Enrollment Report (8/29/23)

Summary FTES, FTEF and Progress to Target Table -Credit Colleges-

	Headcount	FTES	Target FTES	Progress to FTES Targets	Actual FTEF	Budgeted FTEF	FTEF Difference	Productivity
City College/ECC	13,180	3,371.5	3,668	92%	259.8	262.0	-2.2	13.0
Mesa College	19,201	5,576.0	5,441	103%	376.8	410.0	-33.2	14.8
Miramar Credit	11,987	3,111.2	3,117	100%	217.1	216.0	1.1	14.3
In-Service	164	3.7	425	--	4.1	--	--	--
Credit Colleges	**34,868**	**12,062.4**	**12,651**	**99%**	**857.8**	**888.0**	**-30.2**	**14.1**

Metric	Week:	Fall			Changes			
		Last Week	One Week After Credit Colleges Opening Day		Weekly Changes Current Fall 2023		FA23 vs. FA22	
		8/21/2023	8/29/2022	8/28/2023	Number Change last week	Percentage Change last week	Number Diff FA23 vs. FA22	Percentage Diff FA23 vs. FA22
FTES (Count)	City	3,362.1	2,947.3	3,371.5	9.4	0%	424.2	14%
	Mesa	5,405.7	4,942.9	5,576.0	170.3	3%	633.1	13%
	Miramar	2,897.7	2,709.0	3,114.9	217.2	7%	405.9	15%
	Credit Colleges	11,665.5	10,599.3	12,062.4	396.9	3%	1,463.1	14%

San Diego Miramar College Academic Senate Meeting

(QR Code for A.S. Webpage)

September 5, 2023
2023-24 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 & Consent Calendar
    1. Meeting Minutes: 5/16/23
    2. Motion: Hybrid Meetings
3. Land Acknowledgement
4. Public Comments
5. Senator Introductions
6. 6. A.S. Purpose and Proper Functioning
7. Action Items (NA)
8. Discussion Items

1. Program Discontinuance: Graphics
2. ASG Resolution: End Oil Extraction

9. Reports:
    1. Executive Committee Reports
    2. Committee Reports
    3. Special Reports
10. Announcements
11. Adjournment

[See the complete A.S. Agenda here](#)

3. 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 well over 10,000 years, and we honor their past, present, and future connection to this land and its inherent connection to their identity.

We acknowledge our occupation of unceded Kumeyaay land and the violent systemic injustices this has continuously perpetuated for Native peoples of this region. We pay respect to the Indigenous people of San Diego County - past, present, and future - and honor their continuing presence in their homeland and their spiritual beliefs that land does not belong to people; people belong to land.

We also acknowledge that this is merely the beginning, and there is far more work to be done in an attempt to heal all of the injustices and inequities that still exist today and throughout their entire historical diaspora. Hopefully we can find a way to move forward together.

KUMEYAAY MAP

The above Mike Connolly historical "Kumeyaay Lands 1769-2000" map picture details the 2005 Indigenous California Indian tribes of the greater Southern California area and northern Baja California, Mexico, the Native American Indian reservations, and contrasts them with the Indigenous Kumeyaay territory of 1769 (gray area).

Resources: "Making a land acknowledgment meaningful"; A call for more powerful land acknowledgements

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

6. A.S. Purpose & Proper Functioning

Welcome (back) to Senate! And thank you for your willingness to represent your fellow colleagues in service to the college!

Serving on the Academic Senate can be one of the more demanding committee assignments a faculty can take on, so we appreciate you and your time. The A.S. Executive Committee will do our best to honor both.

The following slides provide a brief overview of how our senate operates. For more details, please see our SDMC A.S. Primer: An Overview of How We Operate.

6. A.S. Purpose & Proper Functioning

The **Academic Senate (AS)** is a faculty organization whose primary function is to make recommendations to the **Board of Trustees** on **10+1** aka "academic and professional matters." (*Title 5, Section 53200)*

The Academic Senate is composed of **Senators** who represent all Departments on campus (1 senator for every 4 contract faculty in a department; 7 adjunct senators represent adjunct faculty).

