

**Minutes**  
**Miramar College Academic Senate**

Location: L-309

Sept 02, 2014 3:30-5:00pm

**Senators Present:** Buran Haidar, Marie McMahon, Joan Thompson, Gina Bochicchio, Carmen Jay, Frederica Carr, Dan Igou, Josh Alley, Sean Bowers, Rebecca Bowers-Gentry, Otto Dobre, Isabella Feldman, Cynthia Gilley, Ann Gloag, Naomi Grisham, Rich Halliday, Mark Hertica, April Koch, Jennifer Leaver, Andrew Lowe, Eric Mosier, Wheeler North, Wai-Ling Rubic, Shayne Vargo, M. Patricia Beller, Johnny Gonzales, Shawn Hurley

**Other Attendees:** Thong Nguyen, David Wilhelm, Mara Sanft, Paula Carrier, Roanna Bennie, Gerald Ramsey, Brett Bell, Howard Irvin, Juli Bartolomei

**Absent:** Daphne Figueroa (proxy: G. Bochicchio), Clara Blenis (proxy: R. Halliday), Rick Cassar, Laura Murphy, Dan Willkie

Meeting called to order at 3:34 pm.

Buran Haidar welcomed all Senators with special mention to new contract faculty senators and others replacing previous senators, to our guest administrators in attendance, including all three Vice-Presidents, and our new Dean of Matriculation and Student Support, and finally to the President-Elect, Marie McMahon, to the rank of guardians of the role of the Academic Senate that is dictated by statute, regulation and district Board of Trustees policy.

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

The agenda was approved with one minor editorial correction. The previous minutes were approved unchanged.

**B. Senate Reports**

1. Treasurer – Joan Thompson reported a balance of \$446.69. Contract faculty dues are \$20. Adjunct dues are \$10. Senators can pay by cash, check or payroll deduction. Joan will distribute payroll deduction forms in Senator mailboxes on campus.
2. President’s Report – Buran Haidar reported on the following:
  - i. Miramar College’s Academic Senate has a total of 24 Senators representing their departments and 6 senators on its Senate Executive Committee.
  - ii. Four members of the Academic Senate Executive Committee attended the Academic Senate for California Community Colleges (ASCCC) 2014 Leadership Institute, held this summer in San Diego.
  - iii. Three members of the Miramar Academic Senate currently serve in ASCCC posts. These include Wheeler North (Treasurer of ASCCC), Daphne Figueroa (Member, ASCCC Professional Development Committee) and Buran Haidar (Member, ASCCC Relations with Local Senates Committee).
  - iv. Summary listing the status of 2013-2014 Academic Senate Resolutions (*The list is included after the minutes*)
  - v. State of the Senate Challenges and Opportunities – Buran addressed the local challenges and identified departure in practice from the governance basics as the primary local challenge. She reviewed briefly select sections of the College Governance Handbook emphasizing: a) the guiding principles of Miramar’s governance and the role of the Academic Senate in accordance with statute, regulation, and SDCCD Board of Trustees Policy BP 2510, and b) the fact that the Academic Senate and all governance committees operate pursuant to the Ralph Brown Act. She also identified the underlying reason as difference in culture of other institutions and the experience of new personnel, past professions of personnel and ambiguity about statutory roles and limits of responsibility, and the inherent difference between the principles and culture of administrative decision-making and deliberative participatory governance. She reminded that governance processes are requirements for apportionment and accreditation. Buran shared examples that include use of ambiguous terminology to circumvent “collegial consultation” including the unilateral implementation of a “no course waiver” policy based on a memo from the Past Vice-Chancellor of Instruction, without consultation and in the middle of spring 2013. This has denied prompt graduation of a significant number of students and on reduced the number of certificates. The issue is placed on the agenda of the first upcoming CIC meeting, per the request of the District Academic Senate Presidents. Isabella Feldman, Senator from Counseling, expressed her gratitude, having been involved in the fallout of this policy change. Other examples include proceeding with planning activities and development of planning documents without consultation and use of “framework” instead of actual “plan”. She reminded that processes for institutional planning and budget development are one of the academic and professional matters that require collegial consultation and primary reliance on the advice of the Academic Senate. Buran next identified local opportunities as embracing the principles and practice of deliberative decision-making that are envisioned by statute, regulation and our BOT policy, individually and collectively. She added that will entail understanding the Dynamics of deliberative group decision-making and avoiding pitfalls that derail sound & sustainable decision-making.

Buran concluded her report by pointing out that the State of the Senate was in the hands of the faculty. We can choose to be an empowered Senate, informed about principles and their application through practices, or a disempowered senate, unaware about principles or apathetic about inconsistent practices.

