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## OFFICIAL MINUTES

**Members present:** Robin Allyn, Adrean Askerneese, Yessenia Balcazar, Robert Bond, David Bonds, Rick Cassoni, Laura Carlsson, Sunny Cooke (ex-officio), Steven Deineh, Maria Figueroa (President), Thao Ha (Coordinating Officer), John Kirwan, Luke Lara (President-Elect), Susan Pynes, Hossein Ravanbaksh, Krista Warren

**Others present:** Sean Davis, Tim Flood, Chris Hill, Jim Julius, Rebecca Morgan, Edward Pohlert, Christina Sharp, Lori Schneider, Jake Strona, Johnny Walker, Rachel Woodward

**I. Call to Order** – The meeting began at 9:02am.

**II. Persons Wishing to Address the Senate**

*Members of the public shall have an opportunity to address the committee either before or during the committee's consideration of each item of business to be discussed at regular or special committee meetings, including closed session items. In addition, with limited exceptions, the committee will provide an opportunity at regular meetings to address the committee on any other item of interest which is within the subject matter jurisdiction of the Academic Senate. In order to efficiently manage the business of the committee, the committee chair may limit the amount of time allocated for public testimony for each individual speaker to three (3) minutes, and to limit the total time allocated on a particular issue to fifteen (15), unless waived by the committee (pursuant to Board Policy 2345). Decorum is to be expected by all members of the committee and public as outlined in Board Policy 2355.*

- Christina Sharp, Jake Strona, Rebecca Morgan, and veteran student and employee, Johnny Walker, all spoke to the Academic Senate body expressing their support to include Rick Cassoni's amendment to the Long-Term Planning Framework. The amendment would add MCC's veteran population to the commitment statement in the document.
- It was conveyed that MiraCosta is part of a military community and there was concern about the lack of the inclusion of veterans in the document and not properly reflecting what is seen on campus.
- It was also noted that the Bond measure in 2016 highlighted MiraCosta's veteran's and its military support in order to pass the bond, thus, this should be reflected in the long-term planning document.

**III. Changes to Agenda Order** – None.

**IV. Reports**

**A. Academic Senate President – Maria Figueroa**

- An office derby announcement was sent to full-time faculty. The first deadline is Sunday, May 3<sup>rd</sup> by noon. If welcoming a new hire, department chairs are asked to please respond so a physical space can be assigned.
- A call for committee assignments will also be sent to all faculty. Added to this call will be the new position of Instructional Faculty Liaison (IFL) as part of the Student Success teams. These positions, pending board approval, will have some LHE reassigned time. The position description and who they will be supervised by and responsible to will be included.
- At the College Council meeting yesterday, there was uplifting news from Dr. Wojcik. The high school Gear Up program will continue this summer and computers will be provided to students. The Summer Bridge program will also continue in the same way.
- A mini taskforce met yesterday to discuss the Distance Education addendum to be sent to the Chancellor's Office. There will be no more language reflecting the word "remote". This connects with professional development and being more intentional and focused for online instruction.
- In news from the ASCCC, they are still undergoing elections for statewide representation. A couple of colleagues in our region are vying for seats on the Executive Council.
- This is Asian Pacific Heritage month. Online events will take place this month. The MANA promotion ceremony has been moved online.

**B. College Superintendent/President – Sunny Cooke**

- There will be a college-wide Zoom from 11:30am to 12:15pm today sharing highlights such as MCC scholars, ASE program recognition, the future of the fall semester, and more.
- Once again, MCC has three Jack Kent Cooke Scholars. Only 50 students are recognized statewide and MCC has three students who will receive scholarships of up to \$40K/year.
- PTK organization was recognized and earned their 5-star status as a chapter.
- Our summer classes will be all online. Will continue to serve high school students through Gear Up.
- Enrollment is uncertain for fall. It may be up or down depending on how colleges offer classes.
- MCC continues to listen to state and county information concerning the virus. We will have to follow some form of social distancing for the safety of our students and employees.
- Administration is working with department chairs to identify the hard to keep online classes in order to serve student needs while keeping them and our employees safe. A lot of instruction and student services will be impacted. Would think the majority of what MCC offers will likely be remote learning online. Would suggest to continue to hone our craft to teach in this way. Will have to do a tremendous amount of collaborative work. Will look to bring back staff slowly with possible flexible shifts. This information will be shared at the college-wide zoom session today, as well.

**C. Classified Senate – Lori Schneider**

- Congratulations to Carl Banks, the incoming CS President starting June 1<sup>st</sup>.
- CS is planning a retreat for new officers and senator the first week in June.
- There will be a summer leadership program.
- Thank you to those who put in nominations for outstanding employee of the semester and the spotlight awards.
- PD workshops have been able to be transitioned to a Zoom format. Have already schedule some workshops for May and had a few in April.

