

Minutes – Miramar College Academic Senate
3:30-5:00pm **September 01, 2015** Location: L-309

Senators Present: Marie McMahon, Dan Igou, Joan Thompson, Rick Cassar, Valri Nesbit, Lisa Brewster, Josh Alley, Adrian Arancibia, Gina Bochicchio, Rebecca Bowers-Gentry, Otto Dobre, Isabella Feldman, Ann Gloag, Naomi Grisham, Rich Halliday, Mary Hart, Mary Kjartanson, April Koch, Jennifer Leaver, Andrew Lowe, Wheeler North, Wai-Ling Rubic, Shayne Vargo, Dan Willkie, M. Patricia Beller, Shawn Hurley

Absent: Laura Murphy, Jordan Omens, Ryan Bacchia, Wendy Wilson (proxy: V. Nesbit)

Other Attendees: Patricia Hsieh, Paulette Hopkins, Gerald Ramsey, Mara Sanft, Sheryl Gobble, Namphol Sinkaset, Juli Bartolomei

Meeting called to order at 3:35pm.

A. Approval of Agenda and Previous Minutes

The agenda was unanimously approved with the addition of a PR/SLOAC Report under Committee Reports.

The previous minutes of May 5, 2015 were unanimously approved with the following change: Item C1, Administrative Turnover (Concerns), to reflect that the College President had postponed her first meeting with Buran, and that pushed the timeline for submissions back.

The previous minutes of May 19, 2015 were unanimously approved with the following change: Item E1, Flex Coordinator's Report, should have read that *contract* faculty don't receive flex credit for Academic Senate meetings or department meetings unless they are outside of their normal 30 hours on campus.

B. Special Reports

- i. Welcome from Your Academic Senate Executive Committee: Lollipop Moment – Marie McMahon welcomed the senators and guests.
 - a) McMahon played a Ted Talk video about leadership and “lollipop moments”: <https://youtu.be/hVCBrkrFrBE>
- ii. Administration – Patricia Hsieh
 - a) Hsieh shared that enrollment has grown by 11% compared to this time last year.
 - b) Recognized contributions of Interim VPI Hopkins and acknowledged and thanked faculty and staff for their contributions to that growth.
 - c) Reported on the proposed Performing Arts Center (PAC). Hsieh stated that Dean Ascione had presented progress on the PAC plan to CEC and that this will become a standing item at CEC. Hsieh invited anyone with input on the PAC to contact Dean Ascione or attend CEC.
- iii. Classified Staff – No report
- iv. Associated Students – No report

C. Old Business

- i. Information Technology Issues: District-Wide Meeting (Update) – McMahon
 - a) Reminded Senate of previous discussions about technology issues, including wireless connectivity and the purchasing of software.
 - b) Reported on summer meeting with Vice-Chancellor Dowd and Kent Kaiser about technology issues.
 - (1) Key discussion was that campus needs should be funneled through campus Technology Committee. That committee is an important avenue for getting the campus voice heard about technology.
 - c) Reported that the Technology Committee needs one member each from: MBEPS, Public Safety and Student Services to make sure the Miramar faculty voice gets carried. Meetings are on the 4th Tuesdays from 3-4pm in L-108.
- ii. Academic Support Services Discussion: Review
 - a) McMahon: Nothing new to report at this time. Proposed we should review where we stand at this time to determine what steps to take next. Ties in with discussion on increased FTEF for Academic Senate (item Evii).
- iii. EEO Rep and Faculty Co-Chairs Serving on Faculty Search Committees – Gina Bochicchio
 - a) Bochicchio reminded the Senate of the Faculty Co-Chair Hiring Committee resolution that was approved by the Senate in Spring 2015. She summarized from CEC minutes the position of President Hsieh about hiring committees: Hsieh stated she always invites co-chairs to 2nd interviews, and she wants to leave it to the individual committees to decide if they want co-chairs. The concern presented is that, if the dean decides there won't be a co-chair, what mechanism is there for the rest of the committee to express their desire to have a co-chair so there would be a faculty presence in that second interview?
 - b) Brief discussion followed in which questions were raised about duties of co-chairs and what would happen if no faculty wanted to be a co-chair. Counter-point was raised about the possibility of faculty wanting a co-chair but not being allowed to do so.

- c) Bochicchio reviewed District policies for hiring committees, emphasizing the policy that states that, while the dean convenes the selection committee, “all members of the selection committee shall elect a chairperson from those listed.” She feels that it’s good to have the dean chair the committee, but that election should be used to decide whether or not they want a co-chair.
- d) McMahon responded that the issue was going to DGC with a recommendation to create a taskforce to reexamine and update faculty hiring procedures and processes. She asked Bochicchio if she could submit her name for the taskforce.
- e) Rick Cassar added his understanding that the main issue for faculty was that, while faculty understand that the College President has final hiring authority, faculty would like a faculty member (department chair or subject area expert) in the 2nd interview.