A Senator takes info back to the faculty they represent, deliberates and discusses, and then comes back to the Academic Senate carrying their suggestions, questions, and recommendations.

6. A.S. Purpose & Proper Functioning

10 + 1 comes from California Law: [Title 5 § 53200](#)

1. Curriculum, including establishing prerequisites and assigning courses to disciplines
2. Degree and certificate requirements
3. Grading policies
4. Educational program development
5. Standards or policies regarding student preparation and success
6. College governance structures, as related to faculty roles
7. Faculty roles and involvement in accreditation processes.
8. *Policies for faculty professional development activities*
9. *Processes for program review*
10. Processes for institutional planning and budget development
11. *Other academic and professional matters as mutually agreed upon*

6. A.S. Purpose & Proper Functioning

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

- Follow the **Brown Act**
- Follow **Robert's Rules of Order**
- Honor our A.S. **Code of Conduct**

6. A.S. Purpose & Proper Functioning

What does our code of conduct look like in action?

1. Treat everyone with courtesy and respect.
2. Listen actively – respect others when they are talking.
3. Listen to others with an open mind.
4. Let one person speak at a time—please limit crosstalk or side conversations.
5. Be aware of your own and one another's participation – step up or step back as necessary.
6. Share your own experiences and opinions with "I" statements, rather than generalizing with "We" or "They" comments.
7. Respectfully challenge the idea, not the person.
8. Respect the group's time: please avoid repeating comments that have already been made and strive to be brief

6. A.S. Purpose & Proper Functioning

Clarifying protocols for "Discussion" vs. "Action" items

i. Discussion: items being brought to the body for the first time
  a. These are generally labeled as "first read" items
ii. Action: items being brought to the body for a vote
  a. These are generally labeled as "second read" items
iii. If an item is not on the agenda, it can only be discussed during "Public Comments"—contact the A.S. President or A.S. Administrative Assistant to ask that an item be put on the agenda
iv. If an issue is a first read and is time-sensitive (i.e. may need to be voted on ASAP), the A.S. Executive Committee will do its best to inform the body before the meeting so they arrive prepared to represent their department/faculty colleagues
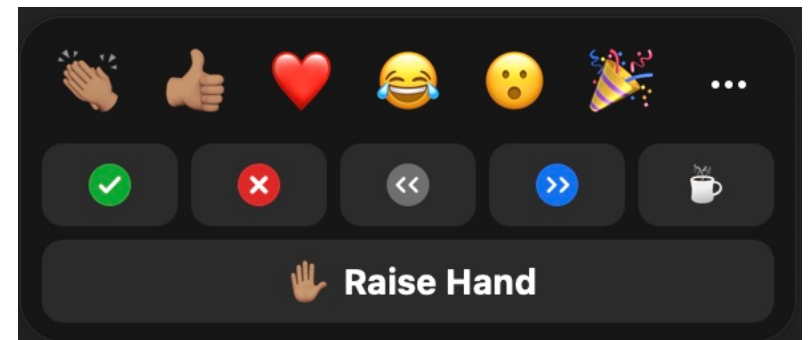
6. A.S. Purpose & Proper Functioning

Clarifying protocols for "Discussion" vs. "Action" items

v.   Usually after an item has been discussed, a senator makes a motion, i.e. "I move that we approve the Curriculum Committee's recommendation"

vi.   Another senator then seconds the motion, i.e. "I second the motion"

vii. Voting: the A.S. President will restate the motion after discussion has closed and call for the vote.

   a.   If asked, the Secretary will type the resolution out on the projector or shared screen.

