

Draft Minutes – Miramar College Academic Senate

3:30-5:00pm

April 22, 2025

Location: M-110 and [Zoom](#)

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

[Associated Documents](#)

[Meeting Slide Show](#)

Senators Present: Pablo Martin, Carmen Carrasquillo, Rodrigo Gomez, Dawn Diskin, Olivia Flores, Kevin Petti, Adrian Arancibia, Alex Sanchez, Ali Gonzalez, Amy Alsup, Anne Gloag, April Koch, Brit Hyland, Channing Booth, Dan Smith, David Halttunen, Dawn DiMarzo, Donnie Tran, Julia McMenamin, Kandice Brandt, Laura Marin, Leslie Marovich, Mardi Parelman, Marian Edelbrock, Martin Gonzalez, Mary Kjartanson, Michael Lopez, Otto Dobre, Patti Manley, Randy Claros, Scott Moller, Wahid Hamidy, Erin Smith, Kristen Bonwell, Kristen Everhart, Najah Abdelkader, Natalie Bickett, Valerie Chau

Absent: *Darren Hall (proxy: M. Kjartanson), *Stefanie Johnson Shipman (proxy: A. Koch), Desi Klaar, Cyndie Gilley, Eloy Guerra, Mike Colafrancesco

*attended as a guest

Other Attendees: Brett Bell, Matthew Cain, Ryan Monroy, Melissa Wolfson, Mara Sanft, Jason Thomas, Juli Bartolomei

1. Call to Order

- The meeting was called to order at 3:36pm.
- Martin announced that there will be an A.S. meeting on May 20th.

2. Approval of Agenda and Consent Calendar

2.1. [Meeting minutes from 4/8/25](#)

- The agenda and Consent Calendar were approved with no objections after Martin noted that there was no report for item 6.1. [Booth/Gomez]

3. Land Acknowledgment

- College Council is going to ask the work group to update the Land Acknowledgment. If interested in participating, contact [Martin](#).

4. Public Comments

- Koch requested clarity on fliers being sent to the DL and how to avoid having them blocked, as some she has sent have been blocked by the other District colleges. Martin will address this in his President's Report.

5. Action Items (this includes second reads)

5.1. [Student Success Journey](#) - Nessa Julian

- Martin presented on behalf of Julian.
- This document represents a “general” student journey where the first three steps pertain to everyone, but the fourth step is only relevant to degree/certificate seekers. There will be areas that we will have an opportunity as a campus to add on to this document as overlay.
- Asking the A.S. to review the Student Journey document and adopt it as a basis for messaging we will use with our students.
- Claros noted that students need to go through the orientation and educational plan through a counselor in order to qualify for priority registration. Martin recommended that Claros share that with the Student Success Committee.
- Motion to “approve the Student Success Journey with amendments as we move through the process” passed with one abstention. [Booth/Kjartanson]

5.2. [Resolution Supporting Noncredit and Bill 1433](#) - Pablo Martin

- Martin read the resolution to the body.
- Voting on this will take place at ASCCC Plenary this Saturday.
- Trying to ensure noncredit colleges are funded the same way as credit.
- Brandt shared that this directly affects Miramar because Continuing Ed is not considered a college by the State Chancellor's Office and has to be connected to a credit college to receive base funding, so they are connected to Miramar. This has impacts on funding for both areas.
- Motion to approve passed unanimously. [Carrasquillo/Booth]

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

6.1. Standing: Curriculum Committee Updates - Darren Hall

- No report.

6.2. Process Review: [Ongoing Discretionary Resource Prioritization](#) (and [Excel file](#)), [One Time Resource Prioritization](#) (formerly RFF), [Facility Resource Prioritization](#), and [Classified Hiring Resource Prioritization](#) - Brett Bell

- This was a first read.
- This is the formalization and written documentation of processes that need updating coming out of BRDS.
- Miramar has made a major shift in how resources are requested and allocated, going from using multiple inputs to only using Program Review.

