



Most Reported Barriers

2019	2020	2021
1. Illness/health issues	1. Monetary barriers	1. Class difficulty/pacing
2. Monetary barriers	2. COVID-19	2. COVID-19/Remote Learning
3. Class difficulty/pacing	3. Class difficulty/pacing	3. Work
4. Class availability	4. Work	4. Counseling Issues
5. Work	5. Family responsibilities or issues	5. Monetary barriers

The most prevalent barriers faced in 2020-2021 was general class issues and Covid-19 related barriers.

Due to the transition into remote/online learning, many students faced new barriers.

from [SDMC Graduation Survey 2018-21.pdf](#)



San Diego Miramar College Academic Senate Meeting

November 15
2022-23 Academic Year

Attending for Flex credit? Email jalley@sdccd.edu or jbartolo@sdccd.edu

2. Agenda Overview

1. Call to Order
2. Approval of Agenda
3. Consent Calendar
4. Land Acknowledgement
5. Public Comments
6. Action Items
 1. Second Read: Auto-Enrollment Resolution
7. Discussion Items
 1. First Read: A.S. Scholarships
2. First Call: Meeting Modality for Spring 2023
3. SPAS 2.0 Follow Up
8. Reports
 1. Executive Committee Reports
 2. Special Report: OER Update
9. Announcements
10. Adjournment

3. Consent Calendar

- Meeting minutes from 11/1/22

Land Acknowledgment



We recognize that San Diego Miramar College sits on the ancestral homeland of the Kumeyaay people who have lived in this area for over 10,000 years and honor the past, present, and future stewardship of this land by Kumeyaay peoples.

We acknowledge our occupation of unratified treaty territory and the systemic injustices that occupation of this land has perpetuated for Native peoples of this region. We pay respect to the Indigenous people of San Diego County - past, present, and future - and their continuing presence in their homeland and throughout their historical diaspora.

“Making a land acknowledgment meaningful”

4. Public Comments (10 min)

- Limited to topics not on the agenda
- 3 min. per speaker
- To be continued at the end of the meeting if necessary

Action Item 6.1

Second Read: Auto-Enrollment Resolution

Maryann Guevarra, Counseling

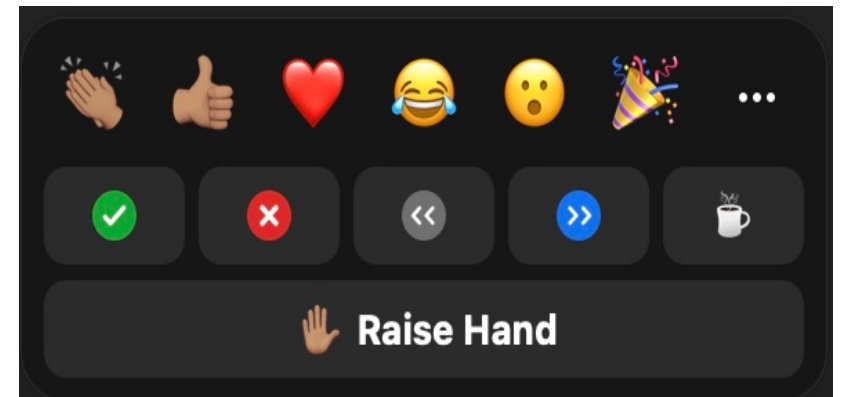
Action Item 6.1

Be it resolved, as early as spring 2023, during the first week of the semester for 16 week courses, we urge immediate implementation of an auto-enrollment (traditional add/drop) period on a first come, first serve basis until the class is full without the need for instructor approval and during which permission numbers (add codes) will not be distributed. Permission numbers will resume distribution per instructors' discretion during the 2nd week of the semester, by the add/drop deadline.

