



## OFFICIAL MINUTES

### I. Call to Order

Academic Senate President, Leila Safaralian, respectfully acknowledged that MiraCosta is on the traditional territory of the Luiseño/Payómkawichum people. Today, the meeting place of MiraCosta College and its surrounding areas is still home to the six federally recognized bands of the La Jolla, Pala, Pauma, Pechanga, Rincon, Soboba Luiseño/Payómkawichum people. It is also important to acknowledge that this land remains the shared space among Kumeyaay and Ipai peoples. In addition, we pay respect to elders both present and past, the respected keepers of history, culture, wisdom and knowledge.

The meeting was called to order at **9:02am**.

### II. Remote Member Attendance

Description: *Academic Senate will consider remote participation of members under the provisions of AB2449, if any.*

**Candy Owens requested remote participation under the Just Cause provision of AB2449. Candy Owens attended the meeting via Zoom under the Just Cause provision of AB2449 by unanimous consent.**

### III. Roll Call

**Members present:** Angela Beltran-Aguilar, Sunny Cooke (ex-officio), Erica Duran, Shawn Firouzian, Jim Julius, Don Love, curry mitchell (President-Elect), Brian Page, Hossein Ravanbaksh, Leila Safaralian (President), Nate Scharf, Alexis Tucker-Sade, Krista Warren

**Members present via Zoom under Just Cause:** Candy Owens

**Members absent:** Robin Allyn, Julie Graboi (both attended via Zoom but could not participate in voting)

**Others present:** Adrean Askerneese, Theresa Bolaños, Scott Fallstrom, Tim Flood, Cynthia Vasquez Gonzales Ticey Hosley, Stacey Hull, Mikalah Hutchinson, Denée Pescarmona, Lori Schneider,

### IV. Persons Wishing to Address the Senate

Brian Page read a statement (attached to these minutes) regarding AP and BP 6250.

Erica Duran mentioned that the CLC hosted its first Independent Life Skills Event and Social last week for adult students with disabilities, former students, potential students, community members, and adult transition programs. Over 150 people attended and enjoyed the event. In the spring they may make this a semester event rather than an annual event.

### V. Changes to Agenda Order – None.

### VI. Consent Calendar

#### A. Approve Minutes of the Regular Meeting of October 6, 2023

**The consent calendar was approved by unanimous consent.**

### VII. Reports

#### A. Academic Senate President

Academic Senate President, Leila Safaralian, mentioned October is Philippine American Heritage month and LGBTQIA History month. Thanks to those facilitating and attending all the events. October 16<sup>th</sup> through the 20<sup>th</sup> is undocumented student action week with a fundraiser taking place today.

Colleagues in the Career Center conducted a Major Fest. Many faculty and students participated and had the opportunity to talk with faculty in different fields to learn about career opportunities.

Classified Senate and Academic Senate are currently planning for the 2<sup>nd</sup> Annual Cultivating Human Connections event to take place in the dining hall on the Oceanside campus on January 18<sup>th</sup> during Flex week. Monday of Flex week is a holiday. The theme of the event is Season of Change: struggling, navigating, and striving with change. We will have MCC keynote speakers. Everyone is welcome.

Spring Schedule is out Oct 25. Students start enrolling on Nov 9. The registration period has been shortened so all priority groups as well as other students can enroll as soon as possible, and this could increase the enrollment. It's beneficial that enrollment timelines are shorter because students without

priority don't have to wait a month before they can enroll. For example, the concurrent student enrollment was usually the second week of January and by then almost no class is available, but now they can enroll at the end of November.

Upcoming events include the ASCCC Area D meeting on October 27<sup>th</sup>. At that meeting, they will talk about resolutions to be submitted to the Plenary Session, November 16<sup>th</sup> through the 18<sup>th</sup>. Safaralian, Julius, Warren, and Figueroa will attend in person and mitchell will attend via Zoom. There is no report from Guided Pathways; however, they will be at the next two AS meetings in November for the GP theme month.

#### **B. College Superintendent/President**

Superintendent/President, Sunny Cooke, had no report.

#### **C. Classified Senate**

Classified Senate Interim Vice President, Lori Schneider, reported on behalf of VP, Ingrid Phillips. CS had its monthly meeting on Tuesday. There was a spirited discussion around the Fringe Benefits Committee. CS is developing a committee 101 orientation, so folks know what they are supposed to do and understand their roles on various committees. There will be further discussions about changing policies and procedures. They are looking at the existing CS Portal site and what needs to be updated. CS is also working in conjunction with AS to bring the Cultivating Human Connections event January 18<sup>th</sup>. Save the date for the end of the year luncheon Friday, December 8<sup>th</sup> at the El Camino Country Club.

