

SUMMARY: FEBRUARY 6TH MEETING

Welcome back to a new semester! It was nice to be back in Senate with all of you in our fancy new Hy-Flex setup. Below you will find a summary of the Discussion Items that will be coming back for a vote in our 2/20 meeting.

For the Slideshow from our last meeting, [click here](#).

FIRST READS:

6.1. Requesting approval for funds to send A.S. President to present at the APAHE (Asian Pacific Americans in Higher Education) Conference; April 4-5, 2024 (slide 7)

Pablo and several current/former AS Presidents have been asked to present at the APAHE Conference in April. They will be presenting on the role of the AS President. As such, Pablo is requesting about \$1200 to assist with travel and registration costs. It was pointed out that the money would come from the AS travel budget which is separate from the Academic Senate's account maintained by our AS Treasurer. Pretty straight-forward request!

6.2. Proposal for an Adjunct Faculty Subcommittee of the A.S. (slides 8-12)

Kristen Everhart gave us some background on this proposal. This largely comes out of the Spring 2023 survey that the Adjunct Success, Retention & Equity workgroup created. In that survey, they found that there were some ongoing projects that would be needed to help our adjuncts. The group found in the survey that communication concerns and where to go for resources were a big issue for adjuncts. The survey conducted will potentially be used by other campuses and be biannual here at Miramar. Those projects that will be ongoing will take a while to organize and due to the nature of them being ongoing, it is being proposed that we establish an Adjunct Faculty Committee. The proposed committee will take charge of those (and future) projects related to Miramar's adjuncts. In the slideshow, you can see more specifically the responsibilities (slide 11) and charge (slide 10) of the proposed committee. In slide 9, it includes the committee makeup. The pluses and minuses next to the numbers need to be worked out. So, the vote in our next meeting is focused on the creation of the committee.

OTHER ITEMS:

7.2.2. Preparing for the ACCJC Visit, 2/29-3/1/24 (slides 23-28)

Mara updated us on the upcoming ACCJC campus visit. Please just keep these visits on your radar. Interviews with select faculty will be 2/29. There will be an open forum that same day. And an Exit Report on 3/11. Mara is asking for as much participation in these events as possible.

As always, the Minutes from our meeting follow this summary.

Minutes – Miramar College Academic Senate

3:30-5:00pm **Feb 06, 2024** Location: M-110 and Zoom

(*See [agenda](#) for remote locations)

[Associated Documents](#)

[Meeting Slideshow](#)

Senators Present: Pablo Martin, Carmen Carrasquillo, Josh Alley, Heather Paulson, Theron Page, Darren Hall, Kevin Petti, Adrian Arancibia, Alex Sanchez, Anh Nguyen, Anne Gloag, Becky Stephens, Cyndie Gilley, Dan Smith, David Halttunen, David Mehlhoff, Dawn DiMarzo, Donnie Tran, Kandice Brandt, Kevin Gallagher, Leslie Marovich, Mardi Parelman, Nick Aramovich, Olivia Flores, Otto Dobre, Rodrigo Gomez, Stefanie Johnson-Shipman, Wahid Hamidy, Erin Smith, Kristen Bonwell, Kristen Everhart, Najah Abdelkader, Natalie Bickett

Absent: Ali Gonzalez (proxy: Heather Paulsen), Channing Booth (proxy: J. Alley), Desi Klaar (proxy: N. Abdelkader), Gene Choe, Jae Calanog, Lisa Brewster (proxy: P. Martin), Monica Demcho (proxy: C.Carrasquillo), Mary Kjartanson (proxy: D. Mehlhoff), Valerie Chau

Other Attendees: Brett Bell, Daniel Miramontez, Kurt Hill, Lou Ascione, Mara Palma-Sanft, Wes Lundburg, Juli Bartolomei

1. Call to Order

- The meeting was called to order at 3:33pm.

2. Approval of Agenda and Consent Calendar

2.1. [Meeting minutes from 12/05/23](#)

- The agenda and Consent Calendar were approved with no objection with the following changes: Move item 6.3 up to be the first Discussion Item and move Committee Reports to before Executive Committee reports. [Arancibia]

3. Land Acknowledgment

- Martin read the [Land Acknowledgment](#).