- vi. Governance Committee vacancies: All newly hired contract faculty are appointed to serve on committees. There are limited faculty vacancies including: the Planning and IE Committee for MBEPS or LA faculty members, the Instructional Program Review/SLOAC Subcommittee for faculty member other than MBEPS, and the Marketing & Outreach Committee for a faculty member from LA. Vacancies for faculty from the School of Library and Technology are due to the limited number of faculty in that school.
3. President-Elect – Marie McMahan had no report.

### C. Special Reports

1. Accreditation Standards – Buran pointed out the importance of the accreditation standards and their influence on how things are done. She presented a list of the new accreditation standards and highlighted the three new ones on: I.C: Institutional Integrity; IV.B: Chief Executive Officer (CEO); and IV.D: Multi-College Districts or Systems. She pointed out sections 4 and 5 of Standard IV.B articulating what has always been understood and practiced; sections 4 regarding the primary leadership role of the CEO for accreditation and the responsibility of faculty, staff, and administrative leaders to assure compliance with accreditation requirements, and section 5 regarding the CEO's responsibility to assure the implementation of statutes, regulations, and governing board policies and assuring that institutional practices are consistent with institutional mission and policies. Buran also emphasized that roles of the College President and that of the faculty and the Academic Senate have not changed in the context of the new accreditation standards. She will be sending a copy of the ACCJC document "Accreditation Standards" (adopted June 2014) to all.  
She informed that she received a proposal from our College President over the summer for a modification of the 2016 Accreditation Self-Study Report preparation. For clarification, she summarized the organization of the campus efforts used for preparing the 2010 Accreditation Self-Study Report. This included: a) a steering committee consisting of the ALO (designated by the College President) and a faculty representing the Academic Senate, b) a faculty editor, and c) Standards writing teams with tri-chairs (representing administration, faculty, and classified staff). She then contrasted that with the received proposal for the 2016 Accreditation Self-Study Report preparation that includes the same steering committee composition, no mention of a faculty editor, and inclusion of Standard coordinators (administrators/managers assigned by the College President). Buran shared that the College President also plans to appoint two designees to the writing team Chairmanship, and expressed that she concurs and finds it worthwhile for consideration also for the faculty and classified staff tri-Chairmanships. It would engage more individuals with distinct knowledge about different aspects of the standards in the preparation of the Self-Study Report, and it also decreases the workload.  
Discussion ensued, and senators expressed concern about the elimination of the Faculty Editor position and need for clarification about the envisioned duties of the Standard Coordinators, including if it had to be an administrator. Buran was asked to consult with the College President for clarification about both. A motion recommending increasing the number of constituency representatives as tri-chairs of the standards writing teams from three to six was seconded and discussed. Some senators expressed an opinion that 6 people were too many to be Chairs, others expressed the need to consult with their departments for guidance on the issue. The motion did not pass, with 3 in support: 10 in opposition: and 11 abstentions. It was requested of Senators having concerns about this issue to send those to Buran in a timely manner, since the timeline for the Senate President to forward the names of the Senate representatives to the standards writing teams is Thursday, 9/11.
2. Brown Act and Local Senates - SB 751 (Public voting) – The passage of SB 752 requires that, effective Jan. 1 2014, all legislative bodies in CA to publicly report any action taken in any meeting, and the vote or abstention on that action of each member present. In view of the fact that our Academic Senate is a representative senate operating pursuant to the Ralph Brown Act, we will operate under the new Brown Act rule.
3. Career Technical Education Plan (2014/15) – This is an informational item.
4. Student Success and Support Program (SSSP) Activities – update. These were presented to the CEC last week. Gerald Ramsey, VPSS, described this program as mandated new regulations governing the matriculation process for more accountability in this area, and performance-based funding. He informed that at the District Chancellor's Cabinet had identified broad-based parameters, similar to previous matriculation guidelines. Each campus, working under the District Councils, was responsible for developing activities and plans to help "move the needle" on student success. The Plan is actually a "carry forward" from the Educational Master Plan and the strategic planning process as well as the departmental plans. For the purposes of simplicity and illustration, the Planning and Research (RP) group's planning/success cycle (Connection, Entry, Progress, and Completion) that were unveiled at the College-wide retreat last March was adopted.  
The objectives for these activities, which he qualified to be more like goals, are the components of area responsibility: assessment, orientation, educational plan and follow-up. These are the 4 primary core areas that we have to address for every one of our students. Gerald said this document only gives a brief summary of future plans and many of them are carryovers from last year. Each one of these activities can be tied to the Strategic Plan, the Educational Master Plan and the District Strategic Plan. This document is what will be used to populate the official standard document that gets sent to

the State. At that time, Gerald said, the Academic Senate and other constituencies will be able to review. Buran reminded that the Academic Senate approved the framework for this plan last December, 2013 with an understanding that the Academic Senate would be consulted about growing it from a framework into an institutional plan. Joan Thompson reminded those present that there are posters advertising the 6 success factors for available in her office and asked that faculty take them and post them around campus.