#### **D. Associate Student Government**

ASG representative, Mikalah Hutchinson, noted there are a lot of ASG workgroups. The ASG goals have been written with a DEI lens. Five executives of ASG attended the Community Leadership Breakfast today.

### **VIII. New Business**

#### **A. Recommended Ranking for Full-Time Faculty Positions – Stacey Hull**

Description: *AAC forwards a recommended ranking for full-time faculty positions for Academic Senate review and approval. This is a first read.*

Hull is here to provide the recommended rankings for full-time faculty positions. The rankings are determined by the workgroup, then approved by AAC, and then forwarded to AS.

An explanation of some of the process by which they come to these rankings was shared. For this hiring cycle, there were 11 depts for a total of 16 full-time faculty positions. The workgroup reads the hire requests, looks at data from RPIE, looks at requests, and aligns them in the areas of consideration. Authors were asked to write in the areas of consideration. They are then individually ranked and brought to the first workgroup meeting for a robust discussion. They decided to meet a second time after they gathered questions at the first meeting and then reached out to plan authors. They came back at the second meeting and had more discussion and produced the final ranking. Also done differently were two categories; prioritization of categorically funded full-time faculty requests and prioritization for district funded full-time faculty requests. They look at everything in the data dashboards and from the last three years.

This will come back for approval at the next meeting of AS.

### **IX. Old Business**

#### **A. AP 6250 Budget Management – Tim Flood**

Description: *Language was removed regarding the county filing requirement. The district is fiscally independent; therefore, this requirement no longer applies. This AP comes back for approval.*

Brian Page was asked to reread the statement from his constituent related to AP and BP 6250 Budget Management (attached under Persons Wishing to Address the Senate above).

**MSP (mitchell / Duran)** [Ravanbaksh, Warren, and Scharf voted no] to approve AP 6250 Budget Management as presented.

Flood noted that there seems to be confusion regarding the AP and the striking of the language in section 5 regarding filing a Board resolution to the superintendent of schools to originate intra-budget transfers as necessary to close the books. He confirmed that this does not take any protections away. The Board must still approve intra-fund and expenditure classification changes as required by Title V and AP/BP 6250. This requirement ensures fiscal oversight and provides transparency. The budget is an expenditure plan, there will always be changes as things occur, but Board approval is required for classification changes. We do not have to do an end of the year cleanup resolution to the San Diego County Superintendent of Schools because we no longer have to report to the County for these financial changes, and the SDCOE does not have access to our systems to initiate changes. We do not report to them because MCC is fiscally independent, so this resolution language is no longer applicable to MiraCosta. There is no change in Title V and the Board retains the ultimate decision over any allocations.

As for the BP, the recommendation is to strike language stating that unrestricted general reserves shall be no less than five percent of annual expenditures, consistent with the minimum five percent from the state chancellor's office guideline. The State guideline has changed and was increased to 2 months of expenditures. The Board has already approved the 17% in BP6300 and AP6305. Prior to the change, the old AP 6305 language set the reserve at 15%. We established a reserve of two months' worth of expenditures, as recommended by the Chancellor's Office and Government Finance Officers Association (GFOA). The District also agreed to initiate this change as part of the Emergency Conditions Allowance (ECA) when we applied for and accepted funding protections during COVID-19. We've been maintaining a 25% balance and anticipate up to 24% over the next four years specifically to ensure a AAA rating for MM bond sales which keeps the repayment to our community as low as possible. The payments for the lease revenue bond would come from our transfer out allocations for Measure MM projects which have exceeded the \$3M annual payment. Further, the science building needs renovation and signage on campus to direct people to new buildings needs to be done. The college is basically taking out a mortgage to invest the dollars now which is less costly to do now than later based on recent escalation increments, and our ability to tap available federal dollars. Our college reserve has allowed us to provide support without making huge cuts during times of state fiscal downturns, it is important that we maintain a fiscally prudent stance. It was asked what the faculty role in this is as Senators since the Board has already approved this. It was explained that there is a routing system for APs and BPs. The AP/BP change recommendations started in BPC and then routed to AS for approval. It was also noted that there is conflicting language between the AP and the BP and so a friendly amendment to the motion was made to strike language from the BP to match the AP. Flood further noted that he would always recommend the board to keep a 20% reserve for an AAA rating. This means a lot to the college and our community in terms of lower interest.

