

## **SUMMARY: DECEMBER 5<sup>TH</sup> MEETING**

It's wild to think we've made it to the end of the semester. Thank you to all of you for the time and work you've put into the semester. We had a packed meeting with lots of important information on the 5th. There were not a lot of First Reads, though. So, below, you'll only see the one First Call.

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

For the ASP's report from our last meeting, see the [resource document](#) here.

### **FIRST CALLS:**

#### **6.1. Exploring The Use of Restorative Justice Practices at Miramar (sides 8)**

In our meeting, we learned a bit about the policies for addressing student behavior. In conjunction with that discussion, we also learned a little about Restorative Justice Practices. Pablo shared in his slideshow a link with an informative video on [what Restorative Justice entails](#). The foundation of restorative justice is relationship building and building community. The hope is that getting the campus trained in RJ practices can help with student behavior concerns and in just building a stronger community in general. The recommendation was made to create a workgroup that would help guide these efforts. As suggested in the meeting, the workgroup would ideally inform the efforts of the Behavioral Intervention Team and those working on policies addressing student behavior. If you have ideas about this workgroup or are interested in participating, please contact the A.S. Exec and/or share them at the next meeting.

### **OTHER ITEMS:**

#### **6.3 Technology Discussion**

Just a quick note here. David Mehlhoff reported that at the next Technology Committee meeting, they will be releasing the draft of the Technology Plan. They are requesting that we attend to provide feedback. The meeting is 12/12 from 3-4pm in L-108. You can also attend remotely [here](#).

**UPDATE: this meeting was canceled, so please stay tuned for the announcement for their next meeting in Spring.**

#### **7.2.4: Accreditation Update**

Detailed information that Mara shared about the three core inquiries from ACCJC can be found in the minutes below.

As always, the Minutes from our meeting follow this summary. We will see you next semester! Get some well-deserved rest over break!

## Minutes – Miramar College Academic Senate

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

(\*See [agenda](#) for remote locations)

[Associated Documents](#)

[Meeting Slide Show](#)

**Senators Present:** Pablo Martin, Carmen Carrasquillo, Josh Alley, Monica Demcho, Heather Paulson, Theron Page, Darren Hall, Kevin Petti, Adrian Arancibia, Alex Sanchez, Ali Gonzalez, Anne Gloag, Becky Stephens, Brit Hyland, Channing Booth, Cyndie Gilley, Dan Smith, David Halttunen, David Mehlhoff, Dawn DiMarzo, Kandice Brandt, Kevin Gallagher, Mardi Parelman, Nick Aramovich, Olivia Flores, Otto Dobre, Rodrigo Gomez, Stefanie Johnson-Shipman, Wahid Hamidy, Desi Klaar, Kristen Bonwell, Najah Abdelkader, Natalie Bickett, Valerie Chau

**Absent:** Alex Mata [proxy: Pablo Martin], Angela Boyd, Angela Romero [proxy: Patti Manley], Anh Nguyen [proxy: Olivia Flores], Gene Choe [Joe Young], Mary Kjartanson [Darren Hall], Rebecca Bowers-Gentry [proxy: Alex S], Erin Smith, Kristen Everhart

**Other Attendees:** Hyelim Yoo, Jayla Lee, Judy Patacsil, Laura Pecenco, Mara Palma-Sanft, Patricia Hunter, Patti Manley, Valentino Nevaraz, Yolanda Yslas, Juli Bartolomei

### 1. Call to Order

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

### 2. Approval of Agenda and Consent Calendar

#### 2.1. Meeting [minutes from November 7, 2023](#)

- The agenda and Consent Calendar were approved unanimously after a change to move items 7.3.8, 7.2.1 and 7.2.2 to before Discussion Items and to postpone item 6.2. [Carrasquillo]

### 3. Land Acknowledgment

- Martin shared that he attended an inspiring and informative Native American Heritage Month webinar by the creator of a film called “The Domination Code.” The College will be purchasing the film and it will be available in the library soon.

