, including the State Chancellor. There will be breakout sessions, where participants work with scenarios illustrating issues of participatory governance. After lunch, there will be a panel discussion with members the district’s Strategic Planning Committee as well as some members from the campus PIE Committees. Vice Chancellor Otto Lee and other district planning people will be on hand. After this there will be campus-specific breakout sessions. The conference will start 8:00 am with a continental breakfast. Members of the Academic Senate, campus planning committees and department chairs have all been invited, but there is still room for all other interested faculty and staff.
 - ii) The College Governance Committee has collaborated with the Website Committee to update and make corrections to the Governance webpage. Updates since May 2012 have been sent to the Webmaster. Allowing some time for processing, interested faculty should be able to view this information in the near future.

C. Special Reports

- i. None

D. Committee Reports/Information

- i. Academic Senate Goals (2013/14) – Buran projected the Senate goals for 2013-14. No changes were made to the draft version. The goals will be posted on the Senate Webpage.
- ii. Curriculum Committee Report of 2012/13 Accomplishments – Dan Igou, Committee Chair, reported on the following:
 - i) The 6-year reviews of curricula is going well; the College is about 76% current. The Curriculum Committee is also asking departments to deactivate any course if it not being offered at least once every 2 years.
 - ii) Repeatability issues are being continued – most courses previously repeatable have been “leveled” (e.g. Music 1, Music 2, etc.). The Exercise Science Department continues to refine its levels. Students that need to repeat a course now have to file an individual waiver.
 - iii) AA-T and AS-T Degrees: At present, Miramar has 8 approved degrees. The Curriculum Committee is working to get all courses in these degrees approved for a C-ID designation. Business Admin and Political Science AA-Ts are in development and English faculty are at the beginning stages. Art History and Philosophy are two more possibilities. Some discussion ensued regarding how these degrees are accepted and if they do a service to our students. Dan, along with Naomi Grisham, provided some useful information.
 - iv) Cross-disciplinary prerequisites: the Policy and Procedures Subcommittee finished the first draft. It should be available by the next Academic Senate meeting. The Curriculum Committee is also working on a policy to determine who is qualified to assign pre-requisites to interdisciplinary courses.
 - v) Goals for this year: The Curriculum Committee is looking into a 2-year review process for Career/Technical courses. In addition they will continue with 6-year reviews and deactivations, along with pushing along the TMC-aligned degree process.

E. New Business

- Institutionalization of Tutoring Coordination (First Reading) – Mark Manasse, Chair of the Basic Skills Subcommittee presented a proposal for institutionalizing tutoring coordination at Miramar. He pointed out that historically, Miramar had a total of 1.6 FTEF devoted to tutoring coordination, through the PLACe and its Math, English, and ESOL liaisons. Currently, there is only 0.4 FTEF for reassigned time for the acting PLACe Coordinator and 0.2 FTEFs each for the English and Math liaisons, covered from the Basic Skills Initiative funds, and no reassigned time for the Math Lab Coordinator. Mark asked the Senate to support his proposal that “the Academic Senate *suggests* that the college president re-allocate 1.2 reassign time/semester back into Miramar’s Tutoring Coordination, for a total of 1.6 reassign time”, with the following distribution: 0.4 FTEF for the Basic Skills Coordinator, 0.4 FTEF for the PLACe, Coordinator, 0.4 FTEF for the Math Lab and 0.4 FTEF for 2 faculty liaisons. He also shared factors that prompted bringing the proposal to the Senate that include:
 - Information that he had received specifying that decisions about reassigned time for specific duties and responsibilities are the purview of the College President,
 - Three “rely primarily on” Academic and Professional matters: *#4 Educational Program Development, #5 Standards or policies regarding student preparation and success, and #10: Processes for Institutional Planning and Budget Development*
 - Miramar College Mission statement and many of the College Strategic goals support his proposal.
 - Action Plans of the College Basic Skills Subcommittee and State-level Basic Skills Initiative.
 - Research data demonstrating success of tutoring efforts at the ENGL/ESOL Labs and the PLACe.

Mark concluded that now is the time for action on this endeavor. Discussion included support for tutoring efforts, and requests for additional data about breadth of tutoring needs. Buran pointed out that tutoring coordination is only one element of the tutoring needs that will also require funding for other expenses including funds for tutors; tutoring needs are to be included in the college planning process.

It was agreed that Wheeler and Daphne will be working on drafting an amended resolution for the Senate to consider at a future meeting.

- i. Student Services AP 3105.2 SERVICE ANIMALS (First Reading) – Jeff Higginbotham discussed the update of this policy. The policy gives a definition of service animal (these are limited to dogs and miniature horses) and describes approved uses. The main questions that came up regarding this issue were concerns about allergies, faculty and students being afraid of the service animals, and disruption of instruction. Jeff explained that there is an existing process to handle these situations. The Senate approved the District procedure.