**B. BP 6250 Budget Management – Tim Flood**

Description: *The reserve percentage was changed from 5% to 17% or two months of expenditures and reflects the new requirements and mirrors the AP language. This BP comes back for approval.*

**MSP (Beltran-Aguilar / mitchell)** [Page, Ravanbaksh, Scharf, and Warren abstained] to approve BP 6250 Budget Management with a friendly amendment to align the language of the BP with the AP striking the last sentence in BP 6250 that reads, "The board may adopt an annual resolution to be filed with the San Diego county Superintendent of Schools, permitting the county superintendent of schools to originate intra budget transfers necessary for closing the district's records by authority given under Education Code §70902."

When asked if the college goes above the 17% of the reserves will we have to go into the county pool, it was noted that the goal is to ensure investments are in a safe, fiscally sound, and liquid portfolio.

**C. Office Derby Process Update – Leila Safaralian**

Description: *The Academic Senate office procedures document has not been updated since 2009. The AS leadership has reviewed the document, and it comes back to AS for approval.*

**MSU (Firouzian / Scharf)** to approve the Office Derby Process Update as presented.

**D. AS Goal Setting – Leila Safaralian**

Description: *The AS has decided this year to have themes each month, helping all faculty to engage deeply with the 10+1 implications for key initiatives of the college based on lenses of classroom practice, program completion, and community-building. This comes back to AS for approval.*

**MSU (Beltran-Aguilar / Duran)** to approve AS Goal Setting as presented.

**X. Information / Discussion**

**A. CPC Update on AB1111 Draft Language – Theresa Bolaños, Scott Fallstrom**

Description: *The AB1111 (common course numbering) task force group has updated their draft language. This information, while not a finalized form, can be helpful for faculty to begin seeing what is coming for implementation of this law.*

A draft summary of AB1111 was released on October 2<sup>nd</sup>. There was a public meeting on October 17<sup>th</sup> and there will be another meeting in December. This draft addressed proposed numbering and the regions of autonomy. There is also conversation that AB1111 will move from an implementation deadline of July 1, 2024, to make 2027 providing time for everyone to get it right.

Fallstrom shared the slide presentation showing and explaining the proposed new course numbering system: SUB C#####&&&.

**SUB** = subject code which will change to a three-letter abbreviation such as MTH for Math.

**C** = course type identifier which means they might be a local course that is not listed as part of common course numbering.

**####** = Course numbers. They will no longer have 5 digits; only 4-digit course numbers. Further explained that courses such as Music 130A and 130B will be reduced to a single number and not split. There will be 100 courses per level or 100 100-level courses per level, 100 200-level courses per level and so on.

**&&&** = Course specialty identifier. This is where the three possible letters will go: H for Honors, L for Lab only, C for combined lecture lab.

An example of a new course number: MTH C1801HL which would be read as:

Math, Common Course, 1801 (a 100-level course), Honors, Lab only

Bolaños discussed proposed autonomy noting there are seven areas affected by this: course number, title, unit, amount, course description, and prerequisites. Some of these have identical elements. The course number will be the same throughout the community college system. The title will be identical as well. There will be a minimum of units that need to be maintained. The course description and prerequisites must also be identical. Regarding course content, the state will tell us what the content will be. There will be a unit minimum but not maximum. All else will be the same when it comes to quarter system vs. semester. Then, with regard to SLOs, some will have to be identical descriptor elements classification.

Get this information out to constituents. This states we have no choice. There will be more to come on this. Fallstrom further explained that the “C” at the beginning of the course numbering is part of the common course number. However, if you have a course that is more geared towards a specific region and not widely taught, that doesn’t mean you cannot have it. Perhaps it means you may not be able to get a common course number, that means it is not moving around the state. You may be able to have a course that is not part of the common course number but rather more related to the region. Autonomy over the courses that will be in the common course numbering. When Bolaños talked about autonomy, it is autonomy over those courses that will be in the common course numbering system. If it is a course that is not part of that, you will have full autonomy because it is just a local course. Once a date is in place, CPC will work to provide all curriculum authors with next steps.

There was further discussion surrounding having to teach what will be dictated to teach rather than having more autonomy. However, on the other side of the coin, if everyone is teaching the same core concepts, as students move a sequence of courses, they will have all learned the same standardized material which could be advantageous for instructors at the next level and at different institutions. Another possible advantage is that this could be helpful for counselors as they help students with their schedules.

