

**Minutes**  
**Miramar College Academic Senate**

Location: L-309

May 06, 2014 3:30-5:00pm

**Senators Present:** Buran Haidar, Daphne Figueroa, Gina Bochicchio, Erica Murrietta, Joan Thompson, Frederica Carr, Mark Hertica, Dan Igou, Clara Blenis, Sean Bowers, Rebecca Bowers-Gentry, Otto Dobre, Marilyn Espitia, Isabella Feldman, Cynthia Gilley, Naomi Grisham, Rich Halliday, Jeff Higginbotham, April Koch, Andrew Lowe, Eric Mosier, Wheeler North, Wayne Sherman, Dan Willkie, M. Patricia Beller, Johnny Gonzales, Lawrence Hahn, Shawn Hurley, Shayne Vargo

**Other Attendees:** Duane Short, Paula Carrier, Kurt Hill, Amy Jennings, Brett Bell, Marie McMahon, Juli Bartolomei

**Absent:** Dawn DiMarzo, Bob Fritsch, Laura Murphy (proxy: M. McMahon), Jordan Omens, Ray Ishak

Meeting called to order at 3:38pm.

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

The agenda was approved after reordering to address item F1 (Old Business) and by items E1 and E2 (New Business) immediately after the Senate reports. Buran will combine items C1, D1, and D2 with her Senate President's report. The previous minutes were approved unchanged.

**B. Senate Reports**

1. Treasurer – Erica Murrietta reported a balance of \$369.69.
2. President's Report – Buran Haidar reported on:
  - i. Miramar Growth to 10,000 FTES. The number of FTES will be augmented in steps over the course of the coming 5 years instead of 2 years as of today. Discussion is ongoing about offering courses without adequate funding for supplies and classified staff support.
  - ii. The Mesa College Academic Senate passed resolutions supporting baccalaureate degree pilots in several Allied Health fields: Health Information Management, Physical Therapist Assistant, Radiologic Technology, and American Sign Language. SB 850, the state legislation on the awarding of 4-year degrees at the California community colleges, has provisions for 15 districts to offer one pilot 4-year degree program each. Miramar has forwarded a recommendation for offering Automotive Technical Management as the pilot 4-year degree.
  - iii. DGC discussions – This body had the following concerns and recommendations:
    - (1) Procedures for enforcement of District Civility Policies. No specific procedures other than the existing human resources ones.
    - (2) The joint Academic Senates MOOC Resolution will be forwarded to the Board of Trustees.
    - (3) The joint Academic Senates Resolution to shorten the waiting period to retake the English assessment/placement exam will be moving forward for District implementation.
    - (4) The district-wide status of General Education and Institutional Student Learning Outcomes (GE SLOs and ISLOs) and the District GE SLOs and campus-specific ISLOs in the college catalogs. At the present time, Miramar College has adopted a set of adapted GE LEAP outcome as its ISLOs, Mesa College has adopted their ISLOs as their GE SLOs, and City is using a mapping approach. Buran will be working with the office of Vice Chancellor of Instruction for common language regarding the section on General Education in the College catalogs.
3. Past-President – Daphne Figueroa had no report.

**C. Special Reports**

1. 2014/15 Academic Senate Meeting Calendar – Buran presented the Academic Senate Meetings for fall 2014 calendar. The meetings will remain in room L309, if available. The calendar was ratified by senators.

**D. Committee Reports/Information**

1. Professional Standards and Ethics Committee Membership – All seven faculty who were nominated for this committee will serve as members, with a vacant position for a Public Safety faculty at this time. The Academic Senate President, upon counsel with the Senate Executive Committee, appointed Darrel Harrison as Chair of this committee.
2. Academic Senate FTEF Allocation – Buran presented the allocation of the Academic Senate 1.0 FTEF for 2013/14 and 2014/15. A necessary redistribution is warranted in keeping with the workload of the AS President, which was discussed and supported by the Senate Exec. In 2014/15, the Academic Senate President will receive 0.8 FTEF and the President-Elect will receive a 0.2 FTEF. No FTEFs will be allocated for the BSI Coordinator position.

**E. New Business**

1. 2014-15 Academic Senate Executive Committee Election: All Positions – Lawrence Hahn, Chair of the Elections Committee, opened the election procedures. A roll-call indicated a total of 30 voting members, including 29 senators

in attendance and one absent senator voting by proxy. Ballots were distributed to the senators, and completed ballots were collected by the Election Committee. Election Committee members Marilyn Espitia, Naomi Grisham and Lawrence Hahn counted the votes. The results were as follows: Marie McMahon was elected President-Elect (24); Joan Thompson, Treasurer (30); Gina Bochicchio, Secretary (29); Freddie Carr, at-large member (17); and Carmen Jay, at-large member (29). Congratulations to all newly-elected officers! Buran will appoint two other Members-at-Large who will serve to round out the Academic Senate Executive Committee.