4. Public Comments

- Abdelkader brought up an issue with using the word “borrow” in the Land Acknowledgment and also asked if the Land Acknowledgment is a political statement. Martin recommended contacting the LEAD office and then reporting back what she hears from them. Martin offered to consider putting this on a future agenda for discussion, if that is desired.

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

5.1. NA

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

6.1. Requesting approval for funds to send A.S. President to present at the APAHE (Asian Pacific Americans in Higher Education) Conference; April 4-5, 2024 – Pablo Martin

- Three current and one former A.S. President, who is currently on the State A.S. Executive Body, have been invited to present on the role of the A.S. President. Martin is asking for roughly \$1200 from the A.S. travel budget for his travel and registration.
- This item will come back for a vote.

6.2. Proposal for an Adjunct Faculty Subcommittee of the A.S. – Kristen Everhart

- The Adjunct Success, Retention, & Equity workgroup is following up on the Spring 2023 survey.
- Looking at the lengthy projects and list of responsibilities to perform on a recurring basis that will help ensure that the recommendations of the A.S. are representative of adjunct constituents, the workgroup is requesting approval for the creation of an Adjunct Committee. This would be a Standing Committee of the A.S. in the CGH.
- Everhart presented the proposed committee membership, purpose/charge, and responsibilities. See [CGH Adjunct Committee V2](#).
- Deans and other administrators have been supportive.
- Send questions to the current workgroup members:
 - o [Erin Smith](#)
 - o [Kristen Everhart](#)
 - o [Kristen Bonwell](#)
 - o [Valerie Chau](#)
- This item will come back for a vote.

6.3. Update and Discussion: Website Taskforce – Kurt Hill and Daniel Miramontez

- Survey on the website: They are asking students directly how they use the website, but they did not get a large enough response, so it is continuing this semester. They polled ten students in three focus group sessions and will do qualitative analysis when they have a more solid number.
- Website taskforce: Launched in Aug and will continue through Spring. Shared goals and progress on those goals (see [meeting slideshow](#)).

- Video tutorials are on the [Website Services](#) page. More training can be provided and tutorials can be updated, if needed.
 - The homepage is student-focused. Faculty and staff should use the “Faculty/Staff” menu to find work-related information.
 - Email [Hill](#) with requests for changes to program pages.
 - Recommendation made to make it easier for students to find instructor contact information. Hill said that this needs to be maintained by the areas.
 - Send questions/concerns to [Martin](#) or any other A.S. Exec member, or use the [anonymous feedback form](#) on the A.S. webpage.
- 6.4. Clarifying the [Evaluation Process for Managers](#) – Olivia Flores
- Procedures can be found here:
 - [2020 - 2023 Management Handbook](#)
 - [Evaluation instrument](#)
 - AFT does not oversee the evaluation of managers.
 - Managers (Deans, VPs, Directors) and supervisors are evaluated every year for the first four years of their contract and then every three years after that.
 - Supervisors/managers provide a list of all employees with whom they work and then HR sends a survey with 22 evaluation questions to everyone on the list. Comments on the survey can be shared with the manager/supervisor by the appropriate VP or they can stay confidential, if requested.
 - Discussion ensued.

7. Reports

7.1. Executive Committee Reports

7.1.1. President – Pablo Martin (State, District, Campus, and Senate Issues)

- The bulk of Martin’s report can be found in the [UPDATED SDMC Academic Senate Resource Doc 020624](#).
- Reminder: Although the semester officially starts two weeks before classes and faculty are technically “on contract,” faculty can only be required to be on campus Wednesday-Friday in the Fall and Thursday-Friday in the Spring during the week before classes start. Faculty are expected to respond to emails during those two weeks.
- From President Wes’ recent update: “The COVID Block Grant is realigning first round allocations and will accept applications for new funding in the early spring. Look for the call in the coming days.”
- Concerns regarding AI and AI Detection in Student Work:
 - Turnitin turned on their AI detection beta last fall without anyone’s permission, which is creating concerns due to flaws with the software.
 - A [Canvas resource page](#) that includes [syllabus examples](#) and AI sessions on [student-centered assignment design](#) has been created.
 - See the [UPDATED SDMC Academic Senate Resource Doc 020624](#) for more details.
 - Rodrigo Gomez (English) offered to meet with anyone who has questions about AI.
 - AFT is having a class series about AI, and there is an opportunity for salary advancement if you do it through AFT. There is a link in the [UPDATED SDMC Academic Senate Resource Doc 020624](#).
- Given the survey results, the current hybrid meeting modality, and the fact that Fall is already scheduled, the A.S. Exec decided to leave the meeting time as is and table the issue.

