



## OFFICIAL MINUTES

### I. Call to Order

Academic Senate President, Luke Lara, respectfully acknowledged that MiraCosta is on the traditional territory of the Luiseño/Payómkawichum people. Today, the meeting place at 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 9:04am.**

### II. Roll Call

**Members present in person:** Robin Allyn (Coordinating Officer), Ingrid Bairstow, Yesenia Balcazar, Sunny Cooke (ex-officio), Karla Cordero, Luke Lara (President), Gilbert Neri, Brian Page, Oswaldo Ramirez, Hossein Ravanbaksh, Leila Safaralian (President-elect),

**Members present via Zoom:** Zulema Diaz, Jim Julius, Himgauri Kulkarni, Tyrone Nagai, Krista Warren

**Members absent:** Delores Loedel

**Others present:** Thao Ha, Polo Mariscal

### III. Teleconferencing for Meetings

#### A. Recertify the Resolution (R. 2-21) Authoring Teleconferencing for Meetings Pursuant to AB 361

The Academic Senate considered the circumstances of the state of emergency and determined if the emergency continues to directly impact the ability of members to meet safely in person pursuant to AB 361.

**MSU (Safaralian / Ramirez)** to approve recertifying resolution (R. 2-21) authorizing teleconferencing for meetings pursuant to AB 361.

### IV. Persons Wishing to Address the Senate

Krista Warren, wanted to give acknowledge the associate faculty who showed for the meeting in person today. She shared her gratitude with colleagues.

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

### VI. Consent Calendar

#### A. Approve Minutes of the Regular Meeting of May 6, 2022

#### B. Ratify Faculty Committee Assignments for AY 2022-2023

#### C. Approve one Equivalency in Chemistry

#### D. Approve four Equivalencies in Ethnic Studies

Consent calendar item VI.D. Approve four Equivalencies in Ethnic Studies was pulled from the agenda for discussion.

**Consent Calendar items A, B., and C. was approved by unanimous consent.**

**MSP (Warren / Page) [Tyrone Nagai abstained]** to approve four equivalencies in Ethnic Studies.

Tyrone Nagai explained that although he supports the equivalency committee's recommendations, he is currently involved in the ethnic studies equivalencies and he felt it is not fair to vote on them at this time.

### VII. Reports

#### A. Academic Senate President

Academic Senate President, Luke Lara, expressed appreciation to Debby Adler and Brandon Bailey from Media Services as members of classified staff. Even though this is the end of classified professionals' week, we appreciate them every day and they are part of our backbone. Further, thanks went to the PDP committee and Dr. Denise Stephenson who is retiring and to our Joyful Teacher in Residence, Lauren McFall who provided MCC swag to faculty this past week at all sites.

In fall semester, on different occasions, Dr. Cooke and Lara reported around the work being done as an institution and envisioning professional learning as a campus in creating a shared vision. They worked with Dr. Mary Spilde, president emeritus at Lane College in Oregon. She is part of the Achieving the Dream network and one of the coaches of ATD and working with us, specifically now. About a year ago, Dr. Cooke, Carl Banks and Luke Lara discussed who should be invited to these conversations with Dr. Spilde to help us learn about what is going well and what needs improvement. She was able to meet with around 27 of the 85 people on the list she was provided. This occurred last spring and early fall and she provided a report from that. More and more folks were brought to the table for discussion. PDP and DEqCC were asked to bring this to their committees. The overwhelming response was that this is a good idea in terms of moving forward, but they wanted to make sure that they are involved and that faculty voice is heard and to do it right. There have been several meetings this spring to begin envisioning and to look at what would be our vision statement. We will benefit as a college on the heels of recent climate survey reports and recommendations by that committee and all the work being done around guided pathways implementation, closing equity gaps, futures work, which are all coalescing. Ultimately, this is for our students. This will come to AS and other constituency groups for review and discussion in the fall. Lara noted his service on Academic Senate over the past six years, expressing his pleasure working with the Senate body. He will continue to work in the background. The Senate cannot accomplish anything by one person alone but rather because of diverse perspectives on Senate and in collaboration with our administration, Classified Senate, ASG partners, and the faculty and leadership that serve on the nine Academic Senate subcommittees. He further expressed his gratitude to Dr. Leila Safaralian and looks forward to her leadership as incoming Academic Senate President starting on May 31<sup>st</sup>.

