

Senators Present: Marie McMahon, Dan Igou, Rick Cassar, Valri Nesbit, Lisa Brewster, Laura Murphy, Josh Alley, Adrian Arancibia, Gina Bochicchio, Rebecca Bowers-Gentry, Lisa Clarke, Otto Dobre, Patricia Flower, Ann Gloag, Rich Halliday, Mary Hart, Mary Kjartanson, April Koch, John Landicho, Jennifer Leaver, Andrew Lowe, Wheeler North, Patty Parker, Wai-Ling Rubic, Shayne Vargo, Ryan Bacchia, M. Patricia Beller, Shawn Hurley

Absent: Joan Thompson, Kevin Gallagher, Jordan Omens, Dan Willkie, Wendy Wilson

Other Attendees: Mara Sanft, Howard Irvin, Brett Bell, Gerald Ramsey, Juli Bartolomei

Meeting called to order at 3:33pm.

A. Approval of Agenda and Previous Minutes

The agenda was unanimously approved unchanged.

The previous minutes were unanimously approved unchanged.

B. Special Reports

i. Administration – Gerald Ramsey

a) Title IX Disciplinary Committee update. Senate President has recommended three faculty members to serve on this District committee, made up of faculty, classified staff and administrators from each campus. There will be training for all faculty for Title IX.

b) Chancellor's Cabinet approved hiring two positions at District level to handle Title IX issues and workload: Title IX Officer and Title IX Investigator. At campus level, we will still have contact people—Ramsey as Title IX Officer (H. Irvin is back-up) and Adela Jacobson as Title IX Investigator.

c) Explained intent and makeup of committee. Explained Title IX and campus obligations to students under Title IX. Zero-tolerance, so we have mandatory reporting and must investigate every case. Students have option not to involve police, but we have obligation to document action and provide services (counseling, referrals, protective order advice, etc). Incidents (equity/sexual in nature—harassment, discrimination, assault, stalking, etc) should be reported to Ramsey and he will determine if it is a Title IX issue.

d) There will be mandatory training for faculty; District is waiting on development of software.

e) Discussion about reporting and confidentiality concerns.

ii. Classified Staff – None

iii. Associated Students – None

C. Old Business

i. Student Success and Support Program Plan (SSSP) **Second Reading** – H. Irvin

a) Reminded Senate of highlighted areas of first draft. Confirmed data on the first report with District. Request made for a 1-2 page executive summary; Irvin said he would send a summary to Senators.

b) McMahon opened floor for discussion. None. Motion for endorsement of the plan approved unanimously.

c) Ramsey informed the Senate that if there are questions or input later, to let Irvin know.

ii. Safe Zone Stickers – L. Gonzalez

a) Addressed concerns raised at original presentation. Suggested that those wanting to display "Safe Zone" should go through the two-hour training, either in person or online. Displayed a variety of "Safe Zone" stickers from other institutions/areas.

b) Reiterated idea was not that faculty/staff are experts, but that they are willing to listen and refer students to services on campus. Based on feedback from a variety of individuals across campus, Gonzalez reported there is no liability, no additional paperwork and no risk to faculty, classified staff or managers who place Safe Zone stickers on their doors.

c) Suggestion is training will be required and a manual with procedures will be developed to accompany training.

iii. Mesa's Faculty Resolution: Parity in Workloads (Adjunct Input) – V. Nesbit

a) Informed Senate that she has no report of concerns from adjuncts about the resolution.

iv. Mentoring and Orientation Program for New Faculty (Update) – L. Brewster

a) Explained her process for developing program/calendar. Asked Senators to look at the plan and give feedback.

b) Rolling out in Spring '16. Two sessions: One focusing on orienting to the college and the other on teaching strategies and techniques. 1.5 to 2 hours every other Fri.

c) Implement having a campus tour on day one.

v. Suggestions for Uses of Additional FTEF by Academic Senate for Spring 2016 – M. McMahon

a) Presented ideas from Senate Exec about where release time could go (extra .6 every semester from AFT) and gave details about each option. Will send out again to Senators. Discussion ensued. Asked for suggestions/ideas from faculty. Will be setting deadline so faculty can plan scheduling around potential assignments.

