

Minutes
Miramar College Academic Senate

Location: L-309

Sept 17, 2013 3:30-5:00pm

Senators Present: Buran Haidar, Daphne Figueroa, Erica Murrietta, Gina Bochicchio, Joan Thompson, Frederica Carr, Mark Hertica, Peter Elias, Clara Blenis, Dawn DiMarzo, Otto Dobre, Marilyn Espitia, Isabella Feldman, Rich Halliday, April Koch, Andrew Lowe, Eric Mosier, Wheeler North, Wayne Sherman, Sandra Slivka, Dan Willkie, Linda Woods, Lawrence Hahn, Shawn Hurley, Lisa Selchau, Shayne Vargo

Other Attendees: Dan Igou, Duane Short, Darrel Harrison, Karinna Topete, Marie McMahon, Juli Bartolomei

Absent: Sean Bowers, Naomi Grisham (proxy: I Feldman), Jeff Higginbotham (proxy: E Murrietta), Jordan Omens, M. Patricia Beller, Johnny Gonzales

Meeting called to order at 3:37pm.

A. Approval of Agenda and Previous Minutes

The agenda was approved with no changes. The previous minutes were approved unchanged.

B. Senate Reports

- i. Treasurer – Erica Murrietta reported a balance of \$172.82. She continues to collect faculty dues in the amount of \$20 for contract faculty and \$10 for adjunct faculty. Contract faculty can sponsor adjunct faculty membership.
- ii. President’s Report – Buran reported on:
 - i) Buran attended the September 12, 2013 meeting of the Board of Trustees. The Board approved the Midterm Report for Miramar. Board members questioned why recommendations for the District were included and addressed by only one and not all colleges in the district. It was explained that, currently, there is no actual mechanism for the accreditation of districts, only colleges are accredited. Buran also presented the 2012/13 Miramar Academic Senate accomplishments. As a result, one of the Board members suggested that all of the colleges present their accomplishments in the future.
 - ii) The FLEX Committee is a new Academic Senate committee. Patti Flower, FLEX Coordinator, is the non-voting chair. This committee is looking for one faculty member from each of the instructional schools. The purpose of the committee will be to help the FLEX Coordinator plan and implement FLEX activities. April Koch asked if Patti and any other potential FLEX Committee members were aware of the Academic Senate’s concern regarding attempts to change the submission dates for FLEX independent projects. Daphne assured the Senators that Patti was aware and that Buran was working with the Academic Senate presidents of the other colleges to address the issue. Sandy Slivka asked if the Academic Senate had already approved this governance change. Daphne answered that the Academic Senate approved the new committee last May, and the other constituencies followed suit.
 - iii) The SDCCD Student Services procedure regarding service animals has been updated. The District would like the Academic Senate to provide input and implied some urgency. Wheeler made a motion that Buran find out whether there is a legitimate reason for the apparent urgency for the Academic Senate Executive Committee to consider ahead the next regular Academic Senate meeting. Otherwise, it can be presented at the next meeting of the full Senate.
- iii. Past-President – Daphne Figueroa reported that the Statewide General Education Task Force is planning the Academic Academy, which will be held in Napa, CA on the weekend of February 21-22. The focus will be general education (GE), with a theme of what it means to be college-ready. She recommended that interested people apply for Staff Development funds, especially those involved in the Curriculum Committee or teaching GE courses. Buran asked if the Academy would address the issue of GE outcomes. Daphne answered that there will be a breakout session related to that subject. She added that there would also be a session devoted to GE outcomes at the State Plenary.

C. Special Reports

- i. SDCCD Board of Trustees Policies and Faculty Roles – The “Special Reports” section is an orientation for new senators and a review for returning senators. The Board of Trustees has written policies that address collegial consultation between the Board and the Academic Senate, as well as participatory governance, inclusive of all four constituencies. There is a triad for the spheres of responsibility for three faculty groups. The Academic Senate, representing the faculty body, is the first part of a “triad” and is responsible for collegial consultation and decision-making about academic and professional matters. This is not to be confused with day-to-day operations. As part of the participatory governance process, it also deals with issues that may or may not be part of the day-to-day operations. The source of the authority for both of these is given in state law AB1725, under Title 5 regulations. The second part of the triad is our bargaining agent, the AFT. They represent us in matters of salary and working conditions. The third

part of the faculty triad are Department chairs with administrative duties, which are spelled out in the Collective Bargaining Agreement (CBA), to aid the Deans as managers for the college administration in its capacity as the Board of Trustees designee. Buran also spoke about the “tetrad” of participatory governance: the Academic Senate, Classified Senate, Associated Students and Administration.