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

Superintendent/President, Sunny Cooke, expressed her pleasure working with Luke Lara and his leadership and being as inclusive as we can be. She also stated appreciation for classified professionals who are so crucial to the college. Monday we had the Academic Medal of merit celebration. Students got to nominate faculty and there were five remarkable nominees. Last night the Board accepted the resignation of Dr. David Broad after his six years of service. He has decided not to run again and so the board will make a special appointment for District 6 in Oceanside. The application is available on the Trustee website and you must live within the district and eligible to vote in to qualify. Congratulations to part-time and full-time faculty who were recognized for emeritus status. The work around excellence and improvement and success and completion for our students coalesces with the cultural work being done for our students and creating a more welcoming and inclusive culture.

Every year, the Budget and Planning Committee (BPC) submits a report as a culmination of the work that all the departments do in program review. They report all the recommendations and prioritization of staffing, not including faculty staffing done in a separate process, as well as supplies, equipment, and facilities needs. Dr. Cooke will respond with her recommendation or intent to act on BPC's recommendations. They are recommending around \$897K of expenditures. The more costly items include an ongoing item of a Chief diversity Officer which would be an administrative position. It is now ranked as a third recommendation to establish an office for equity, inclusion, diversity, and belonging. Understand that this is an odd time to be establishing a new office. Our college is now below 10K FTES and have around 8,370 FTES. This need is to centralize equity and inclusion in collaboration with the other departments, but it is a dilemma. Dr. Cooke is happy to receive any and all input. The last two priorities are two classified assistant positions for two Deans who have no administrative support. BPC pulled out \$1.23 million dollars of requests that they funded in other ways such as categorical, grant, and restricted funds. There will be about \$2 million dollars of recommendations to get funded.

This is the happiest season of the year to celebrate our students and all are encouraged to attend the many celebrations culminating with commencement on May 27<sup>th</sup> outdoors on the soccer field.

When asked how being a small school affects funding for the college, Dr. Cooke noted that student enrollment has an impact from the state and our trustees will get a 50% pay cut starting July 1; however, we will not see the kinds of impacts that other districts will have.

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

Debby Adler reported on behalf of Classified Senate, Vice President, Ingrid Phillips. Classified Senate thanked EMT/Administrators for the kind words and treats in recognition of classified appreciation week. CS continues to work on committee appointments. They approved their Governance Manual. The CS retreat will take place on July 12<sup>th</sup> where they will review the governance survey and climate survey

recommendations. CS wants to thank Luke Lara for his collaboration. On June 2<sup>nd</sup> there will be an executive officer and senator briefing. Some classified staff will be attending the Classified Leadership Institute in Riverside, June 8<sup>th</sup> – 10<sup>th</sup>. CS acknowledged this year's classified Gold Circle Retirees. This year, CS approved two classified senate scholarships instead of only one. As well, there are still classified professional learning funds available but trainings must be completed by the end of June.

#### **D. Associated Student Government**

ASG, Executive Vice President, John Siebelink, was not present. Lara expressed appreciation for John Siebelink. He further announced that Siebelink has been elected as the student trustee on the Board and congratulated him as this year's Jeff Kent Cooke scholarship award recipient.

#### **E. Redesigning the Student Experience**

Faculty Lead, Thao Ha, will be having conversation with IPRC to provide prompts in program review for redesigning the student experience. There was a retreat with ACP success teams and providing leadership feedback. They will continue to take input and flushing out initiatives such as academic maps so students are encouraged as they meet certain milestones. They are trying to decide which milestones are important and significant. Also attended the CA Guided Pathways Institute and worked on an action plan during team time: Light the fire courses is the conversation for Pilar 4 and what does that look like in the classroom and instruction. There was a regional discussion around this and there will be a learning opportunity this summer during a two-day retreat, June 23<sup>rd</sup> and 24<sup>th</sup> with conversations, gathering, food, and likely it will be at the CLC. There will be four areas in the Creating the light the fire theme:

1. Spark Student Interest – creating Google sites to meet your professor liquid syllabus – build your presence online and students to check out their instructor
2. Fuel their inner strength – creating a sense of belonging in the classroom with a few activities
3. Flame their talents – skills based curriculum – the Skillabus which is a syllabus with a lot of skills
4. Keep the fire burning – a deeper learning strategy through a growth mindset by assessing grading strategies

A stipend will be offered for this work funded through Guided Pathways. Share this information with your department. There will be an interest form in the email from Thao Ha. The deadline is not yet determined but probably two weeks prior to the event.

