

Minutes – Miramar College Academic Senate
3:30-5:00pm **Feb 05, 2019** Location: L-309

Senators Present: Marie McMahon, Laura Murphy, Alex Mata, Josh Alley, Alex Sanchez, Sabrina Menchaca, Lisa Clarke, Kandice Brandt, Barbara Clark, Mark Dinger, Otto Dobre, Kevin Gallagher, David Halttunen, Darrel Harrison, Mary Hart, Patricia Hunter, Shawn Hurley, Dan Igou, Mary Kjartanson, April Koch, Andrew Lowe, Ryan Moore, Wheeler North, Jordan Omens, Patty Parker, Nam Sinkaset, Melissa Wolfson, Valerie Chau, George Kallas, Gabriela Mansfield, Melissa Martinez, Kyleb Wild

Absent: Adrian Arancibia, Gina Bochicchio, Rich Halliday (proxy: D. Igou), Kevin Petti

Other Attendees: Duane Short, Sharilyn Wilson, Leslie Marovich, Lou Ascione, Same Tamraker. Juan Rivera, Donnie Tran, Juli Bartolomei

Meeting called to order at 3:36pm.

A. Approval of Agenda and Previous Minutes

The agenda was unanimously approved unchanged. (North/Igou)

The previous minutes were unanimously approved unchanged. (Clarke/Omens)

B. Old Business

- i. Miramar Academic Senate's Response to SDCCD Chancellor Regarding Situation at Miramar College – M. McMahon, L. Murphy and W. North
 - Update on the Chancellor's Timeline to address the Documented Failures of Administrative Leadership at Miramar College. Chancellor reported, when she addressed the AS on Dec 4th, 2018, and during follow up discussions, that she would have a resolution to this situation and our issues at Miramar College between February and Spring Break 2019. Resolution will be based, in part, on an expected report from the Collegiality in Action team in February. Many have approached the AS President asking for clarification on this situation. McMahon reported that we have been told, again, that we will have a resolution to this situation by Spring Break.
 - Status of complaints filed with SDCCD (F'18) regarding Minimum Conditions and Accreditation Compliance at Miramar College.
 - 1- Distance Education complaint. Report concluded that those classes were not meeting Title V, ACCJC standards and SDCCD AP 5105. Administration denied attempts to cover up. Recommendation is to perform another evaluation. The courses under question are all Miramar courses. This is not an evaluation of all DE courses; it is in reference to a particular area and for particular courses.
 - 2- Concerns about ASG and the ASG leadership, prepared by Vice Chancellor Lynn Neault. Significant conflict between Dean of Student Affairs and President of ASG, as well as lack of trust between ASG and college administrators. Recommendations: Align process for student stipends across college; college administration must consult with ASG to appoint students to committees.
 - 3- Report on treatment of Classified Senate leadership, prepared by Vice Chancellor Will Surbrook. The CBA dictates that management can control release time/overload of classified professionals. There seemed to be confusion and misunderstanding between parties. Recommendation is to follow district-wide practices determined by DGC.
 - In summary, the power of lodging these complaints and examining the findings is that if ever faculty, classified or students think something is out of line, we should take action. By bringing issues to DGC, it is often revealed that Miramar College is out of compliance with regard to the practices in place at all of the other District colleges. What is presented here has been suggested from across the campus to AS Exec and it is suggested that senators take all of this information back to their departments to discuss.
 - Additional options for Senate actions to safeguard the integrity of our institution.
 - 1- File our complaints.
Senate has done this. We are showing good faith by going to the District and asking for help in working these things out. In following up on the findings and recommendations, if the Senate is not satisfied with the results, it can become a matter of continuing to raise the bar to the next level – complaints could be filed at the State Chancellor's Office or with our Accreditors, if needed. These are just sign posting possibilities. McMahon stated that she did not want anyone to be too upset or enthusiastic about these possibilities.
 - 2- Take our 10+1 business and issues directly to the Board of Trustees (BOT).
Chancellor Carroll has already been assisting with many of the issues we have been unable to resolve as a Senate with the College President. If we cannot get business done with the College President (who is the designee of the BOT), then we can deal directly with the BOT to resolve issues.
 - 3- A Vote of No Confidence in the Miramar College President.

