

Draft Minutes – Miramar College Academic Senate
3:30-5:00pm **Nov 04, 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, Kristen Everhart, Veronica Hartmann, Mary Kjartanson, Alex Sanchez, Ali Gonzalez, Amy Alsup, April Koch, Dan Smith, David Halttunen, Dawn DiMarzo, Donnie Tran, Eloy Guerra, Fred Garces, Jay Calanog, Julia McMenamin, Kandice Brandt, Kya Mangrum, Laura Marin, Leslie Marovich, Lisa Munoz, Mardi Parelman, Marian Edelbrock, Martin Gonzalez, Matthew Jewett, Meggie Morris, Michael Lopez, Otto Dobre, Randy Claros, Scott Moller, Sierra Hegle, Wahid Hamidy, Daniel McNamara, Kristen Bonwell, Melissa Rockey, Mike Colafrancesco, Najah Abdelkader, Natalie Bickett, Tori Neises

Absent: Melissa Wolfson* (proxy: O. Flores), Jason Thoma, Patti Manley (proxy: M. Kjartanson)

*attended as a guest

Other Attendees: Dean Shelly Hess, Shelly Parks, Dean Jeff Orgera, Pablo Martin, Mara Palma-Sanft, Juli Bartolomei

1. Call to Order

- The meeting was called to order at 3:30pm.

2. Approval of Agenda and Consent Calendar

2.1. [Meeting minutes from 10/21/25](#)

- The agenda and Consent Calendar were approved without objection. [Sanchez/Kjartanson]

3. Land Acknowledgment

4. Public Comments

- (See President's Report and Announcements)

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

5.1. Updating College Mission & Vision Statements - David Wilhelm

- Gomez shared [College Council proposed changes](#) to “reflection” statements in bullets 3 and 4 on the previously approved document.
- Discussion ensued, recommendations were made, and the body amended the document.
- The amended section reads: “A commitment to honoring and amplifying the voices of Miramar's diverse students, classified professionals, faculty, and administrators, and ensuring that our curricula, programs, services, and institutional practices reflect and serve the diversity of our community.”
- Motion to move the amended document forward to College Council passed with no objections. [Kjartanson/Alsup]

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

6.1. Standing: Curriculum Committee Updates - Veronica Hartmann

- Dean Shelly Hess, from the District, explained the process for Board Policies and Administrative Procedures.
- Hess shared revised [Board Policies](#).
- Hess shared both deactivated and legally required revisions to [Administrative Procedures](#).
- Hartmann noted that faculty should be able to edit the documents; if not, please reach out to [her](#) so she can provide permission to edit the documents. Any feedback will go back to CIC.

6.2. School of Academic Services Priorities & Goals - Jeff Orgera

- Dean Orgera introduced himself, as the newest dean at Miramar, and provided an [overview](#) of the School of Academic Services and its Mission, Vision and Values.
- The School includes Library/Learning Resources/OER, Academic Success Center (Math, Writing, STEM labs, embedded tutoring), CCAP/High School, Honors, International Education, MCAS, Online Learning & Technology, Personal Growth, and Rising Scholars/BRIG.
- Dean Orgera encouraged faculty to utilize free OER resources and to look at zero textbook costs for increased accessibility for students.
- Looking for referrals from faculty for embedded tutors. Tran will be training tutors who sit in during class and then become leaders and run review sessions outside of class time.
- Dean Orgera's office will be centralizing scheduling for CCAP courses.
- Discussion ensued.

6.3. FTL Technology Report - Pablo Martin

- The Technology Committee (TC) is seeking formal approval of the [Rolling Technology Plan Fall 2024-Spring 2027](#). The TC recommended this plan and is asking the AS for an up or down vote on the plan in its current form.
- The TC needs to move this plan forward in order to begin working on the next iteration of the plan, ideally early in Spring 2026. They are inviting actionable, “high-level” feedback.
- This will come back to the next meeting for a vote.

- 6.4. AS Treasury Report & Food Pantry Donation - Dawn Diskin
- Diskin reminded senators about the purpose of AS dues and [how to pay them](#).
 - Foundation update: The Invest in Success event raised around \$57K.
 - Food Pantry: Gomez reported that some students shared concerns at the BoT meeting about Food Pantry access. Carrasquillo opened discussion on how the AS can support the Food Pantry.
 - Shelly Parks shared information about the [Food Pantry and Clothing Closet](#).
 - An email will go out to advise faculty on how to support Basic Needs.
- 6.5. Potential AS Meeting Day/Time Change - Rodrigo Gomez
- Gomez will send a poll to senators to gauge interest in changing the meeting time for the Spring.
- 6.6. Miramar AI Working Group – [AI Policies & Guidelines](#) – [Draft for Miramar AI Guidelines](#) - Rodrigo Gomez
- [MAIN Community of Inquiry/Practice Slides](#)
 - [City College AS Position Paper](#)
 - Miramar's sister colleges have plans, but Miramar does not. Gomez presented a working draft and is requesting input.
 - Discussion ensued.
 - Senators and their departments should review the plan and resolution and send feedback to [Gomez](#).

7. Reports

7.1. Committee Reports

- 7.1.1. None

7.2. Special Reports

- 7.2.1. None

7.3. Executive Committee Reports

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

- See [resource document](#) for details.
- During Public Comments, Gomez reported that the Equity Summit had the highest attendance ever.
- Gomez reported that he emailed corrected forms to adjuncts for service pay.
- Still no feedback has been received on AP7211. This will be the last call before Gomez reaches out to Mesa and City.
- ASCCC Fall Plenary will be in La Jolla from Nov 6-8. Gomez, Carrasquillo and Flores will be attending.
- AI Regional representatives have been selected to lead on AI across California. Miramar is well represented in these conversations.

7.3.2. Vice President – Carmen Carrasquillo

- No report

7.3.3. Secretary – Olivia Flores

- No report.

7.3.4. Treasurer – Dawn Diskin

- The current balance is \$1078.57.

7.3.5. Contract Member-at-Large – Melissa Wolfson

- No report.

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

- No report.

7.3.7. Chair of Chairs – Mary Kjartanson

- No report.

8. Announcements

- During Public Comments, the following announcements were made:
 - There will be a public viewing night for Astronomy on Wed, Nov 5th, from 7:30-9pm, weather permitting.
 - Chemistry Expo on Sat, Nov 8th.

9. Adjournment

- The meeting was adjourned at 4:58pm.

The next meeting will be on Dec 2nd. Please submit agenda items to both Rodrigo Gomez and Juli Bartolomei.

Respectfully submitted,
Juli Bartolomei and Olivia Flores