#### **F. Accreditation**

Academic Senate President, Luke Lara, noted the governance survey preliminary results that was attached to the agenda; however, a table has been added to it at the top of the document as the only change. This updated version is included in these minutes. We recently saw the governance manual with updated from College Council. One of those suggestions was because of the accreditation process and writing our institutional self-evaluation report. Under standard 4 there is a substandard, 4.A.7. that talks about the evaluation of governance. We hadn't done the annual review surveys for several years. An evaluation produced the streamline of the governance document and made the governance committees of AAC and CPC subcommittee of AS. In recognizing the changes, it was more important to have a longer three-year cycle for the survey and annual discussions at College Council. The survey instrument was sent out right after spring break to all constituent groups. Zero students responded. They are looking at what can be done to improve the survey results and increase participation. When broken up by constituent groups, faculty and classified want to be included and participate more. There is a need to partner with our constituent groups and communicate better. This was the final piece including the survey and discussion to finalize the first draft of Standard 4.A.B. and C. Will finish this up next week and send to Cindy Dudley to edit over the summer. Will send it to all governance groups in early fall to review and get it to Board for approval at end of fall and get to ACCJC in spring.

### **VIII. Old Business**

#### **A. AS Goal #4 Taskforce Recommendations**

The taskforce originally sought to establish physical land acknowledgements on the MiraCosta College campus. After consulting with several American Indian students, faculty and staff at MiraCosta College, and American Indian scholars at Cal State San Marcos and University of San Diego, the goals of the taskforce were re-evaluated.

**MSU (Safaralian / Neri)** to approve AS Goal #4 taskforce recommendations as presented.

### **B. AP 4022 Course Approval Process**

One minor change was made to the name of the Chancellor's Office Curriculum inventory system. Deleted "COCI" and replaced it with Management Information Systems.

**MSU (Ravanbaksh / Page)** to approve AP 4022 Course Approval Process as presented.

### **C. AP 4105 Distance Education**

A legally required revision was made. Alignment with updates to federal and state distance education regulations. References to the DE addendum and local discretionary changes in response to regulatory changes.

**MSU (Bairstow / Neri)** to approve AP 4105 Distance Education as presented.

### **D. Program Review and Planning Handbook**

IPRC updated the last version of the Program Review and Planning Handbook. In this update, IPRC redesigned the handbook format, updated the handbook language to be consistent with the three-year Comprehensive Program Review Cycle and Anthology (Campus Labs). In addition, references to the MiraCosta Long-Term Planning Framework. Please note that no new procedures are suggested, instead this handbook reflects the already approved APs.

**MSU (Safaralian / Ravanbaksh)** to approve the Program Review and Planning Handbook as presented.

Polo Mariscal noted a couple of updates to the handbook made since the last read included updating the Program Review Data Matrix, changes on one chart to fit with a better flow, and cleaned up Appendix A noting that the final draft will not have the yellow highlights. Suggestions are still welcomed. It was recommended to spell out Campus Assessment Resources and Education instead of the acronym, CARE. Dr. Cooke noted that these are not content changes and so the final version will have these minor changes included.

### **E. MiraCosta DE Handbook**

Jim Julius created the DE Handbook as his spring 2019 sabbatical project. MOE's review and approval of it was interrupted by the pandemic. While the DE Handbook has been shared in the time since then, it also was updated significantly this year due to updates to federal, state, and local DE regulations and guiding documents. At its April 22 meeting, MOE approved a motion advising the Academic Senate to recommend the MiraCosta DE Handbook (<https://miracosta.instructure.com/courses/19220>) as an important resource for faculty, and that MOE and the Faculty Director of Online Education should work together on updates to the DE Handbook.

**MSU (Page / Bairstow)** to approve the MiraCosta DE Handbook as presented.

Dr. Cooke noted that the ACCJC has been communicating about OE and asked if the changes are updates regarding federal regulations in terms of AP 4105. Julius noted that yes, however, one thing that is still not official is the final approval process for Title 5. State Title 5 regulations still refer to the old regulations but as soon as the new ones are approved, the language will be updated in the handbook.

## **IX. Senator Reports**

Everyone expressed gratitude to Luke Lara for his leadership and guidance over the past two years as Academic Senate President along with wishes for a safe and relaxing summer.

Leila Safaralian thanked colleagues who attended the strong workforce event on May 14<sup>th</sup>. Noted the first regular meeting of the AS will take place August 12<sup>th</sup> from 9-10am followed by a retreat from 10am to 1pm in person and including lunch.

Yesenia Balcazar announced there are 156 EOPS students graduating with many moving on to four-year institutions to continue their education.

Oswaldo Ramirez invited all to the noncredit commencement, May 26<sup>th</sup> at 6pm with dancing and music.

Krista Warren wanted to recognize faculty who volunteer their time in our communities along with a shout out to the NC adult honor society.

Luke Lara again expressed his appreciation in working with each and every one on this Senate.

## **X. Adjournment\*** - The meeting adjourned at 10:54am.

\*Post meeting – Celebration of Faculty Awardees, Faculty Retirees, and outgoing AS Senators with refreshments and treats in OC T200.