

Minutes – Miramar College Academic Senate
3:30-5:00pm **Nov 03, 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, Monica Demcho, Mark Dinger, Otto Dobre, Kevin Gallagher, Laura Gonzalez, MaryAnn Guevarra, David Halttunen, Darrel Harrison, Mary Hart, Shawn Hurley, Brit Hyland, Carmen Jay Carrasquillo, Mary Kjartanson, Andy Lowe, Isabelle Martin, Pablo Martin, Ryan Moore, Kevin Petti, Wai-Ling Rubic, Claudia Cuz-Flores, Laura Louie, Melissa Martinez, Genadi Radiul, Kyleb Wild, Mary Woo

Absent: Cyndie Gilley (proxy: E. Nguyen), Rodrigo Gomez, David Mehlhoff, Larry Pink (proxy: W. North)

Other Attendees: Angela Boyd, Dan Igou, Daniel Miramontez, Elizabeth Nguyen, Gail Warner, Leslie Marovich, Mara Sanft, Mardi Parelman, Tonia Teresh, Juli Bartolomei

Meeting called to order at 3:30 pm.

I. Adoption of Agenda

- The agenda and Consent Calendar were unanimously adopted, with the following change: Action Item IV.B has been postponed to a future date.

II. Executive Committee Reports

A. President - L. Murphy

- VPI Search (Update)
 - Position closed on 11/02/20. Interviews scheduled for 12/1-4. Might have to move interview dates due to proximity to finals week.
 - There was a request from faculty for an open forum. College President Lundburg said this is a common practice, so we are looking into the possibility of having an open forum, similar to what we did for the College President.
- Website Implementation Timeline (Update)
 - Not much to report. Still in contract negotiations. No update on when user testing will begin.
 - Murphy will send updates when she has them.
- District Police Review Taskforce (Update)
 - Second meeting held on 10/29.
 - Chief Ramos gave a comprehensive overview.
- SDCCD Calendars
 - Calendars distributed at the last meeting were final.
 - The Academic Senate does not have a seat at the table at this time.
 - Could request to have AS representative on the calendar task force, for a direct connection while dialogs are happening.
 - There was a suggestion for the future to have two distinct meetings of the committee instead of just one, with a window of opportunity for feedback.
 - A senator makes the point that part-time faculty would like some representation, since they work at multiple colleges.
 - A suggestion from one senator is for the AFT to give the timeline for approval to the AS. Petti shares that the AFT is one seat of many that negotiate for the calendar. Senator agrees and says that the AFT is supposed to speak on behalf of the faculty. Petti reminds body that AFT does send calendars via email to all. Faculty are allowed to go straight to the AFT with input.
 - Recommendation made to have two calendars and let people vote on them.
 - Murphy will follow up and come back to next meeting with more information.
- Volunteers for the USC Equity Alliance E-Convenings
 - Please share interest in participating with Murphy or L. Gonzalez.
 - Next session is 11/11. Demcho and P. Martin will attend.
- ASCCC Hayward Award (Deadline: Dec 11th)
 - Deadline is 12/11. We can nominate one full-time and one part-time faculty member.
 - Please forward your nominees to Murphy for consideration.
- Other
 - Information Session for Competency-Based Education Issues
 - In response to CCCC Request for Interest and changes to Title 5 regarding CBE.
 - Information session with an overview and Q&A.
 - Date and time TBD. Murphy will update.
 - Changes showing up in Title 5 regulations. Unclear of impact of changes. Good to have information session with presentation of general information so we can get a better idea of what is happening and be informed ahead of time.
 - Allyship for Faculty and Staff: Professional Development workshop on 11/04 from 1-3p.
 - “Outside the Room Where it Happens”: ASCCC Webinar on 11/17 from 2-3p.
 - Labster extended through June 2021. Possible extension beyond that by Chancellor.

B. Past President - M. McMahon

- McMahon is attending DGC tomorrow to present challenges and issues we are facing in online teaching.

C. Treasurer - J. Alley

- Alley reported a balance of \$220.97.
- Please pay dues so we have money for scholarships and other needs.
- Venmo money received by Alley and will be collected when he confirms with the app to accept.

D. Adjunct Representative - W. Kinsinger

- Kinsinger sent the compensation form to Murphy, who sent it to adjuncts. Please fill out paperwork for committee work and turn it in ASAP so that you can be paid in December.
- You will need to have the committee chair sign off. Send to Murphy for Senate committee verification.

III. Consent Calendar

A. Academic Senate Meeting Minutes from 20 Oct 2020

B. Accreditation Midterm Report

IV. Business: Action Items

A. Strategic Plan Strategic Directions (1st Read) - D. Miramontez

- There are two sets of edits to review. First set of edits in yellow (Classified Senate). Second round is in blue (managers).
- Many of the CS edits were about equity. Miramontez's team looked at the equity theme and felt that, combined, it would warrant a fifth Strategic Goal (Diversity Equity, and Inclusion).
- Many senators voice support for this update.
- A senator asks what a culturally responsive instructional pedagogy is or looks like. Another senator shares that it can be something like looking at all of the strengths that all of your students bring culturally to your classroom.
Recommendation: Zaretta Hammond's text on Culturally Responsive Teaching.
- Bring back to departments and forward comments ASAP. Will come back to the next meeting for approval.