D. Committee Reports/Information

- i. PR/SLOAC Report – Nam Sinkaset for Laura Murphy
 - a) Sinkaset reminded the Senate that Program Review is on TaskStream. He reported that program review is due on October 2 and that the college is behind on getting their SLO assessments through the complete cycle. Departments that haven’t been entering data will have problems completing program reviews. If departments have data, the PR/SLOAC Subcommittee will help enter some of that data into TaskStream, but you have to have been assessing.
 - b) The point was raised that entering data is a very time-consuming process, which might be why some departments are behind.
 - c) McMahon advised departments to meet with Murphy in small groups. There is an open lab in the PDC on Wednesdays and Fridays from 9-10am until October 1.
 - d) VPI Hopkins added that TaskStream now also contains data on degree completion rates. Data is on the G drive.

E. New Business

- i. Exec Committee Past-President/VP Vacancy: Elections Committee and Chair for Vacant Position
 - a) McMahon presented options for replacing the past-president (resigned):
 - (1) Elect a president-elect (Bylaw rules)
 - (2) Suspend the Bylaw rules (2/3 majority required) and
 - (a) Elect a VP (term to end Aug 2016) or
 - (b) Leave position vacant & redistribute duties
 - b) Discussion ensued about different options and reassign time. The most central duty is chairing CGC.
 - c) The point was clarified that a decision had to be made to either suspend the bylaws or hold an election.
 - (1) Motion made & seconded to suspend the bylaws and not elect a President-Elect and to give more time for discussion (suggestion made to send out info to all faculty). Hearing no objections, approved by consensus.
- ii. Challenges of Gymnasium Joint Use – Nick Gehler was not present, so this item was postponed.
- iii. Proposal to Examine and Update the Procedures for Employment of College Faculty by Academic Senate Presidents of All SDCCD Colleges and Continuing Education
 - a) McMahon reported that there is a motion at DGC to form a taskforce for updating and revising faculty hiring procedures and processes. Bochicchio agreed to having her name submitted for the taskforce.
- iv. SSSP and Student Equity Workshops Proposals – VPI Hopkins, VPSS Ramsey
 - a) Ramsey gave an update on the process for getting information out to the campus about SSSP, reviewing current projects and planned workshops. There is a workshop this month and another in October/November, with follow-up in the spring.
 - b) Ramsey explained a proposed “Chairs Conversation” in October and February, which would be an informal, yet structured “chat” about student success. The goal is to share ideas and build trust and commitment.
 - c) Ramsey mentioned the need for ways to disseminate information about Basic Skills.
 - d) Ramsey encouraged faculty to let him know what they are good at so he can find ways to use resources to help them share that knowledge with others via flex activities and special projects.
 - e) Hopkins added that there is SSSP money available for projects and they are looking for great ideas. Faculty can submit proposals to get funds for projects that aid students. Dean Irvin will be sending out more information.
 - f) McMahon mentioned counselor-classroom partnerships and the idea of creating something that starts small and scales up. She also suggested having activities in place for faculty members to work together and share ideas. She also brought up the idea of awarding students bonus points for coming to office hours for a chat to make a connection in the first couple weeks and would love some standard questions faculty could use as a format.
- v. The CORA Certificate Training Program – VPI Hopkins, VPSS Ramsey
 - a) Ramsey explained that this is a program at SDSU to help instructors be more effective at teaching men of color. He also reported that it is an expensive program.

- (1) The point was raised that this is a bandage fix; we need to hire more faculty of color for a long-term solution. Counter-point was raised that any tool to improve the ability of faculty to reach an underrepresented group would also be helpful.
 - (2) A request was made for a specific definition of “color”; Ramsey responded that it is typically underrepresented students, which tends to be African American and Latino men in our area.
 - (3) A suggestion was made to bring this item back to another meeting with a guest speaker.
- vi. Faculty BBQ – McMahan proposed having the BBQ in the spring; she will send out possible dates for discussion.
 - vii. AFT Supplementation of FTEF for All SDCCD Academic Senates: Additional 0.60 FTEF in Spring 2015
 - a) Creating a Mentoring and Orientation Program for New Faculty – Lisa Brewster presented that, historically, there was a Mentoring & Orientation Program (funded with different pots) and then it went more to teaching practices. She suggested that we use .2 of the additional FTEF to create a program to help new instructors with pedagogy, getting to know the campus, etc. This could create a culture of new faculty who are involved.
 - b) Creating an Academic Support Services Framework – McMahan suggested using some of the FTEF (.2) to support a group to spearhead the framework for Academic Support Services.

F. Senate Reports

- i. Treasurer – Joan Thompson reported a balance of \$531.11. She also made an appeal for everyone to pay their Senate dues, reminding about the payroll deduction option, and to consider covering an adjunct’s dues. Contract faculty dues remain \$20, with adjuncts at \$10.
- ii. President’s Report – Marie McMahan had no report but mentioned that she would forward the Taskforce on Accreditation findings.
- iii. President-Elect – None

G. Announcements

- i. Miramar College will be hosting a 3-hour regional workshop to encourage students to enter the field of education and minimize teachers leaving Southern CA on Tuesday, October 13th, in K-107. Lunch will be provided and FLEX credit will be available. Contact Joan Thompson for details.

The meeting was adjourned at 4:55pm. The next meeting will be on Sept 15th. Please submit agenda items to both Marie McMahan and Juli Bartolomei.

Respectfully submitted,
Dan Igou and Juli Bartolomei