6. A.S. Purpose & Proper Functioning

Voting (continued):

viii. Senators will be asked for objections and abstentions first, giving Senators 30 seconds to cast their vote.

ix. We will only ask for "yay" votes if there are objections (so that the required roll call vote can simply be "unanimous" when possible).

x. Remote Senators will use the following "Zoom Reactions": the green "yes" button, the red "no" button, the "raise your hand" button to abstain, and Senators voting by proxy will indicate their vote in the chat (i.e. "Pablo Martin votes yes/no/abstains").

7. Action Items (NA)

8. Discussion Items

8.1.   Program Discontinuance: Graphics – Patti Manley, Program
         Review/Outcomes Assessment Facilitator (5 mins. plus 5 mins. Q&C)

- Request for Academic Senate Approval of Recommendation for
  Graphics Program discontinuance
- [Program Viability Graphics Discontiuance Workgroup Final Report](#)

8.1. Program Discontinuance: Graphics

PROGRAM VIABILITY PROCESS

- Request for Program Discontinuance forwarded to PROA subcommittee (VP & Dean)
- PROA Approved request for formation of Program Discontinuance Workgroup
- Program Viability/Discontinuance Workgroup Recommended Graphics Program Discontinuance (Meetings 4/26/23 & 5/26/23)
- College Informed 5/3/23
- Public Forum 5/8/23
- Program Viability Workgroup Final Report & Recommendation for Graphics Program Discontinuance 8/9/23
- PROA Subcommittee Supports the Program Viability Workgroup's Recommendation 8/28/23
- PIER Approved Recommendation for Graphics Program Discontinuance 9/1/23
- AS, CS, ASG (9/5, 9/8, 9/19)
- College Council 9/26/23
- District Board 11/9/23

8.1. Program Discontinuance: Graphics

Program Viability Workgroup

- Michael Odu, VPI
- Adrian Gonzales, VPSS
- Brett Bell, VPA
- Lou Ascione, Dean of Liberal Arts
- Rex Heftmann, faculty teaching at least one course in the Program
- Patti Manley, PIER representative
- Catrina Gillus, Counseling*
- Pablo Martin, Academic Senate*
- Darren Hall, Chairs' Committee*
- Alex Stiller-Shulman, Curriculum*
- Mara Palma Sanft, Miramar's A.O.

* does not teach in the program

Information considered

- Articulation
- Career Information
- Course & Program Data
- Curriculum
- Program Information & Background
- Program Technology
- Program Facilities

*There is no AFT representation. Issues related to faculty are addressed in the Contract and Board Policy by the SDCCD Human Resources office

8. Discussion Items

8.2.   ASG Resolution: SDCCD End Oil Extraction Resolution – Allie D'Angio, Sustainability Club (5 mins. plus 5 mins. Q&C)

- [SDCCD End Oil Extraction Resolution from the ASG](#)

9.1: Executive Committee Reports

9.1.1: President's Report (5 mins)

As always, please interrupt me if you have questions. I'm also available for further discussion via email, FTF or Zoom meetings, and you can also invite me to your department meetings. Please see the full report for details: [SDMC Academic Senate Resource List 090523](#).

Campus/Senate Updates :
1. Call for workgroup participation:
   a. ASCCC CTE Liaison
   b. Gender Equity
   c. Adjunct Faculty
   d. Student Code of Conduct
   e. Evaluation Process Revision
   f. Miramar BoT Meeting Faculty Reps

9.1: Executive Committee Reports

9.1.1: President's Report (5 mins)

2. Any adjunct serving on any committee (or formal workgroup, as I understand) can be compensated for their work by the AFT so long as they fill out this form: [SDCCD AFT Adjunct Committee Service Form](#).