- Bell described each process. See [meeting slideshow](#) for details.
 - Ongoing Discretionary Resource Prioritization:
 - Requests are permanent on your budget.
 - Ranking goes out to the deans, and it is expected that the dean and department chair or program lead produce the ranking.
 - Will be done every Oct/Nov, as that is when they know exactly how much new money they have.
 - One-time Resource Prioritization:
 - Specific asks for particular items. The prioritization process is done by the dean, manager and department chair, and then it goes back to BRDS for ranking. The lowest number gets prioritized first.
 - Happens Sept/Oct each year.
 - Facility Resource Prioritization:
 - Occurs Feb/Mar each year.
 - Classified Hiring Prioritization:
 - Driven on a lot more detailed information. On the process document, it is *imperative* to specify that the type of request is staffing.
 - High on the list will be departments with no classified employees. Next level is those with only one classified employee. Next is those that only have restricted-funding employees. All others will be prioritized lower.
 - The impact is not described in the document because they want some flexibility to change that impact without having to go back and change the process.
 - Occurs in Nov/Dec each year.
 - Booth noted that they have been working on this for five years.
 - This will come back for a vote.
- 6.3. [Program Viability Process](#) - Patti Manley
- The campus needs to go through this process to make decisions about adding, modifying or deactivating programs so it is thoughtful and not random.
 - This was a very collaborative process that led to a very thoughtful document, covering all bases, to shape a process that is both data-informed and faculty-driven.
 - There are both State and District mandates to have a process.
 - See [meeting slideshow](#) for details.
 - The District is using Miramar's process as the model.
 - The District-level process can provide guidance and recommendations but will not override the College's process.
 - This will come back for a vote.
- 6.4. [Dual Enrollment \(CCAP\) Strategic Plan](#) - Randy Claros and Matthew Cain
- Informational item.
 - Claros shared that there is a declining population of 17-year olds in the country, so Miramar will be competing more for enrollment of high school graduates. In response to that, Miramar is looking at ways to create pathways for existing high schoolers to take college courses. See [meeting slideshow](#) for details.
 - Discussion ensued.
 - Working on putting out marketing materials, social media campaigns, and having a lot of family nights to build relationships with the high schools and community.
 - Motion to add one minute for questions passed with no objection. [Carrasquillo/Kjartanson]
 - Contact [Claros](#) or [Cain](#) for more information.
- 6.5. [AP 7211 First Read](#) (see [Version Comparison](#)) - Pablo Martin
- This was a first read.
 - Martin has not heard from the other A.S. Presidents.
 - The only change in Version 2 was to cut the words "The Department Chair and/or Area Dean may also be a part of the committee."
 - See [meeting slideshow](#) for details.
 - This is to codify the process.
 - Contact [Martin](#) for more information.
 - This will come back for a vote.
- 6.6. [Resolution Supporting Part-Time Faculty in Governance](#) - Kristen Everhart
- This is in response to a letter from the District after the District accidentally overpaid adjuncts in the Fall and, consequently, halved the pay without notifying them until April.
 - Everhart noted that part-time involvement in governance helps take some load off full-time contract faculty. Passing the resolution can help show administrators that full-time faculty want and need that support.
 - Part-time faculty are feeling undervalued.
 - The resolution includes suggestions for remedies.
 - Discussion ensued.
 - Contact [Everhart](#) or [Bonwell](#) for more information.

- This will come back for a vote.
- 6.7. [Student Evaluation Draft for SDMC A.S. Approval](#) - Pablo Martin
 - Changes were made based on input.
 - AFT will not add this to the CBA unless all four Senates agree.
 - Discussion ensued.
 - Martin made note of concerns and recommendations and will share them with City and Mesa.
 - Send feedback to [Martin](#).
 - This will come back for a vote.

7. Reports

7.1. Executive Committee Reports

7.1.1. President - Pablo Martin (State, District, Campus, and Senate Issues)

- The election for openings on the A.S. Executive Committee is taking place via email, and senators will have one week to vote. The Election Committee will inform the DL of the results after voting closes.
- The Send Silence Packing Mental Health Event, which promotes awareness around suicide, is still in need of volunteers for time slots from 7:30-9am and 3-4:30pm. [Email Julia Kamp here](#).
- The Basic Needs Advisory Board still needs a third faculty member. Please contact [Martin](#) if interested.
- Martin will follow up with V.C. Burns for more clarity on the DL email approval process and how to ensure emails get delivered.
- See [resource document](#) and [meeting slideshow](#) for complete report, including State, District and College Council updates.

7.1.2. Vice President - Carmen Carrasquillo

- No report.

7.1.3. Secretary - Rodrigo Gomez

- No report.

7.1.4. Treasurer - Dawn Diskin

- The current balance is \$705.57.
- Due to matching from a Foundation donor, the A.S. was able to offer six \$200 scholarships, which will be given out on April 28 in L105 from 2:30pm-4:30pm – all are welcome to attend.

7.1.5. Contract Member-at-Large - Olivia Flores

- AFT Ice Cream Social: This Thursday from 12:30-2pm, L-building patio.

7.1.6. Part-Time Member-at-Large - Desi Klaar

- N/A

7.1.7. Chair of Chairs - Kevin Petti

- The new Chair of Chairs will be Mary Kjartanson, starting on July 1.

8. Announcements

- Koch: Check email for information about the showing of "Sarah's Key" in honor of Yom HaShoah.
- Booth: Miramar is offering zero music classes this summer.
- Parelman: Apr 28, 1pm: Webinar from the State Chancellor's Office that is about climate change. Chancellor Sonya Christian, Board of Governors member Cirian Villavicencio, West Los Angeles College president James Limbaugh, and Climate Fellows Carla Grandy and Holly Bailey-Hofmann will discuss the vital role of faculty in climate action across the curriculum and research underway. Faculty from Folsom Lake College and SD Miramar College will share climate curricular innovations spanning multiple disciplines. Register: [Webinar Registration - Zoom](#)

9. Adjournment

- The meeting was adjourned at 5:02pm.

The next meeting will be on May 6th. Please submit agenda items to both Pablo Martin and Juli Bartolomei.

Respectfully submitted,
Juli Bartolomei and Rodrigo Gomez