San Diego Miramar College
Faculty (Contract) Hiring Committee
Co-Chairs: Gerald Ramsey and Marie McMahon
April 17, 2014

MINUTES

Present: G. Ramsey, L. Ornelas, L. Ascione, D. Miramontez, P. Hopkins, D. Short, D. DiMarzo, L. Pink, J. Young, S. Gobble, K. Reinstein, T. Schilz, F. Bereaud, Nick Gehler, M. McMahon, R. Bowers-Gentry, M. Kjartanson, M. Hart, G. Bochicchio, F. Carr, D. Figueroa, M. Hertica, J. Thompson

Absent: G. Beitey, A. Jacobson, D. Navarro, W. Hamidy, D. Willkie, B. Fritsch, S. Lickiss, J. Omens, P. Elias, B. Haidar, E. Murrietta

Guest: R. Porter

Call to order: The meeting was called to order at 2:13 p.m. by M. McMahon.

1. Approval of Agenda. It was moved, seconded and carried to approve the agenda of April 17, 2014, with one revision: That the time for the May 15th meeting would be changed to 3:30-4:00 to allow a TaskStream training to be conducted immediately prior.

2. Approval of Minutes. It was moved, seconded and carried to approve the minutes of October 31, 2013.

Old Business:

3. Required first order of business: Membership List. It was agreed by consensus that there are no problems with the Membership List.

4. Plans for the year.   Postponed.

5. College Annual Planning Calendar dates affecting this committee.   There was discussion about whether to continue using previously-developed criteria. It was agreed by consensus to fine tune rather than reinvent the wheel. There was discussion about changing the committee webpage to allow this committee to make operational adjustments as it deems necessary, and D. Figueroa indicated that she would be willing to take such a recommendation to CGC on May 2nd. It was moved, seconded and carried to revise the committee web page to be consistent with the structure of other committees, including its general goals and processes, and deleting details of its internal workings.

New Business:

6. Meeting Schedule for Spring 2014.
    a. Thursday, April 17th, 2:00-4:00 p.m., M-110. First official meeting Spring semester.
    b. Thursday, May 15th, 2:00-4:00 p.m., M-105. M. McMahon said the first half hour of the meeting will be given to the TaskStream training. This will very be effective because our meeting involves all the deans, department chairs and Academic Senate Executive Committee. D. Miramontez said the members of this committee and some others have been identified as TaskStream trainers; and he summarized the training schedule which he will email out again.
        - May 1, 3:30-4:00 p.m., the first half hour of the Academic Affairs meeting will be given over to TaskStream (Orientation);
        - May 15, 2:00-3:00 p.m.: the first hour of the Faculty Hiring Committee meeting will be given over to a "Train the Trainers" training by the TaskStream Company (Phase 1);
        - August 12: the last hour of Chairs Academy will be given over to a trainer from the TaskStream Company (Phase 2);
        - August 14: College-wide training at Convocation.

        He emphasized that this is for the instructional area only, not including Administrative Services and Student Services, who will receive their own training.

7. If a department loses a new hire (quits, terminated, etc.), what is the process for handling? R. Porter asked what happens if we fight to get a position, that position gets hired, and we lose them between the hire date and the tenure achievement date? What do we have in place? Nobody seems to know. He also envisioned a scenario of losing someone in September a week after the list is put in place, and then it would be two more years before getting that position replaced, if it's put on a list. He suggested that this committee have something in place to deal with these situations before they happen, perhaps a window of the first four years up until they get tenure. There was discussion of various scenarios which may occur or have occurred.

    It was moved and seconded that up until the person is tenured, the position is automatically replaced, providing the District allows that, and the chair and the dean could be the only ones who could say we'll forfeit it, we don't need it; once a person is tenured, then no matter what the reason for them leaving, the chair and the dean will decide if they want to come to this committee and ask to have that position replaced more quickly than the regular process would allow.

    A subsequent friendly Amendment was added that the automatic replacement thing would also apply to any positions where there's only one tenured faculty in that discipline. After discussion, the motion was tabled. It was agreed by consensus that D. Figueroa and

D. Short would wordsmith the motion, circulate it around the committee, and bring it back for a vote at the next meeting.

8. <u>Committee Planning Calendar</u>.   M. McMahon will work on the below-listed topics and will disseminate a draft to the committee for review before the May 15th meeting.
   a. Assess the previous Cycle and Results
   b. Review Faculty Hire Criteria
   c. Determine the Schedule of events to meet the Deadline for creation of updated list

9. <u>Reports</u>. G. Ramsey reported that selection of the new Vice President of Instruction is in its final stages and an announcement will be forthcoming.

10. <u>Suggested items for next meeting</u>.
   - Changes to presentation times
   - Getting changes into the governance handbook
   - Number of positions for next Spring
   - Growth potential for Miramar College
   - Additional Classified staff including Instructional Lab Techs
   - Data base money
   - Possible committee recommendation for Classified or for the new positions that we're getting – is there a mechanism for that?

Adjournment: It was moved, seconded and carried to adjourn the meeting at 3:38 p.m.

Next regular meeting: TBA, Fall 2014.

Reporter: K. Todd