

Minutes
Miramar College Academic Senate

Location: L-309

Oct 7, 2014 3:30-5:00pm

Senators Present: Buran Haidar, Marie McMahon, Gina Bochicchio, Carmen Jay, Frederica Carr, Daphne Figueroa, Josh Alley, Clara Blenis, Rebecca Bowers-Gentry, Isabella Feldman, Cynthia Gilley, Ann Gloag, Naomi Grisham, Rich Halliday, April Koch, Jennifer Leaver, Andrew Lowe, Eric Mosier, Wheeler North, Wai-Ling Rubic, Shayne Vargo, Dan Willkie, M. Patricia Beller, Johnny Gonzales, Shawn Hurley, Thong Nguyen

Absent: Joan Thompson (proxy: F. Carr), Dan Igou (proxy: R. Halliday), Sean Bowers, Rick Cassar, Otto Dobre, Mark Hertica (proxy: J. Alley), Laura Murphy (proxy: A. Lowe), Johnny Gonzales

Other Attendees: Peter Elias, Mara Sanft, David Buser, Patricia Hsieh, Gerald Ramsey, Duane Short, Juli Bartolomei

Meeting called to order at 3:37 pm.

A. Approval of Agenda and Previous Minutes

The agenda was approved with a possible delay of item D-1, if necessary. The previous minutes were not available and their approval was postponed.

B. Senate Reports

1. Treasurer – J. Thompson was not in attendance; B. Haidar reported a balance of \$641.69, as received from Joan.
2. President's Report – Buran Haidar reported on:
 - i. AB850 Baccalaureate degrees – Approved by the Governor. Mesa College has applied for consideration as one of the 15 pilot colleges.
 - ii. District and Campus-wide issues: Implementation of Board Policy (Timely Consultation) and the practice of participative processes – Buran will be sending a document about the responsibilities of faculty as Academic senators and the difference between duties and responsibilities of Senate members, who represent their respective departments, and those of governance committee members, who represent their constituency – i.e. the Academic Senate. She discussed the context of participative leadership versus directive leadership; i.e. chain of command of management. She pointed out that the latter is useful in crisis situations and emergencies, and that governance decisions need not be made in crisis mode. It takes time to deliberate and to make informed decisions to bring in expertise for sound decision-making. She emphasized that governance processes and its handbook to organize and delineate the roles and responsibilities in the participative processes is delegated to the Academic Senate leadership. Buran emphasized that the majority of discussion at the Academic Senate are about Academic and Professional Matters and she presented a table matching today's agenda items to the 10+1 matters.
 - iii. ASCCC Relations with Local Senates Committee – Buran who serves on this committee reported that two representatives from the ASCCC will be attending our next meeting.
3. President-Elect – M. McMahon had no report.

C. Old Business

1. Course Waivers – D. Short, our Curriculum Committee (CC) Chair, and member of the district Curriculum and Instruction Council (CIC) briefly reviewed the history of this issue. Last spring, the former Vice Chancellor sent out a memo which disallowed course waivers. The sudden policy change resulted in about 2 dozen students some of whom were prevented from graduating. Duane presented the Senate with a recommendation, which was unanimously approved by our Miramar College CC, for a proposed business item for the CIC, which recommends that: 1) the District to resume processing course waivers immediately, as properly documented and submitted on the district's waiver forms, and 2) any proposal about a ban on course waivers to be brought to CIC for faculty consultation. He asked for Academic Senate approval of this item should it come to a vote at CIC. W. North explained that the Chancellor has taken a personal interest in this issue and took it to the District Governance Council (DGC). The Chancellor agrees that course waivers ban should not have happened. Those students caught in the loop due to the policy change would have their cases be considered on a case-by-case basis. We may need to be working on a policy. President Hsieh spoke briefly to congratulate Buran for her important role in bringing this issue to the attention of all. She went on to point out that this was a successful instance of faculty and administrators working together to right a wrong. It was moved and approved to support the CIC Business Item as proposed by D. Short regarding course waivers.
2. Miramar College Holiday Party – Laura Gonzalez could not be here. The date of the event is December 13th. Buran shared information on party costs. It was moved and approved to table this issue until the Nov. 4th meeting, at which time a more accurate account of Senate funds would be available.

