

**Minutes**  
**Miramar College Governance Committee**  
April 09, 2013  
M Building, M-107R, Paralegal Conference Room  
2:45 – 3:45 PM

**Called to order:** 2:50 pm

**In attendance:** Buran Haidar (Chair), Joyce Allen, Terrie Hubbard, Lou Ascione, Kyle Benn, Sara Agonafer, Daphne Figueroa

**Absent:** Bob Fritsch, Wheeler North, David Navarro

B. Haidar introduced and welcomed the new student ASC representative Kyle Benn.

**Approval of Agenda and Minutes**

The agenda was approved.

The Committee approved amending the minutes of 02/12/13 to include the discussion of analysis of comments about weaknesses and areas of areas for improvement reported in the 2012 CGC SWOT survey. Approval of the minutes of 3/13/13 meeting was postponed.

**New Business:**

1. **Flex Subcommittee proposed handbook change-** D. Figueroa presented the recommendation of the Staff Development Committee to designate the FLEX subcommittee as a Committee under the Academic Senate, since FLEX is a program designed only for Instructional Faculty, and for its membership be adjusted accordingly. After discussion the committee approved the recommendations.

**Old Business:**

**1. CGC April 2013 workshops final discussion and coordination-**

B. Haidar shared a summary of the response for availability of committee Chairs and co-chairs.

It was decided that the CGC will hold two training workshops on Thursday 4/11 from 1:00-2:30 pm and Friday 4/12 from 12:30- 2:00.

The committee reviewed, discussed, and edited a short PowerPoint presentation and drafts of worksheets prepared for use during the upcoming workshops. The worksheets that were emailed to the CGC members ahead of the meeting included worksheets to map committee to College functions and roles, Accreditation standards, relationship to other committees, and one for review of duties of Committee chairs in Appendix IV of the College Governance Handbook. B. Haidar will revise and update the worksheets for use in the training workshops.

**2. Review of the College governance committee structure**

Postponed for next meeting

**Committee Reports/Other: None**

**Next Meeting:** May 14, 2013

# Miramar College Governance Committee Recommendation Reporting Form

Committees make recommendations rather than decisions. The Committee Chair will submit this form and attachments, as necessary, to ensure that each recommendation is forwarded and considered.

College Governance Committee	Buran Haidar
Committee Name	Committee Chair
Changes to FLEX Sub-committee	April 9, 2013
Recommendation Topic	Date of Committee Meeting

RECOMMENDATION AND EXPLANATION:

**In consultation with the Staff Development Committee (parent committee of FLEX subcommittee) it has been noted that the FLEX subcommittee should be moved under the Academic Senate, since FLEX is a program designed only for Instructional Faculty.**

**We are recommending this change and also that membership be adjusted accordingly.**

Date Submitted To:		Action Taken and Date of Action (discussed, accepted, referred to, etc.)	
/ /	Academic Senate President		/ /
/ /	Associated Student Council President		/ /
/ /	Classified Senate President		/ /
/ /	College President		/ /
/ /	<b>College Executive Committee</b>		/ /

## FLEX – ~~Sub~~Committee

**Chair Eligibility** – ~~Any Faculty Member~~ **Faculty FLEX Coordinator (non-voting)**

**Chair Election** – ~~Recommendation, elected by committee~~ **Designated by position held**

**Chair Term** – ~~Two Years~~ **Not Applicable**

### **Committee Membership**

<b>*Administrators (1)</b>	<b>*Classified Staff (4 2)</b>	<b>Instructional</b> Faculty (4)
<b>Representative</b>	Representative 1	<b>Representative 1 Liberal Arts</b>
<b>VPI or designee</b>	Representative 2	<b>Representative 2 BTCWI</b>
	<b>Representative 3</b>	<b>Representative 3 MBEPS</b>
	<b>Representative 4</b>	<b>Representative 4 Public Safety</b>

**\*Administrator and Classified representatives would serve as non-voting resource members.**

### **Committee Goals:**

Plans and Implements Miramar College FLEX Calendar of Events **per Title 5 requirements.**

### **Committee Procedures and Calendar:**

Committee will meet as needed to effectively implement the College FLEX Calendar.

### **Parent Committee(s):**

[Staff Development](#) **Academic Senate**

**Link to Agendas and Minutes:** <http://www.sdmiramar.edu/faculty/committee-detail?cid=FLEX>