F. Old Business

- i. Vernal Pools/Facilities Master Plan Change Feasibility – Buran introduced this issue with a short historical overview. She reminded the Senators that the Facilities Master Plan provides for the use of funds from Propositions N and S. At present, this includes protecting the Vernal Pools on the north end of the campus as part of an interpretative Park that has an instructional component. At the May 7th, 2013 Academic Senate meeting, Jeff Higginbotham, Senator and representative of the Facilities Committee, brought forth a proposal the Facilities Committee received from the Mira Mesa recreation Council for changing the College Facilities Master Plan. The proposed change would be to build an athletic field for physical education and team sports, instead of the interpretive Park. At the time, there was confusion regarding this issue and the proposal. (*Summary of May 7th, 2013 Senate discussion points that are included in the minutes for clarification: Some Senators felt it would be impossible to change the Master Plan at this late date, that it would be illegal, due to the protected status of the Fairy Shrimp of the pools, and/or that it would be too costly with no funding source*). At that time, it was motioned, seconded and approved to “postpone a decision on this item until stakeholders with vested interests were able to present pros, cons and feasibility”). Brett asked if the Academic Senate was at all amenable to updating the Master Plan, in order to replace the planned interpretative center with a college-only playing field. If this is the case, he will proceed with investigating the feasibility of the change. Buran pointed out that the Academic Senate Executive Committee had agreed to bring the issue of feasibility of changing the Master Plan to the Senate before the discussion of alternatives. She then read an informational statement obtained from a presentation to the Miramar Environmental Task Force (EST), detailing some of the necessary first steps to changes to the Master Plan for which Prop S & N funds can't be used. These include to **legally negate the documentation of endangered species at the Vernal Pool area**, and for conducting many different kinds of studies for "**Mitigated Negative Declaration**" documentation. Campus consideration of updates to the Facilities Master Plan can't proceed without the first steps. Daphne made a motion that “we stick with the current Master Plan, and its instructional use for Biological Sciences”. Joan Thompson seconded the motion. Buran opened for discussion. Nick said he would like the opportunity to inform the Academic Senate, as to what the opportunities are with the vernal pools, what the feasibility is for building a college-only playing field there, and what the needs are for such a field. He asked if he could bring data and factual information to the Senate, so the members will have a better understanding of the situation before they make a decision. He suggested that with the proposed changes, it was still possible to build an interpretative center, although it may be smaller and in another location on the campus. He pointed out that there are vernal pools in many areas; not only in the one area that is designated in the current Master Plan. Buran clarified that he seems to be discussing an alternative to the motion on the floor. She asked if anyone wished to discuss either Nick's proposal or the original motion. It was pointed out that data and factual information had already been presented at the May 7th meeting. Becca spoke in support Nick's proposal. She pointed out that the only presentation the Senate has heard so far was about the Vernal Pools themselves, and Senators still had many unanswered questions. Buran pointed out that the motion on the floor was about keeping the Master Plan unchanged, and this is the motion to be addressed. Wheeler said that the Facilities Master Plan had been developed within our existing planning process and this change seemed to come from outside of that process. He said that we should not pursue that line of action without a lot of discussion. At this point, Wheeler clarified that Nick's proposal was a subsidiary motion to the main motion, and it was specified that the vote on the main motion will be postponed until the October 15th Academic Senate meeting, at which time Nick could present pertinent information to the body regarding the proposed change. Becca seconded the subsidiary motion. Peter then asked to amend the subsidiary motion to include a presentation by a Fish and Wildlife official at the same meeting. Freddie seconded the amendment. The amended subsidiary motion passed (11 support and 4 opposed). The Senate will be hearing from Nick and a Fish and Wild Life Official before voting on the main motion to stick with the current Master Plan on Oct 15.
- ii. 2013/14 San Diego Miramar College Research Agenda (Second Reading) – Buran presented the revised draft of the College Research Agenda on behalf of the Research Subcommittee. The revisions included edits requested at the last Academic Senate meeting. It was moved and seconded to approve the revised Research Agenda. The motion passed.
- iii. Resolution: Team-Teaching Decision-Making (Second Reading) - Sandra Slivka, the mover of this resolution, made a minor edit It was then moved, and seconded to postpone the matter indefinitely. The motion passed.

G. Announcements (Mark your calendars!)

- i. Amazing Race will be held on October 25th.
- ii. The women's soccer team will be playing at Mesa College October 1st.
- iii. Area D meeting takes place October 19th at Imperial Valley College.

The meeting was adjourned at 5:09 pm. The next meeting will be on October 15th. Please submit agenda items to B. Haidar and J. Bartolomei.

Respectfully submitted,
Gina Bochicchio