[Auto Enrollment Resolution and Discussion.pdf](#)

A reminder on voting protocols

- I. Once a motion has been made and discussion is complete, Senators will be given one minute to cast their vote via “Zoom Reactions”
- II. The “Zoom Reactions” feature:
 - a. Senators will vote “Yes” by clicking on the green “yes” button
 - b. Senators will vote “No” by clicking on the red “no” button
 - c. Senators will abstain by clicking the “raise your hand” button
 - d. Senators voting by proxy will indicate their vote in the chat (i.e. “Pablo Martin votes yes/no/abstains”)
 - e. During a vote, the chat should only be used for proxy votes. If a senator has a question, they can send a “direct chat” to the A.S. President or Vice-President.



Discussion Item 7.1

First Read: A.S. Scholarships

Pablo Martin, A.S. President

Discussion Item 7.1: Scholarships

Currently, we offer two, \$300 scholarships:

1. Related to the student's academic goals
2. Related to the student's community service goals

Do we want to offer more scholarships, such as one based on resiliency, a particular type of need, or another idea?

How much should each scholarship be worth? The majority of folx seemed to like the current amount—can we afford another? Or should we offer three, \$200 scholarships?

Discussion Item 7.2

**First Call: Meeting Modality for Spring
2023**

Pablo Martin, A.S. President

Discussion Item 7.2: Meeting Modality

The State of Emergency is scheduled to end at the end of February.
Our ability to teleconference will expire at that time.

We can meet virtually through February, after which time the A.S. will need to meet in person (with some exceptions).

A new law, AB 2449, allows for some options for remote meetings.

Discussion Item 7.2: Meeting Modality

In short, AB 2449:

- requires that at least a quorum participate in person from a single physical, public location
- permits a member who is not physically present to request virtual attendance at the local legislative body's meeting under two circumstances: (1) for "just cause" and (2) due to "emergency circumstances"
- **a member is limited to two virtual attendances based on "just cause" per calendar year**

Discussion Item 7.3

SPAS 2.0 Follow Up

Daniel Miramontez

7.3: Strategic Plan Assessment Scorecard (SPAS) 2.0

I. The “Why” behind SPAS 2.0:

- Ensure we meet our mission and strategic goals
- Understand how we serve our students and support our employees
- Outcome of this process is to identify collegewide priorities
[\(see the SPAS 2.0 spreadsheet here\)](#)

7.3: SPAS 2.0

II. The “What” of SPAS 2.0:

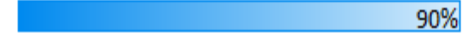
- Five Strategic Goals (Charts direction of college until 2027)
 - Pathways
 - Engagement
 - Organizational Health
 - Relationship Cultivation
 - DEI
- Measures progress toward achieving the strategic goals
 - Single snapshot in time
 - 6-year trend analysis
 - Benchmark process (Floor and Aspirational)

Goal I progress:

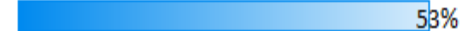
Retention Rate

Persistence Rate (fall to spring)

BENCHMARK
CURRENT



BENCHMARK
CURRENT



93% of
Benchmark

7.3: SPAS 2.0

III. The “How” of implementing SPAS 2.0:

- Comprehensive team effort across the college
 - In meeting our mission by serving our students
 - This involves both instructional and non-instructional areas
- Collaborative process to ensure collegewide priorities are implemented (for example)
 - College Council is responsible for the evaluation and revision of the college’s governance processes and structures
 - LEAD Office will have a major role in the implementation of DEI across the college

8.1: Executive Committee Reports

7.1.1: President's Report

State, District, Campus, and Senate Updates:

- [Miramar, SDCCD, and ASCCC Resource List for 221115](#)
- Masks optional in Spring (BOT discussions about a student vaccine mandate?)
- Ongoing faculty input on Guided Pathways and Program Review. (Friday, November 18th is the last day folx can access/export content from Taskstream.)
- ASCCC: [Hayward Award for “Excellence in Education”](#)
- With the state of emergency ending in February, the offering of online “emergency only” classes in the SDCCD ends summer 2023.