B. ASCCC Call to Prioritize Culturally Responsive Curricular Redesign (1st Read) - D. Short

- Matter postponed, to be discussed at a later date. Still in beginning phases.

C. College Governance Handbook Draft #2 - M. McMahon

- McMahon shares modified flow chart (with recent changes) and notes that this is still a work in progress.
- Feedback given to constituency leaders and CGC Chairs.
- Feedback amalgamated and responded to: categorized, addressed issues, and attempts to resolve.
- List of remaining to do list for CGH shared.
- The plan is to create a master list of committees that includes District committees.
- CGC wants to be involved in helping to create an effective webpage for College Governance.
- Term limits still need clarification.
- Making headway on master calendar.
- Currently 118 FT faculty, who are contractually obligated to serve on a committee.
- Discussion ensues.
- Time extended five minutes for comments.
- Discussion about Honors remaining part of Governance structure.
- Murphy suggests asking CGC to have an open forum for further discussion. A senator asks that if this is confirmed, any committee being impacted receive an invitation to that discussion.
- Murphy notes that there have been open CGC meetings throughout the process.

D. NetTutor in Spring 2021 - D. Tran

- Requesting support to extend NetTutor through Spring (expires 12/30).
- ASC submitted CARES funding request.
- Also requesting easy access web access for academic support on new website.
- Tran shares charts (statistics) that were provided in Senators' packets, showing support for student use of NetTutor.
- One version would be to have a link at the top of every Canvas account (like Mesa does) or a one-stop page.
- A senator asks if there will be any change to our current tutors or processes, meaning will NetTutor only continue to be offered outside of our regular hours? Tran says the instructor can enable or disable the button on their Canvas page. While it is available 24 hours, the ASC recommends that students use NetTutor outside normal hours and campus tutoring during normal hours.
- Motion to support the campus to find the funding needed to support NetTutor for our students passes unanimously.
[Kinsinger/Demcho]

E. Creation of Software Taskforce - L. Murphy

- The taskforce is under the Academic Senate. It will have a finite timeline.
- Need to have faculty input and review on impending and proposed software platforms. Immediate focus: Cranium Café and Proctoring Software.
- If you would like to join the taskforce, please email Murphy. See email from Bartolomei (CCCCO Memo on Ongoing Digital Resource Support) for details.

F. DIEC Recommendation to List Safe Space Faculty (1st Read) - L. Gonzalez

- Training to help support LGBTQ students on campus.

- Been on campus for 4 years and over 100 campus employees have been trained.
- Proposal is for all Safe-Zone trained employees to be listed on a publicly available page on the school website. Was already approved at DIEC. Presented at CEC, and CEC asked Gonzalez to bring to the Senates for approval.
- It is a best practice to benefit students to include this kind of list on the website.
- Would like to include names, locations and email addresses, so students know who and how to contact.
- Mesa includes photos and blurb, but it is not necessary for ours.
- Participants have given written permission.
- Will come back to the next meeting for approval.

V. **Business: Discussion Items**

A. **Alignment of Budget Processes for CARES, COVID-19 Block Grant and MSI - L. Murphy**

- Proposal to use the same allocation process as CARES funds for the Covid-19 Block Grant and MSI.
- Murphy encourages everyone to fill out forms and submit to chairs and deans. Request items, even if over \$200 and even if they are items you thought would not have been approved previously.
- Academic Senate will review lists to ensure all proposals are considered equitably and allow for collaboration, if possible.
- Technically, anything bought with college money is the college's property.

B. **Equity Dialogue - L. Murphy**

- Update on Ethnic Studies Degree: Moving forward. No updates to share.
- Update on Equity Coaching Program: L. Gonzalez says Gamboa convened a group of people who expressed interest in the program for a brainstorming session. Many ideas emerged. The program would be for the entire college--not just for faculty, but classified professionals and managers as well.
- Equity Dialogue:
 - o Definition of Equity: CEC Workgroup to develop draft equity definition and statement that will be shared with the college at large for further dialogue.
 - o Workgroup: Two per constituency.
 - o Discussion ensued regarding membership on this task force. Concerns were expressed about the decision process and relevant experience of the faculty appointees. Murphy explained that appointments were made by constituency leaders at CEC, and she made her appointments based on experience and those who might have been involved in the initial discussions. Murphy also strived to achieve a more broad representation of different faculty perspectives. Murphy says that these are just the initial steps and that those who are interested can still participate. Murphy encourages people to reach out to her for more information or for further discussion.
- Update on Faculty Equity Coordinator
 - o VPSS Gonzalez is coordinating a group to develop the details of the Faculty Equity Coordinator position.

C. **Guided Pathways - L. Clarke**

- Clarke shares Program worksheet that was sent out to all chairs and co-chairs.
- Please help complete these forms for your department. If feedback is not received, Clarke will reach out again.

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

VII. **Announcements and Public Comments**

The meeting was adjourned at 5:11pm. The next meeting will be on Dec 1st. Please submit agenda items to both Laura Murphy and Juli Bartolomei.

Respectfully submitted,
Alex Mata and Juli Bartolomei