

**Minutes – Miramar College Academic Senate**  
3:30-5:00pm      **Oct 18, 2016**      Location: M-110

**Senators Present:** Marie McMahon, Laura Murphy, Mary Kjartanson, Joan Thompson, Dan Igou, Rich Halliday, Mara Sanft, Jason Librande, Josh Alley, Gina Bochicchio, Kandice Brandt, Barbara Clark, Mark Dinger, Daphne Figueroa, Kevin Gallagher, Anne Gloag, Rodrigo Gomez, Mary Hart, April Koch, John Landicho, Jennifer Leaver, Alex Mata, Jessica McCambly, Hau Nguyen, Jordan Omens, Patty Parker, Wai-Ling Rubic, John Salinsky, Shayne Vargo, Wayne Bass, Paty Beller, Liz Hubert, Sara Kappus, Nirmala Kashyap, Johnny Gonzales

**Absent:** Otto Dobre, Andrew Lowe, Wheeler North (proxy D. Figueroa), Angela Romero (proxy: J. Leaver)

**Other Attendees:** Daniel Miramontez, Annie Ngo, Darrel Harrison, Naomi Grisham, Moorthy Palanki, Juan Rivera, Juli Bartolomei

Meeting called to order at 3:32pm.

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

The agenda was unanimously approved unchanged, with an allowance for D. Miramontez to provide the administrative report upon his arrival (Bochicchio/Omens). The agenda was reordered later with unanimous consent to allow item E.iii to follow C.vi (Bochicchio/Thompson).

The previous minutes were unanimously approved unchanged (Bochicchio/Igou).

**B. Special Reports/Information**

i. Administration – D. Miramontez

Miramontez informed senators that the PIEC representatives are in the process of presenting a short PowerPoint on the institutional planning framework for the Planning Summit on March 3<sup>rd</sup>. The ambassadors will inform faculty of Miramar's planning framework and moving across divisions to showcase best practices to promote student success. Miramar's Planning Summit workgroup will be comprised of faculty who will showcase best instructional practices. Miramontez encouraged faculty to collaborate with deans on this project.

ii. Classified Staff – None

iii. Associated Students – None

**C. Old Business**

i. BP and AP 5120: Transfer Center (2<sup>nd</sup> Reading) – N. Grisham

Grisham asserted that she did not receive any feedback on BP and AP 5120. Motion to approve BP and AP 5120: Transfer Center (Bochicchio/Omens) unanimously approved.

ii. Diversity Committee Resolution (2<sup>nd</sup> Reading) – D. Harrison

Harrison solicited comments from departments on the Diversity Committee Resolution. Strategies to increase diversity in faculty hiring were offered by senators representing their departments, including: improvement in marketing, ethnic studies program/curriculum development, and more robust diversity questions posed in the faculty hiring interview process. The strategies were suggested by faculty with the intent to promote a more diverse pool of candidates for contract faculty hiring. Harrison confirmed that the resolution did not cover marketing and recruiting, issues that were discussed at the last Senate meeting, but that these would be added. Harrison also highlighted, from the previous Senate discussion, that the definition of "diversity" was primarily focused on ethnic and cultural diversity. Harrison asserted that that our hiring goals should align more closely with the student population that we serve. Harrison shared student ethnic background data from Biology, Math and English, asserting that the faculty should match the students that we serve. Motion to pass the Diversity Committee Resolution (Leaver/Landicho) unanimously passed.

iii. Gender Identity Bathroom Options – J. Leaver

Leaver discussed gender identity bathroom options offered by the District and Brett Bell. Two options were presented:

- Option 1: Maintain male/female binary distinctions for all facilities, but permit students to use according to their gender identity. Leaver relates that she is not in favor of this option and hopes that the Senate does not support it.
- Option 2: Maintain facilities based on their binary distinction and convert single user facilities (restrooms) to gender-neutral.

Leaver maintained that all new buildings should have a minimum of one gender-neutral bathroom. McMahon affirmed that AB 1266 mandates that students have access to gender-neutral bathrooms. McMahon related a directive from District Governance Council to take the resolution back to faculty for additional discussion. Murphy reported that there are fourteen single-stall restrooms on the Miramar campus. Leaver supports starting with single-stall bathrooms and changing the signage to gender-neutral. Leaver contended that LGBTQ students are uncomfortable using gender-conforming bathrooms because of fear of harassment. McMahon reasserted that the law is executed now and that the AS needs to make a statement. Leaver declared that the LGBTQ students fall under the umbrella of the Diversity Committee and purports that

the student's number one concern is the bathroom issue. McMahon will work with Facilities to identify all single-stall restrooms. Motion to support option 2 (Thompson/Igou) unanimously approved.