3. House-keeping:
   a. FYI, correction to past minutes: the minutes from 10/18/22, 11/1/22, 11/15/22, 12/6/22, and 12/13 reflected inaccurate attendance. They have each been reposted to the website with the correct attendance.
   b. A.S. voting records are not posted in our minutes but they are always available from the secretary if anyone wishes to see them.
   c. Please take the [Miramar A.S. Senator Demographics Survey](#)

9.1: Executive Committee Reports

9.1.1: President's Report (5 mins)

4. Challenges with the online registration and admissions processes
5. The ASC offers a number of services for students. Please visit (and share!) their web page to learn more: https://sdmiramar.edu/services/asc.
6. Let's do our best to ensure that our faculty (and all Miramar employees) feel welcome and supported on campus. If someone experiences difficulties in this regard, the President and VPI encourage those folx to report it or file a formal complaint.
7. 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.

9.1: Executive Committee Reports

9.1.1: President's Report (5 mins)

8. Technology Updates:
   a. Need tech support? Use [SDCCD's Service Desk Application](#) (aka Universal Help Desk)
   b. There have been delays completing Miramar's WiFi upgrade project. The new goal is 9/30/23 (it was 7/31/23)
   c. Technology Issues Updates: Stay tuned for regular reports from the Technology Committee

District Updates: [please see the resource document](#)

State Updates: [please see the resource document](#)

9.1.1-8 Executive Committee Reports

Vice President - Carmen Carrasquillo

Secretary – Josh Alley

Treasurer – Monica Demcho

Contract Member-at-Large – Heather Paulson

Part-Time Member-at-Large – Theron Page

Chair of Chairs – Kevin Petti

Curriculum Chair – Darren Hall

9.2. Committee Reports

9.2.1. Standing: Technology Committee – David Mehlhoff (5 mins. plus 5 mins. Q&C)

9.2.1. Enrollment Management (Strategic Enrollment Management Plan) – Kevin Petti (5 mins. plus 5 mins. Q&C)

9.3. Special Reports

9.3.1. Adjunct Senator Election – Pablo Martin (5 mins)

Five Senators were elected by acclamation after the initial call for Senators. They are: Desi Klaar, Erin Smith, Kristen Everhart, Natalie Bickett, and Kristen Bonwell.

After the second call for Senators, two additional nominees were received. As we need a total of seven Adjunct Senators, we elect them by acclamation today. They are: Najah Abdelkader and Valerie Chau.

Congratulations Adjunct Senators!

9.3. Special Reports

9.3.2. 100 Level Course Data and Why it Matters – Lisa Brewster and Nessa Julian (5 mins. plus 5 mins. Q&C)

Students are depending on California Community Colleges for education, career training, and social mobility

