

Minutes – Miramar College Academic Senate
3:30-5:00pm **Apr 05, 2022** Location: Zoom

Senators Present: Laura Murphy, Pablo Martin, Angela Romero, Josh Alley, Carmen Carrasquillo, Melissa Martinez, Alex Sanchez, Dan Igou, Adrian Arancibia, Andy Lowe, Anne Gloag, Brit Hyland, Cyndie Gilley, Dan Smith, David Halttunen, Dawn DiMarzo, Isabelle Martin, Julia Kamp, Kevin Petti, Laura Gonzalez, Lisa Munoz, Mark Dinger, Mary Hart, Monica Demcho, Otto Dobre, Patti Manley, Ryan Moore, Scott Moller, Sheila Madrak, Wahid Hamidy, Desi Klaar, Heather Paulson, Kathy Pickham, Leslie Marovich, Mary Woo, Najah Abdelkader, Yolanda Yslas-Thompson

Absent: Channing Booth, Kevin Gallagher, Lisa Brewster (proxy: P. Martin), Mary Kjartanson (proxy: D. Igou), Randy Claros, Rodrigo Gomez

Other Attendees: Laura Pecenco, Mardi Parelman, Gabi Mansfield, Donnie Tran, Nessa Julian, Judy Patacsil, Joan Thompson, Adrian Gonzales, Juli Bartolomei

Meeting called to order at 3:31 pm.

I. Adoption of Agenda

– The agenda and Consent Calendar were unanimously adopted unchanged. [Woo]

II. Consent Calendar

A. Approval for Continued Teleconferencing under AB 361 for 30 Days

B. Academic Senate Meeting Minutes from 15 Mar 2022

C. HyFlex Courses

III. Executive Committee Reports

A. President - L. Murphy

- ASCCC Resolutions for Spring Plenary (07 April)

- L. Murphy reported that the Spring Plenary is April 7-9, with voting on resolutions to take place on April 9. Murphy encouraged senators to look at the resolutions package and let her know if there are questions or concerns so that the faculty voice can be represented.

- Website Taskforce Recommendations

- Murphy said that concerns regarding the recommendations have been sent back to the Taskforce for response and resolution.

B. President-Elect - P. Martin

- Committee on Committees Update

- P. Martin reported that the Committee on Committees is in a holding pattern while awaiting committee chairs' input on committee memberships. The next meeting is on April 12 from 3:30-4, followed by the Amendments & Bylaws Committee meeting.

- AS Elections Committee Update

- Martin stated that this committee would be discussing the process in an upcoming agenda item during the present meeting (see below).

- AS Amendments and Bylaws Committee Update

- Martin said that there is a Google document available for senators to comment on the draft of the AS Constitution and Bylaws.

- SOCIETY

- Martin thanked those who participated in the recent District-wide Strategic Planning Charette.

- Martin encouraged senators to review the recent email from Carol Sampaga regarding 2022-2023 professional development opportunities open to full-time faculty. The following positions with reassigned time are now open: Flex Coordinator (20 percent reassigned time); Professional Development Coordinator (40 percent reassigned time); and SEEM (Success in English, ELAC and Math) Coordinator (two positions with 30 percent reassigned time each). These reassigned positions will begin in Fall 2022.

C. Chair of Chairs - D. Igou

- D. Igou reported that the Contract Faculty Hiring Prioritization Committee (CFHPC) is borrowing from Southwestern College's model for enrollment planning, with the goal of coming up with a more equitable and holistic approach to enrollment planning.

- Igou reported that the EMC team was accepted to the Strategic Enrollment and Management Program, with the first official meeting to take place in June. This was great news.

- At the next Chairs Committee meeting, on April 21, the special election for Chair of Chairs will be held.

D. Treasurer - J. Alley

- J. Alley reported a balance of \$795.97. Alley also reported that the scholarship checks were sent out prior to Spring Break.

E. Adjunct Representative - M. Martinez

- M. Martinez reminded adjunct faculty to keep track of April hours.

