

## **SDMC Academic Senate Resource Document 10/15/24**

This document includes materials related to Miramar, SDCCD, and ASCCC and more. It's designed to help Senators be more aware of the issues that affect faculty and to aid in their reports to their constituents. There are two sections: the first includes details from A.S. Exec reports and the second is a list of things we would like to pass on to you (from our colleagues, the AFT, the ASCCC, etc.). This document is by no means exhaustive! If you would like to include something on a future list, please send me an email with a short little blurb and/or links to more information and I'll do so.

If you have questions that aren't addressed in today's meeting or in this report, please contact me. I'm available for further discussion via email, face-to-face, or Zoom meetings. You can also invite me to your department meetings. Senators are invited to complete the [A.S. Anonymous Feedback Form](#).

**Link to the [Academic Senate committee web page](#)**

**Link to the meeting web page for the [10/15/24 Academic Senate Meeting](#)**

(for links to the slideshow, meeting materials, and more)

### **President's Report: State, District, Campus, and Senate Issues**

#### **Campus:**

- \* Student Success Committee CGH Change Request: Expedited approval has been requested for a change to the SSC. Do faculty have feedback regarding changing the Student Success Committee from a co-chair to a tri-chair model? If so, please contact [pmartin@sdccd.edu](mailto:pmartin@sdccd.edu).
- 1. Seeking Board of Trustees Presentation Workgroup Appointees: We need two faculty to serve on the Board Presentation workgroup. Please contact [pmartin@sdccd.edu](mailto:pmartin@sdccd.edu) if you are interested.
- 2. Currently Miramar has a license to Go2Knowledge, an online professional development platform which includes over 350 on-demand webinars and over 150 live webinars that you as a member of the Miramar Faculty and Classified Professionals community can access free of charge. In order to access this resource, go to the following link and sign up using your Miramar email address. <https://www.go2knowledge.org/sdccd>. Workshop topic areas include: Campus Safety and Security, Institutional Effectiveness, Student Populations, Teaching and Learning, Technology and Online Learning, and Tutoring.
- 3. Having challenges with Travel Authorizations and Expense Reports? (I have a ton, even though I do this many times a year!) You can attend or view the trainings on this or visit this site: <https://sdmiramar.edu/services/budget/travel>

4. Our amazing A.O, Mara Palma-Sanft, shared that the following courses have received UC Transfer approval for Miramar effective Fall 2025:  
ENGE 116 Computation Methods in Engineering  
MUSI 118 Asian and Pacific Music  
MUSI 119 Music in Latin America and North America  
MUSI 126 Rap Music and Hip Hop Culture  
NAIS 100 Introduction to Native American and Indigenous Studies  
NAIS 150 Introduction to Federal Indian Law  
NAIS 200 American Indian Spirituality  
NAIS 220 Native Americans and Environmental Issues  
NAIS 240 Native American Educational Issues  
NAIS 260 Native American Language Preservation and Revitalization  
PHIL 109 has also received UC Transfer approval for Miramar effective Fall 2025
5. The Facilities program has been hard at work developing a formal Public Art Procedure policy. They are currently working on draft four of the document and will be bringing it to the A.S. and other constituency bodies once it's been finalized. Please see it here ([Public Art Procedure Draft 4](#)) and contact the Facilities Committee Co-Chairs, Brett Bell or Hannah Pierce if you have questions or comments.
6. The Classified Senate would like to extend an invitation to the Academic Senate to their annual Halloween Costume Party. Light refreshments will be served.  
When: Thursday, October 31st, 2024  
Where: L-104  
Time: 11:30 am – 1:30 pm  
RSVP Here: [2024 Classified Senate Halloween Party/Costume Contest invite](#)
7. In preparation of her future visit to Senate, Melanie Baeza, Miramar's Work-Based Learning Coordinator, would like to share the following resources with us: Miramar's [WBL website](#), <https://sdmiramar.edu/services/careerservices/wbl>, and while access to the following are on the website, here are the links to some important WBL items: [Districtwide Definitions of WBL Activities and Reporting Framework](#), [WBL Lesson Plan Database](#) (created and housed by Region 10/SDIC), and the [WBL Progress Report](#) - Highlights WBL Plan Achievements, and Data reported thus far.
8. ASC Director Donnie Trans wants to share some information regarding the Referral feature in NetTutor. With this add-on, instructors, advisors, or counselors can write a note to the student to suggest they visit a tutor, then a separate private note to the tutor prescribing the support to be offered. When the student engages with a NetTutor tutor, the tutor will be provided the specific details of the student's needs and can address them directly. [Check out this short video](#) from our YouTube channel to learn more about this feature.