5. Student Equity Planning – Howard Irvin, Dean of Matriculation & Student Development, informed that Student Equity Planning started at Miramar College at the same college-wide planning retreat discussed by Gerald in his presentation of the SSSP. Howard shared that when he arrived, there was some concern about what had happened to qualitative data that was collected at the retreat. The meeting called: “Reintroduction to the Student Equity Plan” will take place on Friday September 5th to “close the loop”. At this meeting, participants will work with both qualitative and quantitative data; to both create the plan and work within the plan. Much of the work has already been done in the past. This includes the Loss-Momentum framework, created by the RP group, as well as the 6 success factors for student success that were developed at the District Cabinet. At the meeting, we will put this information together and discuss it. Representatives of the District Institutional Research and Planning, who have already been working with our sister colleges, will be there to help put together the plan. There are a lot of people involved, from all the constituencies. However, at the present time, there is no official representation from the Academic Senate. This discussion on equity will center on trying to discover any disproportionate impact, if it does exist at our institution, on some student groups. Howard stated “Equity is where I live!” and pointed out gender as a facet of inequity for Miramar College to explore. Buran reminded that Erica Murrieta, the past Academic Senate Treasurer, gave a presentation on the topic of Student Equity to the Academic Senate in spring 2013. She encouraged all to participate in the upcoming Friday activity.

**D. Committee Reports/Information**

1. SD Miramar Educational Master Plan Fall 2014 - Spring 2020 –This document mistakenly went from the PIEC directly to the CEC and it was approved at the CEC on Aug 26, prior to Academic Senate approval. Daphne as co-chair of PIEC is aware about the plan details. Some language about the loss-momentum framework was added, without changing the previous plan. Buran asked if there is consensus to accept the CEC decision without bringing it back to the Academic Senate for approval. Consensus was granted.

**E. New Business**

1. Divisional Plans 2014 - 2020 (updates) – Roanna Bennie, VPI, discussed the plans in general. In most cases, the administrators looked at the College Strategic Plan, and put language from that Plan in the front of each Division Plan. Then each school chose individual items from the Master Plans on which they wanted to concentrate. Gerald added that this was done in Student Services as well. Annual activities are from the present year only and chosen from program review reports. Brett Bell finished up by saying all three of the vice presidents were pretty new on the job.
2. Facilities Master Plan Update – Brett Bell explained that the Facilities Committee put together the update, including a ranked list of new facilities to consider. The committee members were supposed to ask their constituents to approve the ranking that was included in the Facilities Plan update before the latter is sent to the Academic Senate for approval. This never happened, although some faculty members of the committee brought the list to their department for approval. The Facilities Plan update will be brought back to the next Academic Senate meeting.

**F. Old Business**

1. Cultural And Ethnic Diversity Plan (Second Reading) – postponed
2. Program Initiation and Institutionalization Processes – postponed

**G. Announcements**

1. Student Resource & Welcome Center Open House (Academic Senate new Office) - Sept. 3, 10am-1pm
2. Don Taylor Celebration of Life - Sept. 13, 1-5pm
3. San Diego City College “Centennial Gala” – Sept. 8, 6pm
4. San Diego Mesa College “50 years of Student Success” – Oct. 3, 5:30pm

The meeting was adjourned at 5:08 pm. The next meeting will be on September 16<sup>th</sup>. Please submit agenda items to both Buran Haidar and Juli Bartolomei.

Respectfully submitted,  
Gina Bochicchio



**San Diego Miramar Academic Senate  
Resolutions (2013-14)**

	Resolution Number	Resolution Name:	10+1	Participatory	First reading/ Second reading	Outcome/ Forwarded to	Campus Committee	District	District Implementation	Board	Status
Standards for Student Preparation & Success	12.04.12	English/ESOL Waiting Period	Yes		12/4/12-02/5/13	Passed; coordination with SDCCD Senates, without Math; forwarded to DGC		DGC 4/30/14	SSC email announcement (6/16/2014)		Procedure for English/ESOL waiting period at SDCCD is reduced to one year and is implemented
Contract Faculty Hiring	13.03.05	Contract Faculty Hiring	Yes		3/5/2013	Passed ; forwarded for support of SDCCD Senates		DGC 4/17/14	Chancellor's Cabinet		Thawing of the hiring freeze
Curriculum	Joint Senates	Joint Senate MOOC Resolution	Yes		3/18/2014-	passed: DGC		DGC 4/30/14		5/22/2014	District policy: No MOOCs offered at SDCCD and no credit for MOOC courses
Resource Development	14.05.06.1	Funding For Extracurricular Activities	Yes	Yes	5/6/2014/05/06/14	Passed; Forward to BRDS					To be sent to BRDS co-chairs after Senate meeting 090214
Faculty Professional Development	14.05.06.2	Support of AFT FLEX	Yes		5/6/2014/05/06/14	Passed; FLEX Coordinator					To be sent to FLEX Coordinator after Senate meeting 090214