

ACADEMIC SENATE OVERVIEW: SEPTEMBER 5TH MEETING

Welcome back to another year of Academic Senate! There were plenty of informational items in that first meeting but just one Discussion Item. We had our first read on the Graphics Program Discontinuance. Below the summary of that, you will find a number of workgroup opportunities that might interest you or one of your constituents.

For the Slideshow from our last meeting, [click here](#).

Senators, please take the [Miramar A.S. Senator Demographics Survey](#) if you haven't already done so.

FIRST READS:

8.1 (First Read) Program Discontinuance Graphics (slides 16-17) *(there's an unusual level of detail here given the gravity of the vote)*

Patti brought forward our sole Discussion Item for the meeting, the Program Viability of the Graphics Program. (The ASG Resolution was postponed until 9/19.) She started off by pointing out that 12-15 years ago the program was a degree program. From the beginning, it had viability issues. So, it eventually became a certificate of performance. And it has continued to struggle ever since. Currently, there are 5 courses in the program, but only two have been offered recently. And because of low enrollment, those 2 courses have typically been cancelled.

Then Patti provided us with the process that went into determining the program's viability, which led to the suggestion that the program be discontinued. First, a workgroup was established where they studied things like articulation tied to the program. They also looked at career and community organizations that would be willing to convert it to a CTE program, but nothing viable materialized there. They looked at the course enrollment data. There were no students enrolled in the program or who had declared it as a major. Over the last 7 years, only one student has received the certificate. They looked at curriculum, but the options there involved cancelling the program and creating a whole new one that still would not conflict with the programs at City or Mesa. So, that was not viable at this time. They also looked at technology/facilities. And those were not reasons students weren't opting to enroll. Basically, Patti outlined all the effort that went into examining the viability of the Graphics Program by this workgroup.

Slide 16 from the meeting's slideshow presents all the different meetings that were held throughout the process. After all of those efforts and events like public forums, the workgroup ultimately recommended to discontinue the program. That recommendation went back to the Program Review subcommittee. Then that committee (and also PIER) voted to support the recommendation. And now the process continues by going through other contingencies.

This does have to go through all the contingency groups, then College Council and finally the Board. So there are a few other steps so this can go to the Board on Nov. 9th. Pablo made the note that the efforts of this workgroup have come before Senate before. Patti made a note that this decision was not based solely on data. The workgroup looked at a number of options to make the program viable, but no solid solutions manifested.

Pattie made a special note that the faculty member in the program is tenured and will not be losing their job.

Kevin Gallagher asked if it was possible to convert the current program to a transfer program or would that step on City's toes. Patti pointed out that it had gone through a similar transition previously. And neither iteration had the desired success. Channing pointed out the small size of our Art program and how cutting programs is not going to bring more students to our college. Patti and Pablo explained that there was no enrollment in the program, so we are not exactly losing students.

If you have questions or would like to discuss this more with Patti, feel free to email her. Please do bring this back to your departments and discuss. We will be voting on supporting the discontinuance recommendation in our next meeting. (Please recall that this is not the first time this has come before the Senate—it was presented as an information item, along with an invitation to attend a forum, on two occasions in Spring 2023.)

OTHER ITEMS TO BRING BACK TO YOUR DEPARTMENTS:

There are several workgroups in need of participants. So, please consider joining one yourself. Or invite those you represent to do so! Below are the different workgroups, and more information can be found in the [Resource Document](#) that Pablo provides.

- Miramar needs to appoint a **CTE Liaison** to work with the ASCCC. Please contact [Pablo](#) if you're interested in serving.
- **Gender Equity workgroup**: please email [Vice-President Carrasquillo](#) or [Contract Member-at-Large Paulson](#)
- **Adjunct Faculty Workgroup**: please contact [Pablo](#) and/or [Kristen Everhart](#) if you are interested).
- Revisit and revise the **Student Code of Conduct and Board of Trustees Policy 3100, Student Rights, Responsibilities, Campus Safety and Administrative Due Process** (please contact [Pablo](#) if you are interested).
- **Evaluation Process Revision Workgroup**: Please contact [Pablo](#) if you're interested in serving. Also, this document is new, but folx can send any updates and revisions on the AFT workgroup's working draft here: [AFT DRAFT Article XV Aug 29 2023](#).
- **Faculty Evaluations** directly to the existing workgroup leads, Jim Mahler and Rachel Wilker (Acting Associate Vice Chancellor for Employee Relations)
- College Council needs two faculty reps. to serve on **a workgroup to help plan the Board of Trustees meeting** being held at Miramar on March 14 (Pi Day!). Please contact [Pablo](#) if you are interested.