### 4. Public Comments

- None

### 5. Action Items (*this includes second reads*)

#### 5.1. Seeking A.S. Support for Expansion to Gym Access – Namod Pallek, ASG President

- This is a second read.
- There is no opposition from the department, but staffing and maintenance are issues. Funding is being discussed, and they are looking at what the other District campuses are doing.
- Motion to extend time by three minutes passed with no objections. [Booth]
- Motion to support passed unanimously. [Demcho]

#### 5.2. FIRST READ: [Sponsoring a Miramar College Low-Income Family or Foster Youth Student](#) – EOPS

- Senators were informed via email on 12/01/23 that they would be voting on this today.
- Demcho shared the background for the program. 43 families were sponsored last year.
- EOPS recommends donating \$30-50 per individual. The A.S. Exec is interested in supporting the cause with \$200 and would like approval from the body. Faculty are also encouraged to [donate](#) individually or with a group of colleagues.
- Motion to approve \$200 to support a family passed unanimously. [Paulson]
- A.S. Exec will choose which family to sponsor.

### 6. Discussion Items (*this includes first calls and first reads*)

#### 6.1. Exploring the Use of [Restorative Justice Practices](#) at Miramar – Pablo Martin

- “[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](#)
- Do we want to explore this? Discussion ensued.
- Martin summarized: “Consequences [for folks who do harm] are different but not absent.”
- Training is very important, to avoid creating more problems.
- The foundation of restorative justice is relationship building and building community.
- Recommendation made to create a workgroup to help guide the effort, tying this in with the Behavioral Intervention Team and student behavior.
- From the chat: “We do have a consultant from the SDSU Office for Restorative Practices who has signed on to help us.”

#### 6.2. Looking at the Campus Allocation Model and How the Administration [Distributes Funding to the Schools](#) – Channing Booth

- Postponed.

### 6.3. Technology Discussion – Technology Committee Representatives

- Mehlhoff reported that the draft Technology Plan will be released at the next Technology Committee meeting. Please attend to provide input. Once it is available, Martin will make it available to senators.
- Martin reported that the College is exploring new technologies to replace the current classroom setup. The 86” interactive touchscreen would allow students to screen share through a web code or an app they can download to their device. Gloag reported that one is available to check out and test until the beginning of February; contact IT if you are interested. They are between \$3-6K (less than projectors) and include really good audio and cameras that show the whole room. The understanding is that they would slowly replace existing technology if approved for purchase.

## 7. Reports

### 7.1. Committee Reports

### 7.2. Special Reports

#### 7.2.1. Policies for Addressing Student Behavior – Patti Manley

- See “Important Documents” on the [Chairs Committee website](#) to access a number of documents related to this presentation.
- The “[Classroom Incident Response Trajectory](#)” and “[Guide for Disruptive Behavior](#)” documents can be found in the [associated documents](#) for this meeting on the A.S. webpage.
- Manley discussed issues with the Student Code of Conduct. See [meeting slideshow](#) for details.
- For faculty who need to update their syllabi, the new Student Code of Conduct number is BP 5500.
- Cheryl Barnard and Manley are having a conversation with management and Student Services to establish common understanding and guidelines.
- Barnard is developing a checklist that faculty can follow.
- Miramar has to follow certain guidelines from the State; if it was a private institution, it could be more strict.
- Grade change: There is a form and a policy (AP 3001.2). Grades can be challenged at any time (not just the final course grade), but they must meet certain requirements that address specifics.
- A Canvas Commons [module](#) was created to include all of the policies and forms. Faculty should put the link in their Canvas shells.
- Barnard is working with Sonny Nguyen to add the Civility module into student orientation. Barnard will also develop standard “civility” language for syllabi.
- Manley will send syllabus language out for input.
- [Faculty input was requested on several of these items—please see the slideshow for specific asks.]

#### 7.2.2. The Behavioral Intervention Team – Kandice Brandt

- Brandt explained the who, what, when and how of the BIT, including examples of appropriate things to report to BIT and what to report to Campus Police or 911. Brandt noted that, if the behavior is clearly a conduct violation, it would go to the Dean of Student Affairs instead of BIT; an imminent threat would go to College Police. See [meeting slideshow](#) for details.
- Their goal is to provide a safe environment on campus, to connect students to resources, and piece together things that are happening to figure out if a student is at risk and to avoid repetition.
- Addressed what happens after a report is made. First Barnard see the form, then depending on the need, she will contact the team and determine the correct steps to take. The team will give a confirmation to those that submitted the report and may have follow-up questions. And the team will report back that the issue was responded to. Although they may not be able to explain more than that.
- Motion to extend time by one minute passed with no objection. [Booth]
- There is a [BIT Incident/Concern Reporting Form](#) online and information on their [webpage](#).