Achieving Equity with the help of Guided Pathways Pillar 4

Earning a college-degree can improve upward economic and social mobility
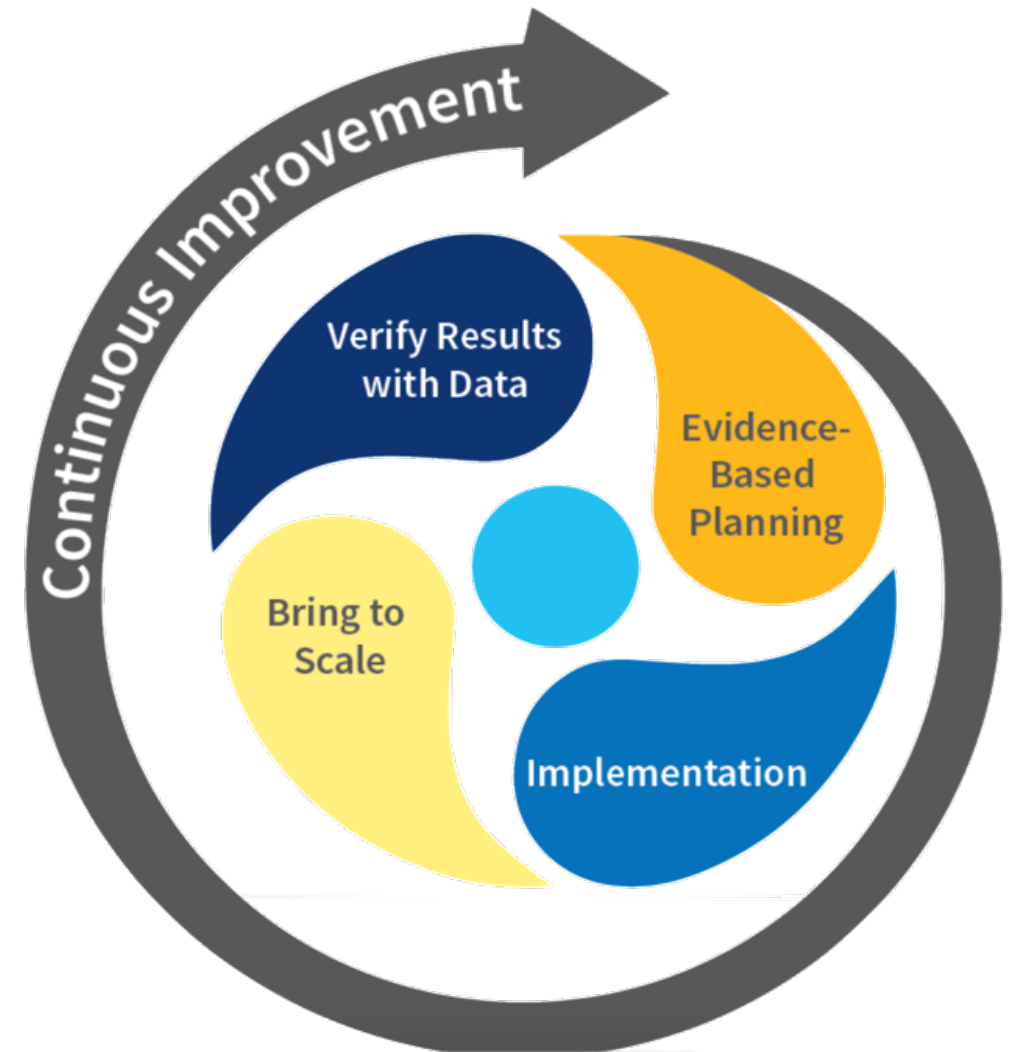
Based on our college-level data:

- Certain populations of students are disproportionately impacted in areas such as success (completion of courses).

Using Data to help OUR Students

Through an analysis of all 100 level courses, we have been able to provide access to the data showing *persistence*, *success* and *retention* rates of students broken down by **ethnicity**, **age**, and **gender**.

What is our 'why' for student success?

