

Academic Affairs Committee

Co-Chairs: Paulette Hopkins and Mary Kjartanson
April 19, 2018

Approved 9/20/2018

MINUTES

Members Present: Paulette Hopkins, Gerald Ramsey, Jesse Lopez, Lou Ascione, Daniel Miramontez, Linda Woods, George Beitey, Cheryl Barnard, Tonia Teresh, Mara Palma-Sanft, Kirk Webley, Larry Pink, Alan Viersen, Dan Willkie, Mark Hertica, Daniel Igou, Adrian Arancibia, Andrew Lowe, Namphol Sinkaset, Nicolas Gehler, Francois Bereaud, Darren Hall, Mary Kjartanson, Scott Moller, Jordan Omens, Mary Hart

Members Absent: Dawn DiMarzo, Carmen Jay, Gina Bochicchio (sent Daniel Igou as proxy)

Guests: Julia McMenamin, David Mehlhoff, Joe Young, Stefanie Johnson-Shipman, Rechelle Mojica, Alex Stiller-Shulman, Marie McMahon, Ben Gamboa, Molly Fassler, Neal Erlandsen, Lisa Clarke, Kandice Brandt, Laura Murphy

The regular monthly meeting of the Academic Affairs Committee was held on Thursday, April 19, 2018 at 2:30 p.m., in Miramar College Room R1-101. The meeting was called to order at 2:35 p.m. by co-chair Paulette Hopkins, a quorum being present.

Agenda/Minutes: A motion to approve the agenda was made by Lou Ascione, seconded by Dan Igou, and unanimously carried to approve the agenda. Marie McMahon and Larry Pink wanted to review the minutes further and make some revisions. Pink made the motion to table the minutes, with Dan Willkie seconding that motion, and was unanimously carried to table the minutes until next meeting.

Distance Education (Mojica): Rechelle Mojica reported that the application for pilot on Canvas ends on April 30th. Dean Kats Gustafson will be emailing faculty who have been selected to participate in the pilot program. She also reported that 167 faculty have completed the Blackboard Online Faculty Certification. 42 faculty have signed up for the Canvas transition course with four successfully completing the training. Marie McMahon queried whether the first modules of the Canvas training would be a repeat of the Blackboard training modules. Mojica was unsure whether the first modules of Canvas training could be waived by Dean Gustafson. Francois Bereaud questioned if faculty who received training outside of district could receive certification within SDCCD. Hopkins said that Dean Gustafson has been approving most if not all certifications outside of our district.

Academic Standards: Mara Palma-Sanft reported that Academic Standards have continued to review student petitions regarding district GE or district graduation requirements. As a result, some of the petitions being reviewed have alerted Academic Standards to review the criteria for district GE and are compiling a formal document. In the last meeting, volunteers were solicited to chair the committee, with no volunteers—Sanft will chair the committee for 2018-2019.

Basic Skills Initiative (Johnson): Stefanie-Johnson Shipman reported that the committee is reviewing proposals and have until April 23rd to score them and submit them to the co-chairs. The committee is waiting for the 2018-2019 budget allocation from the District Chancellor's Office.

Honors (Jay):None.

IPR/SLOAC Update (McMenamin): Julia McMenamin reported that program review is due April 20th. She reported on the upcoming workshops. The Deans will be reviewing program reviews after April 20th and provide feedback if necessary.

Guided Pathways Update (Ramsey/McMahon): Marie McMahon reported on a much better strategy in submitting the work plan and had a series of three meetings since the last Academic Affairs. An agreed upon work plan was produced with McMahon submitting it herself in the process. The next phase is to have a smaller functional group with two representatives from each of the constituencies to create timelines and plans to start the work. On April 30th funds will be released. Gerald Ramsey will figure out how to post the details of the work plan on the college website. McMahon reported that on April 27th, Ramsey, Terrie Hubbard, Laura Murphy, and Cheryl Barnard will be attending a peer-to-peer IEPI reading circle. At this event, information will be presented on how other colleges have started implementation, discussion and inquiry in the various stages of Guided Pathways.

High School Partnership (Ascione): Two meetings to discuss issues at the high schools were held since the last Academic Affairs meeting. It was gathered from the meetings that having a coordinator at the high school campuses would solve many issues. Ascione asserted that we should allow for the Associate Dean of Outreach & School Relations to come on board and see what he/she can do. Tonia Teresh reassured the committee that the having this Dean come on board will happen and will work closely with them on high school issues. Ramsey says the idea of having a faculty coordinator is not being abandoned or ignored. Teresh says there will be priority and direction and the High School Partnerships Program is top priority.

Strong Workforce Program: (Gamboa): Benjamin Gamboa reported that informational emails about Strong Workforce Proposals have been sent out. Round two is approximately \$800,000 this year, which is intended to focus on building new career education programs. Proposals are due on April 27th. He encouraged faculty to be mindful of the process of building a new program.

Strategic Enrollment Management:

1. **IEPI Student Survey Report (Kjartanson):** Kjartanson reported that implementation of some schedule changes are happening in fall 2018 based on the results that were gathered from the first survey. The second survey closed last week and data has not been prepared.
2. Daniel Miramontez reported that 1,700 surveys have been received in the second round.
3. **IEPI Supported Professional Development (Wilborn/Maduli-Williams):** Hopkins reported on behalf of the IEPI Professional Development leads. \$19,000 has been budgeted for professional development in which 19 faculty have taken advantage of this opportunity across four different conferences. Participants have been reporting out to constituencies on best practices learned at the conferences.
4. **IEPI Sunsets June 2018 (Hopkins):** Hopkins reported that IEPI grant sunsets in June 2018. Unspent funds will be returned to the State.

AB 705: Impact on Miramar (Johnson): Johnson reported on the purpose of AB 705 and its two main elements.

Element #1: Multiple Measures for Placement

Element #2: Timeline to Completion: Basic Skills students need to be at transfer level in one year for Math and English and three years for ESL.

If the College does not comply with AB 705, funding will be affected for Basic Skills and Guided Pathways with a negative impact on student success. Teresh asserted that we must make good faith effort in moving forward. There will be no penalty to the student if he/she refuses to participate in AB 705, but the College must provide a system for them. Murphy said that at State Plenary, the clock may start in the summer semester. Gamboa said that it has to be two semesters in whichever term that students starts in whether it be spring, fall, summer or intersession. The two semesters are based on our course sequence and not the student course-taking behavior.

Adjournment: Motion to adjourn the meeting was made by Pink and seconded by Ramsey with all being in favor and none opposed. Meeting was adjourned at 3:33 P.M.

Eli Jed Manalastas