And finally, the details around the reorganization in the Office of Instruction are still being discussed and refined. You can see the current draft/proposal "[Office of Instruction Reorg BRAINSTORM DRAFT.pdf](#)" in the "[Associated Documents](#)" for the Sept 5th meeting.

As always, the Minutes from our meeting follow this summary.

Minutes – Miramar College Academic Senate

3:30-5:00pm **Sept 05, 2023** Location: L-309 and Zoom

(*See agenda for remote locations)

Link for Associated Documents: <https://sdmiramar.edu/committees/meetings/16872/2023-09-05>

Meeting Slide Show: <https://sdmiramar.edu/sites/default/files/2023-09/asen-slideshow230905.pdf>

Senators Present: Pablo Martin, Carmen Carrasquillo, Monica Demcho, Heather Paulson, Darren Hall, Kevin Petti, Adrian Arancibia, Alex Sanchez, Angela Boyd, Angela Romero, Anne Gloag, Becky Stephens, Brit Hyland, Channing Booth, Cyndie Gilley, Dan Smith, David Mehlhoff, Mardi Parelman, Mary Kjartanson, Nick Aramovich, Otto Dobre, Rodrigo Gomez, Wahid Hamidy, Erin Smith, Kristen Bonwell, Kristen Everhart

Absent: Alex Mata [proxy: Pablo Martin], Josh Alley [proxy: Heather Paulson], Natalie Bickett [proxy: Kristen Everhart], Rebecca Bowers-Gentry [proxy: Alex Sanchez], Stefanie Johnson Shipman [proxy: Adrian Arancibia]

Other Attendees: Anh Nguyen, David Halttunen, Dawn DiMarzo, *Desi Klaar, *Joe Young, Kevin Gallagher, Lisa Brewster, Mara Sanft, Najah Abdelkader, Nessa Julian, *Theron Page, Juli Bartolomei

*Senator attending from a location not on the meeting agenda

1. Call to Order

- The meeting was called to order at 3:38pm.

2. Approval of Agenda and Consent Calendar

2.1. Meeting Minutes from May 16, 2023

2.2. Motion re. A.S. Meeting Modality: Hold Future SDMC Academic Senate Meetings in the Current Hybrid Format

- The agenda and Consent Calendar were adopted with no objections after moving senator introductions to the end of meeting, time permitting. [Paulson]

3. Land Acknowledgment

- Martin expressed appreciation for the discussion of the Land Acknowledgment at Convocation.

4. Public Comments

5. Senator Introductions

- Each senator shared something about themselves as part of their introduction.

6. A.S. Purpose and Proper Functioning

- Martin presented [slides](#) providing a brief overview of how the Academic Senate operates. For more details, please see our [SDMC A.S. Primer: An Overview of How We Operate](#).

- An anonymous comments form will be created.

- Miramar's Academic Senate is committed to openness, transparency, and public access to information and will therefore:

- o Follow the [Brown Act](#)
- o Follow [Robert's Rules of Order](#)
- o Honor our A.S. [Code of Conduct](#)

- Motion to extend time by two minutes passed with no objection.