8.1: Executive Committee Reports

7.1.1: President's Report (continued)

College Council Report:

- There is a re-organization of administrative services moving forward to align with structures at City, Mesa, and CE. This will go to the December board meeting. Please share any feedback with VP Bell.
- A workgroup has been proposed for Spring 2023 to enact updates/changes to CGH.

8.1: Executive Committee Reports

7.1.1: President's Report (continued)

Plenary Report

- A number of equity and IDEAA-focused resolutions passed, several by acclamation of the body (without opposition)
- There are ongoing efforts within the Intersegmental Committee of Academic Senates (ICAS) to encourage the CSU to make lifelong learning courses a graduation requirement
- Please see “[ASCCC Fall Plenary 2022 Highlights](#)” on AS website as well as the slideshow “[Transforming Institutional Use of Data](#)” as it could be useful to guide our conversations re. PR and SPAs 2.0. See all of the [Adopted Resolutions ASCCC 2022 Fall Plenary](#) here.

8.1 Reports: Executive Committee

Vice President - Carmen Carrasquillo

Secretary - Josh Alley

Treasurer - Monica Demcho (auto deduction tutorial on slide 23-31)

Adjunct Representative - Amy Alsup

Member-at-Large - Sheila Madrak

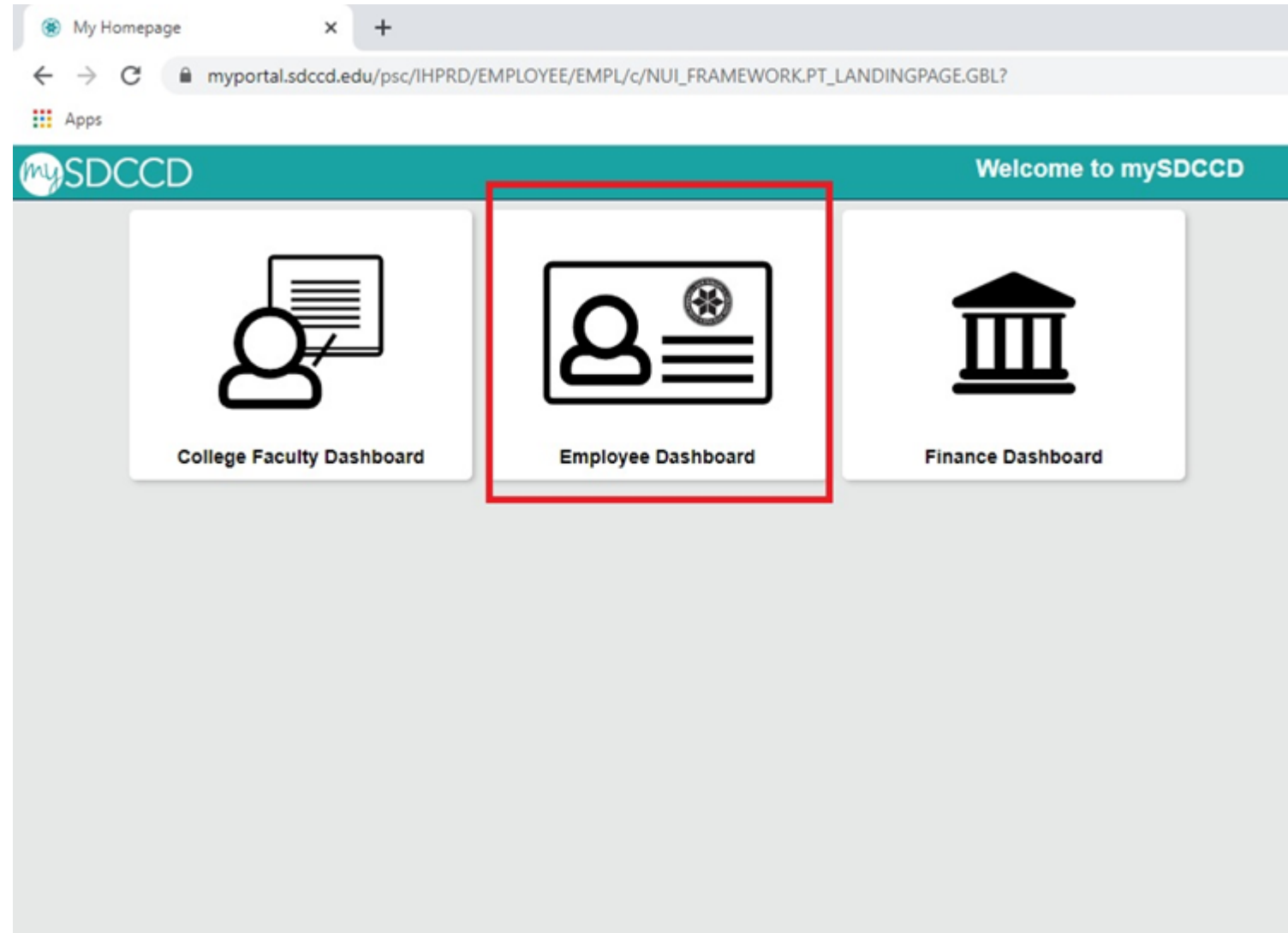
Member-at-Large - Brit Hyland

Chair of Chairs - Kevin Petti

Setting up Auto Payroll Deduction

Step One:

- Login to the SDCCCD portal
- <https://myportal.sdccd.edu>
- Select “Employee Dashboard”



Step Two:

- Under the “Employee Quicklinks”, select “My Paychecks”

My Homepage

myportal.sdccd.edu/psc/IHPRD/EMPLOYEE/EMPL/c/NUI_FRAMEWORK.PT_LANDINGPAGE.GBL?

Apps

Employee Dashboard

Employee Dashboard

My Pay

Benefit Details

My Time

My Personal Info

My Forms

College Faculty Dashboard

Employee Dashboard

Finance Dashboard

Deadlines for August

Employee Deadline to Enter Time:

Read More

Employee Quicklinks

MY PAYCHECKS

TIMESHEET

BENEFITS SUMMARY

PERSONAL DETAILS

86°F Sunny

Step Three:

- Select “Voluntary Deductions”

