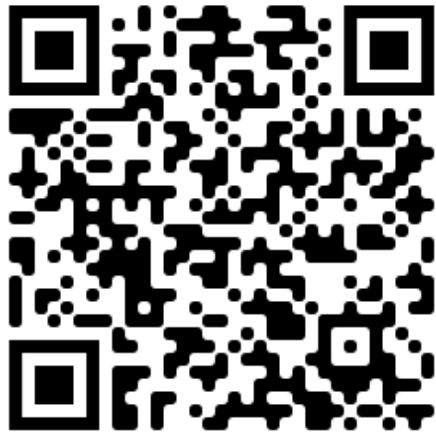Attend the Kumeyaay
Flag Raising Ceremony
Wednesday,
11/8/23, 10 AM
in front of the N-Building

San Diego Miramar College Academic Senate Meeting

(QR Code for A.S. Webpage)

November 7, 2023
2023-24 Academic Year

Cultivating Community: Making the invisible visible

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: 10/17/23
3. Land Acknowledgement
4. Public Comments
5. Action Items
   1. New Faculty Positions Ranked List
   2. Meeting Modality Recommendations
6. Discussion Items
   1. OER and ZTC Curriculum
   2. Policies for Student Behavior
   3. Packaged Programs Workgroup Recommendations
   4. Technology Discussion
   5. Expanding Gym Access for Students
7. Reports:
   1. Special Reports (ASG and GP)
   2. Executive Committee Reports
8. Announcements
9. 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

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

I would also like to correct a mistake I made during last meeting's Public Comments. When Heather shared that each "speaker has three minutes," I got mixed up and was stuck on a BoT rule. I informed each topic was limited to three minutes. Heather was correct—each speaker has three minutes.

5. Action Items

5.1. **[New Faculty Positions Ranked List](#) – Kevin Petti (5 mins. Q&C)**

- This is a second read

5.2. **Meeting Modality Recommendations for A.S. Committees – Pablo Martin (5 mins. Q&C)**
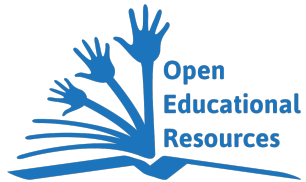
- This is a second read
- The Academic Senate recommends that all Standing Committees of the A.S. provide teleconferencing options.

6. Discussion Items

6.1.   Open Educational Resources and Zero Textbook Cost curriculum as Alternative Approaches – Saigel Ghotra (5 mins. plus 5 mins. Q&C)

"Report on Open Educational Resources and Reducing Textbook Costs for Students"

Definitions

<u>OER (Open Educational Resources)</u>

Resources that reside in the public domain or have been released under an intellectual property license that permits their free use and re-purposing by others.

<u>ZTC (Zero Textbook Costs) defined in SB 1359</u>

Courses that use digital materials that are free of charge to students and may have a low-cost option for print versions.

Background

Fall 2015	Cable Green Presentation
Fall 2016	Open Educational Resources (OER) Subcommittee by DGC
Spring 2018	Two-year OER Adoption Plan (Successful Completion 2020)
Fall 2018	Comprehensive perspective of lowering textbook costs resulted in expanding the definition of textbook affordability to include zero-cost, low-cost, and OER
Fall 2019	New Board Goal added for Impact of OER/ZTC on Students disaggregated by student demographics
Fall 2020	District committee reestablished as Student Textbook Affordability Committee (STAC)
Fall 2022	District Received Community Grant Funding helping convert on ground courses to online ZTC

Cost Savings to Students

College	Rentals	Digital/ e-Books	Low Cost*	Used Books	OER	No Textbook Required† (Bookstore)		Total
Fall 2022								
City	$0	$173,970	$9,174	$8,833	$323,208	$344,286		$859,471
Mesa	$3,803	$421,224	$17,843	$14,353	$349,583	$363,182		$1,169,988
Miramar	0	$156,401	$21,875	$8,900	$200,594	$222,950		$610,720
Continuing Education	n/a	$28,813	$22,638	n/a	$139,500	$819,340		$1,010,291
Total	**$3,803**	**$780,408**	**$71,530**	**$32,086**	**$1,012,885**	**$1,749,758**		**$3,650,470**

$3,650,470 Total Savings Districtwide

Source: SDCCD Bookstore

* Low Cost are textbooks that cost $40 or less

† Free non-OER has been included in the No Textbook Required category

Course Reserve Information

Institution	Checkouts	Digital Scans[†]	# of Sections	Total Items
City College	569	25	384	2935
Mesa College	618	60	517	1753
Miramar	326	0	395	1356
Continuing Ed	n/a	n/a	n/a	n/a
District Total				

Reserves provide students with access to important course materials
[†] Digital scans are requested by faculty for students in Canvas.

