



## OFFICIAL MINUTES

### I. Call to Order

Academic Senate President, Luke Lara, respectfully acknowledged that the meeting is being held on the traditional territory and homelands of the Luiseño/Payómkawichum people. It is also important to acknowledge that this land remains the shared space among the Ipai and Kumeyaay people. In addition, we want to pay respect to elders, both past and present, the respected keepers of history, culture, wisdom, and knowledge. The meeting was called to order at **9:02am**.

### II. Roll Call

**Members present:** Robin Allyn (Coordinating Officer), Ingrid Bairstow, Yessenia Balcazar, Sunny Cooke (ex-officio), Karla Cordero, Jim Julius, Luke Lara (President), Delores Loedel, Tyrone Nagai, Gilbert Neri, Brian Page, Oswaldo Ramirez, Hossein Ravanbaksh, Leila Safaralian (President-elect), Krista Warren

**Members absent:** Zulema Diaz, Himgauri Kulkarni

**Others present:** Tim Flood, Thao Ha, Denée Pescarmona, Ingrid Phillips, Joe Salamon, John Siebelink, Kat Soto-Gomez

### III. Teleconferencing for Meetings

#### A. Recertify the Resolution (R. 2-21) Authorizing 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.

**MSP (Warren / Ramirez) [Robin Allyn not present for vote]** to approve recertifying resolution (R. 2-21) authorizing teleconferencing for meetings pursuant to AB 361.

### IV. Persons Wishing to Address the Senate

Krista Warren, comes before Senate as President of the Associate Faculty Union to share an update on their working conditions. Given the uncertainty as enrollment continues to decline, there will be associates who do not have assignments but who are currently scheduled to work. Leadership is being asked to treat colleagues with the respect they are due as their assignments are cancelled and she asks leadership to use sympathy, care, and empathy for colleagues as they are having to deal with the harsh realities of uncertainty.

### V. Changes to Agenda Order

None.

### VI. Consent Calendar

#### A. Approve Minutes of the Regular Meeting of November 19, 2021

#### B. Approve one Equivalency Request for Counseling

#### C. Approve one Equivalency Request for Sociology

The consent calendar was approved by consent [Robin Allyn was not present].

### VII. Reports

#### A. Academic Senate President

Academic Senate President, Luke Lara, acknowledged that this has been a stressful journey and thanked everyone for striving to do the best regardless of the circumstances. He wished all a good end to the semester and a joyous holiday season. PDP, DEqCC, the Joyful Teacher, and the Online Learning Director recently met with Dr. Mary Spilde, President Emeritus of Lane Community College and Achieving the Dream Network coach. She has been working to try and help navigate professional learning at MCC. She interviewed 27 people, including faculty, and provided us with a report which came too late to include in today's agenda but will be agendaized at a future meeting. PDP, DEqCC, and MOE will be discussing

this at their meetings, as well. Looking for one or two volunteers to review the AS Bylaws and Rules. They will report back after meeting with this taskforce. Let Lara know if you are interested. Krista Warren volunteered. Will also be convening a taskforce with the elections group next week and looking to provide a one-page document clarifying rules and expectations of the elections process, especially for campaigning. Lara purchased his ticket yesterday for the year end celebration on December 10<sup>th</sup>. Today is the last day to purchase a ticket for the event. He encourages all to consider attending this in-person celebration.