The screenshot shows a web browser window with the URL `myportal.sdccd.edu/psc/IHPRD/EMPLOYEE/EMPL/c/NUI_FRAMEWORK.PT_LANDINGPAGE.GBL?`. The page title is "Payroll" and it features a navigation bar with a back arrow and a home icon. The main content area is a grid of tiles:

- Paychecks**: Includes a check icon and a table:

Pay Date	08/10/2022
Net Pay	\$3,788.96
Taxes	\$536.51
Deductions	\$573.41
Total Gross	\$4,898.88
- W-2/W-2c Consent**: Includes a W-2 icon with a checkmark and the text "Consent received".
- W-2/W-2c Forms**: Includes a W-2 icon and the text "2021 W-2 Form available".
- Voluntary Deductions**: This tile is highlighted with a red rounded rectangle. It features a hand holding a coin icon and the text "1 Deduction".
- Direct Deposit**: Includes a large number "1" and the text "Account" and "Updated 12/21/2015".
- Tax Withholding**: Includes a pie chart icon.
- Paycheck Modeler**: Includes a monitor icon with a check.
- Compensation History**: Includes a calendar icon with a check.

The Windows taskbar at the bottom shows various application icons including Chrome, Firefox, and Microsoft Office.

Step Four:

- A new page will load in the main window
- Select the “Add Deduction” button

The screenshot shows a web browser window with the URL `myportal.sdccd.edu/psc/IHPRD/EMPLOYEE/EMPL/c/NUI_FRAMEWORK.PT_LANDINGPAGE.GBL?`. The page title is "Employee Dashboard". The left sidebar contains a menu with the following items: "Employee Dashboard", "My Pay" (expanded to show "View Paycheck", "Direct Deposit", "Voluntary Deductions", "W-4 Tax Information", "W-2/W-2c Consent", "Compensation History", "View W-2/W-2c Forms", "Paycheck Modeler"), "My Benefits", "My Time", "My Personal Info", and "College Faculty Dashboard". The "Voluntary Deductions" menu item is highlighted in green. The main content area is titled "Voluntary Deductions" and shows the user's name "Josh LeGrand Alley" and employer "San Diego Comm College Dist". Below this, there is a table with columns: "Deduction Type", "Start Date", "Stop Date", "Status", "Deduction", "Goal Amount", and "Goal Bal". An "Add Deduction" button is highlighted with a red rectangle below the table. The Windows taskbar is visible at the bottom with a search bar and various application icons.

