

Faculty(Contract)HiringCommittee

Co Chairs: Paulette Hopkins and Mary Kjartanson
Thursday, September 6, 2018, 2:00-4:00P.M.
Room R3-100

MINUTES

Members Present:Paulette Hopkins, Adrian Gonzales, Jesse Lopez, Lou Ascione (proxy for George Beitey after 3:00PM), Linda Woods, George Beitey, Mara Palma Sanft, Kirk Webley, Mary Hart (proxy for Daniel Miramontez for beginning part of the meeting), Dawn DiMarzo, Larry Pink, Alan Viersen, Dan Willkie, Carmen Jay, Mark Hertica, Richard Halliday (proxy for Daniel Igou for later part of the meeting), Andrew Lowe, Namphol Sinkaset, Francois Bereaud, Gina Bochicchio, Darren Hall, Mary Kjartanson, Scott Moller, Jordan Omens, Marie McMahon, Laura Murphy, Josh Alley, Cheryl Barnard, Tonia Teresh, Benjamin Gamboa, Molly Fassler, Anne Gloag, David Mehlhoff, Joe Young

Members Absent:George Beitey (after 3:00PM), Daniel Miramontez (beginning part of the meeting), Daniel Igou (later part of the meeting), Nicholas Gehler, Alex Sanchez, Sabrina Menchaca, Lisa Clarke, Lisa Brewster, Ana Dowey, Rod Porter, Darrel Harrison, Max Moore, Duane Short, Lonny Bosselman, Mark Dinger, Rebecca Bowers-Gentry, Kevin Petti, Neal Erlandsen

Guests:

The Faculty (Contract) Hiring Committee was held on Thursday, September 6, 2018 at 2:00s PM in Miramar College, Room R3-100. The meeting was called to order at 2:09 PM by co-chair, Kjartanson, with a quorum being present.

I. Call to Order: 2:09 PM

II. Approval of Agenda: Willkie motioned to approve the agenda; seconded R. Halliday; the motion carried unanimously.

III. Approval of Minutes:

Bochicchio noted that for the following sentence, *“Under the consent of the president, should a department have a need for a contract faculty replacement due to a retirement or leave, one can bypass the Faculty (Contract) Hiring Committee and direct request to the president”* is inaccurate and not reflected in the College Governance Handbook. The committee agreed to eliminate the sentence from the minutes. Lowe motioned to approve the minutes with the aforementioned edit; seconded by Woods with Pink abstaining; the motion carried.

IV. Review of Committee Charge and Membership (Kjartanson/Hopkins)

Kjartanson reviewed the committee charge, membership and process for developing the annual prioritized list as stipulated in the College Governance Handbook. She explained the need to compress the current timeline as the FCH prioritized list must be shepherded through the college constituencies and approved by the college president by the end of October. Kjartanson reviewed the College Governance Handbook page, stating that the page required revisions as some of the language was unclear.

The committee discussed the following points:

- The approval process from CGC to the constituencies to CEC and the need to follow through once it begins
- Concerns about how quickly the approval process will move through constituencies and the possibility of expediting said process
- The possibility of the suspension of the rule in regards to the approval process
- Allotment of potential district funding for new faculty and its distribution

The committee agreed to review all documents and the process prior to making a decision.

V. Review of Committee Membership and College Governance Handbook Change Proposal (Kjartanson)

The Electorate Change Proposal was reviewed. Kjartanson explained that the major change was an additional vote allotted to each Instructional School and four additional votes given to Counseling. The Academic Senate Executive Committee has been removed with the exception of the Academic Senate President. The change proposal will be routed to the College Governance Committee in September.

VOTING MEMBERSHIP (38 electorates)

ADMINISTRATORS (9)	FACULTY (29)
Dean, School of BTCWI (1)	School of BTCWI (5) Chairs/Faculty Representative(s)
Dean, School of Liberal Arts (1)	School of Liberal Arts (5) Chairs/Faculty Representative(s)
Dean, School of MBEPS (1)	School of MBEPS (5) Chairs/Faculty Representative(s)
Dean, School of Public Safety (1)	School of Public Safety (5) Chairs/Faculty Representative(s)
Dean, Student Development and Matriculation (1)	Student Services (5) Counseling Chair/EOPS /DSPS/Transfer/Career Center Faculty Representative(s)
Dean of PRIELT (1)	Library Chair (1)
Dean of Student Affairs (1)	Health Services/Mental Health Services (1)
VPI (1)	Articulation Officer (1)
VPSS (1)	Academic Senate President (1)

Kjartanson said that she would like to revise the entire handbook page to more accurately reflect the committee’s current process. Kjartanson added that some of the changes would be merely clerical. In order to meet the timeline, Kjartanson proposed to share a portion of the October 18th Academic Affairs Committee meeting to meet the November 27th timeline. Kjartanson will send the FCH document to the committee members to solicit feedback.

VI. 2017–2018 Hiring Process Status Report (Kjartanson/Hopkins)

The 2017 Faculty Contract Hiring Ranked Prioritized List was reviewed by Hopkins. Hopkins reported that due to Patricia Flower’s retirement in June 2018, the Nurse position will be filled. Deedee Coppedge’s position (retired June 2018) has been filled by the EMT position resulting in the hiring of Jon Alva. The Library position is next on the list. The screening process is currently underway for the Psychology position as a result of a non-tenured faculty replacement.

VII. FCH Committee Review of Ranking Criteria, Proposal and Presentations (Kjartanson/Hopkins)

Kjartanson reviewed the ranking criteria, proposal process and presentations.

The committee discussed the following points:

- A proposal to utilize the Fall 2018 semester to review the College Governance Handbook, the committee’s charge and how it will continue to function, and allow the workgroup to present its recommendations in addition to eventual review and approval by CEC by the end of Fall 2018
- A recommendation for utilizing the aforementioned process for Spring 2019 to generate a new list and thus, utilizing the current list for Fall 2018
- The issue of replacing retirements and the possibility of reverting back to two lists (one for replacing faculty

- who leave, retire, etc. and the other for when the funding for new faculty is available)
- The history of the committee's redesign of the process and its evolution from utilizing two lists to one, and eliminating formulas for calculations
 - The need to be flexible and adjust with the changing times
 - The list not reflecting the needs of Miramar College with the college's growth and the inequitable distribution of faculty
 - Taking into consideration other factors such as a program's viability

Pink motioned to delay the generation of the Fall 2018 Faculty Contract Hiring Ranked Prioritized List, pending the approval of a new list generating process, and to retain the Fall 2017 FCH Ranked Prioritized List until the new list is generated and approved. Jay seconded the motion, Bereaud and Bochicchio in opposition, the motion carried.

The committee agreed to have the original workgroup meet to discuss and create recommendations for the FCHC list generating process. Additional members joined the work group, which currently consists of Lowe (lead), Palma Sanft, Short, Kjartanson, Hart, Bochicchio, Pink, and Halliday.

- VIII. Timeline Review and Discussion**— Kjartanson said that there is no need discuss the remaining agenda items as the as the proposed change in process renders them irrelevant.
- IX. Building Diversity in Hiring Workshop**— No report due to Beitey's absence.
- X. Adjournment**— Pink motioned to adjourn the meeting; seconded by Willkie; the motion carried, and the meeting adjourned at 3:17 PM.