**D. Associated Student Government – Rachel Woodward**

- ASG is coming up with three possible budgets for next year dependent on their financial state.
- They can dip into their backup fund since all revenue was lost from this spring.
- With moving to a mostly remote format in the fall, more revenue will be lost.
- Their goal is to help students as much as possible and assure them that they have someone and somewhere to come to for assistance.

**V. Consent Calendar**

**A. Minutes of the Regular Meeting of April 17, 2020**

**B. Equivalencies – Ruth Gay**

Description: *Six equivalency requests come to Academic Senate for approval; one request for Earth Science, two requests for Mental Health Counselor, and three requests for Film Studies.*

**MSU (Bond / Carlsson)** to approve the Consent Calendar as corrected.

- Votes will be reflected correctly in the minutes.

**VI. Old Business**

**A. Long-Term Planning Framework – Tim Flood, Edward Pohlert**

Description: *This is the second read of the Long-Term Planning Framework and comes to the Academic Senate with a request for their adoption of the document.*

**MSP (Ha / Lara) [Askerneese, Balcazar, Deineh, Ha, Lara, Carlsson voted no]** to approve the adoption of the Long-Term Planning Framework document as amended.

**MSP (Rick Cassoni / Bond) [Askerneese, Balcazar, Deineh, Ha, Lara, Carlsson voted no]** to make a friendly amendment adding veterans, Native Americans, and adult reentry students to the commitment statement in the Long-Term Planning Framework document.

- Discussion ensued regarding specific criteria used to determine disproportionately-impacted students. Some areas of MCC's websites may not be consistent with the data. While it is not the intent to exclude any populations, they are not added based on documents versus the data. The taskforce will review current data and recheck it and to make sure no one is missing.
- Before committing to making a decision based on what is out there, it is necessary to be clear on what is being voted on. The motion is on the table to make the amendment. However, it seems the data is not consistent with what has been cited as the current data.

- It was asked if there is a limitation to call out only disproportionately-impacted populations or can another population or community be identified that the college values and is committed to on some other basis.
- Pohlert spoke on behalf of the taskforce and explained they put forward the framework to capture the identity of MCC through data-driven information. They did not just look at a mission statement, but looked to see what else needed to be in the college's vision; the commitment piece came later on in the dialogue. They were focused on this and added a value and places it in the framework in DEI. That is where being a "military supportive institution" was placed. The document was expanded to include all pieces that are not normally incorporated and made the gradual and evolutionary concessions to include the voices of MCC's veteran community.
- It was noted that the bond was funded in part based upon MCC's military veteran population. The LGBT community would say they are military/veteran first. The Equity plan clearly states that females are disproportionately impacted and would like to see them included in the commitment section, as well. Veteran males and females are clearly stated as disproportionately-impacted populations.
- It was expressed that this is a population that requires a clearer commitment. It is not a community to make a concession to and does not have to be a disproportionate group but should be recognized as a population served by the college. It was suggested to table this and see how the veteran population can be included.
- It was noted that in the commitment statement the word transgender was replaced by trans.
- It was also noted that in the values section, veteran and military supportive institution replaced Military Friendly Institution which is a trademarked phrase and cannot be used.
- It was further noted that in reviewing the 2019-2022 veterans plan, they are considered an at-risk group. The college's DEI campus webpage identifies veterans as a disproportionately-impacted group.

**B. ACCJC Midterm Report – Chris Hill**

Description: *This is the second read of the ACCJC Midterm Report and comes to the Academic Senate with a request for their approval of the document.*

**MSU (Lara/Kirwan)** to approve the ACCJC Midterm Report document as presented.

**VII. New Business**

**A. AP4105 Distance Education – Jim Julius**

Description: *Three new sections were added to AP4105 Distance Education. One section defines the expectation at MiraCosta for regular and effective contact. A second section addresses the quality of student-to-student contact, so now two sections address quality of contact; one for contact between instructor and student and one for contact between students. The third section is Title 5 language regarding instructor preparation. All modifications are driven by changes to Title 5.*

- Changes made to AP4105 Distance Education were due to Title 5 legislation.
- This was routed through CPC from MOE and fine-tuned before coming to AS for approval.
- This will go to College Council for final approval.

