

**Draft Minutes – Miramar College Academic Senate**  
3:30-5:00pm      **Sept 16, 2025**      Location: M-110 and [Zoom](#)  
(\*See agenda for remote locations)  
[Associated Documents](#)  
[Meeting Slide Show](#)

**Senators Present:** Rodrigo Gomez, Carmen Carrasquillo, Olivia Flores, Dawn Diskin, Melissa Wolfson, Kristen Everhart, Veronica Hartmann, Mary Kjartanson, Alex Sanchez, Ali Gonzalez, Amy Alsup, April Koch, Dan Smith, David Halttunen, Dawn DiMarzo, Donnie Tran, Jae Calanog, Jason Thoma, Julia McMenamin, Kandice Brandt, Laura Marin, Leslie Marovich, Lisa Munoz, Mardi Parelman, Matthew Jewett, Meggie Morris, Michael Lopez, Otto Dobre, Patti Manley, Scott Moller, Sierra Hegle, Wahid Hamidy, Daniel McNamara, Mike Colafrancesco, Najah Abdelkader, Tori Neises

**Absent:** Kya Mangrum, Eloy Guerra (proxy: V. Navarez), Marian Edelbrock (proxy: K. Brandt), \*Martin Gonzalez (proxy: L. Marin), Randy Claros (proxy: D. Halttunen), Kristen Bonwell (proxy: K. Everhart), Melissa Rockey (proxy: S. Hegle), \*Natalie Bickett (N. Abdelkader)

\*attended as a guest

**Other Attendees:** Monica Demcho, VPSS Gonzales, Andy Lowe, Valentino Navarez, Mara Palma-Sanft, Shelly Parks, Laura Pecenco, Dan Roberts, Juli Bartolomei

**1. Call to Order**

- The meeting was called to order at 3:35pm.

**2. Approval of Agenda and Consent Calendar**

- 2.1. [Meeting minutes from 5/6/25](#)
- 2.2. [2025-26 meetings calendar](#)

- The agenda and Consent Calendar were approved with the following changes: Item 2.1 should say 5/20/25, and item 2.2 was removed, since it was approved at the May 20<sup>th</sup> meeting. [Navarez/Carrasquillo]
- Motion made to move item 7.2.1 to immediately follow Public Comments passed with no objection. [Manley/Edelbrock]

**3. Land Acknowledgment**

**4. Public Comments**

- Abdelkader requested that the Zoom link be included with items sent in advance. Gomez acknowledged that things were just a little “wonky” for this first meeting and it will be sent with the other materials.

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

- 5.1. Second Read: [Miramar College Technology Plan](#) - Pablo Martin
  - Munoz asked for feedback.
  - Munoz reported that new procedures were received from the District over the summer related to goals two and three.
  - Motion made to postpone the second reading and to bring it back with the new information from the District passed unanimously. [Parelman/Kjartanson]
  - Senators need to take it back to their departments for discussion. Send recommendations to [Pablo Martin](#).
- 5.2. Updating Minimum Qualifications: Adding Filipino Studies to Ethnic Studies Submission: [Revision FILI 2509](#) - Mara Palma-Sanft
  - The proposal explicitly adds Filipino Studies (FILI) to the AAPI discipline in the ASCCC MQ Handbook—affirming the distinct history and contributions of Filipino Americans, advancing equity and visibility in Ethnic Studies, and aligning with statewide curriculum and transfer goals.
  - Support Letters: [ASCCC API Caucus](#) | [FANHS Director](#) | [Region 10](#)
  - Asking A.S. to support a revision proposal to the ASCCC's disciplines list, which will inform the ASCCC minimum qualifications handbook.
  - Palma-Sanft presented the history of Filipino Studies at Miramar and clarified why there is a need for this.
  - If approved, Palma-Sanft will send this to the ASCCC's Transfer and Articulation Caucus. It would next go to the ASCCC Area D meeting, where Miramar's delegates will advocate for it to be added to the ASCCC Fall Plenary agenda.
  - Motion to extend time by two minutes passed with no objection. [Carrasquillo/Parelman]
  - Motion to support passed unanimously. [Carrasquillo/Koch]

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

- 6.1. Standing: Curriculum Committee Updates - Veronica Hartmann
  - Phase 3 of Common Course Numbering is in full effect. It is expected to be student-facing by Fall 2027. Contact [Hartmann](#) for more information.
  - Seeking faculty input on Phase 3. Deadline: 09/29/25
  - Hartmann presented proposed revisions to Title 5 language for Academic Renewal and Academic Progress. Hartmann will be sending an email to department chairs. Input deadline: 10/17/25