iv. Waitlist: Procedural Changes – M. McMahon

McMahon presented an overview of the Academic Senate's response, generated from the previous discussion of the automated waitlisting proposal that it had been suggested we discuss as faculty. Discussion ensued regarding a proposal to change the process – the rationale for which, given at District Governance Council (DGC), being that this proposal was in response to student complaints. Our response to the automated waitlist issue will be moved forward to DGC. Student enrollment complaints are primarily motivated by not getting into the class they need. Automatic adding of waitlisted students will not solve this problem; adding more classes will. It might be that students feel the waitlist is used unfairly, as it may be at the discretion of the instructor. McMahon suggested that the automated system may prevent an instructor from exceeding course cap. It may also prevent an instructor from using discretion in providing add codes to those students who are close to degree completion. McMahon outlined that College departments should support a clear policy statement regarding waitlisting procedures, and the departments should enforce and practice the policy consistently. This would address the perception of “unfairness” from the student perspective. Arancibia related that students may be prepared to access sequential courses but are denied access as they are not on the waitlist. Vargo added that automated waitlists may alleviate pressure on faculty to add students. Motion to not automate waitlist (Figuerola/ Leaver) unanimously approved. Will move forward to Campus Solutions as Miramar's position on automated waitlist.

v. Open Educational Resources (OER) – M. McMahon

McMahon related that the annual cost of textbooks to students is \$2 billion nationally and \$10 million in our district alone. The SDCCD initiative and a top Board of Trustees priority is reducing cost for all students. McMahon extolled the benefits of using OER-like materials, including creating customized content, increased equity and access to students, zero costs, and empowering faculty to be creative and integrate current information into curriculum.

McMahon showcased various current OER practices at Miramar:

- Jason Librande – General Biology for Non-Majors: Jason has created 50 hours of narrated lecture podcasts for General Biology – presented with his PowerPoint slides. He used Camtasia and also added closed captioning, which is required.
- Anne Gloag – Math: Many courses in Miramar's Math department using text available free to students from Open Stax. Pilot semester to evaluate how text integrates into course and determine if appropriate. Numerous textbooks now used, all accessed either purely online or the hard copy to students is available from Amazon for \$35 vs \$125 conventional. Blackboard shells for Math courses give current Math faculty access to sensitive material, including class activities, fun workshops, student learning outcomes, past exam questions and other instructor resources.
- Alex Mata – Communications: She collected short stories and articles of current events for course materials. This is one way to shift a lesson plan into more compartmentalized, smaller and contemporized components. Hard copy available for students at \$29.99, replacing \$129 text.
- Laura Gonzales – Anthropology: In Conjunction with the Society for Anthropology in Community Colleges (SACC), created the Open Access text *Perspectives: An Introduction to Cultural Anthropology*. Peer reviewed by SACC. By March 2017, it will be hosted on the American Anthropological Association website, but students will also be able to print hard copies.
- Duane Short – Business: He converted one BUSI course to OER using a free textbook and other OER materials from CSU's MERLOT website. Takes a lot of time to convert from one textbook to another and especially to develop in-class activities, exam questions and other materials often with a purchased textbook. However, he also found that using OER provided more flexibility in the sequencing of topics and the types of activities covered in the class.

Two important notes on initiatives:

UC and CSU systems OK with us using OER textbooks, but the textbook(s) used must reflect the required course content and be “stable” (a comprehensive textbook; not a collection of changing websites or other resources). Not following these guidelines might jeopardize course articulation.

ASCCC supports OER efforts, but remember textbook selection is the purview of the faculty. Funding can be used to do things like develop new OER materials or curate existing OER materials. The funding should never be used to pay someone to adopt OER.

vi. AP 4200.1: Employment of Faculty: District-Wide Taskforce Update (1<sup>st</sup> Reading) – M. McMahon

McMahon related that the process started a year ago. Correction of AP 4200 should state “Employment of *College and CE* Faculty.” McMahon reminded senators that, when hiring faculty, a faculty member of the search committee could be voted as a co-chair and participate in the final interview. The process has taken a year to coalesce. McMahon will bring back to the next meeting or meeting following. All four college senate presidents will take AP 4200 to DGC for district-wide approval. McMahon requested additional input from faculty. Igou requested clarification regarding appointment of all

faculty members to hiring committees by the Academic Senate President. McMahon confirmed that this would continue to be the practice. Igou requested clarification of EEO procedures. McMahon clarified that Erin, from HR, inserted the clarification language, and believed that this was related to the timeline process involved when setting up the faculty hire paper screen and interview schedule. McMahon will ask for clarity from HR.

vii. Official Academic Senate Statement on SLOs (1<sup>st</sup> Reading) – L. Murphy

Murphy provided background to the genesis of an Academic Senate Statement on SLOs. Murphy explained that, in the role of Accreditation Co-chair and SLO Coordinator, gaps were recognized. Murphy maintained that the AS SLO Statement would be beneficial to faculty as evidence that we are involved and accountable in the SLO process. In preparation of the Accreditation Report, Murphy stressed that the AS SLO statement would be used to support faculty. Murphy explained that support from AS was solicited for the formation of an Accreditation Taskforce to review and provide input on Accreditation Standards. The Accreditation Taskforce met on three occasions to review a variety of SLO statements from community colleges, including Cuesta and East LA Community College. The taskforce crafted an AS SLO statement to present to the Senate. Discussion ensued.