Sections Offering Cost Savings for Students

Institution	Total Sections Fall 2022	OER	No Textbook Required**	Total sections using no cost resources	Total sections using Low cost	Total sections using no cost or low cost	% Total sections using no cost or low cost
City	1,527	55	176	231	10	241	16%
Mesa	2,229	67	187	254	20	274	12%
Miramar	1,161	27	105	132	2	134	12%
Continuing Education	760	124	577	701	59	760	100%
District Total	**5,677**	**273**	**1,045**	**1,318**	**91**	**1,409**	**35%**

**Free non-OER has been included in the No Textbook Required category

Faculty Offering Cost Savings for Students

Fall 2022						
Institution	Total Faculty (PT/FT) fall 2022	OER	No Textbook Required**	Total faculty using no cost resources	Total faculty using low cost	Total faculty using no cost or low cost	% Total Faculty using no cost or low cost
City	451	22	91	113	6	119	26%
Mesa	630	28	77	105	9	114	18%
Miramar	393	18	61	79	1	80	20%
Continuing Education*	317	n/a	n/a	n/a	n/a	n/a	n/a
District Total*	1438	68	228	296	16	312	22%

*Data for the number of CE faculty offering Cost Saving materials for students could not be obtained at this time.
**Free non-OER has been included in the No Textbook Required category

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Efforts to Increase OER Usage

Student Textbook Affordability Committee (STAC)

- Awarded 16 applicants for the Community Funding Grant Round I
- Planning ZTC Tracking Dashboard
- Round 1 Funding of $60,000 from credit colleges
  - Developing ZTC Pathways Tracker
  - Assist faculty developing ZTC courses
- Textbook Transparency Updates
  - Low textbook cost being created
  - Planning addition of College of Continuing Educatio

Community Funding Grant

- Created and onboarded new Community Funding Grant Faculty Coordinator
- Onboarded new OER Specialist
- Round 1 funded 16 applicants (examples of projects)
  - BIOL 107: Biology Professor Sarah Hawkins remixed an OpenStax text and other openly licensed videos into her CVC-OEI aligned Canvas course, including interactive formative assessments using H5P.
  - AGRI 100: Agriculture Professors Erin McConnell and Abigail Ferrieri also remixed existing OER text into a Canvas course, adding in their own videos as support.
  - FREN 101: French Professor Philippe Patto created an entire interactive French 101 textbook using Pressbooks with interactive elements using H5P and examples of spoken French with accents from different regions using Voicemaker.
- Round 2 is underway

SDCCD OER Week

Topics

- H5P & ADAPT Overview with Maddie Button
- Common misconceptions about switching to OER: Are you ready to ditch the textbook?
- Using OER to improve the student's experience and success in my classes
- Where To Find OER and Grants. Get Some Help, Too
- SDCCE Canvas OER Resources with Diana Vera-Alba

Recorded events are available on the SDCCD OER Week Webpage

Over 89 SDCCD viewers across all events

SAN DIEGO CITY COLLEGE

- Applied for & accepted to AAC&U OER Institute 2023-2024.
  - Received $6,200 scholarship from ASCCC.
- 1 BookEye KIK Scanners – digitize portions of course reserves for no-cost

