

OVERVIEW

We held one vote at our last meeting, and there were no First Reads, so this summary should be pretty short! Should be...except we really need everyone to be compliant with the traditional Brown Act requirements for our next meeting. So, there is a lot on that.

Slideshow link from our last meeting: https://sdmiramar.edu/sites/default/files/2023-02/sdmc_as_22-23_0221.pdf

REMINDERS FOR OUR NEXT MEETING

7.3 Election Committee (slide 8)

- Electronic ballots should have been sent out to adjuncts for the Adjunct Member at Large position for AS Exec. Please remind adjuncts in your departments to look for that email and to vote.

8.1.1 President Report (slide 9)

- In our next meeting, we will be following the guidelines for meeting attendance according to the traditional Brown Act. Please do what is necessary beforehand to ensure your attendance at future meetings is valid! If you are not in compliance with the guidelines, then you cannot be counted as present. And obviously only those that are in compliance may vote. Below are the main requirements we need to be aware of:
 - All physical locations must be listed on the agenda
 - To do that, go to this [AS Senator Remote Attendance Form](#)
 - This must be done in advance. We need it at least 5 days before the first meeting you plan to attend remotely. **Please have this done by Thursday (3/2)** for this upcoming meeting.
 - If you need to change your meeting modality or location in the future, you will need to submit a new form—otherwise, you only need to complete the form once.
 - All physical locations must post the agenda
 - It's weird, but if zooming from home, post the agenda on your front door
 - At your office, put it outside your office door
 - The public must be able to join the meeting from all physical locations
 - If the weird neighbor from down the street decides to attend at your location...
 - A quorum of voting members must participate from the District (not just Miramar) service area. [Check the map](#)
 - Senators must keep their cameras on during the meeting
 - We look forward to seeing all your cats and dogs on camera!
 - Again, fill out [this form](#) if you plan to meet remotely!
 - Otherwise, we will see you in L-309

Draft Minutes – Miramar College Academic Senate

3:30-5:00pm

Feb 21, 2023

Location: Zoom

Link for Associated Documents: <https://sdmiramar.edu/committees/meetings/16872/2023-02-21>

Meeting Slideshow: https://sdmiramar.edu/sites/default/files/2023-02/sdmc_as_22-23_0221.pdf

Senators Present: Pablo Martin, Carmen Carrasquillo, Josh Alley, Monica Demcho, Francois Bereaud, Brit Hyland, Kevin Petti, Adrian Arancibia, Alex Mata, Alex Sanchez, Anh Nguyen, Becky Stephens, Cyndie Gilley, Dan Smith, David Halttunen, Heather Paulson, Isabelle Martin, Kevin Gallagher, Marcella Osuna, Mardi Parelman, Mark Dinger, Mary Hart, Mary Kjartanson, MaryAnn Guevarra, Nick Aramovich, Otto Dobre, Poly Pantelidou-Zweigle, Rodrigo Gomez, Ryan Moore, Wahid Hamidy, Desi Klaar, Erin Smith, Kristen Bonwell, Natalie Bickett, Robert Worlds, Valerie Chau

Absent: Channing Booth, Dan Igou [proxy: Javier Gonzalez-Meeks], David Mehlhoff, Kristen Everhart, Sadayoshi Okumoto

Other Attendees: Alex J Stiller-Shulman, Amy Alsup, Andy Lowe, Angela Romero, Dawn DiMarzo, Gene Choe, Lou Ascione, Mara Sanft, Najah Abdelkader, Juli Bartolomei

1. Call to Order

– The meeting was called to order at 3:32pm.

2. Approval of Agenda

– The agenda and Consent Calendar were adopted with no objection. [Carrasquillo]

3. Consent Calendar

3.1. Meeting Minutes from 2/7/23

4. Land Acknowledgment

– The Land Acknowledgment taskforce has been renamed and invites all to participate in ongoing discussions.

5. Public Comments

– None

6. Action Items

6.1. CFHPC Process – Kevin Petti

- The A.S. is voting to approve the [hiring priority list process](#) the Contract Faculty Hiring Prioritization Committee has been working on this year.
- The process refers to a rubric that has yet to be developed and approved. The rubric will be brought to the A.S. body for approval when it is ready.
- Petti addressed the concerns presented at the last meeting. Petti reminded senators that it was worked on and approved in December 2022.
- Petti reminded senators that, if it is voted down, it will go back to the committee; if it passes, they move forward and work on the rubric. Petti stressed the importance of having a process in place for when the positions are awarded.

- The tool/rubric will be a different conversation. Concerned parties should attend the CFHPC meetings.
- Motion to extend by three minutes approved with no objection. [Carrasquillo]
- Motion to extend by three more minutes approved with no objection. [Demcho]
- Motion to approve passed with 24 yays and 11 nays. [Arancibia]

