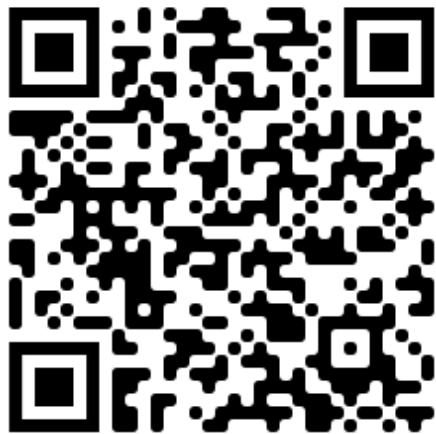# San Diego Miramar College Academic Senate Meeting

(QR Code for A.S. Webpage)

December 5, 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: 11/7/23](#)
3. Land Acknowledgement
4. Public Comments
5. Action Items
   1. Expanding Gym Access for Students
   2. Sponsoring a Miramar Student
6. Discussion Items
   1. Exploring Restorative Justice
   2. The CAM and Current School Funding
   3. Technology Discussion
7. Reports:
   1. Policies for Student Behavior
   2. The Behavioral Intervention Team
   3. Updates from the LEAD Office
   4. Accreditation Update
   5. 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. 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

5. Action Items

5.1. Seeking A.S. Support for Expansion to Gym Access – Namod Pallek (5 mins. Q&C)

- This is a second read
- 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.
- Considering the strong student demand and the positive impact on our school and community, the ASG is asking the A.S. to support the efforts of the College to seeks ways to expand gym access for all students.

5.2. **Sponsoring a Miramar College Low-Income Family or Foster Youth Student – Monica Demcho, EOPS (5 mins. Q&C)**

- Although this is a first read, we are going to vote on this today (Senators were informed of this via email on 12/1/23)

- "Join EOPS/CARE/NextUp and CalWORKs in making the holidays extra bright for low-income student parents and former foster youth at Miramar College!" (https://tinyurl.com/SponsorBoardEOPS)

- EOPS recommends donating $30-$50/family member, so a motion might direct the A.S. to provide $200 to fund a family

- If a motion is approved, the A.S. Exec will identify the family after the meeting and distribute the funds

- Faculty are encouraged to consider donating on their own or with a group of colleagues

6. Discussion Items

6.1. Exploring the Use of Restorative Justice Practices at Miramar Pablo Martin (5 mins. plus 5 mins. Q&C)

- "[Restorative Justice](#) is a non-adversarial, non-retributive approach to justice that focuses on repairing the harm, while engaging individuals and community members in the process. The goal of Restorative Justice is to reach meaningful and fair outcomes through inclusion, open communication, and truth."

- Practices and programs reflecting restorative purposes are characterized by four key values: encounter, amends, reintegration, and inclusion.

- From the [San Diego Restorative Justice Mediation Program](#); see also USD's [Center for Restorative Justice](#) and SDSU's [Office for Restorative Practices](#)

6.2. **Looking at the Campus Allocation Model and How the Administration Distributes Funding to the Schools**
Channing Booth (5 mins. plus 10 mins. Discussion)

- An overview of how the CAM works
- An overview of concerns previously shared regarding budgeting for each School (i.e. BTCWI, L.A., MBEPS, etc.)
- What can faculty do to address this? What actions can we take to improve the situation for what may be under-funded programs?

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

7.2: Special Reports

7.2.1. Policies for Addressing Student Behavior – Patti Manley (5 mins.)

Student Issues

- **What now?**

- **Next steps/action steps**

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

7.2.2. The Behavioral Intervention Team – Kandice Brandt (5 mins.)

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
- Communication that causes concern or worry for their wellbeing
- 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, mental health challenges, disability support needs etc. on their own may not be a referral to BIT, but 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

7.2.3. Updates from the LEAD Office: AANHPI Reporting Tool and 2022-2023 SEA Annual Report (5 mins.)

1. The LEAD Office wanted to provide an update on 2 reports that will be sent to the state Chancellor's Office at the end of December.

2. The 2 reports are for:

   A. The Asian American Native Hawaiian Pacific Islander (AANHPI) Student Achievement Grant (due Dec 31, 2023)

   B. The 2022—2023 Student Equity & Achievement (SEA) Annual Report (due Dec 29, 2023)

3. This is for information purposes only & no action is needed.

7.2.3. Updates from the LEAD Office: AANHPI Reporting Tool and 2022-2023 SEA Annual Report (5 mins.)

4. The AANHPI report will include the following:
   A. College Contacts
   B. Demographics & Need to Disaggregate the Data
   C. Support Services Provided
   D. Funding Expenditures Planned for 2023-24
   E. The LEAD Office wanted to provide an update on 2 reports that will be sent to the state Chancellor's Office at the end of December.

7.2.3. Updates from the LEAD Office: AANHPI Reporting Tool and 2022-2023 SEA Annual Report (5 mins.)

5. The SEA report will include the following:
   A. Expenditures
   B. Metrics
   C. Activities
   D. Category Spending
   E. Sample Success Story (Optional)

7.2.4. Accreditation Update – Mara Palma-Sanft, Articulation Officer

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 120523](#)*. 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.*

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, 2/6/24 from 3:30-5:00pm on Zoom (*physical location TBD*)

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