SAN DIEGO MESA COLLEGE

- 14 [Zero Textbook Cost Degrees & Certificates](#)
  - Fine Art: Art History AA & AA Transfer
  - Communication Studies AA & AA Transfer
  - Dance AA, Choreography CA, Commercial Dance CA
  - English AA & AA Transfer; Creative Writing CA
  - Geography AA
  - Mathematics AA & AS Transfer, Applied Mathematics AA
- Mesa's Open Shared Accessible Inclusive Courses (MOSAIC)
  - 33 faculty completed redesigning 18 courses to date
  - [Highlight Video](#)
- Applied for & accepted to AAC&U OER Institute 2023-2024. Received $62000 scholarship from ASCCC.
- 92 STEM faculty each provided with 3 OER textbooks recommendations to encourage review and adoption of no-cost materials
- 2 BookEye KIK Scanners – digitize portions of course reserves for no-cost

WELCOME TO *MOSAIC 2.0*

MESA'S OPEN SHARED ACCESSIBLE INCLUSIVE CONTENT

SAN DIEGO MIRAMAR COLLEGE

- 2022/2023 – FLOC OER program. 40 faculty learned about OER and how to search, adapt, or create OER for their courses in collaboration with mentors and peers.
- 12 math faculty trained in using MyOpenMath in 2022-2023. Over 60% of our math sections are ZTC.

- At least 3 faculty members working on ASCCC OERI grant funded projects.
- Offered 5 Flex presentations on OER and ZTC + 1 for OpenEd week. Have 3 more Flex presentations planned for Fall.
- Applied for & accepted to AAC&U OER Institute. Received $6200 scholarship from ASCCC.
- OER Librarian enrolled in Creative Commons Certificate for Open Culture/GLAM (galleries, libraries, archives and museums) for Summer. Received $300 scholarship.

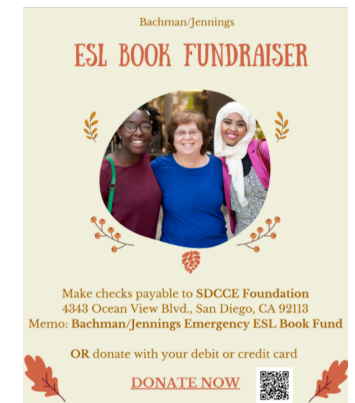# SAN DIEGO COLLEGE OF CONTINUING EDUCATION

- CE's ICOM Academy which offers certificate programs and uses 100% OER/ZTC materials, has more than doubled its course offerings since last Spring. There were 48 ICOM classes offered during the Fall 2022 semester and 54 ICOM classes offered during the Spring 2023 semester.
- CE's book loaning program out of the Office of Instructional Services has continued to serve students for the hard to convert (H2C) programs, Hyflex classes, and students learning online.
- Fall 2022 savings examples include:
  - Students in all ICOM sections were provided digital OER/ZTC materials with a savings of over $4,500
  - Students in HLTH, AUTO, and ESLA sections were provided loaner or OER materials which was a savings of over $20,000
- OER Coordinator, Diana Vera-Alba created an OER/ZTC Canvas account that was shared with SDCCD and contains OER resources which include: OER/ZTC materials, Creative Commons licensing, training and PD.
- Every year the CE ESL Textbook Committee promotes the Bachman Jennings Book Fund which has raised over $15,000 year-to-date and distributes book vouchers to students.

ICOM ACADEMY
Interactive Competency-Based Online Microcredentialing
Fast, free, flexible career education

Bachman/Jennings
ESL BOOK FUNDRAISER

Make checks payable to SDCCE Foundation
4343 Ocean View Blvd., San Diego, CA 92113
Memo: Bachman/Jennings Emergency ESL Book Fund

OR donate with your debit or credit card

DONATE NOW

6.2. Policies for Addressing Student Behavior – Patti Manley, Kandice Brandt, and Marian Edelbrock (10 mins. plus 10 mins. Discussion)

Student Issues

What now?
Next steps/action steps

Patti Manley

Please see the "Important Documents" on the Chairs Committee website to access a number of documents related to Patti's slideshow.
The "Classroom Incident Response Trajectory" and "Guide for Disruptive Behavior" documents can be found on the A.S. Webpage for 11/7/23.

