

**Minutes – Miramar College Academic Senate**  
3:30-5:00pm      **May 17, 2016**      Location: L-309

**Senators Present:** Marie McMahon, Adrian Arancibia, Dan Igou, Rick Cassar, Valri Nesbit, Mary Kjartanson, Josh Alley, Gina Bochicchio, Rebecca Bowers-Gentry, Kevin Gallagher, Ann Gloag, Rodrigo Gomez, Rich Halliday, Mary Hart, Mark Hertica, April Koch, Jennifer Leaver, Wheeler North, Jordan Omens, Kevin Petti, Wai-Ling Rubic, Dan Trubovitz, Shayne Vargo, Shawn Hurley, Jason Librande

**Absent:** Joan Thompson, Laura Murphy, Lisa Clarke (proxy: R. Cassar), Otto Dobre, Patricia Flower, Patty Parker (proxy: K. Gallagher), John Salinsky (proxy: M. Kjartanson), Dan Willkie, Johnny Gonzales, Violeta Sanchez (proxy: A. Arancibia)

**Other Attendees:** Daphne Figueroa, Mara Sanft, Juli Bartolomei

Meeting called to order at 3:45pm.

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

The agenda was unanimously approved after a reordering to move E.iv. to the top of New Business.

The previous minutes were unanimously approved unchanged.

**B. Special Reports**

- i. Administration
  - a) None
- ii. Classified Staff – T. Hubbard
  - a) None
- iii. Associated Students – O. Light
  - a) None

**C. Old Business**

- i. Campus Tutoring Center Coordinator Resolution (Second Reading) – R. Halliday
  - a) Presented updated resolution with changes suggested at last AS meeting. Can always vote to change things when taskforces have worked on things more.
  - b) Motion for approval to move resolution forward passed unanimously. (Halliday/Bochicchio)
- ii. Tutoring/Student Success Faculty Coordinator – A. Arancibia and M. McMahon
  - a) Arancibia reiterated that his concern is that the recommendations from the taskforce were not being considered regarding the hiring of two classified staff to provide support for Academic Support. Classified Senate supports the recommendation for hiring classified staff to support this position.
  - b) McMahon outlined the hiring timeline for Dean of Matriculation and Student Success Faculty Coordinator. Discussion about what Classified Senate is requesting and that their support for the faculty position was contingent upon the hiring of two more classified support staff for tutoring. The classified priority hiring list was also discussed, as there are other areas on campus also in need of classified support. Therefore, any additional classified staff requests would need to be ranked within the entire existing priority hiring list. Kjartanson informed the Senate that the Associate Dean will receive a classified admin tech who will work with both the Associate Dean and the Faculty Coordinator.
  - c) Motion to adopt recommendation from the taskforce to include two additional classified staff to support tutoring passed unanimously. (Arancibia/Bochicchio)
- iii. Update on Senate Motion for an Accelerated VPI Timeline – M. McMahon
  - a) Reported on meetings between AS President and College President concerning AS recommendation to accelerate VPI hiring timeline. College President informed McMahon that, because she was not able to attend this last AS meeting, she would be willing to meet with senators later in the week to present her response to the request for a detailed explanation of her decision.
  - b) Figueroa stated that, since this is a recommendation/request from the Senate, it's not appropriate for individual senators to meet with the President to discuss this. North informed that, if a minority of senators met with the President, it would not be a problem; if a majority met, it would require agendaing due to the Brown Act.
  - c) Clarification was made that faculty can express their concerns about the timeline that has been shared with the campus, but this decision is a personnel issue, not a 10+1 issue, so there is not a decision-making role for the AS on this; however, the AS can still voice and share its opinion on this topic with the College President.
  - d) Recommendation made to have a minority of senators (less than 18) meet with the President to hear what she has to say; proposed meeting on Thursday, May 19<sup>th</sup>, at 3:30pm.
- iv. Campus Solution (software) Meeting: The question of +/- Grading (A+, A-, etc.) – M. Kjartanson
  - a) Opened floor for discussion. Concerns raised about negative student reactions, particularly from "A" students (system favors B/C range and devalues A students due to lack of A+), and issues of standardization across campus for cut-offs for grades and potential disproportionate enrollment.