IV. Reports

A. College Equity Efforts - All

- J. Patacsil reported on efforts from IDEA, including a successful Women's History Month. Patacsil noted that April is DEI Awareness Month, set by the Chancellor's Office. It is also National Poetry Month, and a diverse group of readers will be performing readings in April.
- Murphy reported that Guided Pathways is now aligning even more closely with Equity efforts.
- I. Martin will be offering another Inclusive Classroom Strategies workshop this month. An email will go out shortly.
- P. Martin reported that he attended a showing of the film *Crip Camp* and recommended that everyone check it out.
- N. Abdelkader announced that April is Arab American Heritage Month and that there will be activities on campus, as well as around the city.

B. Program Review and Outcomes Assessment Committee - P. Manley

- P. Manley announced that program review is due on April 15 and stated that she is holding open office hours from 1-2:30 pm on Wednesdays to assist faculty with program review. Additionally, a coaching workshop will be held on April 12. An email was sent to the DL regarding these opportunities for assistance with program review.
- Manley also reported that the program review guide will be released next week. Manley emphasized that this was a collaborative process among various constituencies across the campus, including the use of resources from Mesa College. Manley emphasized that this will be a fluid document, open to changes and updates. Email input to Manley.
- P. Martin thanked Manley for putting together materials to assist faculty with program review. Martin asked what specifically was being reviewed. Manley responded that this is an annual update.

V. Business: Action Items

A. AS Executive Committee Reassigned Time Allocation - L. Murphy

- Murphy explained that the AS Executive Committee has put together four different options for how to allocate the 2.0 AS Executive Committee reassigned time. These options were designed to reflect the workload of each position.
- Murphy noted that, for each option, there is a "max release" per semester so that individuals may choose not to take the full release time.
- M. Woo stated that the adjunct release time recommendation was fair due to AFT hourly reimbursement.
- L. Marovich inquired as to why faculty would not take release time; P. Martin responded that it may interfere with a faculty's schedule.
- P. Martin stated that there was disagreement as to whether reassigned time could be redistributed after the election was concluded. Murphy stated that redistributing this release time *after the fact* would not be transparent and equitable and is not a best practice of the Senate or any other professional development opportunity that provides release time. Murphy also reminded the Senate that release time should reflect workload, and not the wishes of individuals based on their personal schedules.
- Murphy said that the Chair of Chairs has a significant workload and that the position requires more obligations than the than other members of AS Executive Committee, including the Secretary of the AS.
- M. Demcho inquired as to whether the Chair of Chairs gets any release time for their work outside of the AS; Murphy confirmed that the college provides .20 release time to the Chair of Chairs.
- A motion to extend time on this item by five minutes passed without objection. [P. Martin]
- Manley inquired as to whether any AS Executive positions also received ESUs; Murphy responded that they do not.
- Demcho asked whether the AS Executive Committee had a recommendation. Murphy responded that there are many ways to go on this.
- A motion to extend time another three minutes passed without objection. [P. Martin]
- Further discussion ensued.
- A motion was made to select Option C (President: 1.0, VP/P-E: .40, Secretary: .20, Treasurer: .10, Contract At-large: .025, Adjunct At-large: AFT hourly reimbursement, At-large Appointee: .025, Chair of Chairs: .25). [Manley]
- C. Carrasquillo inquired as to whether the Chair of Chairs' responsibilities would be changed; P. Martin responded that this is only in discussion, but no official changes have been made.
- The motion to select Option C passed with 25 yays, 0 nays and 5 abstentions.

B. 2022-23 AS Executive Committee Election: Opening of Nominations - Election Committee

- L. Gonzalez stated that nominations are now officially open and would close on April 19. The election will be held at the AS meeting on May 3.
- The positions that are open are Vice-President, Secretary, Treasurer, At-Large (Contract), and At-Large (Adjunct).
- J. Bartolomei noted that the way the election will be conducted will depend on whether the AS is back on campus or still meeting remotely.
- Murphy stated that individuals can self-nominate or nominate others.
- Send nominations to M. Parelman (chair), L. Gonzalez, and D. Klaar.

C. Guided Pathways Scale of Adoption Assessment (SOAA) (1st Read) - L. Murphy

- Murphy stated that she is presenting this for L. Brewster, who could not attend today.
- Murphy noted that the SOAA has been done many times in the past and that this draft was done by the GP Coordinator and GP leads. The deadline for submitting this was March 31 but has been extended to April 15 so that this body could have a chance to provide approval.