7.1.2. Vice President – Carmen Carrasquillo

- A.S. Election Committee Call for Volunteers: Need three volunteers for the 2024 calendar year. Anyone interested cannot be running for an elected office. Let [Carrasquillo](#) or [Martin](#) know if interested.
- “GAIA (Gender Advocacy, Inclusion and Advancement) is a dynamic initiative dedicated to providing gender equality and inclusivity in all aspects of society. We are committed to fostering dialogue, education, and action to empower individuals of all genders and backgrounds, striving for a more equitable and just world.” Goals include curriculum design, campus safety, getting a women’s resource center on campus, and engaging men as allies. It is meant to be a supportive space to build community and for solidarity. Next meeting: 2/21, 2:30-3:30pm on Zoom (Meeting ID: 864 7677 4554).

7.1.3. Secretary – Josh Alley

- No report.

7.1.4. Treasurer – Monica Demcho

- Not present.

7.1.5. Contract Member-at-Large – Heather Paulson

- Doing a presentation with L. Gonzalez on 2/21 addressing hate speech, most likely during college hour.
- They host a Pride Mixer every month.

7.1.6. Part-Time Member-at-Large – Theron Page

- No report.

7.1.7. Chair of Chairs – Kevin Petti

- No report.

– Chairs Committee meetings: Third Thursdays at 1pm.

7.1.8. Curriculum Chair – Darren Hall

– Reported via chat: “CurriQunet Meta is now live however the district has identified several issues and are working with the vendor to resolve them as quickly as possible. The expected full release is February 14. Training for CurriQunet Meta, including open training sessions for proposals will be hosted on Fridays. We expect to learn more on the update Thursday at CIC. Our last CRC meeting was cancelled based on a light agenda and waiting for the full release of CurriQunet Meta.”

7.2. Committee Reports

7.2.1. Standing: Technology Committee – Lisa Muñoz

– Muñoz is the official Faculty Technology Liaison and will report to the A.S. regularly.
– Needs and goals were presented. See [meeting slideshow](#) for details.
– They are thinking about creating a newsletter or an information page to help provide information.
– There will be more training on HyFlex classrooms.
– Send questions and ideas to [Muñoz](#).
– Interactive display boards: There will be a vendor demo. In the meantime, Fridays are the best day to have Gloag demo the one she is using in M-209.
– The Technology Committee meets on the 2nd Tuesdays from 3-4pm and the 4th Tuesdays for special meetings.

7.2.2. Preparing for the ACCJC Visit, 2/29-3/1/24: Mara Palma-Sanft

– The ACCJC’s Peer Review Team’s focused site visit is just two days instead of a full week.
– The Review Team will do a campus tour and focused interviews on 2/29.
– Asking faculty to attend the open forum in L-105 (she said 205 but the slideshow says 105), from 2:30-3:30pm, on 2/29. Administrators will not be present, but supervisors are being invited.
– The Exit Report will be presented on 3/1, from 11am-12pm in L-105.
– Prep and learn more [here](#).
– Next steps:

- College community to continue its work toward facilitating the best possible and most equitable educational experience for our students.
- Follow through on improvements and innovation identified by tri-chair teams/College in Miramar’s ISER.
- Improvements: Standard III Resources (III.A.7; III.A.9; III.C.1; III.C.2) (Human Resources and Technology Resources)
- Innovations: Projects identified in Quality Focus Essay (QFE) to impact student learning and achievement (Jump Start Orientation Program and Light the Fire Professional Development).

8. Announcements

– Parelman: AFT Valentine’s Day social event in M-110 from 1-2:30pm on 2/14. RSVPs are helpful, so they know how much food to buy.
– Abdelkader: See AFT email regarding a call to action to motivate Congress to stop WEP action because it harms adjuncts. HR82 addresses unfair Social Security penalization of public service workers. From the chat: “WEP/GPO repeal Call to Action Week: 2/5-9.”

9. Adjournment

– The meeting was adjourned at 4:59pm.

The next meeting will be on Feb 20th. Please submit agenda items to both Paul (Pablo) Martin and Juli Bartolomei.

Respectfully submitted,
Juli Bartolomei and Josh Alley