McMahon noted that the suggestions have come into AS Exec from many sources across campus. A Vote of No Confidence has happened before at other colleges, and in fact happened here at Miramar College in 1997. It is important and worth noting that the Collegiality in Action (CIA) facilitators informed the AS leadership today (Feb 5th, 2019) that they do not believe they can help the constituencies of Miramar College in the area of improving relationships on the campus and will now only be engaged in assisting us with governance issues.

- 4- A Vote of No Confidence in the Miramar College Vice President of Instruction.

A lot of things that are happening that are exceedingly out of line with practices at the other District colleges are emanating from the VPI's office, and we are documenting evidence for that as well.

- A senator asked if this action is for consideration aside from the March resolution and McMahon noted that this is contingent upon what occurs between February and March; that we as the Senate are waiting until there is resolution and, if there is not resolution to the situation, then we need to think about actions we might need to take. Murphy commented that we as the Senate made commitments with CIA and engaged the Chancellor, who is aware of the issues and has given us a vague timeline. Therefore, it is important to respect those commitments and time frames, but that does not mean we cannot discuss what our contingency plans may be or what people feel comfortable with if we don't get resolution. McMahon hoped we would not have to go down those roads, as they are not pleasant for anybody. McMahon suggested that, although things have been difficult, it is worth it if what we get to is a much better place, as that is our aim as the Senate. A senator mentioned that many faculty members in their department have been asking what the steps in a Vote of No Confidence would look like. Discussion ensued about the need for the Senate to create a resolution and vote as a Senate. This would then be presented to the BOT. McMahon will find information and share with the Senate.

C. New Business

i. Proposed AP 5235 Faculty Development of Credit by Examination (**1st Reading**) – D. Short

- Per Title V: A Credit by Exam is a tool to allow students the option to take a comprehensive exam. The grade of this exam would be applied to the course. Student must complete one exam per course they want a grade for (cannot cover prerequisite courses). If student passes the exam, it fulfills all requirements for completing the course. What is NOT credit by exam: courses from other classes, external exams, prerequisite challenge exam, prior work experience, military training or course work. Two different CBE processes currently in use: Exams administered off the college campus and exams administered on campus. Two processes are inconsistent and, therefore, problematic. Therefore, new proposition is as follows: one process for developing CBE regardless of exam location, an approval process for the exam itself (being reviewed every two years), how to administer the exam, how to coordinate the process.
- Please bring back to departments and be prepared to vote at next meeting.

ii. Proposed AP 5160.1 Health Occupations: Instructional Use of Clinical Facilities (**1st Reading**) – D. Short

- This document addresses how we send students out into the workforce to receive training. Document proposes how we make this process more efficient. Would standardize what each District college is going to do. City and Mesa have helped work on this, so it was looked at by the specialists. The EMGM and MLTT areas would be most impacted, as they utilize this most often. This is not a new document; it is being retooled.
- This will be brought back for a second reading.

iii. College and Statewide Goal Alignment (**1st Reading**) – N. Grisham

- First alignment that was approved at AS meeting in December '18 was submitted by Miramontez. Asking to approve rubric and source-out SME for helping guide benchmarks. Do we need to change our benchmarking process? Is the AS OK with committee directing things to subject matter experts? Should we create a Benchmarking workgroup? McMahon and Grisham will work offline to help designate faculty to help with workgroup.
- This will be brought back for a second reading.

iv. CGC Recommendation to Form Governance Review Steering Committee (**1st Reading**) – L. Murphy

- CIA has recommended the formation of an ad-hoc Governance Review Steering Committee.
- With assistance of CIA facilitators, goal of this steering committee is to achieve several key outcomes by end of Spring 2019.
- Membership includes CGC and others (five from each constituency).
- Processes codified so there is no confusion.
- This will be brought back for a second reading.