My Homepage x +

myportal.sdccd.edu/psc/IHPRD/EMPLOYEE/EMPL/c/NUI_FRAMEWORK.PT_LANDINGPAGE.GBL?

Apps

Employee Dashboard

Employee Dashboard

My Pay ^

View Paycheck

Direct Deposit

Voluntary Deductions

W-4 Tax Information

W-2/W-2c Consent

Compensation History

View W-2/W-2c Forms

Paycheck Modeler

My Benefits v

My Time v

My Personal Info v

College Faculty Dashboard

Voluntary Deductions

Josh LeGrand Alley

San Diego Comm College Dist

Review, add or update your voluntary deductions information.

Deduction Type	Start Date	Stop Date	Status	Deduction	Goal Amount	Goal Bal

Add Deduction

Type here to search

Windows taskbar icons: Chrome, Firefox, Opera, File Explorer, Calculator, Excel, Word, PowerPoint, Photoshop.

Voluntary Deductions

Add Voluntary Deduction

Employee Name

San Diego Comm College Dist

*Type of Deduction 

*Select whether Deduction is a Flat Amount or Percent

*Enter Amount or Percent to be deducted

Take deduction until I reach this Goal Amount

*Enter Deduction Start Date  (example: 12/31/2000)

Enter Deduction Stop Date  (example: 12/31/2000)

Current Balance 0.00

Submit

* Required Field

[Return to Voluntary Deductions](#)

Step Five:

- Select the “Type of Deduction”
- Click on the magnifying glass

Step Six:

- A popup will appear
- Select “Academic Senate Dues—Miramar”

The screenshot shows the 'Employee Dashboard' interface. The main heading is 'Employee Dashboard'. Below it, the section is 'Voluntary Deductions' and the sub-section is 'Add Voluntary Deduction'. The user is logged in as 'San Diego Comm College Dist'. A form is partially visible with fields for 'Type of Deduction', 'Amount', and 'Percentage'. A 'Look Up *Type of Deduction' popup menu is open, displaying a list of deduction options. The option 'Academic Senate Dues-Miramar' is highlighted with a red box. The popup menu includes a 'Cancel' button, a 'Help' link, and search controls. The background form has a 'Submit' button and a 'Return to Voluntary Deductions' link. The Windows taskbar is visible at the bottom.

Employee Dashboard

Voluntary Deductions

Add Voluntary Deduction

San Diego Comm College Dist

*Select whether Deduction is a Flat Amount or Percentage

*Enter Amount or Percentage

Take deduction until I reach

*Enter Deduction Amount

Enter Deduction Percentage

Submit

* Required Field

Return to Voluntary Deductions

Look Up *Type of DeductionX

Cancel

Help

Search Results

View 100 First 1-18 of 18 Last

Deduction Description

ACCCA

Academic Senate Dues-City

Academic Senate Dues-Mesa

Academic Senate Dues-Miramar

City College Foundation

Classified Senate Dues-Mesa

Classified Senate Dues-Miramar

College Plan for NE

Continuing Ed Foundation

Faculty Assoc of CA Comm Coll

KSDS Radio Foundation

LCFT-Cope Illinois

Latino Coordination Council

Management Association Dues

Mesa College Foundation

Miramar College Foundation

SPAA Dues

San Diego Promise

Step Seven:

- Fill out the Required Fields
- The suggested dues for faculty are:
 - Full-time:
\$20/academic year
 - Part-time:
\$10/academic year
- It's encouraged for full-time faculty to “sponsor” adjuncts—a larger contribution would do that

