



**MISSION COLLEGE ACADEMIC SENATE
MINUTES
September 23, 2021
2:20 P.M. - 4:15 P.M.
Location: Zoom**

Senators	A	P	Senators	A	P
AS President - Aram Shepherd		x	Instruction - Elaine Wong		x
Associate Faculty - Alla Petrosyan		x	Language Arts - Lora Glaser		x
Associate Faculty - Samir Magid		x	Language Arts - Christine Ritz		x
Bus., Tech. & Kin.- Wenlei Shan		x	Math, Science & Engineering - Neil Viernes		x
Bus., Tech. & Kin.- Brenna Wundram		x	Math, Science & Engineering - Max Sklar		x
Career-Tech. Education - Daniel Arias		x	Student Services - Alejandro Zavala		x
Health Occupations - Marsha Oliver		x	Student Services - Theresa Lawhead		x
Hum Soc Sci & Fine Arts - Joanna Sobala (Vice President)		x	ASG Representative- Vacant		
Hum Soc Sci & Fine Arts - Matthew Johnston		x			
Administrative Assistant: Liz Bogatin-Starr					
Additional Attendees: Karen Chan, Executive Director of Faculty Union; Nohemy Chavez, Counseling; Haze Dennis, Faculty, Hospitality Management; Kate Disney, President of Faculty Union; Edward Fedalizo, Instructional Design/Technology Analyst; Valerie Jensen, Dean of Instruction; Erica Morton-Starner, Faculty, English; Daniel Peck, President of Mission College; Melvin Pritchard, AFT 6554; Lorrie Ranck, Vice President of Instruction; Aaron Tolbert, Dean of Language Arts; Marianna Troy, Classified Senate Senator/AS Liaison and DSPS					

1.0 Call to Order & Roll Call

Quorum met 2:20pm.

2.0 Order of Agenda

Agenda approved as written.

3.0 Approval of Meeting Minutes (A)

3.1 September 16, 2021 Minutes

Minutes approved with one change noted.

4.0 Oral Communication from the Public (3 minutes/person) (I)

This portion of the meeting is reserved for persons desiring to address the Senate on any matter not on the agenda. No action will be taken.

There was no communication from the public.

5.0 Information & Announcements (College & District) (5 minutes) (I)

This portion of the meeting is reserved for College and District announcements. Items should be limited to one minute per person. Topics requiring additional time may be put on the agenda for a future meeting.

Marianna Troy, Classified Senate Senator/AS Liaison and DSPS: DSPS is open for course testing for students taking on campus courses. Students should make a request for testing 3 days in

advance. If faculty are teaching online courses, DSPS can proctor over Zoom if assistance is needed. Also students taking MC courses, even if a WV student, who need accommodations have to go through MC DSPS.

Valerie Jensen, Dean of Instruction: Library continues to be open Monday–Thursday with evening hours Monday and Thursday. Library in-person help is several hours Monday morning, as well as Tuesday and Thursday afternoon and evening. The Academic Support Center (ASC) opens the week of October 3, Tuesday–Thursday. The Writing Center is already operating in-person in the ASC Center. Some of our ASC peer tutors particularly in STEM oriented classes are going to be back tutoring on Tuesday and Thursday afternoons. Exciting to see these changes and our spaces being reoccupied.

President Daniel Peck recognized many people putting together the Annual Black and Brown Summit that is on-campus Saturday, Oct. 2; La Colectiva: A Young Adult’s Journey, Oct. 5, Oct. 11; and Student Success Month coming up. President Peck encouraged folks to send students and get involvement.

6.0 Unfinished Business

No unfinished business

7.0 New Business

7.01 Classified Senate Update – Marianna Troy – 15 Minutes– (I)

Senate President Aram Shepherd expressed appreciation for the awesome governance work of the Classified Senate. The Academic Senate is very glad to always work with the Classified Senate and we are really privileged to have Marianna giving her time to be a liaison to build those closer connections between the two Senates.

Marianna Troy, a second year CS Senator, shared that the Classified Senate also met this summer and set goals for the academic year: (1) Building on last year’s work of increasing connections amongst Classified Staff, holding more engagement and learning opportunity activities that were really great in the remote environment. We’re offering more trainings and workshops during College Week, many staff, faculty, administrators attended. Danielle Ramirez-King implemented a lot of those workshops. It’s wonderful to see that collaboration on both sides. (2) We’re slowly transitioning to be on-campus. Many Classified Professional Staff returned to campus at the end of summer and some are still working remotely. Most departments are open Monday–Thursday mornings or until 2pm, some are holding longer hours. We’re gearing up for full services in preparation for spring. (3) A lot is going on with area liaisons. The Child Development Center is open. (4) It is all about staying connected, as it was difficult to do when we were all working remotely.