9. You are invited to Invest in Success 2024, one more (fun and social) way to show your support for our remarkable students. More information about the event is in the invitation below, and tickets can be purchased [here](#).

Saturday, October 26, 2024, from 4:00 – 8:00 pm

Bali Hai Restaurant; 2230 Shelter Island Dr.; San Diego, CA 92106

10. **Updates from the 10/8/24 meeting of [College Council](#)** (link to the [agenda](#), link to the [recording](#)):

- **Permission to Record Meeting** – Lundburg shared that there is conversations happening at the District-level around recorded meetings. While the District continues to explore which direction to move, it was a recommended best practice to ask permission to record the meeting, at the beginning of each meeting, the intention behind the recording, and how long it will be kept. He asked if there were any objections to this practice. There were no objections. The recording will be used for minute taking purposes and held for 6 months.
- **President's Report** – Lundburg shared that there is a good feeling in the State Chancellor's office that we will receive full funding for FTES. Talk about distribution list for emails; [discussing approval process](#). Five people will be campus moderators and approve messages sent to the DL. Kunst will attach the document to the minutes for this meeting. Bond measure HH is trending well, good chance this will go through. There will be an ad at the Padres game tomorrow! Bell stated that the bond is a significant activity for the college. He asked if College Council is interested in a high-level overview of the facilities master plan. The document has been board approved, so we can't make changes, but how we implement is up to us. We can focus on that phase. All agreed. Bell will add to an upcoming agenda.
- **CS Report** – Kunst shared that the Classified Senate has approved the PROA Functional Plan for 2024-2027. We are continuing to make appointments to shared governance committees. We are tentatively planning the installation of Sam's brick in Leave a Legacy Plaza for 10/15 at 9:30 am, pending the completion of the fountain's maintenance. We just wrapped our September Fundraiser and happy to share \$430 was raised for our annual carnival. Lastly, the Classified Senate is discussing our adherence to the Brown Act and recorded meetings and defining equity and professional development.
- **ASG Report** – Hua shared CASC conference in LA, Fri – Sun, eight ASG members are attending. Finalized ASG members attending Invest in Success and finalizing baskets. City College event, 10/25, report coming. Fall Fest on 10/31. If faculty are interested in presenting at ASG, meetings are every

Friday from 9am – 11am. Email Hua or Kylee Guiriba by the Friday prior to get on the agenda.

- **Other** – Bell shared that BRDS is initiating annual one-time resource request process tomorrow. Extract from Nueventive yesterday. Sending to deans/managers for review. Sending to campus. Carrasquillo shared that the District Honors celebration will be Wednesday, April 30<sup>th</sup>, 2025 from 1:00 pm – 2:30 pm at Mesa College. Miramar will still have a research symposium for our students.

**Old Business**, E1 – Equity, Justice, Inclusion, and our role in moving things forward (standing item): **Kunst** shared that **Julian** is at the Stengthening Student Success Conference and read out what she shared with President’s Cabinet yesterday: Thank you for attending the Equity Summit. Received some feedback and will continue to improve. Want to put together a culturally responsive planning guide. Let her know if you want to be involved. One more event left for Latinx Heritage month. Filipino Heritage month has started. She has been reaching out to certain areas to collect event information.

E2. Grants & Initiatives Subcommittee: No report.

E3. Restorative Practices (standing item): **Kunst**, on behalf of **Pecenco** and **Moore**, read out: We submitted responses to the questions form the Exeutive Cabinet and are excited about the upcoming Restorative Practices Community of Practice, which is scheduled to begin Week 10.

