

Minutes
Miramar College Academic Senate

Location: L-309

April 08, 2014 3:30-5:00pm

Senators Present: Buran Haidar, Daphne Figueroa, Gina Bochicchio, Joan Thompson, Frederica Carr, Mark Hertica, Clara Blenis, Sean Bowers, Rebecca Bowers-Gentry, Marilyn Espitia, Isabella Feldman, Cynthia Gilley, Naomi Grisham, Rich Halliday, April Koch, Andrew Lowe, Eric Mosier, Laura Murphy, Wheeler North, Wayne Sherman, Dan Willkie, Johnny Gonzales, Lawrence Hahn, Shayne Vargo

Other Attendees: Marie McMahon, Darrel Harrison, Daniel Miramontez, Patricia Flower, Karinna Topete, Juli Bartolomei

Absent: Erica Murrietta, Dan Igou, Dawn DiMarzo (proxy: D. Willkie), Otto Dobre, Bob Fritsch, Jeff Higginbotham (proxy: N. Grisham), Jordan Omens, M. Patricia Beller, Shawn Hurley, Ray Ishak

Meeting called to order at 3:36pm.

A. Approval of Agenda and Previous Minutes

The agenda was approved after a reordering to move the Environmental Scan presentation (item E1) to the beginning of the meeting. The previous minutes were approved unchanged.

B. Senate Reports

1. Treasurer – Erica Murrietta was not present. At the last meeting, Erica reported a balance of \$919.69. This amount included the two Academic Senate scholarships of \$300 each.
2. President's Report – Buran Haidar reported on:
 - i. 3rd Annual Civility Conference & Workshop, March 21st: The keynote speaker was the Director of the National Institute for Civil Discourse who addressed solutions of the gridlock and polarization at the national level. For the first time, there was also an afternoon workshop, "Creating a Campus Culture of Civility. The presenter was a communications professor from Colorado who has developed a course to train students as facilitators of civil public discourse about "wicked" problem, which the facilitator characterized as systemic with competing underlying values that require adaptive not technical changes, and necessitate effective collaboration and communication among multiple perspectives. She shared the hands-on activity of the workshop as an example of how polarizing issues can be addressed in a participatory deliberative decision –making process to move from divergent into convergent thinking, similar to what is envisioned for our Community College participatory governance. Buran concluded by reminding the Senate body that civility is an important part of our work and that our district has a civility policy, which is Board of Trustees BP-7150.
 - ii. The Senate Professional Standards and Ethics Committee: Currently, there are four nominations for the five positions with nominations from same areas. The deadline for nominations will be the Academic Senate meeting on April 22nd. The Academic Senate Executive Committee will elect members from the nominated faculty at their April 29th meeting. Isabella Feldman asked for clarification of this committee's duties. Buran explained that the committee is responsible for regular review and update of the Professional Code of Ethics and for mediating disputes between faculty members. The five members are to be chosen from the four general educational areas (Schools), and the area of non-classroom faculty that includes counseling faculty. Wheeler reminded faculty that this was an Academic Senate committee and not a college governance committee. This is why it only has faculty members and they are elected by the Academic Senate Executive Committee. The Academic Senate Executive Committee will also be discussing additional duties for the Senate Professional Standards and Ethics Committee.
 - iii. Compilation of commitments of the Academic Senate president and president-elect to campus, district, and state committee service, including those that require travel to inform prospective candidates.
 - iv. Academic Senate leadership travel update (fall 13/spring 14) to several regional and state ASCCC events. She informed that sharing lodging costs has saved funds this year and as such we can send Academic Senate representatives to the summer ASCCC Leadership Institute as well as to the Curriculum Institutes. She pointed out the importance of sending additional faculty to these events beside committee Chairs.
 - v. Spring 14 Plenary Resolutions. Buran reviewed and solicited input about all resolutions and specifically those that are not already on the consent calendar in the areas of: ASCCC Academic Senate, Accreditation, Affirmative Action/Cultural Diversity, Curriculum, Faculty Development, and General Concerns. These will be debated and voted on, on Saturday April 12. Daphne and Wheeler added clarifications including that additional resolutions can also be presented at the Plenary on Thursday.
3. Past-President – Daphne Figueroa reported on:
 - i. Spring Barbecue: Daphne met with Joyce Allen and Terrie Hubbard of the Classified Senate to discuss the feasibility of having the barbecue during the spring semester, to include all who enjoy the event. The Academic