BP 5500 Section 3 Student Code of Conduct

- New policy # need to change (if referenced on syllabi or modules)
- "G" –AS/Chairs need to advocate to add the word "written" to this section in order to address the online environment.
  - The physical, verbal and *"written"* disruption
  - Cheryl & Patti to discuss with management to establish common understanding of what constitutes "disruption" to management & faculty (Need faculty input)
  - Cheryl will develop a checklist that faculty can follow when they have "disruptive" students.
- Section "H" – severity and pervasiveness – What does this mean?
  - Cheryl & Patti to discuss with management to establish common understanding of what that means to management & faculty (need faculty input)

AP 3001.2 Student Grade Challenge Policy & Form

- AP 3001.2 Grade Challenge Policy & Form
- The form students can challenge any grade at the end of the semester only
- Cheryl to discuss with deans and share the policy & forms
- Patti to discuss with faculty/chairs and share the policy & forms
- Informal process – discuss with instructor/chair/dean
- Cheryl to create "standard" language that can be added to syllabi
- Patti & Cheryl to create a checklist & email language for faculty to use to respond to students who (after faculty initial response) want to continue to pursue the issue.

Civility – Board Policy 7150

- Cheryl will work with sonny to add Civility module into student orientation
- Cheryl will develop standard "civility" language for syllabi
- Cheryl & Patti to work on campus marketing campaign on civility

Canvas Commons (Module Link)

- Patti & Cheryl will work with Lisa Brewster to add a "Important District Policies" folder to the Student Resources link in Canvas
- Patti created a module faculty can add to their courses (contains all policies & forms) – added to Canvas Commons
  - Suggest that all faculty add this module to their courses or include note in syllabi that they are available in the student resources link in canvas
- https://lor.instructure.com/resources/127626602fdf4bf88622696d56650e66?shared

6.2. Policies for Addressing Student Behavior – Patti Manley, Kandice Brandt, and Marian Edelbrock (cont.)

I. What is the **Behavioral Intervention Team** (BIT)?

II. When should you and how can you make a referral?

III. What happens after you make the referral?

BIT Team Function at Miramar

- The Behavioral Intervention Team is an interdisciplinary team that meets on a regular basis to review and respond to reports of student behaviors that are concerning and at the present time do not meet the criteria for a student conduct violation, an emergency situation, a perceived or present threat, imminent danger including self-harm or a threat to the community (which should be reported to College Police or 911).

- Provides a safe environment for the campus community to report student behaviors of concern through collaboration, information collection, risk assessment, and intervention

- Promotes campus safety

- Supports students via educational and supportive measures

- Provides consultation, referral, and support to faculty and staff

BIT Team Members

MIRAMAR'S BEHAVIORAL INTERVENTION TEAM (BIT)

- CHERYL BARNARD, PH.D., DEAN OF STUDENT AFFAIRS – CHAIR
- KANDICE BRANDT, M.S., DSPS COUNSELOR/ COORDINATOR
- MARIAN EDELBROCK, PH.D., MENTAL HEALTH COUNSELOR
- JULIA KAMP, LCSW, MENTAL HEALTH COUNSELOR
- WHITNEY DONAHUE, ASW, ADJUNCT MENTAL HEALTH COUNSELOR
- CAITLYN MORGAN, ED.D, MSW, BASIC NEEDS COORDINATOR
- LT. NELSON, SDCCD COLLEGE POLICE
- ADRIAN GONZALES, VP FOR STUDENT SERVICES

Appropriate Referrals for the BIT

- Non-immediate thoughts/ threats to harm self or others
- Unaccountable change from good to poor participation in services
- Regularly missing appointments or arriving late
- Change in pattern of interaction
- Marked change in mood, motor activity, or speech
- Marked change in physical appearance
- New or regularly occurring behavior which pushes the limits and may interfering with program services
- Unusual or exaggerated emotional responses
- Food or housing insecurity affecting daily functioning

Please Note: Basic needs concerns, mental health challenges, disability support needs etc. on their own may not be a referral to BIT, but a referral to an individual service.

When in Doubt, Reach Out

911 Emergencies—Not a BIT Referral

- Imminent threat to safety of others
- Threat of harm to self or others
- Incoherent or delusional speech and/or behavior
- Medical crisis

Call 911 or Campus Police at X6405

How to Refer to the BIT

Fill out the Miramar BIT online form:

https://cm.maxient.com/reportingform.php?SanDiegoCCD

BIT Website: https://www.sdmiramar.edu/campus/behavioral

What happens after a BIT form is submitted?