E4. Website Advisory Committee (standing item) – There was no update. The next meeting is November 13<sup>th</sup> from 3:00 pm – 4:00 pm via zoom.

E5. Second Read – 2024-2027 Program Review Outcomes Assessment Functional Plan (Attachment: [2024-2027 PROA Functional Plan](#)): **Kunst** shared that the Classified Senate approved this plan at their 10/1 meeting. **Martin** shared that A.S. is voting at next their next meeting. We will approve at next College Council meeting on 10/22.

E6. Anonymous Screening Process: 1) Progress on developing a feedback mechanism for 2024 -2025 searches; 2) Follow up on the conversation with HR – **Lundburg** shared that HR sent response to the raised concerns, but he still needs to go through it. Basically, we decided with two screening committees that have not begun yet, will receive training on screening the redacted applications. Redaction software seems to be inconsistent, will ensure consistency. Also developing feedback tool. This will be put out to all searches. Not sure of workload, being mindful, but HR folks are ready to jump in and help as wanted/needed. Focus is on experience of the screening committee. Visiting chairs meeting next week and will speak to this. **Petti** – “Thank you, people need to hear it from you.” **Carrasquillo** commented that the Chancellor’s

presentation made it really clear that we have work to do. **Petti** – want to see Miramar compared to the other sites. Could it be better recruiting? Better culture? Would be great to have this answered by the Chancellor. Carrasquillo expressed how important it is that this is coming from the top. She thanked **Lundburg** for these efforts. **Lundburg** thanked everyone here as well. **Estrada-Howell** – looking at gaps, not apples to apples, different benchmarks/areas of growth. Great opportunity to be Miramar!

E7. Explore How We Can Hear Updates or Reports from Committees: **Kunst** will have an update at the next meeting and a draft reporting form to review.

**New Business**, F1. Campus Safety – preparing for election-related disruptions (Attachment: [Election Preparedness Workshop Flyer](#)): **Lundburg** shared that the Chancellor’s Cabinet is discussing how to prepare for election-related disruptions, which he has mentioned here previously. **Barnard** shared that on Constitution day, there was a survey, which 400 students completed, and of that 64% were registered to vote, 19.1% said they would not vote and 16% said they were unsure. **Lundburg** also shared the attached flyer because undocumented students have expressed that they are nervous with this election, which is why we wanted to provide extra support. If you become aware of any activity, take a picture and send it to **Lundburg**. Important for the District and Campus police to be aware of events that could have potential agitation. **Martin** asked if, given the tenor and content of this election, we are doing anything specific for people of color. **Barnard** stated that biannually we are required to provide an election report; 5-6 events/workshops (in addition to constitution day) and other outreach activities we are doing. We are weaving it in to other events geared towards our affinity groups. **Gonzales** gave kudos to Mental Health, LEAD, etc. for their collaborative work; far more robust. Also tying together with College Hour themes. Also working on free speech signs (will include phone number for dispatch and mental health) and includes a QR code to the district’s policy. **Barnard** also shares best practices with ASG at every meeting. **Gonzales** emphasized that we need to make sure everyone is well informed and/or provide a counterpoint. If disrupting a learning environment, now that is a concern. **Carrasquillo** shared a post-election unity webinar hosted by the [California Community Colleges Women’s Caucus](#) where Dr. Caroline Heldman will speak about [Women, Leadership, and the Presidency](#). She will send the information to **Lundburg** to include in his weekly update.

F2. Introduction of Public Art Procedure – Facilities, Health, and Safety Committee (Attachment: [Public Art Procedure Draft 3](#)): **Bell** introduced the Guidelines for Public Art on Campus. Concerns regarding ownership of public art. Changes are in red. This will go out to constituencies for feedback and come to College Council

for approval. Public Art workgroup will be established under facilities committee. **Hua** asked if this is for temporary or permanent art and if it is geared towards faculty or student art. **Bell** responded temporary art; this document/procedure differentiates art produced in the classroom (curricular) and outside of the classroom. This created some discussion. We need to capture the "gray" areas. **Blaize** asked about contractual employment for murals. **Bell** confirmed. There was a question on membership. **Bell** responded that the goal is to identify people at the beginning of the academic year. **Estrada-Howell** asked to clarify "art" and difference between site improvement request. **Bell** agreed; will need to define "public art." Should he work on this or should this go to a subcommittee to tease out? **Barnard** felt there is more to tease out, like instructional focused vs. student services focused. **Bell** will take back to Facilities committee to work on these points and will bring it back here.