7.02 Program Discontinuance First Review: Psychiatric Technician Program – 10 Minutes– (I)

Senate Discussion:

Senator Marsha Oliver: The Psychiatric Technician Program self-referred to ADC several years ago because enrollment was dropping. Seven years ago we combined the Vocational Nursing (VN) and Psych Tech programs into joined courses but without students from Agnew State Hospital after it closed, and few places in the Bay Area that hire Psych Techs, we could not keep up enrollment. We found the majority of students in the Psych Tech program wanted but were unable to get into the VN program. As a faculty we made a hard decision, the Psych Tech is an important program with mental health issues in terms of health care. We decided that rather than continuing the Psych Tech program we would put our efforts into increasing enrollment in the VN program. Most students want to go from VN to RN and MC did not have means for Psych Tech students to go from a PT to an RN. Currently, MC has two students who were graduates working as licensed Psych Techs that came back to MC to get their VN and RN.

Psych Tech would be discontinued this semester, if process is finalized. The last cohort has completed and we don't have any Psych Tech students.

7.03 ADA Support for Instruction – 15 Minutes– (I/A) - postponed

7.04 Next steps for Academic Senate Goal 1: “Encourage enrollment growth through support of existing programs (including scheduling/cancelation process) and exploring opportunities to develop new programs and new types of offerings (ZTC degrees, fully online programs)” – 40 Minutes– (I/A)

Senate President Aram Shepherd: Let's start with our Goal 1 and have some discussion on the upcoming Spring 2022 semester, enrollment, concerns, and where we are going. It's important to share what people are experiencing. And we can be particularly helpful thinking longer term about our enrollment and programs.

Spring 2022

Concerns about mix of online and in-person courses

Enrollment numbers and potentially forcing cancelations

- Senator/VP Joanna Sobala: Mix of online and in-person courses
 - Initiative to incorporate online learning and instruction before and during pandemic resulted in some departments, e.g. FOLA, having increased student enrollment and interest in continuing online courses.
 - A survey in FOLA showed all current students except one would only continue courses if online classes.
 - Online courses could increase flexibility for students in some areas and disciplines.
 - Modes of instruction are changing.
 - Need more recent data of what students prefer in terms of mixture of in-person and online classes, may change in another three months, but students may not want the same instruction modalities as pre-pandemic.
 - Haze Dennis, Faculty, Hospitality Management: The 67% rule was put in place years ago in FOLA during specific circumstances. If departments have had traction and increased enrollment online during the pandemic, maybe they should be allowed to continue that way.
- Senator Max Sklar: How to apply 67% rule
 - Math Dept is looking at offering some synchronous courses for students to have some flexibility. Would like a clear message as to how the 67% rule is going to be applied in Spring.
 - Faculty reported that there was an overwhelming student interest in taking courses online. From a statistical point of view, I would caution polling your students because those students have already chosen to take courses online.
 - Some students struggle with online math courses and may be waiting for in-person. The administration may want to get a more representative sample of student interest in online classes from an outreach or marketing perspective, and from students not in our classes this semester.
 - Some faculty are concerned about teaching face to face with masks, and struggling to have their voice heard and facial expressions read.
- Senator Neil Viernes: What students want against what is being presented as what is needed.
 - FT Chemistry faculty are on campus meeting face to face. I would caution against catering to what students want against what is being presented as what is needed. These students who have taken these chemistry classes in an online environment lack