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

Superintendent/President, Sunny Cooke, noted this is a busy time and hopes for a smooth end of the semester and appreciates everyone's efforts to help register students. All the SDICCCA colleges are planning in the same way for similar proportions of classes with some on ground component. MCC is scheduled to have around 45% of its classes with some on ground component. Students are registering for extremes, either all on ground or all online. We will continue to monitor student preferences and are closely monitoring Covid. It is the college's first goal to meet student needs and keep students' and employees' safety as a priority making adjustments if needed. The college will continue to communicate and there will be an all-district webinar on December 14<sup>th</sup> at 10am where we will share understanding of the situation and be available to answer questions. Enrollment is down across the nation. We are all reaching out to serve our communities and have tremendous financial support for our students. Refer students to the CARE department to help students remain engaged. We are currently interviewing for the Chief Information Officer position for the district and looking to finalize some already approved faculty hires. All College Day will be fully online the last day of Flex week, Friday the 21<sup>st</sup>, with a traditional gathering. We will also have Dr. Estela Mara Bensimon, one of the authors of the district book read, "From Equity Talk to Equity Walk". The book will be distributed at the CLC and OC this Wednesday and again, in January. Dr. Bensimon's schedule is tight so please be flexible with your time on All College Day. The college is really engaged in the Futures work and doing training with some 50 people in depth. In the spring more will be invited to join with a three-hour crash course so concepts will be more familiar and look for ways to embed tools, skills, and thinking. There will be multiple dates for folks to choose from and hope to meet in person. Everyone is invited to participate. There will be flex week opportunities, as well.

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

Vice President of CS, Ingrid Phillips, reminding everyone to purchase tickets for the year-end celebration.

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

Luke Lara reported on behalf of ASG Executive Vice President, John Siebelink, who was not present. ASG is finishing up their committee work for the semester. They voted to support the memorial service for our recently-departed student. Their final meeting will take place next Friday.

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

Lead, Thao Ha, noted the three items on her attached report with agenda. The leadership team will share their action plan when complete. The three areas they will focus on will be 1. Academic maps; 2. Noncredit pathways; and 3. The notion of faculty advising to become mentors for our students in a formal role. They are putting this together for a design team and it will be included in the flex schedule. It was highlighted that MCC is one of 25 colleges that have been selected for the REACH collaborative. Ha shared a video highlighting two sociology faculty who addressed our ACP students in a more relational way. Robin Allyn and Kat Soto-Gomez inspire students to succeed in their first year at MCC. In a survey, it was called a critical time to provide the direction for students. The leadership team is thinking about how they can expand these best practices to provide more opportunities for students in and outside the classroom. They are also in conversations with folks at the CLC to help guide them as to what that pathway will look like for noncredit students. Further, there is nothing formal for the TCI with the exception of a tour of the facility. Loedel noted that Santa Anna College has done a good job of noncredit to credit transfer. Warren noted she was sent a video of the Adult Ed Summit this fall and the Chancellor's office has started working on noncredit to credit pathways. It was noted there is a lot of flexibility as to how we apply things locally. Bairstow suggested reaching out to the noncredit students as to what they are looking for.

#### **F. Accreditation**

AS President, Luke Lara, noted that at the last meeting he asked for feedback between then and now. Senate members can continue adding to this document. This gives a foundation of the work as a tri-chair

for this standard to begin assessing where there might be a gap in terms of evidence. Reading #7 concerning leadership roles and the institution's governance and decision-making policies, he noted there hasn't been a recent action around this. The Board of Trustees is regularly evaluated; however, the last time the governance structure was evaluated was in 2017. Senate does need to review APs and BPs and those should be reviewed within a seven-year period. Senate was asked to continue to provide feedback on this document.

## **VIII. New Business**

### **A. AP 7120.5 Recruitment and Hiring Associate Faculty**

Academic Senate Goal 1a taskforce in 2020-2021 conducted a survey of department chairs to assess the challenges to achieving faculty diversification among associate faculty. The taskforce reviewed AP 7120.5, which had not been reviewed since 2011, and suggested updates based on the survey results and additional research. The body adopted the recommendation from 2020-2021 taskforce to further discuss the proposed changes to AP 7120.5 with Human Resources, given that hiring policies and procedures is an area of mutual agreement between the district and the senate. The resultant AP is presented here with a focus on emphasizing EEO regulations and bringing greater clarity to the associate faculty recruitment and hiring process. When the college hires an associate faculty member, they are hired on the requirements based on the discipline and not the class assignment. None of the additions to the document change the process or add steps and does not change the flexibility. Department chairs wanted flexibility but wanted more instruction as to how to diversify their faculty. Will continue to work with HR and the EEO committee regarding providing more clarity on websites and more guidance in the Department Chairs Handbook and offer more training. Discussion ensued around AF orientation processes. This is a first read. Senators were asked to reach out to their constituents for feedback. This will come back on January 14<sup>th</sup>.