- ii. Duties and Responsibilities of Faculty Leaders – Daphne reiterated that the Academic Senate authority comes from California Education Code and Title 5 regulations. This is where the President of the Academic Senate derives the authority to appoint faculty on those committees that deal with professional and academic matters. These faculty members represent the body of the Academic Senate. She spoke to the role and duties of the Academic Senate, the Union, Department Chairs and Program Directors. She mentioned that the Academic Senate President was an elected position. Linda Woods pointed out that our Academic Senate President was not voted by the entire faculty body, but rather by the voting members of the Senate. Daphne agreed and said that the Academic Senate President’s election follows local bylaws that differ among community colleges in the state. Daphne also spoke of the dual role of the Department Chairs: to work with administrators on the day-to-day operations, and to represent the faculty in the functioning of the department.
- iii. Civility & Mutual Respect – Peter Elias, Chair of Academic Senate Professional Standards and Ethics Committee, spoke on this important subject. As Miramar grows and changes, we are all subject to a greater amount of stress than in the past. Regardless of this, we should all strive to act as professionals in our capacity as faculty and to strive for a spirit of collegiality. Furthermore, faculty should be acting as role models, not only to students but for the entire campus. Peter showed a slide containing a statement from the American Association of University Professors (AAUP) on this subject. He also pointed out links to two short films on civility, sent out to all via email. Finally, he reminded the senators that, if we feel we are having a problem, we are always welcome to go to the Academic Senate Professional Standards and Ethics Committee and seek help, in an informal collegial atmosphere. The final message was that we are all here to serve the students.
- iv. Parliamentary Procedures – Darrel Harrison, a former Academic Senate President, reported that he has observed an unfortunate deterioration in parliamentary procedure here at Miramar. These procedures still function at the state level and have an important role at our local Academic Senate. Parliamentary procedure is a way for each individual to participate in a collegial manner. He listed some of the tenants of successful parliamentary procedure:
 - i) The rights of the organization supersede those of the individual.
 - ii) Nobody is more important than anybody else.
 - iii) Silence means consent.
 - iv) Everybody has the right to speak.
 - v) Everyone’s opinion is met with an atmosphere of respect.He also touched on the topic of resolutions: Anyone can forward a resolution for the Academic Senate to consider. Many of the veteran senators and officers are willing to help with the writing of one. At this point, Wayne Sherman asked if, as a Senator, one is supposed to vote as the department wants, or should one vote his or her conscience. Buran answered that, as a Senator, one represents the department faculty. However, when sitting on a governance committee, one represents the Academic Senate and, therefore, the entire faculty body. There was some discussion about the dual role of committee members; sometimes their role is to take the position of the Academic Senate, but sometimes their role is to provide input to the Senate on the particular matter under deliberation.

D. Committee Reports/Information

- i. None

E. New Business

- i. 2013/14 SD Miramar College Research Agenda (First Reading) – Daniel Miramontez presented the Research Agenda for Senate approval. We come from a culture of evidence, gathering data to support our goals and initiatives. Buran pointed to an inaccuracy of “primary end-users” of the five year trend analysis of programs by semester, courses, and demographic segments of interest for listed indicators, which currently cites the divisional Program Review Committee. She suggested this be changed to Deans and Department Chairs and Daniel said he could do that. Linda Woods asked whether data that is currently sorted by subject area could be sorted more finely, so that we could see the data for specific courses within the subject area. Daniel responded that there is a separate process to ask more specific ad hoc questions, separate from the more general, ongoing research questions. A second reading of the Research Agenda will take place at the next Academic Senate meeting.
- ii. Resolution: Team-Teaching Decision-Making – This was motioned by Sandra Slivka and seconded by Marie McMahan, both from the Biology Department. Buran reminded that a related resolution came up last semester, and it was tabled indefinitely. The current resolution was put up for all to read. Marie said that she did research over the summer and they were offering this resolution as a confirmation of what is already done; that is, the department faculty are the ones who recommend team-teaching, and she emphasized that the decision to split the CRN is made in

the department. Senators raised points about the accuracy of the language of the resolution, the impact of the resolution on faculty relations, appropriateness of the Senate taking a position on the issue as presented in the resolution, and the motivation behind forwarding it to the Senate. Wayne asked what is meant by “faculty with minimum qualifications” that could apply to faculty in different departments. Duane pointed out that he had read Title 5 §55002 referenced in the second “whereas” of the resolution, and the word “instructor” is not plural; there is only one instructor of record. Sandy said she would remove the plural.

Daphne asked what happens if some members of a department were “outvoted” by the majority and made to do something with which they were uncomfortable. Wheeler said that the way the resolution is written, it implies that the department could vote to force a faculty member to team-teach a class and that would be an egregious violation of academic freedom. Sandy replied that it did not address that issue; it addressed the issue of people deciding to team-teach. Darrel asked if the GE community would have any problem with team-teaching. Duane said that a single CRN really was one course and, if an instructor wished to invite someone to help him or her in the classroom, even with some financial compensation, that was fine; however, it was not correct to divide a single CRN into “course fragments.” Gina asked how this resolution would help serve the students, as opposed to being retaliation for the similar resolution mentioned above. Marie answered that the resolution could have been written better, but what this is saying is that the department should make the team-teaching decision, not the Academic Senate. Daphne asked if the Senate should take a position on this resolution. She pointed out that it overlaps with contractual obligations and the Deans’ right of assignment. Finally, Duane pointed out there were existing tools that would allow the section to be split into separate CRNs, while still requiring students to be in a linked lecture-lab.

F. Old Business

- i. Governance Committee Faculty Membership – Buran said there were still some faculty vacancies on committees; she will have the list posted on the college website.

G. Announcements

- i. District Governance Conference: Oct 11, 8am at USD
- ii. Amazing Race – Mark your calendars: Oct 25, noon
- iii. College Retreat: March 7, 2014 (Mark your calendar!)
- iv. Student club certification packets are due Wednesday, 09/18/13. Adela Jacobson made a short plea for faculty involvement as faculty advisors for student clubs.

The meeting was adjourned at 5:12pm. The next meeting will be on October 1st. Please submit agenda items by 09/25/13.

Respectfully submitted,

Gina Bochicchio and Juli Bartolomei