7. Action Items

7.1. NA

8. Discussion Items

8.1. (First Read) Program Discontinuance: Graphics – Patti Manley, Program Review/Outcomes Assessment Facilitator

- Request for Academic Senate Approval of Recommendation for Graphics Program discontinuance.
- Background: The Graphics program was created 12-15 years ago as a degree program. It was having trouble being viable and became Certificate of Performance. It has been struggling ever since, with very low enrollment. Only two of the five courses have been offered, and even they have typically been canceled due to low enrollment. In the last 7 years, only 1 student has received the program certificate.
- Manley presented the Program Viability Process and the [Program Viability Graphics Discontinuance Workgroup Final Report](#). She explained that articulation was examined, options of converting to CTE were discussed, public forums (with few attendees) were held to make everyone on campus aware, and this all went to several committees/workgroups to examine solutions. The recommendation is to discontinue the program. Program Review and PIER voted to support the recommendation, and now they are bringing it to the constituency bodies for their approval.
- Manley emphasized that nobody would be losing their job.
- Discussion ensued. **(For greater detail, please see the summary/overview above.)**
- Motion to extend time by two minutes passed with no objections.

- Please bring this back to departments for discussion, as there will be a second reading and vote at the next meeting. They are hoping that this will be brought to the Board of Trustees on 11/9.
- 8.2. (First Read) ASG Resolution: SDCCD End Oil Extraction Resolution – Allie D’Angio, Sustainability Club
- Postponed, as no ASG representative was present.

9. Reports

9.1. Executive Committee Reports

9.1.1. President – Pablo Martin

- State, District, Campus, and Senate Issues and Updates (Including a Call for Adjunct Issues Workgroup)
 - [SDMC Academic Senate Resource List 090523](#)
 - Martin called for workgroup participation for: ASCCC CTE Liaison, Gender Equity, Adjunct Faculty, Student Code of Conduct, Evaluation Process Revision, and Miramar BoT Meeting (two faculty reps for the March meeting at Miramar).
 - Everhart will lead the adjunct faculty workgroup.
 - Due to concerns about the policy regarding the Student Code of Conduct, the A.S. is looking to revise it and will involve AFT in the process.
 - Any adjunct serving on any committee (or formal workgroup, as Martin understands) can be compensated for their work by the AFT so long as they fill out the [SDCCD AFT Adjunct Committee Service Form](#).
 - Martin reported minor attendance corrections made to the previously approved minutes of 10/18, 11/1, 11/15, 12/6 and 12/13 of 2022.
 - A.S. voting records are not posted in our minutes but are always available from the secretary (currently [Josh Alley](#)), if anyone wishes to see them.
 - Please take the [Miramar A.S. Senator Demographics Survey](#).
 - Let Martin know of any challenges with the online registration and admissions processes.
 - The ASC offers a number of services for students. Please visit (and share!) their [webpage](#) to learn more.
 - There is concern that some Miramar employees are not feeling welcome and supported on campus. If someone experiences difficulties in this regard, the President and VPI encourage them to report it or file a formal complaint.
 - The Facilities, Health, & Safety Committee is requesting feedback from faculty regarding the [Public Art Procedures draft](#) that [Hannah Pierce](#) introduced in our last A.S. meeting. Please contact her with feedback.
 - Technology Updates:
 - Need tech support? Use [SDCCD’s Service Desk Application](#) (aka Universal Help Desk).
 - There have been delays completing Miramar’s WiFi upgrade project. The new goal is 9/30/23 (it was 7/31/23), but it could be the end of the semester.
 - Technology Issues Updates: Stay tuned for regular reports from the [Technology Committee](#).
 - See the [resource document](#) for District and State updates.

9.1.2. Vice President – Carmen Carrasquillo (Call for Gender Equity Workgroup)

- There is a workgroup being created to address the gender equity issue, including underrepresentation of women in leadership and among tenured faculty, so reach out to Carrasquillo with interest.
- The first Committee on Committees meeting will be next Tuesday at 3:30pm. Watch for information.
- Carrasquillo is still waiting for access to the webpage so she can upload the process document. Reach out to Carrasquillo with questions about the process.
- Martin added that there was a last-minute request for an Equivalency committee, and he needs to create an ad-hoc committee by Wednesday morning.

9.1.3. Secretary – Josh Alley

- No report.

9.1.4. Treasurer – Monica Demcho

- The current balance is \$758.47.
- The A.S. awarded four \$200 scholarships last year.

9.1.5. Contract Member-at-Large – Heather Paulson

- Website taskforce: Meeting twice per month on Fri afternoons. Share items of concern for discussion, and Paulson will keep the A.S. updated.

