

SUMMARY: OCTOBER 15TH MEETING

Here's a recap of key discussion points from the recent Academic Senate meeting, including action items and important upcoming items for discussion.

For the full slideshow from the meeting, [click here](#). For the SDMC Academic Senate Resource Doc, [click here](#).

FUTURE ACTION ITEMS for 11/5:

Carrasquillo recommended that concerns regarding the District's management of the FSA process (see below) "come back as an action item." The body was in agreement, however it is unclear what exact action the body would be voting on at the 11/5/24 meeting. It is likely that a resolution, another position statement, or a directive for the A.S. President or others will come to the body. Senators are invited to send any input they have on this to any [A.S. Exec member](#). However, the A.S. Exec may find that more time is needed to plan an action to vote on at our next meeting. A.S. President Martin will inform Senators well ahead of the 11/5 meeting regarding next steps to address this concern.

ACTION ITEMS from 10/15:

5.1. Seeking A.S. Approval of the Updated 2024-2027 Program Review Outcomes Assessment Functional Plan

Patti Manley presented the updated plan, and the motion to approve passed unanimously.

DISCUSSION ITEMS from 10/15:

6.1. Standing: Curriculum Committee Updates – Darren Hall

Mara Palma-Sanft reported on behalf of Darren Hall.

Key updates included:

- CIC team working to correct errors in the electronic catalog.
- PeopleSoft update scheduled for Nov 8-11, which will introduce visual changes.
- AB789 will require faculty to include a statement on satisfactory progress for financial aid on their syllabus.
- CRC proposals for Fall 2026 are due by February 12, 2025.
- Reminder: Faculty need to deactivate courses themselves, and all programs must have learning outcomes. Martin recommended that the ASRE Committee discuss specific issues regarding units and report back to A.S.

6.2. Concerns About the Implementation of the FSA Process at SDCCD – Pablo Martin

Pablo Martin discussed concerns about the FSA process not being followed correctly, with faculty discipline experts left out of the process. Martin emphasized that this issue is about process, not individual faculty.

The matter will return at the next meeting as either an action or discussion item.

Send input to any A.S. Executive member.

6.3. First Call: AI Policy for Miramar College – Rodrigo Gomez

Rodrigo Gomez presented a draft resolution regarding AI use in courses. Discussion ensued, and Gomez will send the draft to senators for input. This will return as a First Read at the next meeting.

REPORTS:

7.1. Standing: Technology Committee – Lisa Muñoz

- Website updates will occur during Thanksgiving and Winter breaks, with a feature freeze in place.
- Faculty interested in the laptop/docking station classroom pilot should reach out to Kurt Hill.

7.2. Special Report: Specialized Counseling & Services Department – Kandice Brandt & Marian Edelbrock

Brandt and Edelbrock provided an overview of the new Specialized Counseling & Services Department, which now oversees DSPS, EOPS/CARE/NextUp & CalWORKS, and Health Services. Resources for DSPS faculty were shared, and there may be another Flex session in the Spring.

ANNOUNCEMENTS:

- **AFT Zoo Day** on Nov 2nd and **AFT meeting** on Nov 7th at North City Campus.
- Salsa dancing at Dizzy's on Friday night (Booth will be playing in the band).
- **AI Flex presentation** on Friday at 11am, focusing on the ethical challenges of integrating AI into the classroom.

The next meeting will be on Nov 5th.

Draft Minutes – Miramar College Academic Senate

3:30-5:00pm **Oct 15, 2024** Location: M-110 and [Zoom](#)

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

[Associated Documents](#)

[Meeting Slideshow](#)

Senators Present: Pablo Martin, Carmen Carrasquillo, Rodrigo Gomez, Dawn Diskin, Olivia Flores, Desi Klaar, Kevin Petti, Adrian Arancibia, Alex Sanchez, Amy Alsup, Anne Gloag, April Koch, Brit Hyland, Channing Booth, Dan Smith, David Halttunen, Dawn DiMarzo, Donnie Tran, Eloy Guerra, Julia McMenamin, Kandice Brandt, Laura Marin, Leslie Marovich, Marian Edelbrock, Martin Gonzalez, Mary Kjartanson, Otto Dobre, Patti Manley, Scott Moller, Stefanie Johnson Shipman, Wahid Hamidy, Erin Smith, Kristen Bonwell, Kristen Everhart, Mike Colafrancesco, Najah Abdelkader, Natalie Bickett

Absent: Cyndie Gilley, Darren Hall, Ali Gonzalez (proxy: A. Arancibia), Mardi Parelman (proxy: K. Petti), Michael Lopez, Randy Claros (proxy: D. Halttunen), *Valerie Chau

*attended as a guest

Other Attendees: Mara Palma-Sanft, Alma Lowry, Josh Alley, Robert Sojourner, Lisa Munoz, Juli Bartolomei

1. Call to Order

– The meeting was called to order at 3:37pm.

2. Approval of Agenda and Consent Calendar

2.1. Meeting minutes from 10/1/24

– The agenda and Consent Calendar were approved with no objections after a change to move item 7.2.1 to above 6.1. [Booth/Carrasquillo]

3. Land Acknowledgment

4. Public Comments

- Abdelkader: Noted that the majority of students in her classes acknowledged what has been happening to Palestinians, which she partially attributed to the campus' Land Acknowledgment statement.
- Kjartanson: Faculty can link classes together, so students can add or drop them together.