Employee Dashboard

Voluntary Deductions

Add Voluntary Deduction

Employee Name
San Diego Comm College Dist

*Type of Deduction

*Select whether Deduction is a Flat Amount or Percent

*Enter Amount or Percent to be deducted

Take deduction until I reach this Goal Amount

*Enter Deduction Start Date (example: 12/31/2000)

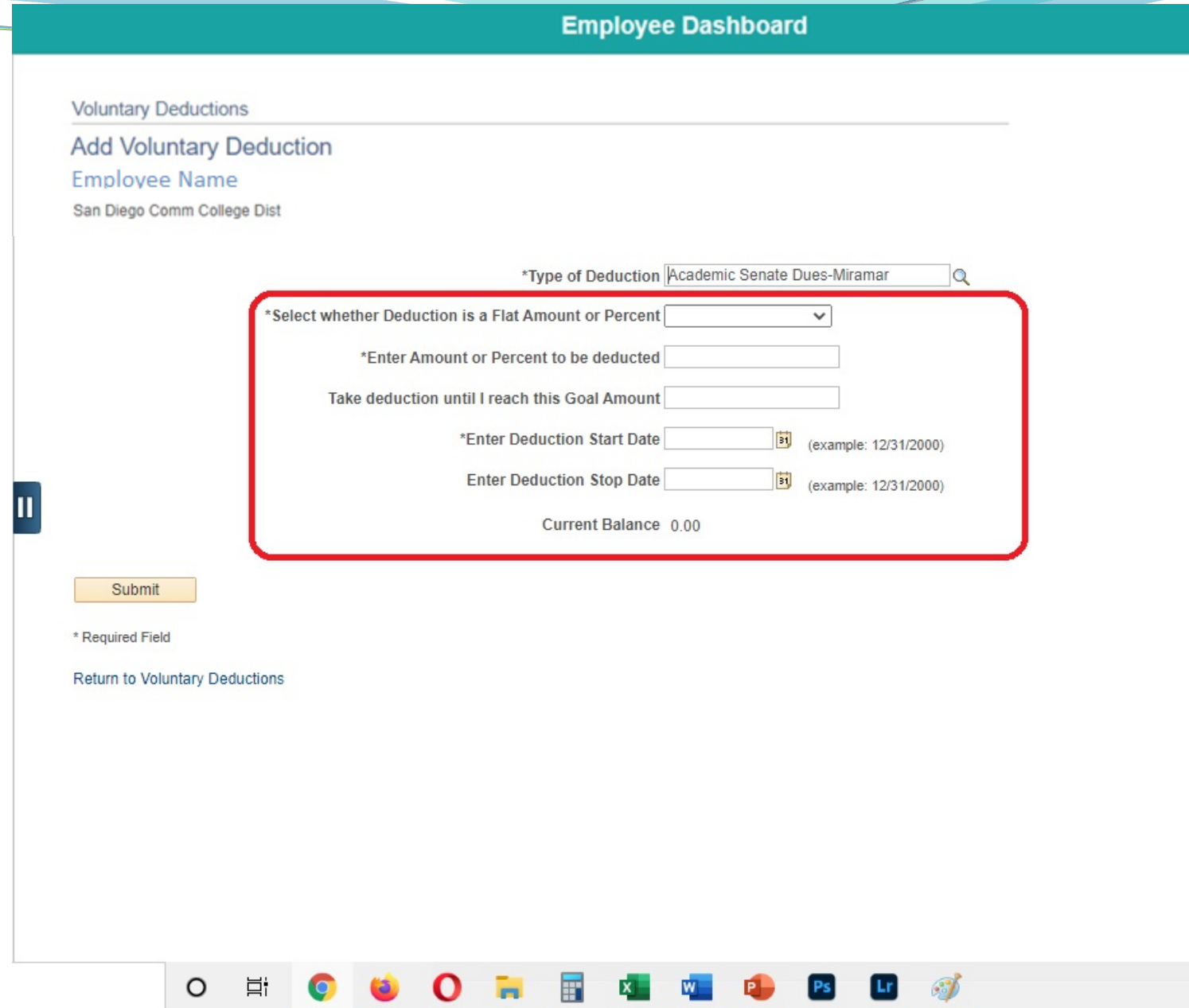
Enter Deduction Stop Date (example: 12/31/2000)