- required skills sets. For example, I have students who have never taken a chem lab and it is staggering, even though they had gone through their online simulations, what they are missing—they're also missing their knowledge of what would have been presented last year.
- Student's messages are mixed. They say they want in-person, but the classes that are offered as online or in-person, the online sections have filled first and in-person sections are filled by half the population. Students may be finding that they can manage a way to pass these courses in an online environment that they may not have gotten if they were in-person. But they have passed, are now in our courses, and we are back teaching. Yes, you need to be able to hear, but to say my student wants this is very different from what the student is getting. Personally, for some classes, I don't know whether or not it was worth having taught during the year of the pandemic.
 - Senator Lora Glaser:
 - Great point, Neil, about what the students need. Teachers have more control of in-person, especially when it comes to testing.
 - ESL is very low enrolled during Covid, perhaps because ESL students would prefer in-person classes as a way of socializing and meeting new friends in a new country. We really cannot survey how many students are waiting for ESL classes to come back to the classroom. I surveyed my current classes. In my Intermediate classes, students were split 50% in-person, 50% online. In Lower level classes more students want to come back to classroom for direct interaction with the teacher. Again, it's what the students wanted versus what they need. Our Dept Chair had difficulty making the schedule for Spring 2022 because ESL as low enrolled had to condense the number of courses. Usually we're offering three of our core courses in every strand, every level. Whereas now we're only offering two, one online and one in person, which is in no way equivalent to the ratio or the percentage that administration wants us to have. The Chair had to submit the schedule very quickly and later found out we had to somehow arrive at this percentage. The schedule needed to be turned upside down again. The Department needs more time and more advanced notice to do this.
 - Haze Dennis, Faculty, Hospitality Management - PT Students
 - The College used to service PT students. FT track was great, but in my department we had probably less than 10% of students who could devote FT time commitment. The college has had a shift and made it hard for PT students to come to campus. The reason for Community Colleges was to support the students who either couldn't or didn't have the time to go to the 4-year colleges. We serviced a broad range of students. I'd support looking at PT students for both online and face to face with a more individual Dept approach.
 - Senator Christine Ritz:
 - The English Dept and Chair have some concerns around this 67% issue and mandate that instructors have to teach 33% of their load through on campus classes. It seems to ignore effective practices in scheduling classes and creates some unneeded disruptions to the operations of departments without providing any benefits to the students, and could diminish and not enhance student success. In addition, it presents new risks to matching specific class modes with appropriate faculty to teach those modes.
 - Before Covid, each Dept was allowed to create a schedule that would meet the needs of the students and give instructors the flexibility to accommodate anything that might be going on in their professional and personal lives. This mandate for schedule and percentage of classes that have to be taught on campus is incredibly hard and problematic for Dept Chairs, and seems a little rushed.
 - Senators raised issues of communications with administrators, the desire for faculty to have better information and numbers (including training/access to Argos reports), and how efficiency and cancelation of classes are handled. Senator's also noted MC's print semester schedule helped students access their classes and programs in past semesters.
 - Senator Alejandro Zavala: HyFlex option

- Is HyFlex option available soon? Learning Services (LSR) wants to teach HyFlex in the Spring and convert their schedule.
- Senator Theresa Lawhead: Counseling too is planning for the HyFlex model.
- VPI Lorrie Ranck: We're still waiting for parts. Would love to see HyFlex be an option. I'll try and give an update on HyFlex next week.
- Senator Joanna Sobala: One implication of 67% is for future development of the college. It may be worth considering having full online degrees. Quite a number of colleges offer fully online degrees creating more demand for online instruction, which also means that if you have one of these degrees, you have to guarantee a certain number of online classes. This may be difficult to do for small departments that are now restricted with the 67% rule.

President Daniel Peck: I want to acknowledge a couple of things. First, I really appreciate the Senate for this conversation and the opportunity for us to listen in. Generally, we want to improve our communication, and making sure there is access to Argos and training are important steps to help inform Dept Chairs. It's been a challenge for all of us as we're planning for this Spring. We're looking to follow our state Chancellor's guidance. We recognize that there is no perfect solution and, in particular, it's hard to gauge what the students' needs and preferences are, which is a very significant challenge for all the reasons brought up here. The state Chancellor has signaled that we're open for business. I'm very concerned about the students that we have lost and may permanently lose if we do not have a higher percentage of in-person classes. That said, we've asked folks to work toward a largely in-person schedule for Spring.

Senator Aram Shepherd: We also need to think about the long term as well and where we can grow. For the Academic Senate, what kind of support would work for programs we're offering now and what new programs we can offer. What makes sense for us as a faculty as a whole. Let's think about areas' curriculum and programs to grow even if we aren't doing that now. What are other colleges doing and the general trends in education, industry, and in our community?

- Do want to share a couple of things on fully online degrees. The California Virtual Campus (CVC) website has featured fully online degrees being offered and there is quite a lot out there in a range of subjects. If these are things a dept might want to offer online or are already doing more online, then online degrees can be considered in these pathways. We'd really have to think if this is right for Mission or a specific department.
- Online Certificates-of-Achievement (COAs) with shorter pathways may be a better place to start. Many community colleges are offering fully online COAs in all different areas. Foothill is doing a lot. State funding will be coming for online pathways. It's a good time to plant a seed and for areas to start thinking about this and what makes sense for Mission.
<https://cvc.edu/online-certificates-of-achievement/>
- Zero Textbook Cost (ZTC) degrees are supported by the State. Mission College Counseling faculty are the poster child for the state 2020 Report for Zero-Textbook-Cost Degree Grant Program, even though we were not a part of that. The report discusses the preliminary effort of a number of colleges that were given ZTC Degree grants This could be another next step.