#### **B. Conversation with Counselors – Adrean Askerneese, Tacey Hosley, Don Love, Candy Owens, Oswaldo Ramirez**

Description: *The AS is going to have thematic months throughout the year. For the month of October, we are focusing on collaboration with counselors, and we have invited some of our counselor colleagues to join us to have a conversation about counseling services for our students. They are coming back to continue dialogue and answer questions with AS.*

For the **full conversation with Counselors**, visit the audio/video from this meeting at this [LINK](#).

The counselors were interested in what the takeaway was from the last meeting and what the counselors can do to support our students. Pescarmona was happy to report they were able to go in and pull through the waitlists and see the impacts for students. They were able to add 15 or 16 sections to meet the late start demand. They heard the conversation about overenrolling beyond capacity.

Counselors were thanked for their continued collaboration and discussion. It is felt that there is a need to make this happen on a department level, as well. It is recommended to remind students of what is coming up, such as enrollment dates. Having conversations, especially now, is important.

Hosley noted that in meeting with students now, counselors are putting them on the calendars, looking at their roles to see where they were, where they are now, and where they are going. They are helping to assist with transition. They will start messaging to non-credit that registration is coming and will advocate for a flyer for noncredit in addition to credit.

It was noted that EOPS students get priority registration, they must have matriculation done, and above a 2.0 GPA. EIOS students are met during the mid-term progress report. Because they register early, it is important to know what books they will need. They receive a book voucher and get to use it during the first week of January. Explain waitlists to students. They often expect they will be added automatically.

ASG had this conversation and had an interesting conversation while acknowledging the waitlist problem. ASG is here to support the counselors as well.

It was asked why it is being suggested students take classes at Palomar College. It was explained that coursework could be a reason to suggest they take classes at another institution. When asked, it was noted that Askerneese and Joanne Benschop informs the curriculum committee. It can also be a timeline issue whereby students can take a course at Palomar sooner than they can at MCC. Students are given the best opportunity to complete their goal in the timeline they want. Therefore, students can be on a waitlist or see if there is another institution where they can take the same class now. The issue of miscommunication was raised when there is low enrollment at MCC, and students are going to Palomar for the same class. It was noted that there is conversation about course scheduling. One school puts on a summit and departments work their schedules together. A course needed may be offered at the same time as another needed course and so they work to offer both courses but at different times. It was also noted that students can only receive financial aid at one college at a time.

It was noted that almost every STEM student wants to complete their classes in two years, which is not possible. Also commented that over-enrolling is a work issue for faculty and not the best benefit for our students with less one-on-one time.

It was noted that connection with students is vital and one appointment with a counselor may not be enough. This is conversation counselors are having on a consistent basis to help students remain in a class who are not doing well. This is being addressed in Guided Pathways and the ACP teams are supposed to focus on those students who are not a part of those ACE programs.

A lot of courses are not offered in both semesters and so students go to Palomar to meet their timelines to graduate on time and meet their ed plan. There is a need to have a summit to address the concerns of our students. As counselors we help students put together an Ed plan but there is no guarantee that the students will be able to take those classes within the suggested timeline. We are losing students going to Palomar for a pathway. Students can't get appointments and we need more hours to meet and there is not enough connection between faculty and counseling. As an institution we should prioritize making more hours for faculty and counselors and students and counselors to meet.

It was noted that AS cannot do it all but can pick either one or two areas to concentrate on:

- Registration enrollment advisory procedures at large

- Relationships and increasing a sense of belonging

- Rethinking how pre-requisites are cleared

- A summit focused on class schedules; can think of the long term and plan for this; perhaps put a taskforce together

- Increasing faculty practice in the classroom; focus on the waitlist process, book process

There will be more to come as we bring these conversations and see what changes.

Thanks to the counselors for this very important conversation.

## **XI. Senator Reports**

Love announced the first Counseling Institute next Friday.

Beltran-Aguilar encouraged everyone to listen to the Webinar from this week regarding changes to benefits.

Tucker Sade announced that this is Domestic Violence Awareness Month. This week is the nationally recognized training open to everyone. Be on the lookout for an email. As well, there is an art installation put on by Tucker Sade and a student at SAN and CLC and is coming to OC.

Safaralian announced that Jim Julius was mentioned in an article in the Chronical of Education regarding Hyflex. Julius was interviewed about how online ed is evolving. There is Second article in the Friday Teaching Newsletter was a conversation with Sean Davis and Trisha Hoste from the CLC and how MCC is approaching Hyflex.

## **XII. Adjournment** – The meeting adjourned at 11:25am.