Senate does not have sufficient funds to do this alone. Daphne, Buran and Wheeler will be attending the Spring Plenary and will not be present to make necessary arrangements and purchases. The Classified Senate is also busy, and many members are serving on hiring committees. Daphne presented two alternatives: early planning might be to start planning early in fall 2014 for the barbecues with carryover of existing funds, or use of funds for a social event at the end of spring 2014. It was moved, seconded, and approved to postpone the barbecue and carry over the remaining dues until next year.

- ii. Governance and Committee issues – Daphne, as Chair of the CGC, reminded everyone that spring semester is the time for committee members and subcommittee chairs and co-chairs to start thinking about next semester’s committee assignments and/or rotations. Outgoing chairs need to arrange elections. Daphne will be sending out a reminder to all committee chairs and co-chairs of governance committees. Since the fall teaching schedule is not yet developed and until then faculty are encouraged to express interest in committee service to Buran as the Academic Senate President. Daphne urged faculty on the committee to consider running for chair to replace the outgoing chair. Faculty who are changing committees should start thinking about what committees they would like join in the fall. Daphne informed that governance training will take place early in fall 2014.

C. Special Reports

1. AB 86 Education Consortium Workgroup – Daphne Figueroa and Mark Manasse, Basic Skills Subcommittee Chair, attended this faculty reception on AB 86, held at ECC, which focuses on adult education. Twenty five million dollars will be provided across the State as 2-year planning and implementation grants, according to AB 86, section 76, Article 3. The CCC Chancellor and CDE Superintendent are jointly providing these planning and implementation grants to regional consortia of community college districts and K-12 school districts for the purpose of developing adult education. Each of these consortia requires that one K-12 school district and one community college district join in partnership. Our district has decided that Continuing Education will be the “fiscal agent” for the consortium. These funds include elementary and basic skills classes required for the high school diploma, classes for immigrants (ESL), programs for adults with disabilities, and short-term CTE programs. Plans must include evaluation of the Adult Ed programs, evaluation of Adult Education needs, plans to address the gaps, plans to integrate programs, plans to accelerate student process, etc. The Draft Regional Comprehensive Plan and Expenditure Report Plan are due by 12/31/14. Daphne distributed forms for anyone interested in volunteering to serve on several workgroups to fill and hand to Buran to forward them.
2. Miramar College Foundation - Special Projects Grants Announcement – Buran announced that the Miramar College Foundation is offering grants to faculty and staff for special projects. Five project proposals will each be awarded a maximum of \$500. The deadline for proposal submission is April 24th. All faculty and staff have received emails regarding this opportunity. Information can also be found on the Miramar College homepage.

D. Committee Reports/Information

1. (None)

