

## Executive Committee

Nate Donahue x4062  
**President**

Asma Said x4611  
**Recording Secretary**

José Hernandez x8861  
**Treasurer**

Jacqueline Scott, x8637  
**Parliamentarian**

\*\*\*\*\*

### **Committee Chairs**

**Adjunct:** Joelle Adams x8540

Michael Strathearn x4927

**CTE:** Sal Veas x4617

**Curriculum:** Brenda Antrim x3538

**Department Chairs:** Mitra Moassessi x4057

**Distance Education:** Clare Battista x4663

**Elections & Rules:** Moya Mazorow x4867

**Environmental Affairs:** Kenya Mitchell x4184

**Equity & Diversity:** Mark Tomasic x8763

**Global Citizenship:** Pete Morris x8654

**Information Services:** Angelina Misaghi x8855

**Institutional Effectiveness:** Elisa Meyer x8513

**Legislative Affairs:** Nate Donahue x4062

**Personnel Policies:** Andrew Nestler x8515

**Prof. Development:** Marisol Moreno x4598

**Prof. Ethics & Resps.:** Walker Griffy x4166

**Program Review:** Vicki Drake x8652

**Sabbaticals & Fellows.:** Kimberly James x4239

**Social:** Janie Jones x4599

**Student Affairs:** Beatriz Magallon x4275

**Student Inst. Support:** Jason Beardsley x8054

**Faculty Assoc. Liaison:** Peter Morse x3182



## **EXECUTIVE COMMITTEE MEETING AGENDA**

**Tuesday, November 21, 2017**

**11:15 a.m. – 12:35 p.m. | HSS-261**

- I. **Call to Order/ Approval of Agenda**
- II. **Public Comments (2-minute limit per person)**
- III. **Major Items of Business**
  - a. **AR 3211.3 (Clean) (Strikeout) Dept. Chairs and Faculty Chairs –Tenure and Selection**
  - b. **PDC Resolution to amend funding form**
  - c. **AR 4111.8 Student Enrollment Priority**
  - d. **BP 5160 Program Review**
- IV. **President's Report & Information Items**
  - a. **Update on 11/20 meeting with Dr. Jeffery**
  - b. **Senate Donation Ideas for the budgeted \$5,000**
  - c. **Discussion regarding sharing syllabi across departments**
- V. **Consent Agenda**
  - a. **Minutes of 11/07/2017**
- VI. **Adjournment**

To report absences, contact [Asma Said](#), Recording Secretary  
**Next scheduled meeting: December 5<sup>th</sup>, 11:15-12:35 | HSS 261**

SANTA MONICA COLLEGE  
**ACADEMIC  
SENATE**  
EXECUTIVE COMMITTEE MEETING  
MINUTES

Tuesday, November 21, 2017  
11:15 a.m. – 12:35 p.m. | HSS-261

Attendance and Voting

**I. Call to order and approval of agenda**

**Motion: V. Drake**

**Second: B. Antrim**

**Passed at 11:18 a.m.**

**II. Public Comments --None**

**III. Major Items of Business**

**a. AR 3211.3 Department Chairs and Faculty Chairs (Tenure and Selection), A. Nestler**

The proposed changes to current AR 3211.3, aim to address the current election process and the appointment of department and faculty chairs. Based on historic knowledge of what has been done previously at the college, outstanding suggested changes include:

- Sect. 4; include notifying faculty of who is running for department or faculty chair
- Sect. 5; election results should be forwarded to the Academic Senate President and the Chair of the Elections and Rules Committee.
- Sect. 6; set runoff election number amount and the addition of *“If the appropriate Vice-President or designee, in conjunction with the Academic Senate President, recommends a person other than the one chosen by the departmental vote, the appropriate Vice-President or designee shall explain the decision to the department’s voting members”*.

M. Moassessi asserted that keeping election results confidential disempowers faculty and that transparency is needed in the process and dissemination of information. The committee does not want to encourage the District to appoint chairs without input from faculty via elections. Appointed chairs may not necessarily be what the department majority wants, placing the needs of individuals before collective units.

A. Nestler will take the committee’s concerns and suggestions back to the PPC.

**b. PDC Resolution to Amend Conference Funding Form and Process, M. Moreno**

The proposed resolution attempts to streamline the convoluted process of securing PDC funds. After the appropriate signatures are obtained and the request form submitted to Human Resources, PDC does not receive any information or notification of who has been approved for funding. The current process is labor-intensive and cumbersome, with many parties involved. The District should not be involved in the process of reviewing/approving contractual money, as distribution is clearly under the purview of faculty per the 10+1 Responsibilities directive under Title 5. The Board “relies primarily” on the Senate to assess needs for faculty professional development.

**Motion to send PDC resolution to the Senate for First Read: E. Meyer**

**Second: M. Mazorow**

**Passed at 12:34 p.m.**

**c. Board Policy 5160 Program Review, V. Drake**

**Motion to send BP 5160 to the Senate for First Read: E. Meyer**

**Second: J. Hernandez**

**Passed at 12:36 p.m.**

**IV. President’s Report & Information Items**

Twenty-eight faculty accepted the Supplemental Retirement Plan (SRP); the District has intimated that it has plans to hire eight to ten faculty for 2017-2018. There can be a foundationally different approach to student equity and enrollment, starting with the hiring of full-time faculty. Many departments still have not replaced faculty who have left prior to the retirement incentive program. For some departments, years have passed without new full-time faculty hires. K. Mitchell posed the question: What does the Administration plan on doing to pull revenue? The College still has not shared an enrollment plan; faculty has been requesting to read the enrollment plan for over five years. The enrollment plan is an Institutional Outcome (IO).

**V. Adjournment**

**Motion: M. Strathearn**

**Second: K. Mitchell**

**Passed at 12:50 p.m.**



11/21/17

SANTA MONICA COLLEGE  
**ACADEMIC SENATE**  
 Executive Committee Voting  
 2017-2018

	Time	11:18 a.m.	12:36 p.m.	-	12:34 p.m.	-	12:50 p.m.
Name	Voting Status	Action Item: Approval of Agenda	Action Item: BP-5160 Program Review	Action Item: AR 3211.3 Department & Faculty Chairs	Action Item: PDC Res. to Amend Funding Form	Consent Agenda: Minutes of 11/07/2017	Action Item: Adjourn
Adams, Joelle							
Antrim, Brenda		<b>S</b>					
Battista, Clare							
Beardsley, Jason							
Donahue, Nate	Tie-Breaker						
Drake, Vicki		<b>M</b>					
Griffy, Walker							
Hernandez, Jose			<b>S</b>				
James, Kimberly							
Jones, Janie							
Magallon, Beatriz							
Mazorow, Moya					<b>S</b>		
Meyer, Elisa			<b>M</b>		<b>M</b>		
Mitchell, Kenya							<b>S</b>
Misaghi, Angelina							
Moassessi, Mitra							
Moreno, Marisol							
Morris, Pete							
Morse, Peter							
Nestler, Andrew							
Said, Asma							
Scott, Jacqueline							
Strathearn, Michael							<b>M</b>
Tomasic, Mark							
Veas, Sal							