

**Chairs Committee
San Diego Miramar College**

Chair: Mary Kjartanson
Thursday, February 19, 2026
1:00-2:20 p.m.
R3-100

Draft Minutes

Members Present: Francois Bereaud, Kandice Brandt, Lisa Brewster, Matthew Cain, Jae Calanog, Randy Claros, Dawn Dimarzo, Dawn Diskin, Molly Fassler, Dan Igou, Andy Lowe, Jessica McCambly, Ryan Monroy, Max Moore, Lisa Muñoz, Jordan Omens

Members Absent: Gene Choe, Dawn Diskin, Fred Garces, Mary Hart, Duane Short

Present Assistant Chairs, Program Directors, Department Liaisons: Becca Bowers-Gentry, Elizabeth Hubert

Guests: Maria Battisti, Patti Manley, Jeff Orgera

I. Call to Order

The meeting was called to order by Mary Kjartanson at 1:03 PM

II. Approval of Agenda

MSC (Omens/Igou) agenda approved

III. Approval of Minutes (11/20/2025)

MSC (Moore/Omens) November 20, 2025 minutes approved as submitted

IV. Old Business

1. Office Window Coverings-Update

Kjartanson reported the follow-up with Dan Gutowski regarding office door window coverings. Gutowski reported that the Facility, Health, and Safety Committee drafted a recommendation to be presented to Administration and Keenan for approval. The recommendations stipulate that all office doors must have a window or sidelight that allows visibility into the office space. The following draft recommendations were shared with the chairs:

Faculty or staff who choose to apply window film, fabric coverings, or decals to door windows or sidelights must ensure:

Materials allow at least **20% visible light transmission**

Movement and occupancy inside the office remain clearly visible.

Opaque or decorative materials do not cover more than **80% of the window area** and are **not placed at eye level**.

Frosted or translucent decals must meet the same light transmission or shading standards as window films.

Offices that do not comply with these standards will be referred to the area manager.

V. New Business

1. Faculty Referral to Academic and Career Pathway (ACP) Success Coaches
Dean Orgera presented a PowerPoint highlighting the Academic Services organization and Academic and Career Pathways updates. ACP success coach information was provided. Dean Orgera explained that the success coaches may support the early alert process. Faculty discussion ensued.

2. Prop HH Funding-Phase Prioritization
VPA Battisti provided an update on Measure HH Bond project. Battisti reported that the phases have been removed to accommodate greater flexibility in prioritizing campus needs. She asserted that prioritization would continue to be reevaluated. The District decided to begin with the design/build project planning process first and renovations would follow. The chairs were encouraged to attend the February 24, 2026 Chancellor's Spring Forum to ask questions and share concerns. Battisti invited the chairs to make an appointment to discuss their concerns.

3. Service Contracts-Site Improvement
Matt Cain expressed concern over service contracts falling under the purview of site improvements. He concluded that the current process is lengthy and simple equipment repairs are significantly delayed. Kjartanson_ agreed to follow-up with Dan Gutowski and VPI Odu.

4. RAF Settlement Discussion
Jim Mahler spoke with the chairs regarding the recent RAF settlement. Several of the chairs voiced their concerns over the inequities in the settlement. Faculty shared that they feel devalued in RAF.

5. Assessing Course Outcomes in Canvas and Connecting Results to Nuventive
Patti Manley presented on the functionality of assessment of course outcomes in Canvas and exporting the results to Nuventive. Professor Manley explained that this would better support data disaggregation to comply with the current ACCJC Accreditation Standard in 2025. She added that we are required to report course outcome data disaggregation results in 2028. Manley also explained that outcome titles are currently undergoing revision to support the process.

VI. Announcements

Olivia Flores provided an AFT update and encouraged faculty to consider becoming a campus liaison role to better communicate union information.

VII. Next Scheduled Meeting

March 19, 2026

Adjournment

Meeting adjourned (Brewster) by consensus at 2:30