

Academic Affairs Committee

Co-Chairs: Paulette Hopkins and Mary Kjartanson
May 16, 2019

MINUTES

Approved: 9/19/19

Members Present: Paulette Hopkins, Mary Kjartanson, Lisa Brewster, Cheryl Barnard, Joe Young, Duane Short, Mary Hart, Kirk Webley, Francois Bereaud, Scott Moller, Carmen Jay, David Mehlhoff, Molly Fassler, Larry Pink, Richard Halliday, Dawn DiMarzo, Dan Igou, Gina Bocchichio, Rebecca Bowers-Gentry, Namphol Sinkaset, Pablo Martin, Mara Palma-Sanft, Tonia Teresh, Linda Woods, Nick Gehler, Andrew Lowe, Benjamin Gamboa, Lou Ascione

Members Absent: Adrian Gonzales, Jesse Lopez, Dan Willkie, Darren Hall

Guests: Patricia Manley, Stefanie Johnson-Shipman, Aleena Vargas, Julia McMenamain

The regular monthly meeting of the Academic Affairs Committee was held on May, April 16, 2019 at 2:30 p.m., in Miramar College Room R3-100. The meeting was called to order at 2:34 p.m. by co-chair Mary Kjartanson, a quorum being present.

Agenda/Minutes: Mary Kjartanson requested a re-order of the agenda to move Basic Skills agenda items to the beginning of the agenda. Linda Woods made a motion to re-order the agenda, with David Mehlhoff seconding. A motion was made by Linda Woods seconded by David Mehlhoff to approve the May 16th agenda. Namphol Sinkaset made a motion with Richard Halliday seconding and the minutes of April 18th were approved with all in favor, and Dan Igou, Andy Lowe, and Mara Palma-Sanft abstaining.

Distance Education: SDCCD will be piloting Unit check, which is a new plagiarism software for Summer 2019 in Canvas. If approved by DEC and funding is available it will be available to all faculty. May 20th student registration begins. Denise Maduli-Williams will be the new online faculty liaison. A round of applause was given for Rechelle Mojica for the work she has put in for being the distance education coordinator.

Academic Standards: Mara Palma Sanft reported that the last Academic standards meeting took place. They discussed completion for multiple degrees and math course equivalences.

Basic Skills Initiative: The change form was displayed, reviewed, and presented by Stefanie Johnson Shipman.

Honors: Carmen Jay reported that Honors Reception took place at the Prado. UCLA TAP has added a new major called Climate Science.

IPR/SLOAC Update: Patricia Manley reported that all program reviews are completed except one which is lacking information. Pilot disaggregation will be taking place in the Fall semester. In August, BRDS reports will be produced. The subcommittee needs two faculty to fill vacant positions for the upcoming 2019-2020 AY. Xi Zhang is working with IPR/SLOAC on finalizing a rubric for Program Review. Paulette Hopkins thanked the IPR/Subcommittee for all the hard work that has been completed during this 2018-2019 AY.

FLEX Coordinator: Paulette Hopkins reported that the deadline for FLEX is on May 20th.

Faculty Evaluations Coordinator: The deadline for evaluation documents to be submitted is on May 20th. Salinsky reported that according to the CBA, the only part of the evaluation that the committee will be able to see is the data statistical report. Student comments will not be included to protect confidentiality and prevent bias in evaluations. Linda Woods shared concerns that this could affect first-year faculty evaluations. Salinsky explained that the absence of student comments should not affect evaluations because of other means of evaluating (e.g., class observations, statistical report). Rebecca Bowers shared her concerns about evaluating adjuncts. Carmen Jay suggested if the faculty evaluations coordinator could work with AFT. Salinsky agreed that there could be improvements in the contract that can be made. Salinsky also stated that faculty signing the appraisal form simply means that you have reviewed the documents and does not mean you agree with what is being stated. Dan Igou shared his concerns about the email alerts being sent about missing parts of evaluations. Salinsky apologized if he offended anyone but feels that all parties should be apprised of the process.

Guided Pathways Update: The Guided Pathways steering committee has been disbanded. The new committee will be led by Lisa Brewster and Lisa Clarke. Lisa Brewster reported that if anyone is interested in participating, there will be lead positions available. Please contact Lisa Brewster for more information.

Strategic Enrollment Management: Paulette Hopkins reported the growth in graduation statistics from last year. Hopkins credits the increase to the different strategies the Deans and department chairs have implemented over the years.

Student Equity Plan Update: Teresh provided an update that she has explained SEAP to all the constituencies. The plan is being wrapped up and the equity plan will be moved forward in the next board of trustees for approval.

Commencement Update: Cheryl Barnard reported on the timeline for commencement. 437 registered to participate. The gym is set up and ready to go.

Catalyst Grant Presentation: Teresh shared that she successfully competed for a catalyst grant, which allows the creation and development of DREAM support services for 50k for 3 years. Rick Cassar and two adjuncts are working with DREAMERS and the DACA process. If you have questions regarding DACA or DREAMER students please give Dean Teresh or Rick Cassar.

Basic Skills Initiative Subcommittee Change Proposal: Stefanie Johnson reported changes regarding the BSI committee such as the name of the committee, committee goals, and other wording. Teresh has built in SEAP budget reassign time for coordinators and other professional development activities. Motion to suspend the rules to move this proposal forward was made by Tonia Teresh, seconded by

Andy Lowe, with no discussion, all in favor, and no abstentions. A motion was made by Tonia Teresh and seconded by Lou Ascione to move this recommendation, with all in favor, none opposed and motion carries. This will now move to CGC when they meet in the Fall semester. Hopkins reported that the coordinator position will be extended by a semester to continue to help with the transition and will be opened up in the Spring 2020 semester for applicants.

Adjournment: 3:34 P.M

Eli Jed Manalastas