**Next Scheduled Meeting:** Tuesday, October 22<sup>nd</sup>, from 1:00 pm – 2:30 pm in M-110/Zoom

**District:**

1. NA

**State:**

1. The ASCCC is accepting nominations for the ASCCC Exemplary Program Award. Sponsored annually by the Foundation for California Community Colleges, this prestigious award, established by the Board of Governors in 1991, recognizes outstanding programs in California's community colleges. The theme for the 2024-25 Exemplary Program Award is: Integrating, Advancing, and Sustaining Open Educational Resources for Access and Equity. Completed applications must be received by the ASCCC office by 11:59 p.m. on November 10, 2024. Please contact [pmartin@sdccd.edu](mailto:pmartin@sdccd.edu) or any of the A.S. Executive Officers or Administrative Assistant if you are interested in making a nomination.
2. Resolutions for discussion at the upcoming ASCCC Area Meetings are now available on the [Resolutions Process page](#). Please skim through these and share your thoughts, questions, and concerns with me so I can bring them forward at the [Area Meetings](#) on Friday, October 18. These meetings are open to everyone and are virtual and free to attend. Our Area D meeting is on Friday, October 18<sup>th</sup> with a joint general session from 9:00 am to 11:00 am, followed by our individual area meeting from 11:30 am to 3:00 pm when we go through all of the resolutions. Please click [here](#) to register.
3. As a reminder, the Academic Senate for California Community Colleges (ASCCC) is hosting a number of [Phase II Common Course Numbering \(CCN\) faculty events](#)

([virtually](#)) to address 23 courses across 12 disciplines this fall. We are invited to nominate up to two faculty members per discipline. Please contact [pmartin@sdccd.edu](mailto:pmartin@sdccd.edu) if you are interested.

- a. Biology (3 courses), Chemistry (3 courses), Math (4 courses), Astronomy (1 course) meet on November 18, 19, 20, & 21 from 1:00 – 4:00 PM. The nomination cutoff is 10/28.
- b. Anthropology (1 course), Communication Studies (1 course), Sociology (1 course), and Child Development (1 course) meet on December 2, 3, & 4 from 1:00 – 4:00 PM. The nomination cutoff is 11/12.
4. Phase II, Common Course Numbering (CCN): The ASCCC has released Course Template Surveys for Biology, Chemistry, Math, and Astronomy (**Deadline: 10/20**).
  - a. [Phase II Common Course Numbering Survey: Biology Courses \(Human Anatomy and Human Physiology\)](#)
  - b. [Phase II Common Course Numbering Survey: Biology Course \(General Survey Biology\)](#)
  - c. [Phase II Common Course Numbering Survey: Chemistry Courses](#)
  - d. [Phase II Common Course Numbering Survey: Math Courses](#)
  - e. [Phase II Common Course Numbering Survey: Astronomy Course](#)
5. Phase II, Common Course Numbering (CCN): The ASCCC has released Course Template Surveys for Anthropology, Communication Studies, Sociology, and Child Development (**Deadline: 11/3**).
  - a. [Phase II Common Course Numbering Survey: Anthropology Course](#)
  - b. [Phase II Common Course Numbering Survey: Communication Studies Course](#)
  - c. [Phase II Common Course Numbering Survey: Sociology Course](#)
  - d. [Phase II Common Course Numbering Survey: Child Development Course](#)
6. ASCCC: Upcoming Webinars and Resolutions Process Virtual Office Hours
  - a. Fall Plenary is Coming Up (11/7-9) – Resolutions Process Virtual Office Hours; Wednesday, September 25, 8:00 - 9:00 a.m. ([Register Here](#)) and 11:00 a.m. – Noon ([Register Here](#)); Monday, October 7, 9:00 - 10:00 a.m. ([Register Here](#)), 4:30 - 5:30 p.m. ([Register Here](#)). These interactive sessions are designed to help faculty quickly navigate the Resolution process. Whether seeking clarification on the process or feedback on proposed resolutions, these office hours offer the perfect opportunity to connect with a Resolutions Committee member. They are ready to help and ensure contributions are impactful and prepared for the plenary session.
  - b. Undocumented Student Action Week Webinars: Webinars will be held October 14-17, 2024, from 9:00-10:00 a.m. each day except October 18 which is an in-person event from 9:30 a.m.-4:30 p.m. at Woodland Community College.