## **IX. Information/Discussion**

### **A. Review of Basic Presentation Etiquette in Higher Education**

No matter who the presentation is for, whether it be students, faculty, classified professionals, administrators, board members, community members, or a mixed audience, there are some general guidelines and presentation etiquette to be aware of to assure the presentation is professional and conveys the desired message in the best way possible. Tim Flood, VP of Administrative Services and Joe Salamon provided a review and feedback on Basic Presentation Etiquette in Higher Education as provided in the document attached to the agenda. This document was crafted after an unfortunate incident where a vendor used some triggering language at a presentation to BPC. The goal was to share it both internally and externally to provide basic information about MCC including college mission and values, how to prepare for a presentation, and how to connect with your audience by providing presenters with language and not to use crude language and offer further resources. They are seeking input from all constituent groups as to how to take the document and then institutionalize it. Asking that this be taken back to constituents and make it clear that the document is for those outside the college and not specifically for faculty and staff. It could be useful as a document for guidance. Discussion ensued around concerns of regulating language, the perception of encroachment of free speech, and technical terms that could be problematic in another context. Senators are asked to provide more feedback to Flood and Salamon. There is a not a true deadline. Dr. Cooke further noted that this was not an edict from anyone, appreciates the work that's happened and appreciates the feedback. She leaves it to this body as to how broadly to make this. This could become a tool or resource to raise awareness.

### **B. Update on Data Coaching Goal**

Taskforce lead, Leila Safaralian, updated on the progress of the AS taskforce developing a faculty data coaching proposal. One of the goals for Academic Senate is to provide Data Coaching for faculty and create mentor faculty who can lead data coaching at MiraCosta. She reviewed the results of research on Data Coaching and a report from Crafting Hills College as outlined in her written report attached to the agenda. She has also met with PDP Coordinator, Denise Stephenson, who is happy to help any way possible. It was suggested this could perhaps, be part of the onboarding process. The next step is for the taskforce to write a proposal and bring it to AS in early spring. Senators were asked to share this with their constituents for feedback.

**X. Senator Reports**

Delores Loedel announced that PTK and Honors is having a live game night event on campus tonight. She attended the latest CTE liaison coffee hour on November 16<sup>th</sup> and spoke about the noncredit to credit process along with Santa Ana College. One way Santa Ana has been closing the gaps and help students make the transition is that they have opened up a lot of new math courses in their noncredit specific for the program they are working on such as math for auto or math for nursing. Students then make the transition to the credit side and are more successful their credit math courses. Along with Donny Munshower and Ben Gamboa, Loedel attended the CAEL Conference (Council on Adult and Experiential Learning). They specifically attended to look at how other colleges have successfully implemented and expanded on their CPL. More will be shared in the future. Yessenia Balcazar announced that EOPS is accepting applications for the spring semester. Students can access the application from their SURF account. Thanks to the generous support of faculty and staff, we were able to provide 150 gifts to needed families for the holidays. Jim Julius wanted to note that in response to a statement made earlier in the meeting, OE has tried to encourage department chairs to ensure that faculty who are having a change in course assignment be made aware that they could lose the work that is in Canvas. However, there are a number of ways for folks to not lose work and we should make sure people are aware of that. One way is to create a sandbox to save work that can be accessible anytime and anywhere. Luke Lara was asked to announce an event, Drinks for DACA, a fundraiser for undocumented students being held this evening at Culver Beer Company in Carlsbad from 5-9pm. This will benefit funds for both documented and undocumented students.

**XI. Adjournment**

The meeting adjourned at 10:49am.