

Minutes – Miramar College Academic Senate
3:30-5:00pm **Oct 06, 2020** Location: Zoom

Senators Present: Laura Murphy, Marie McMahon, Josh Alley, Alex Mata, Alex Sanchez, Wendy Kinsinger, Lisa Clarke, Wheeler North, Nicholas Aramovich, Adrian Arancibia, Francois Bereaud, Channing Booth, Mark Dinger, Otto Dobre, Kevin Gallagher, Cyndie Gilley, Rodrigo Gomez, Laura Gonzalez, David Halttunen, Darrel Harrison, Mary Hart, Shawn Hurley, Brit Hyland, Carmen Jay Carrasquillo, Andy Lowe, Isabelle Martin, Pablo Martin, David Mehlhoff, Ryan Moore, Kevin Petti, Wai-Ling Rubic, Laura Louie, Melissa Martinez, Genadi Radiul, Kyleb Wild, Mary Woo

Absent: Monica Demcho (proxy: K. Gallagher), MaryAnn Guevarra (proxy: D. Halttunen), Mary Kjartanson (proxy: M. McMahon), Larry Pink (proxy: W. North), Claudia Cuz-Flores

Other Attendees: Ali Gonzalez, Angela Boyd, Angela Romero, Beatriz Ramirez, Ben Gamboa, Cheryl Barnard, Dan Igou, Donnie Tran, Duane Short, Elaine Eng, Elizabeth Nguyen, Gail Warner, Javier Gonzalez-Meeks, Judy Patacsil, Kirk Webley, Mara Sanft, Patti Manley, Juli Bartolomei

Meeting called to order at 3:32 pm.

I. Adoption of Agenda

- The agenda and Consent Calendar were unanimously adopted, with a change to combine Alley's two items.
- North shares that Dr. Laura Murphy was awarded Faculty of the Year by the Associated Student Council.

II. Executive Committee Reports

A. President - L. Murphy

- VPI Search (Update)
 - There was a delay in the previously shared schedule. Murphy shares updated timeline. Start date is scheduled for January 1.
- District Police Review Taskforce
 - Co-chairs: Wes Lundberg and John Bromma. The first meeting is October 15th.
- Website Feedback and Implementation Timeline
 - Murphy shared faculty concerns with Gamboa. New timeline: Student testing - October 12th; employee testing - end of October; feedback period to follow; new launch will be on April 21st.
 - Senator asks how students are being chosen. Gamboa shares that this testing has been delayed and, hopefully, will be underway very soon, with more information to come.
 - Faculty and students will be receiving an email soon.
- Proctoring Software
 - There were four demos/presentations on Friday, October 2nd.
 - Any feedback anyone has will be very helpful. Please send to Murphy, and she will continue to combine and send out to all.
 - This will be a future agenda item.
- ASCCC Area D Resolutions
 - Please review resolutions and send feedback to Murphy so she can forward on to whomever attends in her place.
- Other
 - Faculty Online Mentor position extended.
 - College-wide Outcomes and Assessment Facilitator position under review. No one has volunteered/applied.
 - Senator asks if we can request more release time to get these positions filled. Murphy says she does advocate for this, but that the answer is often "no."
 - Manley says that she is on the committee reviewing the Outcomes and Assessment position, and they are considering expanding release time.
 - ASCCC Exemplary Program Award
 - We would love to have one of our programs nominated. Please review and submit to Murphy any program that you see fit.
 - Award focuses on Equitable Practices in Virtual Education. Up to two \$4,000 awards. Applications must be approved by Miramar AS by late October.

B. Past President - M. McMahon

- There is work outside of committee meetings that is needed. Please remember that extra work is required at times for committee members in most, if not all, committees, especially for committee chairs.

C. Treasurer - J. Alley

- Alley reported a balance of \$1294.47. He is still unable to get on campus to collect checks.
- 2019-20 scholarships still have not been paid, so the real balance is \$600 less.

D. Adjunct Representative - W. Kinsinger

- Not getting much response from the District regarding the form needed for adjunct compensation for committee service. Kinsinger will ask someone higher up for assistance. Will report again at the next meeting.