Current Balance 0.00

Submit

* Required Field

[Return to Voluntary Deductions](#)



Voluntary Deductions

Add Voluntary Deduction

Employee Name

San Diego Comm College Dist

*Type of Deduction

*Select whether Deduction is a Flat Amount or Percent

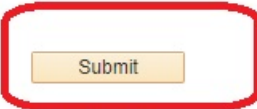
*Enter Amount or Percent to be deducted

Take deduction until I reach this Goal Amount

*Enter Deduction Start Date (example: 12/31/2000)

Enter Deduction Stop Date (example: 12/31/2000)

Current Balance 0.00



* Required Field

[Return to Voluntary Deductions](#)

Step Eight:
• Click Submit!



Voluntary Deductions

Add Voluntary Deduction

Employee Name

San Diego Comm College Dist

Review, add or update your voluntary deductions information.

Deduction Type	Start Date	Stop Date	Status	Deduction	Goal Amount	Goal Balance	
Academic Senate Dues Miramar	10/20/2020		Currently	\$5.00		0.00	<input type="button" value="Edit"/>



Afterwards you will be taken back to the Voluntary Deductions page.

If you wish to edit your contribution, then simply click the Edit button.

CR_DED\$0');


















8.2 Special Report: OER Update

Angela Boyd, OER Librarian

Questions?

- Aboyd001@sdccd.edu
- x7615

A Quick Guide to Open Educational Resources (OERs)

<p>What are OERs?</p>  <p>FREELY AVAILABLE</p> <p>Most are legal to copy, adapt, and redistribute semester after semester.</p>  <p>OPEN</p> <p>"Open" means openly licensed, meaning they are in the public domain or the copyright holder has abridged rights to eliminate barriers to access/use/derivative works.</p>  <p>CC LICENSED</p> <p>Often contains a creative commons license. Check each resource for use rights. creativecommons.org/licenses</p>	<p>Why are OERs and other types of affordable content important?</p>  <p>Course materials are freely available on the FIRST DAY OF CLASS</p>  <p>INCREASES in Retention, Completion, and Grade Point Averages</p>  <p>COST SAVINGS In 2016-17, \$36 million dollars in textbook costs for students across the Cal State system als.csuprojcts.org</p>  <p>Increases opportunities for creativity, collaboration and INNOVATIVE TEACHING</p>
<p>Affordable content beyond OERs</p>  <p>LIBRARY SUBSCRIBED RESOURCES</p>  <p>OPEN ACCESS CONTENT</p> <p>Such as Directory of Open Access Journals</p>	<p>OER Projects</p>  <p>REPLACE a high-cost textbook with a free textbook</p>  <p>CREATE new course materials</p>  <p>PUBLISH an open textbook</p>  <p>REVISE existing OER to meet current needs</p>  <p>DEVELOP course templates based on OER to facilitate use</p>  <p>USE library resources in place of textbooks</p>

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9. Announcements

Adopt-A-Family

- See Monica Demcho's 11/15/22 email, "Support low-income Miramar College students this Holiday Season!" for details.
- Here's a link to the [Adopt-a-Family interest form](#) she references therein.

The next meeting of the San Diego Miramar College Academic Senate

is on

Tuesday, December 6th, 2022 from 3:30-5:00pm, on Zoom

Please submit agenda items to both [Pablo Martin](#) and [Juli Bartolomei](#).
If you are a senator and cannot make the meeting, please submit a
[proxy form](#) or email to our Secretary, jalley@sdccd.edu,
and your proxy by 3pm the day of the meeting.