- The BIT chair completes an initial review of the reported concerns
- The reporter receives confirmation of their submission
- Depending on the nature and urgency of the referral, the chair may respond immediately or await discussion at the next BIT meeting
- BIT response may involve one or multiple team members
- When needed the reporter is contacted for additional context
- The student of concern is often contacted and provided with supportive resources
- Due to student privacy, specific actions taken may not be available to the individual who filed the report

6. Discussion Items

6.3.   **Final Recommendations from the Packaged Programs Workgroup – Pablo Martin (5 mins. plus 5 mins. Q&C)**

- [See the complete document here](#)
- The workgroup was assembled in Spring 2023 under the direction of the Academic Senate and the College Council.
- The document includes five sections: 1) The benefits of offering packaged programs (PPs); 2) The disadvantages of offering PPs; 3) Recommendations; 4) Other considerations; and 5) Information and concerns related to existing packaged programs.
- At College Council on 10/24, I asked the VPs to share this with their Deans and Chairs so they might explore programs that might benefit

6. Discussion Items

6.3.   Final Recommendations from the Packaged Programs Workgroup (cont.) – Major recommendations include:

- Identify two "tracks" or approaches: 1) packaged programs (all courses required are 8-weeks long) and 2) 8-week courses (identifying courses within programs that can be compressed)

- Counselors and Success Coaches should be well educated about PPs and 8-week courses so they can either encourage or discourage participation in these accelerated programs based on the best fit for them (noting that implicit biases and institutional racism/sexism etc. would need to be effectively managed)

- Students should be thoroughly onboarded before the start of the program or course so they are properly prepared and aware of expectations

6. Discussion Items

6.4.   Technology Discussion – Technology Committee Representatives (5 mins. plus 5 mins. Q&C)

- **Wi-Fi Update:**
  - No word on the exact date and new login process, but we hope to have that info from the District soon. The rollout of the new system is expected to begin in December and January.
- **Computer Rolldown Process:**
  - Kurt Hill is concerned that there is a focus on the age of the computers rather than the performance
  - Faculty on the T.C. argue they are focused on performance, discussing the need for better communication about computer updates and their impact on performance.

6.5.   Seeking A.S. Support for Expansion to Gym Access – Hudson Betts, Miramar College Delegate (5 mins. plus 5 mins. Q&C)

Abstract

- Currently, the Miramar College Fitness Center can only be used by student-athletes, and students who take gym courses, allowing them to use the gym once or twice a week.

- This is an institutional barrier to students who are passionate about taking care of their physical and mental health.

Cultivating Community: Making the Invisible, Visible

- Expanding the Miramar College fitness center will provide students who are financially struggling with an affordable gym membership
  - Gyms outside of campus such as LA Fitness and 24-hour Fitness, could cost more than $400 a year
- Many first-generation, low-income students can't afford to purchase a gym membership.
- Students shouldn't have to sacrifice their health for financial difficulties

Improving Student Life

- Providing public access can promote a culture of health and well-being, encouraging both students and employees to engage in regular physical exercise
- Working out could help students reduce stress and anxiety from school, promoting overall mental and physical health
- College gyms also serve as social spaces where students can connect with their peers, build friendships, and develop a sense of community
- Study shows that students/employees who incorporate physical exercise into their lifestyle are more healthy and successful.

Making Student Life Better

- Providing a college-wide gym system will encourage students/employees who utilize the fitness center to participate in campus-wide events, overall improving campus engagement.
- Expanding the usage fitness center will result in more students on campus, we will be able to restore pre-pandemic college engagement.
- This idea will be represented through all constituency groups.
  - ASG unanimously approved the idea

Community Colleges that have campus-wide fitness centers

1. Mesa Community College
2. Truckee Meadows Community College
3. Cañada Community College
4. Richland Community College
5. Normandale Community College
6. Scottsdale Community College
7. Luzerne County Nanticoke Community College
8. Clark Community College
9. Sauk Valley Community College
10. Southwestern College

Marketing Tool?

- Miramar College will be the first CC in SDCCD to provide an affordable fitness center to the community.