III. Consent Calendar

A. Academic Senate Meeting Minutes from 15 Sept 2020

- B. **Revision of Board Policies and Administrative Procedures**
- C. **Annual Planning Calendar**

IV. **Business: Action Items**

- A. **Approval of Academic Senate Scholarships for 2020-2021 - J. Alley**
 - Motion to approve the two \$300 AS scholarships passes unanimously. [McMahon/Kinsinger]
- B. **Modifications to Strategic Plan Directions - L. Murphy**
 - The AS has approved goals and directions. Classified Senate requested changes, so we will need to reapprove new directions.
 - Classified Senate would like to make changes to goals 2 (Engagement) and 4 (Relationship Cultivation).
 - Please bring these proposed (significant) changes to your department. These do touch upon curriculum, so we should engage in this process.
 - Counseling had a conversation about this and has recommendations, including community aspects. Another senator recommends focusing on equity and anti-racist practices. Murphy did suggest to Dean Miramontez that we have an open session for feedback and dialogue.
 - McMahon mentions that having broad strategic goals can help, as KPIs give us an opportunity to get more specific, where measurement occurs.
 - Senator mentions that we need to look at both KPIs and strategic measures.
 - Please bring to your department and send feedback to Murphy.
 - This item will come back to the next meeting.
- C. **Administrative Procedures AP 5235: Credit for Prior Learning (1st Read) - D. Short**
 - The State wants the AP done by the end of the semester.
 - The State paid money for a pilot program for 9-10 months and then put pressure on colleges to approve the AP in three months.
 - Some of the language used is legally required by the State; some is recommended language by the community college that did the pilot.
 - Many of the updates in the early part of the document address Title V and other logistics. Because the committee did not have time to dig deep into these updates, they recommend approving only a small portion: Industry Recognized Credentials. If additional procedures are needed, the committee will address them at those times.
 - Senator asks if these credits will appear on transcripts. Short answers: yes, with an asterisk that denotes it was earned by credit for prior learning (there will be a code for it). Short thinks it should be more specific. No grade would appear unless there was an exam score, which creates issues due to limits on the number of pass/no pass credits allowed.
 - Need to be clear on what, exactly, is considered "industry recognized."
 - Since there is still more interest, please reach out to Short and perhaps we can have another open discussion, if it is needed.
 - This item will come back to the next meeting for approval.
- D. **Modifications to CARES Act Funding Request Process - L. Murphy**
 - Significant change reads: process will be that the lists that are created from each department, they will be shared with the Senate so that all faculty and staff are aware of what requests are coming through, and perhaps there are opportunities to collaborate. The AS will make recommendations that will go to the College President before final approval.
 - This is only for CARES Act Funding.
 - There will be two rounds for money.
 - It will cover reimbursements for purchases made for online instruction.
 - The process is to submit your request with the justification (immediate need and impact). You will need to submit to your supervisor/dean.
 - The form will be distributed this week. Must be consistent with limitations on funding.
 - Limits (on amount) and anonymity were main concerns of Senators.
 - Murphy will follow up.
 - Motion to approve passes unanimously. [McMahon/North]
- E. **College Governance Handbook Draft #2 (1st Read) - M. McMahon**
 - McMahon shares timeline/spreadsheet. Timeline has changed since the inception of the process, but there are deadlines in place to accommodate the new implementation date of spring 2021.
 - McMahon shared a link from Kurt Hill that sends you to the website, where these documents are housed.
 - Feedback for draft #2 being collected and organized.
 - CGC will review feedback.
 - Some areas are still in discussion and are so noted in the Handbook.
 - Will go to CEC for a first reading after it is approved by constituency bodies.
 - Nov 10th: final approval at CGC.
 - Dec 8th: CGC planning for implementation in Spring.
 - It can be changed at any time.
 - Take back to your department and forward comments to McMahon or Murphy.
 - This will come back to the next meeting.