D. Committee Reports/Information

- i. Instructional Program Review (IPR/SLOAC) – L. Murphy
 - a) 63% course outcome assessment cycle, 80% programs complete. It was suggested and encouraged that departments deactivate courses that are not currently being offered – this will get courses we don't offer off the books. Murphy gave a reminder to look carefully at the deactivation list of courses; these lists from the deans are being sent to department chairs. She reported to Senate that a feedback survey has been sent to chairs.
 - b) Discussion: The question was raised that if a course were deactivated because it has not been offered recently (using a 3-year cycle as the measure), how long would it take to re-activate it if your department wanted to offer it again? The general answer was that it typically takes a year to reactivate courses.
- ii. College Accreditation Update – L. Murphy
 - a) First (very rough) draft is being sent out Wednesday, Oct 21st. Feedback requested. Currently 200+ pages. Two events coming up: survey briefing and public forum.

E. New Business

- i. High School Dual Enrollment Program – L. Brewster and R. Cassar
 - a) Reported on problems/concerns with the initial offerings, including times of class offerings not fitting into the usual time block arrangements or not even knowing what days classes will be offered yet (both issues making it difficult to find adjunct faculty for these classes) and issues pertaining to how do they get the book and syllabus over the summer and what happens with students added four weeks in, as happens a lot in high schools. Suggestions for how to refine the program and rectify some current issues. Need more planning/discussion; faculty (including counselors) and bookstore want to be at the table for it.
 - b) Suggestion is to have students come to Miramar rather than offering so many sections at high schools. Brewster explained that the reason we are on high school campuses is to capture students who may not otherwise go to college. Not the same as Early College—the “cream of the crop” students who are trying to get extra units in order to go into college at a higher level. Focus is on students who may not qualify to get into a four-year institution. Ramsey noted that all of the students are “dually enrolled,” but the Early College label comes with a different objective—an end game other than just getting them some college credit.
- ii. Search Committee Standards – L. Brewster
 - a) Updated Senate on current policies that are outmoded. Encouraged Senators to take Taskforce recommendations to their departments for discussion.
 - b) G. Bochicchio reminded Senate about current procedure for electing chairs and co-chairs (committee elects chair). We need to address discrepancies in policies and practice. We should clarify policy regarding co-chairs.
- iii. BRDS Budget Recommendations – B. Bell
 - a) BRDS has submitted budget recommendations to constituency groups for one-time expenditures. Requests are being prioritized.
 - b) Gave a proposed breakdown of funds and committee recommendations to IELM.
 - c) After discussion, Bell asked for approval of BRDS recommendation. Motion approved with one abstention.
- iv. Student Equity Plan (SEP) **First Reading** – G. Ramsey
 - a) Presented timeline as presented to CEC today. Goes to Board as matter of procedure (must be approved). 10/27: First Draft, comments back by 11/10, submit to District on 11/16. Information will be brought to Senate next time. Marie will send out Plan as soon as she receives it.

F. Senate Reports

- i. Treasurer – No report
- ii. President's Report – No report
- iii. Acting Vice President – No report

G. Announcements

- i. Visibility Day for our transgender community is coming up in November. Fliers will be sent to DL. “Our Colors” meets every Wed at 230p. Contact Jennifer Leaver for more information.
- ii. Oct 24: Canvas v Blackboard
- iii. Ballots for Faculty Hiring need to be turned in ASAP. Please get them to M. Kjartanson.

The meeting was adjourned at 5:10pm. The next meeting will be on Nov 3rd. Please submit agenda items to both Marie McMahon and Juli Bartolomei.

Respectfully submitted,
Dan Igou and Juli Bartolomei