v. CGC Recommendation for FHC Process to Replace Retirements (**1st Reading**) – L. Murphy

- See changes to College Governance Handbook in ancillary materials. Bring to departments for feedback.
- Replacement for retirements immediate.
- This will be brought back for a second reading.

vi. Response to SDCCD Distribution of New Faculty Positions (Miramar parity not addressed) – M. McMahon

- In October 2017, our Miramar College AS passed a resolution asking for the SDCCD to help Miramar College meet parity in the distribution of contract faculty between the three credit colleges and presented it to the Board of Trustees in Oct 2017. We showed in 2017 that the ratio of FTES to the number of full-time faculty was about 80 at Miramar College but averaged about 55 for both City and Mesa Colleges.
 - 2019 allocation shows Miramar receiving four faculty, while other District colleges are receiving three each. Miramar would need to have a total of 182 faculty (56 more than we presently have) to reach parity. At the current allotment rate, it would take us 14 years to reach parity for the 2017 numbers. All District AS Presidents discussed and agreed on the likelihood of Miramar receiving disproportionately more faculty for this allocation. McMahon gave an example distribution of 2-2-7-2 as what most at Miramar were expecting from discussions. Since this decision is made at the Chancellor's Cabinet and we are not privy to the considerations presented there, then it has not been transparent how the 3-3-4-3 distribution decision was reached.
 - A senator remembers the Chancellor reporting in her address that Miramar would get a majority of the positions.
 - McMahon would like to present the Board with a position statement or Letter of Concern or some other resolution outlining things very clearly, with numbers and graphs, to reassert our compelling evidence that our situation is dire and the current allotment does nothing to help the situation. Recommendation made for McMahon to go to the Board and show them the graphs and numbers.
 - Next Board meeting is February 14th at Miramar College.
- vii. Approval of \$100 for Five Adjunct Appreciation Gift Cards (Drawing Prizes) – M. McMahon
- Motion to approve five \$20 gift cards for Adjunct Appreciation passes unanimously. (Clarke/Gallagher)

D. Committee Reports, Senate Updates and Information

- i. Academic Success Center (ASC) Steering Com – D. Tran
 - Student surveys are now available on Miramar website.
 - Tutor applications are now online.
 - New email address for ASC and Twitter account. Applications available via Twitter.
 - Online calendar is available for students to be able to self-schedule appointments.
 - Next ASC Steering Committee meeting is 2/27 in LLRC.
 - Many new services being offered as well as expanding tutoring for other departments.
 - \$1400 needed for TutorLingo license (expires in June).
- ii. Diversity (Hiring) Taskforce – D. Harrison
 - If interested in being on the taskforce, contact McMahon.
 - Because students will learn better when they feel comfortable, hiring faculty that look like our students can help them feel more comfortable.
 - Taskforce is hoping to help come up with a rubric that can help address in a meaningful way. If you are meeting with a hiring committee soon, please contact Harrison.
- iii. Collegiality in Action Update – M. McMahon and L. Murphy
 - Tabled.
- iv. Guided Pathways Update – M. McMahon and L. Murphy
 - Tabled.
- v. Website Survey Update – M. McMahon
 - Tabled.

E. Senate Reports

- i. Adjunct – S. Menchaca had no report.
- ii. Treasurer – J. Alley reported a balance of \$1493.97.
- iii. President's Report – M. McMahon had no report.
- iv. President-Elect – L. Murphy had no report.

F. Announcements

- i. Spring 2019 ASCCC OER Liaison Nominee: A. Gloag
- ii. ASCCC Stanback-Stroud Diversity Award Nomination (Due Feb 11th): Not sure we will be able to submit a candidate in time, as there is little interest, given the amount of work.

The meeting was adjourned at 5:03pm. The next meeting will be on Feb 19th. Please submit agenda items to both Marie McMahon and Juli Bartolomei.

Respectfully submitted,
Alex Mata and Juli Bartolomei