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

- 5.1. Seeking A.S. Approval of the [Updated 2024-2027 Program Review Outcomes Assessment Functional Plan](#) – Patti Manley (Program Review/Outcomes Assessment Facilitator)
- Motion to approve passed unanimously. [Booth/Carrasquillo]

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

- 6.1. Standing: Curriculum Committee Updates – Darren Hall
- Palma-Sanft reported on behalf of Hall. See [meeting slideshow](#) for details.
 - The CIC team is working on fixing errors in the electronic catalog.
 - PeopleSoft update Nov 8-11. Expect visual changes.
 - AB789 will require that faculty include a statement about satisfactory progress in financial aid on their syllabus.
 - CRC proposals for Fall 2026 are due February 12th, 2025. Contact [Palma-Sanft](#) or [Hall](#) for assistance.
 - There is no automatic deactivation--it is up to faculty to deactivate courses.
 - All courses need outcomes and all programs must have learning outcomes.
 - Discussion ensued.
 - Motion to add two minutes passed with no objections. [Everhart/Abdelkader]
 - Martin recommended that ASRE discuss potential changes to units and its impact on unit maximums contingent faculty are permitted to take on each semester and to return to A.S. with a report of their findings.
- 6.2. Concerns about the Implementation of the FSA Process at SDCCD – Pablo Martin
- See [meeting slideshow](#) for relevant language and details.
 - The FSA process outlined in the CBA was not followed by the FSA Commission—namely that minimum qualifications were not clearly met nor were faculty discipline experts involved.
 - The FSA Commission's recommendation led to President Lundburg being advised to have the department chair staff classes for a faculty member in the new discipline. He feels it is inappropriate to do so without Academic Senate oversight and involvement in the Commission's determination.
 - Martin argued that FSAs and equivalencies are bifurcated in the district. The equivalency process is ambiguous and needs revision and clarification.
 - At least two other district A.S. Presidents agree with Martin. A potential District, and even statewide, resolution is pending.
 - The day before this meeting, Martin sent an email to the Chancellor and Vice Chancellors in HR, President Lundburg, VPI Odu, and the department chair sharing opposition to assigning this faculty member classes, in support of Lundburg and the department chair.
 - Motion to add five minutes passed with no objection. [Carrasquillo/Koch]
 - Martin emphasized that this is not about a particular faculty member, it is about process.
 - This will come back to the next A.S. meeting as an action or discussion item. Send input to any [A.S. Exec member](#).
- 6.3. (First Call) A.I. Policy for Miramar College – Rodrigo Gomez
- Presented a general draft of a [resolution](#) regarding the use of AI in courses.
 - Discussion ensued.
 - Gomez will send the document to senators, soliciting input. (It is available on our A.S. Website for the 10/15/24 meeting: [ai resolution - sdccd draft 1.pdf](#).)

- There will not be a specific A.I. policy coming down from the District, just guidelines and suggestions. As a 10+1 issue, it will be up to each college's Academic Senate how they will institute their policy.
- This will come back to the next meeting as a First Read.

7. Reports

7.1. Committee Reports

7.1.1. Standing: Technology Committee – Lisa Muñoz

- Due to website updates that will be happening during Thanksgiving and Winter breaks, there will be a feature freeze that prohibits changes during those time periods.
- Newline monitors are available for training: Contact [Muñoz](#) or [Kurt Hill](#).
- The ASG would like to have a canvas shell to reach out to students who are not otherwise getting information about events and resources.
- Laptop/docking station concept pilot: Classroom podiums would be updated with a USB-C docking station. For faculty interested, the pilot would be using only a laptop in both the office and classroom. Reach out to [Hill](#) with interest.

7.2. Special Reports

7.2.1. Introducing the Specialized Counseling & Services Department – Kandice Brandt & Ali Gonzalez

- Brandt and Edelbrock provided information about the new Specialized Counseling and Services department. It became a new department last Spring, splitting out DSPS, EOPS/CARE/NextUp & CalWORKS, and Health Services from General Counseling.
- See [meeting slideshow](#) for details or contact [Brandt](#) or [Monica Demcho](#) for more information.
- [DSPS faculty resources](#)
- There was an in-depth Flex session in the Fall and they are considering doing another in the Spring.
- Motion to add two minutes passed with no objection. [Kjartanson/Koch]
- Discussion ensued regarding [resources](#) for students.

7.3. Executive Committee Reports

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

- See [meeting resource document](#).
- Student Success Committee CGH change request: Tri-chair model instead of co-chair model. Share any concerns with [Martin](#).

7.3.2. Vice President – Carmen Carrasquillo

- Screening committee reminder: The screening committee is supposed to work on the job posting together, not just the dean. The chair is supposed to be elected by the screening committee; it does not have to be the dean.

7.3.3. Secretary – Rodrigo Gomez

- No report.

7.3.4. Treasurer – Dawn Diskin

- The current balance is \$843.97.
- The uncashed \$200 scholarship check was reissued.
- The donation of \$600 will be made to the Miramar Foundation next month in time for the matching funds of \$600 for student scholarships.
- See [meeting slideshow](#) for automatic payroll deduction information.

7.3.5. Contract Member-at-Large – Olivia Flores

- AFT Zoo Day on Nov 2nd.
- AFT meeting on Nov 7th at North City Campus.

7.3.6. Part-Time Member-at-Large – Desi Klaar

- No report.

7.3.7. Chair of Chairs – Kevin Petti

– Chairs meet this Thursday at 1pm in M-110. President Lundburg will provide an update on anonymous screening.

8. **Announcements**

- Booth: Salsa dancing on Friday night at Dizzy's (Booth will be playing in the band).
- Gomez: AI Flex presentation on Friday at 11am on the ethical challenges of integrating AI into the classroom.

9. **Adjournment**

- The meeting was adjourned at 5:00pm.

The next meeting will be on Nov 5th. Please submit agenda items to both Paul (Pablo) Martin and Juli Bartolomei.

Respectfully submitted,
Juli Bartolomei and Rodrigo Gomez

DRAFT