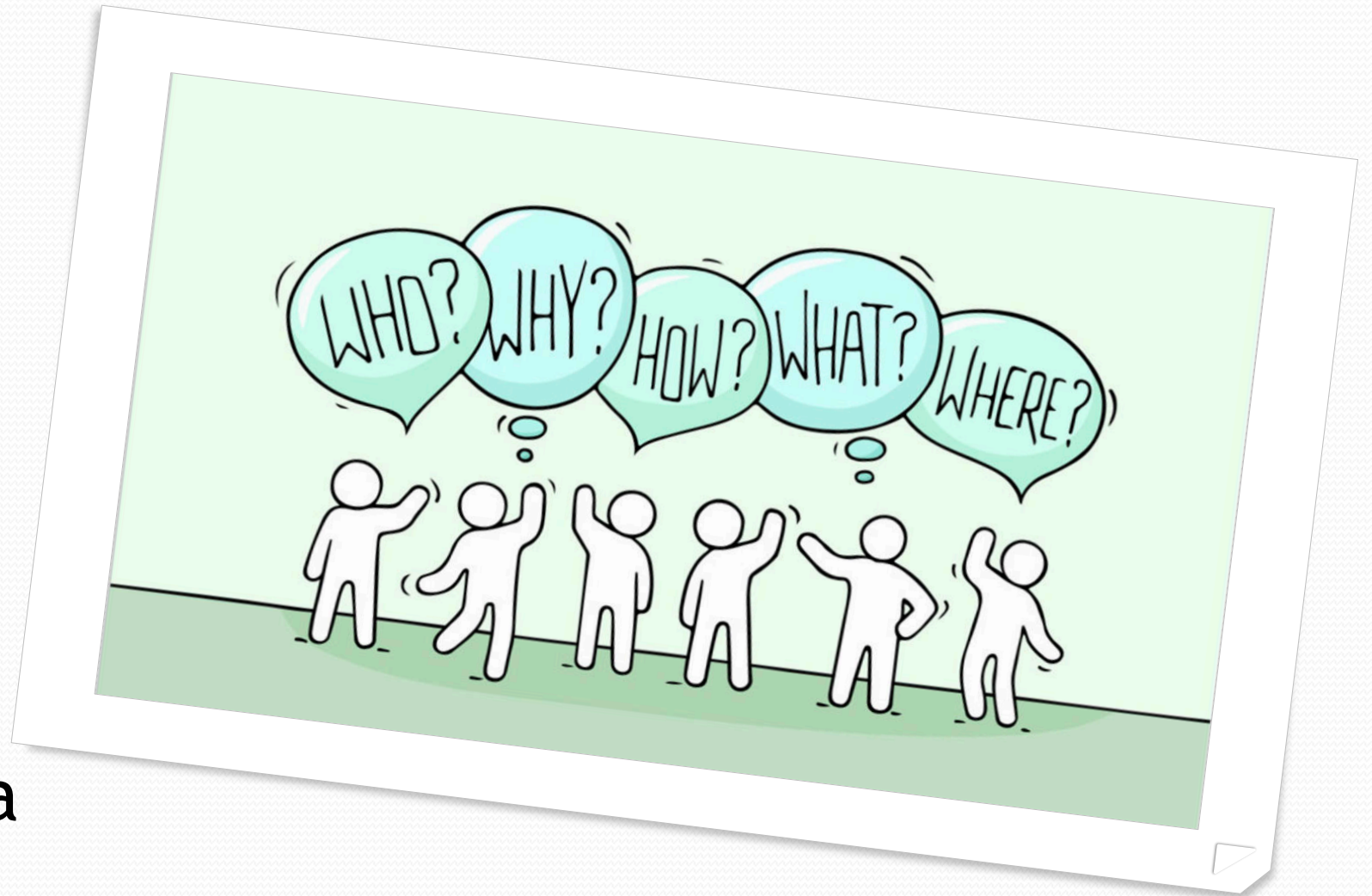# SUCCESS RATES IMPACT
PERSISTENCE, COMPLETION, AND TRANSFER.

I. What strategies can we implement to better support specific student populations of students based on the data?

- Gender
- Age
- Ethnicity (Specifically our Black/African American and LatinX students)

II. How can we align our efforts through our existing efforts through Guided Pathways, the Student Equity Plan, Vision for Success/Vision 2030?

What can you do as a Senator?

I. Share this data with your Chair, discuss at your department and/or school meetings

II. Encourage conversations on teaching and learning strategies in your department meetings or even school meetings

III. Consider joining the CREATE (Culturally Responsive Educators Academy and Training for Equity) cohort in Spring 2024

Questions?

Nessa and/or Lisa are available to come to your Department or School meetings to talk about this data

10. Announcements

1 min. time limit each

5. Senator Introductions (10 mins)

1. **Tell us your name, department/area, and how long you've been at Miramar.**

2. **Please *pick one* to share with the group (or a partner, if time doesn't allow):**

    A. What's your favorite quotation, aphorism, or saying?
    B. What's one object that symbolizes or represents something about your identity?
    C. What's your favorite (of all time or recently) book, film or series, song, radio station, or other media artifact?

11. Adjournment

The next meeting of the SDMC Academic Senate is:
Tuesday, 9/19/23 from 3:30-5:00 pm in L-309 and on Zoom
(depending on today's vote)

If meeting in a hybrid format, Senators can complete the
A.S. Senator Remote Attendance Form here.