2. BRDS IELM 5-Year Plan – Brett Bell thanked faculty, staff and administrators for being good fiscal managers, which has resulted in a positive funding increase for the following year. The next item was a request for how the campus allocates IELM funds, which can be used only for library books and instructional materials. These funds are traditionally allocated by the Budget and Resource Development Subcommittee (BRDS). He explained that the original “conservative” allocation of funds approved by BRDS allowed for 50% of the funds to be held in reserve for emergencies. The remainder was divided as 40% for computer refresh and 10% for library books. This allocation had to be revised, as the State has decreed that IELM funds cannot be kept in reserve. The new allocation was to use 80% of the funds for the computer refresh, and 20% for library books, eliminating the reserve. Brett showed the comparison of the two allocation proposals. Wheeler asked if IELM funds will be used exclusively for computer refresh. Brett answered in the affirmative, noting that there is a category of unrestricted funds (i.e. the “civic-center” funds) to be used for equipment. A short discussion ensued. The motion to approve the BRDS IELM 5-year plan was passed.
3. Resolution for Funding of Extracurricular Campus Activities (First Reading) – This is to provide funding for participatory governance committees in order to assist with planning/hosting extra-curricular activities. A friendly amendment was made to include any activities related to instruction or student services-related activities. There was a motion to suspend the rules to allow a vote without a second reading and it was approved. Then there was a motion to approve with the amendment, which was approved. (*The amended version of the resolution is included at the end of the minutes, below*). (*This is the resolution referenced in item F1 (Old Business)*).
4. 2014-2015 Instructional Annual Program Review Form Update & ILO Survey – Buran showed the revised form for the annual update for program review. There were several minor changes. One of the revisions related to a student survey entitled “Miramar Institutional Student Learning Outcomes,” which was first administered a year ago. The survey will be conducted using random class distribution. There was some discussion on this item, notably on the question of what would happen if students responding to the survey indicated that the ILOs were not successful. This was not the case when the survey was administered last year. Motions to suspend the rules and approve were both approved.
5. Resolution Affirming Appreciation and Support for AFT FLEX Workshops – At the beginning of the Spring 2014 semester, a faculty member from Miramar College contacted the Dean of Academic Affairs in Sacramento. The faculty member asked that FLEX credit NOT be allowed for AFT workshops, which are normally held at the beginning of the semester. These workshops often target the specific issues of adjunct faculty. The Senate Executive Committee drafted a resolution supporting AFT workshops and their inclusion as FLEX activities. It was presented to the Senate, who voted to support it after a motion to suspend the rules was also approved. (*The approved resolution is included at the end of the minutes, below*)
6. Philosophy and Criteria for Associate Degree - General Education (AP 5025) (First Reading) – Referred to the Senate Executive Committee to represent the Senate at a later time.

#### F. Old Business

1. Cultural And Ethnic Diversity Plan (Second Reading) – Buran addressed changes in Section 3.1, the action plan for Goal #3 that was discussed and agreed to with MaryAnn, the co-Chair to eliminate specifying an exact dollar amount in the funding increase for the Diversity and International Education Committee (DIEC). The Senate Executive Committee is forwarding a resolution requesting identification of funding sources for committees such as DIEC (see item E3 above). In addition, there were some issues regarding the apparent mismatch between Goal #4, which was about recruiting underserved student populations by “offering and promoting program, outreach and student activities...”, and the corresponding action plan, 4.1, which was instructional in nature. Gerald Ramsey, VPSS/VPI and member of the DIEC, has agreed to work with the committee on an improved alignment of goal and action plan. Since this still needs modification, no action was taken.
2. Program Initiation and Institutionalization Processes (PIIP) – The CEC has asked that faculty who provided comments regarding the current documents send concerns and suggestions to the PIIP taskforce.

#### G. Announcements

1. Commencement: May 16th, 2014
2. ASCCC 2014 Faculty Leadership Institute: June 12-14, 2014. The Academic Senate will send the Senate President, President Elect and the Curriculum Committee Chair.

The meeting was adjourned at 5:04pm. The next meeting will be on September 2<sup>nd</sup>. Please submit agenda items to both Buran Haidar and Juli Bartolomei.

Respectfully submitted,  
Gina Bochicchio



Miramar College Academic Senate

10440 Black Mountain Road, San Diego, CA, 92126

### **14.05.06.1 Resolution for Funding of Extracurricular Campus Activities**

**Mover:** Academic Senate Executive Committee

Seconded:

**Whereas**, an important part of our campus life are extracurricular activities of participatory governance committees and other campus groups that align with our Mission and Values, as well as our Strategic Plan goals and strategies;

**Whereas**, our College's participatory governance committees and other campus groups are often charged with planning and/or hosting campus-wide extracurricular activities related to participatory governance and to instruction and student support services without any associated funds, such as (but not limited to):

Diversity & International Education Committee – various campus events, including the Civil Rights Film Festival

College Governance Committee – training and orientation for participatory governance members and chairs/co-chairs

Environmental Stewardship Task Force – various campus events that promote sustainability

etc...; and

**Whereas**, the campus currently neither an identified source of funds nor process for requesting funds for such campus-wide extracurricular activities;

**Be it therefore resolved**, that the San Diego Miramar College Academic Senate requests that the Budget and Resource Development Sub-committee explore creating a fund and a process to support the extracurricular activities of participatory governance committees and report their recommendations to the PIE Committee no later than the end of fall semester 2014.

*Approved by the San Diego Miramar College Academic Senate May 6<sup>th</sup>, 2014*



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#### **14.05.06.2 Resolution Affirming Appreciation and Support for the American Federation of Teachers (AFT) Professional Development FLEX Workshops**

**Mover:** Academic Senate Exec Committee

**Seconder:**

**Whereas**, the completion of professional development activities as part of a flexible calendar program (FLEX) is supported by California state legislation; and

**Whereas**, many instructors cannot travel to conferences and workshops, and need professional development activities in the San Diego metropolitan area, such as those sponsored by the AFT guild; and

**Whereas**, AFT-sponsored seminars on retirement and estate management are comparable to those offered to faculty by the STRS Pension Fund; and

**Whereas**, our adjunct faculty are an important part of Miramar College, and it is appropriate to support them with professional development activities pertinent to their situation;

**Be it resolved**, that the Miramar College Academic Senate affirms its appreciation and support AFT-sponsored seminars and workshops as part of the flexible calendar program, including those created specifically for adjunct instructors.

*Approved by the San Diego Miramar College Academic Senate May 6<sup>th</sup>, 2014*