The ASCCC encourages colleges to use this day to host activities and events on their campuses in alignment with Undocumented Student Action Week. More information regarding their webinars can be found on the [California Community Colleges System Webinars webpage](#).

- c. Early Childhood Education Apprenticeships Webinar - Lessons Learned: For more information, please visit the [ECE Apprenticeship webpage](#).
7. Read the [ASCCC Newsletter: October 9, 2024](#)
8. Read the [ASCCC OERI October 2024 Newsletter](#)
9. From the State Chancellor's Office – [California Apprenticeship Grant](#): This memorandum announces the Notice of Intent to Award for the 2024-25 CAI New and Innovative Grant Program. Additional grants will be awarded using 2024-25 funds, based on the 2023-24 applicant pool and rank-order scoring.

#### **PAST INFORMATION FROM THE STATE:**

10. From the State Chancellor's Office – [Common Course Numbering Implementation Allocations](#): This memorandum provides background information, spending guidelines, and reporting requirements for the adoption of the Common Course Numbering system.
11. From the State Chancellor's Office – [Guidance on the Expansion of Rising Scholars Network \(RSN\) Technical Assistance](#): This memorandum has information regarding Expansion of Rising Scholars Network (RSN) Technical Assistance, which can also be found on their [website](#). For questions regarding this memo, please contact LaTonya Williams, Dean of Academic Affairs, via email at [LMWilliams@CCCCO.edu](mailto:LMWilliams@CCCCO.edu).
12. From the State Chancellor's Office – Please see the memo for information regarding [Annual Curriculum Approval Certification](#), which can also be found on their [website](#). The Chancellor's Office Curriculum Inventory (COCI) system has yet to be updated to accommodate automatic approval for local programs and non-credit programs authorized under title 5 55130 and 55150 for streamlined and auto-approval. For questions, please contact Raul Arambula, Dean of Educational Services and Support, at [RArambula@CCCCO.edu](mailto:RArambula@CCCCO.edu).
13. Governor Newsom vetoed SB 895 (Roth), Community colleges: Baccalaureate Degree in Nursing Pilot Program. The ASCCC thanks Senator Roth and Assemblymember Soria for their hard work on this issue and looks forward to working with the Governor and Legislature in the future to find ways to expand access to nursing programs in California.
14. Please see the notice of proposed rulemaking and text from the California Community Colleges, Chancellor's Office titled "[Burden-Free Access to Instructional Materials](#)." Comments must be received by the Regulations Coordinator prior to

4:00 p.m. **October 24, 2024**. If you have any questions or comments, please contact the regulation coordinator at [regcomments@cccco.edu](mailto:regcomments@cccco.edu).

15. Please see the notice of proposed rulemaking and text from the California Community Colleges, Chancellor's Office titled "[Mathematics, Engineering, Science Achievement \(MESA\) Program.](#)" Comments must be received by the Regulations Coordinator prior to 4:00 p.m. **October 25, 2024**. If you have any questions or comments, please contact the regulation coordinator at [regcomments@cccco.edu](mailto:regcomments@cccco.edu).

16. Please see the notice of proposed rulemaking and text from the California Community Colleges, Chancellor's Office titled "[Flexible Calendar.](#)" Comments must be received by the Regulations Coordinator prior to 4:00 p.m. **October 21, 2024**. If you have any questions or comments, please contact the regulation coordinator at [regcomments@cccco.edu](mailto:regcomments@cccco.edu).

*Past SDMC Academic Senate Resource Documents can be found on the specific web page created for each meeting.*