- b) Motion to not adopt a +/- grading system was unanimously approved. (North/Bochicchio)
- v. 0.10 FTEF from AFT for Academic Senate in Fall 2016 – M. McMahon
  - a) Presented the Accreditation Standard language directly from Standard IV regarding professional development (PD) and the standard for PD as part of self-evaluation. Presented the language regarding PD currently in Miramar's Strategic Plan. PD is a 10+1 issue on which faculty need to actively weigh in.
  - b) For a comparison, our sister colleges in the SDCCD, City and Mesa College, both have a full 1.0 reassigned time for the role of faculty PD – associated with the senates. In contrast we have no one in a PD role here at Miramar College, nor do we have a committee that operates to address PD issues; we have nothing.
  - c) At this time, Miramar has no home/point of contact for PD. McMahon brought the issue to the Staff Development Committee for feedback. That committee did not feel PD was an appropriate charge for Staff Development, given what the committee currently does. McMahon pointed out that in the current College Governance Handbook, a role in PD is listed as one of the three main charges of this committee; thus, the importance of committees understanding their charge was discussed. Feedback/suggestions were invited regarding PD, including folding this role into a FLEX position or being a sub-set of AS. In response to the request by the AS to consider a role for PD on the Staff Development Committee, this committee (Staff Development) will be submitting a request to the College Governance Committee (CGC) to update its goals to remove reference to any role in PD, such that the Miramar Staff Development Committee will have no role in professional development in association with its other roles.
  - d) Figueroa gave history of SD and reminded that FLEX was involved in the past. She also discussed the Statewide PD Committee and the goal of PD on all campuses was for all constituency groups. The coordinator is usually faculty or administrator. BOG approved but didn't provide funding for proposals. McMahon said there is money coming for PD for multiple sources – as directly indicated by the SDCCD Chancellor. In that light, we at Miramar College should be working to lay a foundation that will enable us to accept funds and use them effectively.
  - e) North explained that this needs to be expressed in the self-study and more discussion needs to be had on getting something done, at campus and District levels. McMahon suggested forming a taskforce in the fall for further discussion and will send related documents.
- vi. 2016-2017 AS Meetings Calendar: Discussion of Change in Meeting Start/Finish Time – AS Exec
  - a) Discussion about running meetings from 3-4:30pm instead of 3:30-5pm. This may allow people who are currently unable to participate in the AS, but it might conflict with teaching time blocks and prohibit others from participating. McMahon recommended having a survey of teaching blocks and gathering faculty feedback regarding changing times in the future. AS Exec will conduct the survey.
  - b) Motion to approve calendar as is unanimously approved. (Omens/Bochicchio)

#### **D. Committee Reports/Information**

- i. College Governance Committee (CGC) Assessment Tool – A. Arancibia and M. McMahon
  - a) McMahon reminded AS of the intent/purpose of the assessment tool and reported out on pilot use of tool. The Assessment Tool used in the pilot was displayed and explained and feedback was requested. The plan is now for CGC to assist college governance committee chairs in using this Assessment Tool during the academic year.
  - b) Discussion about how many don't even realize what their committee goals are supposed to be. Need to have a vehicle to revisit, evaluate and update goals/charges, if necessary, in order to improve the way committees operate.
  - c) Link to Accreditation as accumulative evidence.
  - d) Discussion about attendance sheet that is a part of the assessment tool, and that this aspect of the committee evaluation is not intended to be punitive; it is for use as a private assessment tool. If a constituency member is not attending meetings, it may be due to a number of factors that can then be addressed.
- ii. Institutional Effectiveness Partnership Initiative (IEPI) Site Team Visit and Report – M. McMahon
  - a) Provided background to IEPI and PRT (Partnership Resource Teams, formerly "Technical Assistance"); they help community colleges in California be more effective in their mission. Strategic Enrollment Management was our focus.
  - b) Reviewed PRT site visit, report and suggestions and how they relate to ongoing discussions at Miramar, including Professional Development.
  - c) Funds (approx. \$150K for one year) are available to help Miramar meet goals, contingent upon submitting a plan.

#### **E. New Business**

- i. Title IX Update (link to the Prezi Presentation) – R. Cassar
  - a) Reminded AS that, under Title IX, we have a duty to report any information we receive from any student, faculty or staff member regarding sexual assault, battery, etc. District Student Services recommends that, if a conversation appears to be moving toward the issue of sexual/physical assault, the person needs to be informed that we are bound to report any information they share with us.
  - b) Presentation available on District website under Title IX. They are willing to come do a presentation.
  - c) Recommendation to share with Academic Affairs and get out to Chairs.

- ii. College Promise Program Implementation – R. Cassar
  - a) SD Unified School Board and SDCCD College Board have come up with a plan to offer free college for a pilot of 200 students (175 from SD Unified and 25 from our CE). Students will receive up to \$1000 per year for books, etc in addition to BOG Waiver. Selections made by SD Unified, at this point.
- iii. AP 3900.1 Credit by Exam – R. Cassar
  - a) Postponed
- iv. Discussion of Accreditation Standard I.B.6 and Disaggregation of SLO Data – G. Bochicchio
  - a) Reminded AS of the plan (now defunct) to acquire Aqua software for disaggregation of SLO data. Reported on discussions about this issue at the PR/SLOAC Committee, as recorded in that committee’s minutes; in particular, a statement made at the committee that PeopleSoft has the capability to allow instructors to give each student an individual score relating to SLOs. They have never reported out on this issue to either the AS or Academic Affairs, the parent committee of the PR/SLOAC Committee.
  - b) Read Mesa’s draft response for this standard: “The analysis of SLO assessment data occurs within the program or service area. Disaggregation is less prescribed and the goal is to improve learning experience for all students. Faculty create subgroups of students and compare their performance.”
  - c) Motion that “the Academic Senate direct the administration to rely primarily on the advice of the full body of the Academic Senate before implementing any plan, program or pilot to disaggregate course or program SLOs” passed unanimously. (Bochicchio/Petti)
  - d) Will discuss more in Fall 2016.

**F. Senate Reports**

- i. Treasurer – J. Thompson
  - a) None
- ii. President’s Report – M. McMahon reported on:
  - a) Will send out information regarding SSSP funds, college website and travel funds (announcements).
- iii. President-Elect – A. Arancibia
  - a) None

**G. Announcements**

- i. Input Regarding College Website – Will send information. Can get that going in the fall.
- ii. AS Travel Funds for Faculty Leadership
- iii. SSSP Special Re-Allocation for One-Time Funds

The meeting was adjourned at 5:06pm. The next meeting will be on Sept 6<sup>th</sup>. Please submit agenda items to both Marie McMahon and Juli Bartolomei.

Respectfully submitted,  
Dan Igou and Juli Bartolomei