**MSU (Bonds/Carlsson)** to suspend the rules in order to vote on AP 4105 and AP 3250.

**MSU (Lara/ Allyn)** to approve AP4105 Distance Education as presented.

**B. AP3250 Institutional Planning – Tim Flood**

Description: *AP3250 Institutional Planning has gone through a periodic review and is coming to Academic Senate for a first read. Language was simplified while still addressing CCLC recommendations.*

**MSU (Lara / Warren)** to approve AP3250 Institutional Planning as presented.

**VIII. Reports / Information**

**A. Report and Update on Joyful Teaching in the Teaching and Learning Center (TLC C<sup>3</sup>) – Sean Davis**

Description: *The Joyful Teacher in Residence, Sean Davis, comes to Academic Senate again to provide an overview of the programmatic updates for the C<sup>3</sup> Teaching and Learning Center.*

- The C3 website can be accessed at [www.c3.miracosta.edu](http://www.c3.miracosta.edu).
- Some highlights of the TLC include:
  - Conversations with Colleagues in an online discussion platform. This has currently been put on hold.

- The C3-2-1 newsletter is disseminated with online tips and tricks. This has also been put on pause for remote discussion.
- S.A.F.E. topics podcasts are shared including student and faculty perspectives. There are currently 11 episodes and come out every Wednesday. Have been doing a special series on going remote.
- Chai, Coffee, and Canvas faculty meetings has been a nice way to meet with colleagues for all things Canvas.
- Prior to moving away from campus, the Strong Workforce conducted faculty institutes including C<sup>3</sup> collaboration with international education for virtual exchanges.
- C<sup>3</sup> also hosted a luncheon for first gen society to better serve the first gen college student. Dr. Chavez facilitated a workshop, "Decolonize Your Syllabus."
- The Teaching and Learning Conference was cancelled due to campus closures.
- SDICCAA was going to be hosted in the C<sup>3</sup>, but did it in Zoom instead. The topic was distance education. It was interactive and well-attended.
- Looking for ideas to engage associate faculty along with PDP's Teaching Academy.

**B. Remote Instruction Transition Week – Sean Davis, Jim Julius**

Description: *The Faculty Director of Online Education and the Joyful Teacher in Residence will provide a report on the organization, facilitation, execution, and ongoing professional learning programming as it pertains to faculty support for transitioning and continuing remote instruction.*

- There was an overwhelming response from faculty to volunteer their help with the transition to remote instruction.
- There were 30 hours of workshops featuring over 20 different presenters discussing the use of Canvas and Zoom and more.
- Remote instruction will end at the end of this semester and we will be moving to distance education.
- Discussed student participation in this new format.
  - The academic proctoring center has repurposed staff to identify students who are not dropping but who are not actively engaged. They are a great resource to take advantage of for faculty.

**C. AAC Hiring Request Ranking Timeline Fall 2020 – David Bonds**

Description: *AAC is forwarding the approved Hiring Prioritization Guide and the Hiring Request Ranking Timeline for Fall 2020.*

- Shared the timeline for faculty hire requests. They are following the same procedure as was done last year.
- Areas of consideration for evaluating the requests is unchanged.
- There will be an early deadline of September 10<sup>th</sup>; the end of the third week of instruction.
- If faculty expect to retire and would like their spot to be considered as a replacement, they will need to follow the deadline.

**D. Commencement Spring 2020 – Edward Pohlert**

Description: *Information will shared with Academic Senate about Commencement for Spring 2020 and faculty's involvement in the new virtual method of commencement.*

- Commencement will take place virtually. Students will register online to participate in the ceremony. They will include a profile picture and statements for their slides.
- The Music department will provide music for the ceremony.
- Commencement speakers will be recorded on May 6<sup>th</sup>.
- A virtual GradFest will occur on April 24<sup>th</sup>.
- Working with Sean Davis and Bruce Hoskins to put together 20-second messages from faculty for our graduates. A link will be forthcoming. A YouTube video will be created with affirmations from individual faculty members.

**IX. Commentary**

- Concerns were expressed about what we are doing with this accident we found ourselves in; what we are doing with students. Worried there is too much screen time and not putting limits on the amount of time students are spending in front of the screen. There needs to be discussion about this. Worried we are doing something we do not understand that may be negative for students.
- Acknowledge hard work of everybody. Make end of semester vital and supportive for our students.
- Today ends African American success week. The state has held several webinars with another scheduled for today.

- Working in the role of work based learning liaison, we are working with remote opportunities for our students and projects they can do to fulfill their service learning and internship experience. We want to make sure there is a synchronous component if classes continue to be completely online.
- Referenced an article title “How to Start Anti-racism Work at a Colorblind Institution” which can be found in the [April 2020](#) edition of the Senate Rostrum at this [LINK](#). Further referenced an article in the same edition of the Rostrum concerning [AB 705](#) and another article titled, “Supporting the Professional Development of Women Leaders” at this [LINK](#).
- Library services will have extended hours for finals online and Sunday before finals.
- It was noted that as a chair, one has opinions but has to facilitate a dialogue that is democratic. This is not always easy. Sometimes, the emotion takes over the research. One needs the understanding, emotional labor, and work it takes to engage in this work and we’re all privy to this.

**X. Adjournment** – The meeting adjourned at 11:10am.