D. New Business

1. Accreditation Self-Study Editor – Buran reported one change to the faculty tri-chairs of the accreditation standard teams. J. Higginbotham will replace N. Grisham as the faculty Tri-Chair of standard II.C. She informed that the tri-chairs are expected to attend two campus events: 1. Accreditation Organizational Meeting: Friday October 17, 2014 from 8:30-10:00,

Location M-108. 2. Self-Evaluation Training Workshop: Friday October 31st, tentatively from 8:30-1:00, Location K-107. Buran summarized the history of the faculty editor for the writing of the 2010 accreditation self-study report, the responses to the ACCJC warnings, for writing the midterm report. The agreement and understanding, between the Past Academic Senate President, Daphne Figueroa, and the College President, that we will maintain the faculty editor position for the full self-evaluation report.

Discussion ensued about the role of the faculty editor and expectations of the standard teams in our 2016 self-evaluation. N. Sinkaset, former Self-Study Editor, shared that since many standard writing teams contributed to the writing of the self-study document, his role was mostly to make the writings sound like they came from one voice. There was general understanding and expectation that the tri-chair teams would be providing content and the majority of the writing with input of many and that the editor will not provide separate content. The editor will maintain the content and its intent to bring a coherent voice that represents the whole campus. Buran pointed out that the editor could change content, based on own area of expertise, and would go back to the writing group to get the content clarified. M. McMahon proposed that the tri-chairs, as the content experts, would provide bullet form points not do the writing and that the synthesis done by the steering committee would go back to the experts. The editor's role would be a reflection of the content experts. Buran asked if that includes an envisioned role for the steering committee in the writing of the report. G. Bochicchio shared that she had heard that ALO would be doing the writing and that the Tri-Chairs would be contributing information in the form of bullet point, which is in contrast to the tri-chairs teams doing the writing for editing. Buran pointed out that the senators' input today is also for a writing function for the tri-chair teams. B. Bowers-Gentry, Physical Sciences, suggested that we wait for the first meeting of the Accreditation Self-Study, to be held on 10/17, so the Senate would be better informed. The item will be brought back to the next senate meeting.

2. Fall 2014-Spring 2017 Technology Plan - Kurt Hill, chair of the Technology Committee, spoke about recent updates to the 3-yr, rolling Technology Plan, which had been approved by the Academic Senate last spring. He reminded us that limitations in staffing were the prevalent reason for some of the technology issues on campus, including the Thin Client Pilot Proposal. Patricia Hsieh explained that IT staffing was on the "wrong" side on the 50% law. Kurt will send us the dates and times of future Technology Committee meetings for interested parties.
3. SLO Assessment Plan – Laura Murphy was not present - bring comments and concerns to the next meeting.
4. CGC Recommendations: The membership of the PIEC Steering Committee was streamlined, including having the Dean of PRIE, committee chair, be the Administrative representative. The Curriculum Technical Review Subcommittee was formed officially (it has been a *de facto* subcommittee for some time). The Contract Faculty Hiring Committee had the annual schedule of business removed and added a recommendation regarding when positions should be automatically filled.
5. BRDS Recommendations: 2014/15 IELM Fund Allocation – D. Buser, Chair, showed us the timeline for the RFFs and also showed the two funding sources: These include unrestricted funds, used to fund RFFs, and the IELM fund, which now has a total of \$400,000. Per the 5-yr plan, 80% of this money is for computer refresh, and 20% is for the Library. G. Bochicchio, Senate Executive Committee, asked if instructional laptops and Macintosh computers are considered part of the computer refresh. Buran pointed out that this was a question for the Technology Committee.
6. 2015-16 Proposed Calendar (First Reading). This has been sent out to the faculty. Any concerns should be sent to the Academic Senate President or Senate Executive Committee members.

E. Special Reports- None

F. Committee Reports/Information

1. Contract Faculty Hiring Criteria – M. McMahon reviewed the minor change to the criteria for 2014-2015.
2. BRDS Report – included in D.5, above.
3. Cultural and Ethnic Diversity Plan – J. Patacsil and T. Hubbard were not in attendance. Buran reported that the CEC had approved the Plan.

G. Announcements

1. Board Meeting: October 9th – Mesa College
2. College President: The campus web designer position upgrade to 1.0 FTE will go to the Board the board, and hiring Campus-based researcher is in the process.
3. Area D Meeting: Oct 25th – Santa Ana College
4. ASCCC Fall 2014 Plenary: Nov 13-15 – Irvine, CA

The meeting was adjourned at 5:05 pm. The next meeting will be on October 21st. Please submit agenda items to both Buran Haidar and Juli Bartolomei.

Respectfully submitted,
Gina Bochicchio