- CIC has moved up their deadlines. May 14 will be last CIC meeting. Deadline for new course or program proposals/revisions: 12/31/25
- 6.2. [CRM Implementation Update - Element 451](#) - Dan Roberts
  - Element 451 is a customer relationship management (CRM) system adopted districtwide to better coordinate student services, communication, and data. The goal is to provide early alert and proactive intervention tools (counseling, tutoring, and financial aid).
  - Resource: [Email sent to the DL](#)
  - Roberts provided some history of the project. Currently in Phase 3. Phase 5 will conclude at the end of Spring 2026.
  - See [slideshow](#) for details.
  - Discussion ensued.
  - Motion to extend time by five minutes passed with no objections. [Carrasquillo/Hartmann]
  - Recommendation made to bring Element 451 in for a presentation, either as part of an A.S. meeting or as a special meeting, to talk about what the integration would mean between Canvas and Element 451.
- 6.3. [Miramar AI Working Group](#) - Rodrigo Gomez
  - Miramar College has been a leader in the AI in Education conversation since it started. Miramar is the only college currently with an AI Resolution. In the absence of specific professional development related to AI, Gomez is proposing the creation of a Miramar working group on AI.
  - MAIN (Miramar AI Network) cohort has already started meeting at the library and will continue to do so on specific dates: The next one is 9/25/26.
  - Community of Practice: Meeting at the library the first Wed of every month for brainstorming and discussion.

## 7. Reports

### 7.1. Committee Reports

#### 7.1.1. [Basic Needs Update](#) - Shelly Parks

- The Jet Fuel Basic Needs Center is on the second floor of K1. A locker system for those who cannot make it to the food pantry can be found under the S5 atrium. There is also Basic Needs counseling available.
- They have implemented a new database system for students to help with resources.
- See [slideshow](#) for details.
- Request to faculty: Consider including the [link to Jet Fuel Resource Center](#) on syllabi or other spaces in courses.
- Contact [Parks](#) for more information.

### 7.2. Special Reports

#### 7.2.1. [Puente/Umoja Update](#) - Adrian Gonzales

- PUENTE is a cohort-based support program aimed at boosting college access, transfer, and degree outcomes for historically underrepresented / educationally disadvantaged students. It pairs transfer-level English (or Math) with Personal Growth courses, plus counseling, mentoring, and faculty/staff professional development.
- College Council put together a workgroup to look at the Puente program to see what the feasibility would be to implement it in the future. The workgroup looked at the staffing, facilities and budgetary impacts and came up with recommendations.
- See the [summary document](#) for details and more information.
- Currently in exploratory phase. Recommending English and Counseling have conversations about how this would impact their areas. Asking constituency groups to bring input to College Council. Goal is to make an executive decision and move on to the next step by the end of the Fall semester, with teams identified and training over next summer for a Fall 2026 kick-off.
- Discussion ensued.
- UMOJA (a Kiswahili word meaning “unity”) is a community and culturally responsive learning program designed to enhance the educational experiences of African American/Black students and others committed to diversity, equity, and inclusion.
- College Council put together a workgroup for Umoja. They had their first meeting and will look at the same categories as the Puente program. They will compile data and create a report to share in late Fall or early Spring.

#### 7.2.2. [Faculty Salaries & Retaining Full-Time Faculty Update](#) - Jae Calanog

- This is just an informational item.
- See [slideshow](#) for details, including a summary from the 9/9 AFT meeting.
- Out of 72 colleges in CA, SDCCD pay for their incoming faculty with an MS degree lower than 83% of schools. With five years of experience teaching, SDCCD pay ranks lower than 89% of other colleges. [CFT Guide for Faculty Salary Comparison Studies](#)
- Change will require contract negotiation. Calanog's main takeaway from the AFT meeting was that faculty can basically ask for anything, but they need to be prepared to really fight for it. The worst case scenario that AFT President Jim Mahler described was going on strike, if faculty really wanted to fight for it. The issue is there is a fixed amount of money, which needs to be divided up in an appropriate way.

### 7.3. Executive Committee Reports

#### 7.3.1. President – Rodrigo Gomez (State, District, Campus, and Senate Issues)

- AP7211 was voted down at Miramar College. However, Mesa College has requested an update on our position and is looking for the edits that we would like to see to approve it. The issue had to do with “Chairs” specifically. [Original](#) | [Updated Version](#). Gomez will follow up with senators via email.

7.3.2. Vice President – Carmen Carrasquillo

- Postponed.

7.3.3. Secretary – Olivia Flores

- Postponed.

7.3.4. Treasurer – Dawn Diskin

- The current balance is \$953.57.

7.3.5. Contract Member-at-Large – Melissa Wolfson

- Postponed.

7.3.6. Part-Time Member-at-Large – Kristen Everhart

- Adjunct senators and committee members need service forms signed.
- AFT is recommending each college be allocated 110 hours at \$50/hr for adjunct committee service. Contact [Jim Mahler](#), or the AFT part-time committee chair, Jessica Thompson, for more information.
- The A.S. President is in charge of approving how the 110 hours will be allocated and is requesting feedback.
- Everhart shared ASRE poll results: Pre-allocated by role, with priority for part-time A.S. senators, was ranked first by 77% of respondents. ASRE is advising the ASP to move forward with that top choice and asking for a decision and forms to be approved and signed.
- Suggestion made to bring this back for discussion at the next meeting.

7.3.7. Chair of Chairs – Mary Kjartanson

- Postponed.

8. **Announcements**

9. **Adjournment**

- The meeting was adjourned at 5:05pm.

The next meeting will be on Oct 7<sup>th</sup>. Please submit agenda items to both Rodrigo Gomez and Juli Bartolomei.

Respectfully submitted,  
Juli Bartolomei and Olivia Flores