"Why not consider becoming a student at Miramar College? Students and Employees of Miramar will have access to the fitness center. Consider enrolling in an academic class and enjoy the benefits of new-found knowledge and Miramar College Fitness Center."

Cultivating Community: Making the Invisible, Visible

considering the strong student demand and the positive impact on our school and community, I kindly request your support on this idea. Your support will be instrumental in moving this idea forward, benefiting the students and employees alike

7.2: Special Reports

7.2.1. Associated Student Government – ASG Representative

7.2.2. Jets JumpStart – Lisa Brewster
- JJS Flyer Spring 2024

7.3: Executive Committee Reports

7.3.1: President's Report

The bulk of my report can be found in the [SDMC Academic Senate Resource Doc 110723](#). These slides only include the highlights. If you have questions that you don't ask today, I'm available for further discussion via email, face-to-face, or Zoom meetings. You can also invite me to your department meetings.

Please review the [Fall Resolutions Packet](#) for the ASCCC Fall Plenary and share your feedback with me before 11/16/23.

My report highlights continue on the following slides.

7.3: Executive Committee Reports

7.3.1: President's Report

1. Several weeks ago, President Wes shared the idea of a pilot to anonymize all Miramar hiring pools with me. I did not see any 10+1 related issues with the redaction of applicant and university names. (My understanding is that nothing else, including CVs, are being eliminated from the screening process.) I have passed a list of faculty concerns along to Wes. I will discuss this with our VP, the Chair of Chairs, and others and report back to the body as this develops.

2. The CGH Change Taskforce met and approved a number of minor changes to the CGH. I just received the [final summary document for the CGH Change requests for Fall 2023](#) today. Please let me or a member of Exec know if you have questions or concerns. We will add this as a report to our 12/5 agenda unless folx would like to discuss it.

7.3: Executive Committee Reports

7.3.1: President's Report

Highlights:

3. The Classified and Academic Senates are collaborating to create a Campus Climate Workgroup to focus on racial advocacy efforts and actions to improve the campus climate in that regard. If you're interested in joining us, please let us know when you'd like to meet. (You can see the District's latest Miramar Climate Survey here.)

4. A.S. Meeting Time Survey: we've only had 5 respondents. Suggestions so far include: Friday mornings or even midday (until maybe 1:30PM) and College hour or hour and a half any day Monday-Thursday. If we vote to change our time, one senator asked for a minimum of 2 weeks notice.

5. Remember, we also have an A.S. Anonymous Feedback Form (the link is also available at the bottom of our A.S. Committee webpage)

7.3: Executive Committee Reports

7.3.1: President's Report

Highlights:

6. Miramar College's network shared drives will be upgraded on Dec 1st, 2023. When you leave the office on Friday, December 1st, please sign out of your PC and refrain from saving files on G and H between 1:55-2pm.
7. With over 1/3 of courses not reporting, the bookstore is asking every faculty member to report what they will be using, whether there is a textbook or not, and whether it's from a publisher or an OER text. See the SDMC Academic Senate Resource Doc 110723 for tips and details.
8. Susan Topham (V.C. of Educational Services) is working with her team and the A.S. Presidents and Counselors from across the district on to discuss what we've been calling "open" or "automatic enrolment."

7.3: Executive Committee Reports

7.3.1: President's Report

Highlights:

9. Please take a look at [Miramar's Adopted Budget for 2024 General Fund](#) prior to our next A.S. meeting. If you have questions or comments, please share them with me or another Exec member so that we can ask VPA Bell to follow up on them and/or present at a future meeting.

10. Donnie Tran has asked me to remind you that NetTutor was updated recently and the link might have disappeared from the left-hand menu. Please see Donnie Tran's 10/24/23 email, "Important Information about Restoring NetTutor Access" for more information.

You can find greater detail and other items, including "Updates from College Council," in the [SDMC Academic Senate Resource Doc 110723](#).

7.3.2-8 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

8. Announcements

1 min. time limit each

9. Adjournment

The next meeting of the SDMC Academic Senate is:
Tuesday, 12/5/23 from 3:30-5:00 pm in L-309 and on Zoom

Senators wishing to attend remotely can complete the
A.S. Senator Remote Attendance Form.