Figuroa stated that the Physical Sciences department met to discuss the statement. The two concerns from the Physical Sciences department: 1) The statement is too proscriptive, and 2) Where will the statement appear?

The Physical Sciences department's preference in the SLO statement is to include all constituencies and the union to protect faculty rights. Murphy replied that the statement could be posted on the Outcomes and Assessment website and the Academic Senate webpage. The statement could supply part of the evidence in the SER. Murphy cautions that we are doing a lot, but not meeting the standards. Murphy supports the crafting of an SLO statement to reflect what we actually do, as well as serve to support faculty. Murphy stated that all colleges that have navigated the accreditation survey have all received recommendations on SLOs.

Koch voiced the English/ESOL department's concern over the composition of the taskforce. The department is requesting more representation. Koch also voiced concern over a possible roll-call vote on the statement, as this may negatively impact adjunct and non-tenured faculty. Murphy replied that this was not an actual statement but a philosophy and was unclear of the AS rule. Koch expressed concern over taking time away from teaching to input SLOs in TaskStream. Murphy expressed concern that faculty fear retribution based upon their vote. Murphy asserted that SLOs are part of our workload. Faculty expressed difficulties in utilizing the TaskStream management system. Bochicchio voiced concerns about not protecting the faculty by seeking a roll-call vote. McMahon responded that this was just a first reading, adding that there is no immediacy in adopting the statement. This will be brought back to a future meeting.

**D. Committee Reports/Information (Academic Senate or Shared Governance Committees)**

i. College Accreditation Update – L. Murphy

Murphy announced that the Self Accreditation Report is due to ACCJC in January 2017. Murphy stressed that the college is making progress with continual updating. Murphy maintained that there are two Quality Focus Essays and one of the essays is on SLOs.

Murphy emphasized that we are not meeting current standards in a lot of areas. Sanft suggested that a compellation of ACCJC SLO recommendations from other colleges be disseminated for Miramar faculty review. McMahon affirmed, after attending the Area D State-wide Academic Senate meeting, Chaffey College's recommendations/dings from ACCJC were mired in SLOs. McCambly upheld that part of our self-evaluation piece should be reflective of how we use SLOs to improve instruction. McMahon suggested that faculty at Miramar College declaring that everything is fine with regard to SLO's and not attempting any statement on it might not be a wise strategy, since from all reports, SLOs are a primary Accreditation issue.

ii. Instructional Program Review (IPR/SLOAC) – L. Murphy

No report

**E. New Business**

i. Draft SDCCD Academic Calendar for 2017-18 and 2018-19 – M. McMahon

McMahon encouraged senators to preview calendars and advise of concerns.

ii. Oracle Analytics For Higher Education – Brief Synopsis – M. McMahon

McMahon explained that predictive analytics are used to determine at-risk students. McMahon voiced her aversion to the use of analytics in determining academic success.

iii. "Strong Workforce Program" at Miramar – L. Ornelas

Ornelas informed senators that, in May of 2016, the state legislature approved a trailer bill of \$200M to support CTE programs in promoting a strong workforce. 113 community colleges statewide are charged with expanding CTE programs, pathways, certificates and degrees. Ornelas asserted that the focus of the SWP is on quality improvement, program expansion, and implementing new and emerging programs. The plan for SWP will start in January 2017. Miramar received 23.5% of the District's distribution, based upon FTES. Miramar was granted \$770,000. Ornelas explained that the funding is categorical and ongoing and we will have three years to utilize the funding. Ornelas

cautions that we will be accountable in providing demonstrable student success and employment outcomes. Ornelas exerted that the increase in FTES from the SWP will drive future funding. The Miramar College Strong Workforce Resource Website was presented: <http://memoryprime.info/workforce>. Faculty will use the website as a source of information and to generate SWP proposals.

**F. Senate Reports**

- i. Adjunct – J. Librande  
Librande was awarded an ASCCC Foundation scholarship to attend the Fall Plenary.
- ii. Treasurer – J. Thompson  
Thompson reported a balance of \$1332.90.
- iii. President’s Report – M. McMahan  
No report
- iv. Vice President – L. Murphy  
No report

**G. Announcements**

- i. McMahan announced that, per AB 1995, shower facilities will be made available to homeless students.
- ii. McMahan sought approval from senators to continue providing two \$300 AS scholarships to students interested in or exhibiting leadership roles. Request approved unanimously.

The meeting was adjourned at 5:03pm. The next meeting will be on Nov 1<sup>st</sup>. Please submit agenda items to both Marie McMahan and Juli Bartolomei.

Respectfully submitted,  
Mary Kjartanson and Juli Bartolomei