7. Discussion Items

- 7.1. Enrollment Management: Exploring 8-Week Courses and District-wide Class Caps – Pablo Martin
- 8-week courses are very popular with students, fill quickly, and the District likes them. Looking for input from faculty. Please bring back to departments.
 - Several senators shared that they like and support short term courses (8, 10, and 12).
 - 8-week classes were suggested instead of 10 or 12.
 - A recommendation was made to be more purposeful with them, pairing GE courses more. Another senator stressed that students need to clearly understand that an 8-week course will have the same course/workload as a 16-week class in half the time.
 - District-wide class caps: Martin said that he would like to see district-wide class caps, due to competition between campuses. Send any thoughts to Martin.
- 7.2. Academic Pages (for Schools and Departments) – Pablo Martin
- Discussion was had at College Council. Faculty have been asked to provide input.
 - Desire for uniformity by web managers has been a point of frustration and could continue to be an issue.
 - Petti reported that Chairs are supportive but want assurance that they would have edit access. Other faculty expressed the same concern about editing.
 - It will be important to make sure that how to find pages and information is clear for students.
 - Send input to Martin.
- 7.3. Election Committee – Amy Alsup
- Alsup is the new Election Committee chair. Angela Romero and Desi Klaar are the other EC members.
 - The EC sent an email last week calling for nominations for an adjunct Member at Large for A.S. Exec. Nominations closed at 3:30pm today. Electronic ballots will be sent to adjuncts tonight or tomorrow.

8. Reports

8.1. Executive Committee Reports

8.1.1. President – Pablo Martin

State, District, Campus, and Senate Issues: ACCJC 3rd Draft to be released 2/24/23, Enrollment Management efforts and enrollment report, Program Review and Outcomes Assessment subcommittee update, Miramar's March 2 BoT meeting, Miramar Planning Summit, A.S. Standing Committee Reports update, update on Cal-GETC (AB 928), Report from College Council (future re-organization efforts, notice of upgraded Police presence and metal detectors on campus for Board Presentation on March 2, website content management updates).

– [Miramar SDCCD and ASCCC Resource List 020723](#)

- The A.S. will be following the traditional Brown Act starting with our next meeting, in room L-309 and on Zoom. Martin went through the requirements for remote attendance (see [meeting slideshow](#)). Senators who wish to attend via remote will need to submit their location via the [A.S. Senator Remote Attendance Form](#). Send questions and concerns to Martin.
- [Classified Professional Nominations](#) are due Friday, February 24th.
- Accreditation report: Input is requested for the 3rd draft. The report will be coming out this Friday.
- Scholarships: 54 applicants. Martin and Bereaud will be reviewing applications. If you are interested in helping, contact Martin.
- Motion to extend time by five minutes approved with no objections. [Gallagher]
- Martin provided an Enrollment Management Update (see current efforts [here](#)). The last Enrollment Management Forum is Wednesday, February 22nd, 12:35-1:35pm in H-105 and via [Zoom](#). Martin also presented highlights from the [District's Enrollment Report](#).
- Martin provided a Program Review and Outcomes Assessment report on behalf of Patricia Manley. **Details can be found in the meeting slideshow.**
- Miramar is hosting the March 2nd Board of Trustees' meeting from 4:00-5:00pm in L-105. There will be an upgraded police presence and metal detectors due to tensions over the District's Covid vaccination policy.
- Motion to extend time by three more minutes approved with no objections. [Carrasquillo]
- Miramar's Planning Summit will be on Friday, March 17th, from 9:00-2:00pm. More information to come.
- A.S. Standing Committee Reports: Martin is having a hard time getting committees to report, so he will ask them to share concise updates with him, and he will include them in the resource list.
- Martin provided an update on [Cal-GETC \(AB 928\)](#), the effort to create a "singular lower division general education transfer pathway." CSUs are not budging on their Lifelong Learning and Self-Development requirement, making it a graduation requirement as the ASCCC would like rather than an upper-division requirement as it is now.
- The Administrative Services re-org is being implemented in phases. The President's Office Academic Affairs (Instruction) re-orgs remain. VPI Odu is leading discussions to determine if Instruction needs reorganization.
- Website content management: The Counseling webpage has been revamped, the Guided Pathways Steering Committee is working on updating the program pages, and an update to the directory is also being worked on.

8.1.2. Vice President – Carmen Carrasquillo

- ConC meets the second Tuesday of the month, from 3:30-4:30pm via Zoom. They are trying to fill vacancies so that the College President can send a call-out in March for next year. The process document is on the A.S. webpage.

8.1.3. Secretary – Josh Alley

- No report.

8.1.4. Treasurer – Monica Demcho

- Balance: \$1210.47

8.1.5. Adjunct Representative – NA

– NA

8.1.6. Member-at-Large – Francois Bereaud

– No report.

8.1.7. Member-at-Large – Brit Hyland

– No report.

8.1.8. Chair of Chairs – Kevin Petti

– Department chair elections are happening this month.

8.2. **Committee Reports** NA

8.3. **Special Reports** NA

9. **Announcements**

9.1. Hart: The library has received \$400K to buy resources. They are going to try to extend databases two to three years out. They are also buying more text books and streaming videos. If anyone has resources they want them to purchase or subscribe to, let her know ASAP, as they only have two months to spend the money.

9.2. Abdelkader: The [Arab Film Festival](#) will be at the Museum of Photographic Art on March 3, 4, 10, 11 and 12. Please let students know.

9.3. Parelman announced via chat: "March 7: 12:30-1:30 Thoughtful Tuesdays - Mindful Eating (via Zoom) and March 22nd Careers in Health Sciences 10:30-12:30."

10. **Adjournment**

– The meeting was adjourned at 4:40 pm.

The next meeting will be on March 7th. If you wish to attend remotely and haven't done so yet, [please complete the AS Senator Remote Attendance Form](#). Please submit agenda items to both Paul (Pablo) Martin and Juli Bartolomei.

Respectfully submitted,
Juli Bartolomei and Josh Alley