- A. Gonzales explained that this is generally a progress report. Course mapping, the program mapper, and focusing on gateway courses have been the main areas of progress to date.
- Motion to move the document forward for Murphy's signature passed with 31 yays, 0 nays and no abstentions. [Manley]

VI. Business: Discussion Items

A. Guided Pathways Program Mapper and Website - L. Pecenco

- L. Pecenco asked for feedback and/or suggestions regarding the presentation on the program mapper made by L. Brewster at the last AS meeting.
- L. Gonzalez stated that the Exercise Science program was a good template for departments. Pecenco stated that other colleges also have good templates and models.
- The point was made that it is important to have departments discuss the maintenance plan for the Program Mapper, as it will create a workload issue.
- Carrasquillo asked from where the release time funding would come to have a designated individual Program Mapper. Murphy stated that there is money within GP to support this but that GP is not guaranteed funding. Pecenco stated that she will bring this concern back to the GP Committee.
- One option presented was to have this job duty be absorbed by the Curriculum Committee.
- Murphy encouraged senators to discuss this with their departments, as this will come back to a future meeting.

B. Student Equity Plan - J. Patacsil and N. Julian

- N. Julian shared the plan for developing the 2022-2025 Student Equity Plan. There have been key changes in this iteration of the plan due to changes in the national landscape and various current events. There is an effort to have a more race-conscious design and to prioritize DI groups. This is a framework that the State has developed in order to redo how the Equity Plan is designed. A key change will be having the GP Coordinator sign off on the plan. Data from the State Chancellor's Office is being awaited to identify the "main" student populations experiencing DI gaps.
- Patacsil reviewed the five metrics being used to measure the equity gaps. The Equity Plan will also need to be in line with the Vision for Success and Equity. The goal is to reduce equity gaps by 40%. Last spring, a lot of work was done to create Miramar's "Equity Definition." Patacsil reviewed this definition and stated that this is in alignment with the goals of the State Chancellor's Office.
- Julian reviewed the RP Group Equity Framework developed from four different components. The hope is to utilize this tool in developing the Equity Plan. Julian discussed the four components of the framework: Equity-Minded, Cultural Humility, Distributed Leadership and Evidence-Based.
- A motion to extend time by three minutes passed with no objections. [Carrasquillo]
- Further discussion ensued.
- The timeline was presented. District approval will be needed in November. The submission deadline is November 30.
- There will be campus forums in April and May.
- This is on the IDEA Committee agenda for this Friday and will come back to a future AS meeting.

C. HEERF Funding Requests - L. Murphy

- Murphy reported that another round of HEERF funding closed on March 25. A summary of requests was broken down by school and area.
- Murphy reported that VPAS Bell said that the detailed list is not quite ready; Murphy anticipates having more information at the next meeting.

D. Back to Campus Planning - L. Murphy

- Murphy said that there have been no major changes.
- Carrasquillo asked Murphy whether she could comment on the remote work forms that have been distributed. Murphy responded that there has been a lot of confusion surrounding the form. At the campus level, the College President is aware of the need for consistency and the lack thereof. Murphy encouraged faculty with questions to reach out to the VPI and also to include the VPI on any emails sent to their deans.
- Demcho stated that it seems that many hurdles have been placed in the way of remote work in Student Services.
- There has also been no clear direction on using college equipment for remote work.
- Some support might be needed in the future for parity for Student Services.
- Murphy stated that she would reach out to the VPI and College President for further information.
- I. Martin stated that there have been many conversations on this among the Counseling faculty, and asked whether training has been offered regarding working from home.
- Murphy inquired as to whether anyone had been approved for remote work; Demcho responded that, within her area, each department is creating and presenting a plan, and then individuals will start the process of requesting.

VII. Announcements and Public Comments

A. None

The meeting was adjourned at 5:09 pm. The next meeting will be on April 19th. Please submit agenda items to both Laura Murphy and Juli Bartolomei.

Respectfully submitted,
Angela Romero and Juli Bartolomei