

**Contract Faculty Hiring Prioritization Committee**  
**DRAFT Minutes**  
**San Diego Miramar College**  
**September 15, 2022, Zoom, 2:00-4:00 pm**

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Approved: October 6, 2022

**Members Present:**

Adrian Arancibia, Adrian Gonzales, Mary Ann Guevarra, Mary Hart, Andy Lowe (by Proxy), Pablo Martin, Michael Odu (by Proxy), Jordan Omens, Kevin Petti, Wai-Ling Rubic, Mara Sanft

**Members Absent:**

Marian Edelbrock

**Guest(s):**

Kandice Brandt, Jae Calanog, Gene Choe, Monica Demcho, Molly Fassler, Anne Gloag, Darren Hall, Matthew Jewett, Martin Kennedy, Mary Kjartanson, Alex Mata, Max Moore, Duane Short, Linda Woods, Joe Young

**A. Call to Order**

The meeting was called to order by Chair Kevin Petti at 2:03 p.m.

**B. Approval of Agenda**

The agenda was approved by consensus as presented.

**C. Approval of Minutes**

Tabled.

**D. Old Business:**

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A	<u>Update on Workgroup Outcomes</u> Kevin Petti recapped summer outcomes by the Faculty Hiring Workgroup, which was also e-mailed to committee members, Chairs/Assistant Chairs, and Program Directors. A Contract Faculty Hiring Sharepoint on Office 365 has been created.  Mary Ann Guevarra and Wai-Ling Rubic were added to the workgroup. Discussion focused on committee actions during Spring 2022 relative to revision of procedures and adoption of a proposal form. The workgroup to continue finalizing procedures document for action at October meeting.
B	<u>Plan for Rubric Development</u> Petti asked for volunteers to work on a rubric as part of the faculty hiring prioritization and charge of this committee. Mary Kjartanson voiced interest; anyone additional to contact Petti.

**E. New Business:**

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1	<u>Suggested College Governance Handbook Update – Meeting Requirements</u> Discussion centered on frequency of meetings and membership. It was noted that changes to the committee's roster and charter will need to be vetted through the Academic Senate to College Council.  MSC to amend the committee charter to change meetings to once per semester or as needed and called by the committee Chair, and to change membership from "Academic Senate President and/or Articulation Officer" to "Articulation Officer". (0-Nayes; 0-Abstentions)

**F. Announcements - None**

**G. Adjournment**

MSC by consensus to adjourn the meeting at 2:26 p.m.

**H. Next Scheduled Meeting – October 6, 2022**

Minutes, Contract Faculty Hiring Prioritization Committee

September 15, 2022

Submitted, Carol Sampaga/Office of the Vice President of Instruction