V. Business: Discussion Items

A. Class Scheduling Issues: Synchronous and Asynchronous (Definitions and Planning) - S. Azai

- Murphy presented for Azai.
- Students came to CEC due to issues with class meeting time scheduling.
- Issue has been sent to Academic Affairs (student presentation and larger discussion next week).
- Professors are doing synchronous at times that weren't posted, leading to conflicts with other classes.
- Whatever is advertised on the schedule should be followed for the rest of the semester, as that is what the student signed up for. Asynchronous classes should not have any required meetings. Synchronous should not change to asynchronous.
- Counselors had a discussion about this and noted that details should be shared explicitly with students for meeting days and times and that those commitments should not change or be broken.
- Senator shares that we should consider times that do not align with hours when young children are engaging in distance education, so that we can accommodate parents who are helping with distance education at home.
- Senator shares that these issues should be sent to the Distance Ed committee and the District for more clarity and consistency.
- Need clear directions on what terms mean and what we are telling students. Should come from the four Academic Senates, not the District.

B. Instructional Issues with Online Instruction - M. McMahon

- The confusion with DE seems to be all around. Departments should schedule more normally.
- Murphy is happy to take to AS Council.

C. DIEC Taskforce for Development of Courses/Programs Related to Ethnic Studies - C. Carrasquillo

- Carrasquillo speaks on behalf of the Ethnic Studies Task Force to seek the advice and input of this body. Foremost concern is to ensure they are following the correct process for development of a program related to Ethnic Studies.
- Conversation for Ethnic Studies courses is spread across three departments (Arts and Humanities, Social and Behavioral Sciences, and English and World Languages), and not all affected faculty were present at the informal discussions taking place on campus. Therefore, a committee was formed with attention to process, transparency, and curriculum.
- The first meeting was October 2nd and attracted a wide variety of participants and has created a lot of excitement. Advice is being sought from Murphy and Palma-Sanft on how to move forward.
- The Ethnic Studies degree will likely be put together using existing courses (race and ethnicity course from Sociology, Asian American literature course from English, Black Studies course from English, etc).
- From the taskforce: What is correct process for this? Does it need to go through the Program Viability Review process?
- It is not a new department or a new program, just a new degree. Need input and guidance from AS.
- Short shares in the chat: *Here's the definition: A "program" is one or more certificates or degrees that share a common set of program-level student learning outcomes. We have an Interdisciplinary Studies program where this degree might fit. Or maybe Social and Behavioral Sciences? Or it could be its own new program area. Just want to present some options.*
- Senators share interest and support for the program. Anyone interested in asking questions or sharing ideas should go to the next taskforce meeting.
- More discussion and assistance offered for how to proceed as a program.
- Learning outcomes would be the same as the variety of courses that could be used.
- AB1460: Ethnic Studies requirement instead of Social Justice Studies. Or do we need both?
- At beginning stages. Will bring back to a future meeting.
- Carrasquillo will take feedback to DIEC.

D. Curriculum Committee/Technical Review Subcommittee Exploration of Cultural Competency Criteria - L. Murphy and D. Short

- Include in curriculum in general, not specific courses.
- Tech Review subcommittee works for originator to infuse more culturally relevant content.
- Tech Review members would experiment with their own courses first.
- Exploring the idea of making some updates to accommodate the new charge by the ASCCC call to prioritize culturally responsive curricular redesign to enhance student equity and infuse anti-racism/no hate education in community colleges.
- Tech Review to check that curriculum is as sound as possible before it goes up for approval. In this update, considering adding cultural competence as part of the "check list" for this review.
- A senator notes that this borders on policing curriculum development. Short notes that this was discussed by the subcommittee, and they would like to ensure that this would not become a requirement, but a suggestion while writing feedback.
- Other senators share that there are experts for other disciplines on the subcommittee, so why not add an expert for cultural competency.
- Senators are invited to share their feedback and continue discussion at the Curriculum Committee meeting on Wednesday, October 7th at 2:30 pm.
- AS supports Tech Review moving forward with conversation (no objections).

E. Accreditation Midterm Report - M. Palma-Sanft

- Postponed in the interest of time.
- Please look at Palma-Sanft's PowerPoint for the broad overview.
- The full report will be sent out this week. Need to approve at the next AS meeting.

VI. Committee Reports (AS Standing Committees and Governance Committees)

VII. Announcements and Public Comments

A. Academic Support in the Continued Remote Learning Environment - D. Tran

- Postponed in the interest of time.

The meeting was adjourned at 5:15 pm. The next meeting will be on Oct 20th. Please submit agenda items to both Laura Murphy and Juli Bartolomei.

Respectfully submitted,
Alex Mata and Juli Bartolomei