E. New Business

1. Environmental Scan (Fall 2014 - Spring 2017) – PIEC/RSC – Daniel Miramontez presented the update of the Environmental Scan prepared by the Research subcommittee. He highlighted the changes from previous scans that include: a) moving from an annual scan to a three-year cycle, to match the College planning cycle and development of the Educational Master Plan and the Strategic Plan, which can also be used for enrollment management, b) the updated plan’s four sections: 1) Demographic information, 2) Educational information, 3) Economic trends, and 4) Political and social trends, c) inclusion of tables as visuals to show trends and percentages, and inclusion of brief narratives for the first three sections, and d) key issues likely to affect local policy in the fourth section. These include includes Stet measures of accountability, accreditation standards changes, state-wide budget, enrollment management impact of SB 1456 (Student Success Act), growth and facilities planning (updates on Props S and N), future trends. This document will be used together with the College Factbook to determine who we are and who we serve, both externally and internally. The outline of this report was sent to the PIEC for input before the main report was written. Therefore, when the finished document went back to the PIEC, there were only minor, non-substantive changes. At the conclusion of Daniel’s presentation, the Academic Senate voted to move this document forward to the CEC.
2. FLEX Workshop Evaluation Forms – Patricia Flower, faculty FLEX Coordinator, discussed why evaluation forms have suddenly appeared at many FLEX activities and recent communication from the Chancellor’s office regarding FLEX. According to Title 5 regulation, all FLEX activities are required to be evaluated. Patti showed the evaluation form presently in use. She explained they had not been vetted by anyone except herself, due to the lack of a FLEX Advisory Committee on campus. She also pointed out the turnaround time was extremely short. April Koch, who presents numerous FLEX activities every semester, had some comments and concerns regarding the evaluation form. These included: a) suggestion to use online surveys to avoid wasting paper, b) wording of questions such as “What

did you find the least helpful about the presentation?” are not relevant and excessively negative, c) evaluation forms are awkward to fill out and to collect during films, book readings and other cultural activities, and d) it is not known how the completed surveys are used. Patti explained that it was necessary for her to have a “paper trail” and pointed out that she hasn’t done anything yet with the small number of evaluation forms that were collected. Wheeler pointed out that some issues regarding FLEX were contract-related and so they had to be negotiated. Buran summarized the concerns that cover the format of the survey and how the information is used. She proposed that the Academic Senate Executive Committee to work with the future FLEX coordinator. Daphne asked that anyone with suggestions to bring them to the Senate Exec for consideration.

On a related subject, it was pointed out that there had been recent complaints by a faculty member regarding FLEX activities conducted by the AFT Guild. It was asked if the Academic Senate could write a resolution to express their support of these workshops being allowed as FLEX activities. It was agreed that the Academic Senate Executive Committee discuss at their next meeting and bring results back to the next general meeting of the Academic Senate.

3. Formation of 2014 Academic Senate Elections Committee (Members and Chair) – Buran called for three volunteers from the floor to form the Election Committee. Lawrence Hahn, Marilyn Espitia, and Naomi Grisham volunteered and Lawrence agreed to act as the Chair of this committee, and. Parties interested in running or nominating someone for the open Senate Executive Committee positions can send nominations to Lawrence Hahn at lhahn@sdccd.edu. All were urged to make sure the nominee has agreed to run for the position before sending in the nomination.
4. Open Nominations for the 2014-15 Academic Senate Executive Committee Elections – Elections Committee chair, Lawrence Hahn, opened nominations. This year, the Academic Senate is holding elections for Vice President-Elect, Treasurer, Secretary and two elected members of the Senate Executive Committee. Daphne nominated Gina Bochicchio for Academic Senate Secretary. Buran received a request about nomination of Joan Thompson to the position of Academic Senate Treasurer. Freddie Carr nominated herself for Member-at-Large. A discussion ensued regarding deadlines and when to announce nominations so departments can deliberate. It was decided to close nominations during the Academic Senate meeting on April 22nd, which will also be the day for candidate statements. The candidate statements are not required. The election will be held at the following Academic Senate meeting, which will be held on May 6th.
5. Cultural & Ethnic Diversity Plan – Postponed until next meeting.

F. Old Business

1. Program Initiation and Institutionalization Processes – Item remains on the agenda until a final decision is made.

G. Announcements

1. Invest in Success: April 16, 2014. \$100 per person/\$150 per couple. Darrel Harrison announced that Sandy Trevisan’s office was donating two pairs of tickets for the events and interested people should contact him as soon as possible if interested in obtaining these tickets.
2. Senate Barbecue: It was decided to postpone the barbecue until next fall, when there would be more of both funds and time (see Past President’s report, above).

The meeting was adjourned at 5:18pm. The next meeting will be on April 22nd. Please submit agenda items to both Buran Haidar and Juli Bartolomei.

Respectfully submitted,
Gina Bochicchio