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

- The two reports are due at the end of December.
- Refer to the links for more information.

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

- Status update: Miramar’s ACCJC peer review team has read our Institutional Self Evaluation Report (ISER). As part of the iterative process, they have returned three core inquires: two are directly related to Miramar and one requires District response.
- Core inquiries:
  - The team would like to see an update on the new program review process and further understand how the College assesses learning outcomes for all instructional programs and student and learning support services. Standards or Policies: I.B.2, I.B.4
  - The team would like to see an update on the College’s progress on the disaggregation and analysis of learning outcomes for subpopulations of students. The team would also like to learn more about how these results are used for improvement and how they inform resource allocations. Standards or Policies: I.B.6
  - The college teams would like to better understand how the district 1) regularly evaluates district systems, college roles, and decision-making processes, 2) communicates these results widely, and 3) uses these results as the basis for improvements.
- Working with Manley on the two campus inquiries.
- Need to submit responses before the ACCJC focused site visit in February.

- Palma-Sanft will confirm with Manley that she will bring the response regarding resource allocations to BRDS for discussion.

### 7.3. Executive Committee Reports

#### 7.3.1. President – Pablo Martin (State, District, Campus, and Senate Issues)

- Pablo only shared one item verbally. This and the rest of his report is included in the [resource document](#).

#### 7.3.2. Vice President – Carmen Carrasquillo

- GAIA meets this Wednesday from 1-2pm via Zoom.
- Shout-out to Olivia Flores, who is leading the Women's History Month planning.

#### 7.3.3. Secretary – Josh Alley

- No report.

#### 7.3.4. Treasurer – Monica Demcho

- The current balance is \$1042.97.
- Miramar Foundation: There is discussion about the adoption of an investment policy, including limiting investments to socially responsible and sustainability-focused funds. Please share input with [Demcho](#) before February.

#### 7.3.5. Contract Member-at-Large – Heather Paulson

- AFT general meeting at City College this Wednesday at 3pm. See email from Jim Mahler.
- Watch for the Professional Development offering addressing hate speech in the classroom.

#### 7.3.6. Part-Time Member-at-Large – Theron Page

- No report.

#### 7.3.7. Chair of Chairs – Kevin Petti

- No report.

#### 7.3.8. Curriculum Chair: Title 5 Changes for Grade Average – Darren Hall

- The Curriculum Review Committee is discussing how to respond to possible changes to GPA calculation proposed/allowed in Title 5.
- Current catalog language: A grade point average of at least 2.0 (a "C" average) is required in the curriculum upon which the degree is based. From Title 5: Completion of the requirements for the associate degree with a minimum cumulative grade point average of 2.0 in the degree-applicable courses. If units accumulated beyond those required for the degree lower a student's cumulative grade point average below 2.0, colleges may compute the grade point average based solely on those courses used to satisfy the degree requirements, provided that the coursework used to compute the grade point average fulfill all major/area of emphasis and general education requirements.
- Demcho clarified that it currently includes all courses used to satisfy degree requirements, which would include general education, and Title 5 would allow them to just look at major prep specifically. The vote will be between keeping the status quo or adopting the proposed changes to consider only major prep courses.
- Discussion ensued.
- Send comments to [Hall](#) so the committee can take it to CRC and then CIC next week.
- CurricuNet is being retired out over the break, and the new CurricuNet Meta will be in place in the Spring. Faculty should let the Curriculum Committee know if they have any pressing proposals or other items in CurricuNet by next Thursday so they can walk it in during the transition period.

### 8. Announcements

- Martin announced Drag Bingo (December 7<sup>th</sup>, 3:00-4:30pm, K1-107) and the Miramar Music Club's Valentine's Day open mic auditions.
- Free yoga in J-2 Thursday, 12/7, from 12:30-1:30pm.
- Congratulations on your "major award" Joe Young! Joe earned a national achievement award as the Gates Tools for Schools/ASE Instructor of the Year.

### 9. Adjournment

- The meeting was adjourned at 5:00pm.

The next meeting will be on Feb 6<sup>th</sup>. Please submit agenda items to both Paul (Pablo) Martin and Juli Bartolomei.

Respectfully submitted,  
Juli Bartolomei and Josh Alley