9.1.6. Part-Time Member-at-Large – Theron Page

- Page introduced himself. [Email him](#) with concerns and ideas.

9.1.7. Chair of Chairs – Kevin Petti

- Chairs met twice during Flex Week. They will meet the third Thursday of every month, with the first being on 9/21 at 1:00pm. There will be an AFT pizza party before the meeting, so watch for an email about it.

9.1.8. Curriculum Chair – Darren Hall (Updates on the AB 1111–Common Course Numbering Task Force and AB 928–Associate Degree for Transfer—see “Updates and Feedback AB 1111 and AB 928.pdf”)

- Curriculum’s first meeting is Wednesday at 2:30pm.

- Assembly Bill 1111: An ASCCC task force has been established due to interest in Common Course Numbering outlined in AB 1111. See the update provided in the chat by Pablo below
- Assembly Bill 928: This round of public comment will be open through 9/8, and the committee’s next meeting is 9/18.
- They will know more in a few weeks and will update.
- You can see more detail in the documents on our 9/5/23 A.S. Webpage:
 - o Updates and Feedback AB 1111 and AB 928: https://sdmiramar.edu/sites/default/files/2023-09/updates_and_feedback_ab_1111_and_ab_928.pdf
 - o Updates and Feedback Updates Title 5 Dual Enrollment: https://sdmiramar.edu/sites/default/files/2023-09/updates_and_feedback_updates_title_5_dual_enrollment.pdf

9.2. Committee Reports

9.2.1. Standing: Technology Committee – David Mehlhoff

- What should the future classroom look like? Mehlhoff is encouraging faculty to think big.
- Talk to departments and find out what they would like to see from a technology perspective, long term. Now is the time to be assertive. Let Lisa Munoz and the Technology Committee know about technology concerns.
- Martin: Technology survey coming out soon from the Research Office.

9.2.2. Enrollment Management ([Strategic Enrollment Management Plan](#)) – Kevin Petti

- The general framework of the Enrollment Management Plan was approved last year. The full plan is available on the website now. The “actions” are recommendations only and can be amended as the need arises.
- This is an informational item only.
- The hope is that this document is a compass that people will actually use.
- Send Petti modification recommendations.
- Discussion ensued regarding current enrollment and persistence.

9.3. Special Reports

9.3.1. Adjunct Senator Election – Pablo Martin

- Five adjunct senators were elected by acclamation after the initial call for nominees: Desi Klaar, Erin Smith, Kristen Everhart, Natalie Bickett, and Kristen Bonwell.
- After the second call, two additional nominees were received. As we need a total of seven adjunct senators, Najah Abdelkader and Valerie Chau by elected by acclamation today.

9.3.2. 100 Level Course Data and Why it Matters – Lisa Brewster and Nessa Julian

- See [meeting slideshow](#) for details.
- Light the Fire: Instructors of entry-level courses have had discussions on how we can help our students.
- Through an analysis of all 100 level courses, they have been able to provide access to the data showing persistence, success and retention rates of students broken down by ethnicity, age, and gender. Success rates have gone down for certain populations. Success rates impact persistence, completion, and transfer. How can we align our efforts through our existing efforts through Guided Pathways, the Student Equity Plan, Vision for Success/Vision 2030?
- We are all here so that we can help our students in their path. The hope is that senators will share the information with their departments. Brewster and Julian are happy to meet with departments to share data. Contact them for links to ACP-specific data.
- They have received a grant for culturally responsive practices and pedagogy and will start new a new professional development opportunity called “CREATE” (Culturally Responsive Educators Academy and Training for Equity). They will be doing a callout for a coordinator to help with designing and finalizing that PD opportunity.
- Discussion ensued.
- Motion to extend time by two minutes passed with no objections. [Demcho]
- There are links for resources in Canvas.

10. Announcements

11. Adjournment

- The meeting was adjourned at 5:08pm.

The next meeting will be on Sept 19th. Please submit agenda items to both Paul (Pablo) Martin and Juli Bartolomei.

Respectfully submitted,
Juli Bartolomei and Josh Alley