Bring your ideas forward to grow curriculum or adapt, revise or innovate to MCAS or ADC to have these conversations.

Senator Joanna Sobala: Declining enrollment at MC—a need to study and present solutions
Since 2013 when I started teaching here, our enrollment has been going down. The state Chancellor's website data shows our enrollment downward trend over the past eight years but enrollment has been flat and has not been going down at many other colleges. I would like a study to approach this issue of declining enrollment, this is a key issue for the college. A group of people dedicated to studying the problem would require input from faculty and administration and getting the data to determine the causes of the declining enrollment by doing a regression analysis and comprehensive statistical study. Maybe the MC group could provide the data to someone to run the study. Then solutions can be

presented to address the problems. The study group would represent different constituencies, including the Senate, Academic Directions Committee, some Deans and Administration.

- Senator Theresa Lawhead: Kindergarten enrollment has dropped. SF City College during the pandemic offered free classes and mailed local residents a class schedule. If we are losing our high school base, maybe we can pick up other people in the community who want to upgrade skills.
- Dean of Language Arts Aaron Tolbert: Collectively we are seeing enrollment decline and we need to turn that around. The collegial conversation we're having today is all that matters for the culture. If we continue working together as Mission, we will be fine.
- Senator Matthew Johnston: For quite a while, the State has encouraged getting as many FT students as possible and getting them through the college. Most of our students are PT. Maybe we should try to cater to and focus our attention more on PT students, specifically, that's what the students want.
- Aram: And the reality here is we have mostly PT students and we should have various scheduling and programs, as well as life long learning.
- Karen Chan, Executive Director, Faculty Union: It would be great if as a basic aid district, money could be allocated to provide free college for students and community members to encourage enrollment.

Joanna: Colleges that succeed don't have internal wars. Speaking to that I would like to propose forming such a taskforce, e.g. an enrollment taskforce, that would deal with the long term analysis of the declining enrollment problem using data and would come up with solutions. People from different areas of the college not just faculty and administration would work on the taskforce and could then present the study results and solutions post-pandemic for the college to grow. Senate could bring this back in October after doing a little planning, talking to people, and thinking through working pieces.

Administrative Business/Actions/Appointments (I/A)

1. President's Report

Board of Trustees: September 21

- WIN Program West Valley College
 - Students work on real-world problems through paid internship programs with local technology companies in three areas: COVID 19, student homelessness, and clean water. Students are provided workshops and mentors as part of the program. Program information is posted on WV website. Mission is part of the program and we could expand at MC.
- COVID update: Testing will be available on campus soon. Test results will be available in 24-36 hours.
- The vaccine mandate was approved and will take effect on November 1.
- Chancellor Davis's contract was extended.
- Wifi System Upgrade Project
 - The current system was set up in 2012
 - Funding is being identified (several million dollars)
 - Request for proposals will go out and work will take 18 months

College Budget Advisory Committee (CBAC): September 22

- The meeting focused on a review of committee goals and an overview of Mission's funding sources.

ADA Committee and Fiscal Workgroup meetings were canceled.

Statewide Issues

- Enrollment fraud from external sources continues to be an issue throughout the system.
 - For faculty: Being attentive for possible fraud, particularly before Census when students are not participating or when random information seems odd.

2. Report from the Vice President of Instruction Lorrie Ranck

I really appreciate the feedback. It's helpful to hear from faculty, your input is very valuable. I do hear that timing has been particularly a challenge as it has been throughout the pandemic. Changes and shifting first in Spring 2020 when the campus closed and then shifts coming from the CDC and multiple places ever since. We want to communicate earlier and ahead of time and be more proactive. We hope these pandemic conditions are a once in a life-time and we will learn from it and move forward.

As I am working with deans, dept chairs, and talk to faculty leaders around campus, I am mentioning some of the following principles. I know there's disagreement at times and that's going to happen. I like for people to hear one another and take into consideration what we're saying, and that the care for the student is the center of our work together.

Spring Scheduling Principles:

We have talked about largely in-person opportunity for students but are looking at where we can have flexibility and are working with depts. That we are student ready, the students who paused/stepped out during the pandemic and students in our current online classes. It is going to be a challenge that we navigate together.

Principle of compassion and accountability. As we work forward, we're thinking about the needs of our students and the needs of our faculty and making sure we direct those needs appropriately.

We're looking at a variety of data points, asking what does that mean and what does the bigger picture look like.

Scheduling effectively. Division Council representatives are a great resource for all of you to share thoughts, discuss questions and connect. Nobody likes to head down a cancellation path. Adding sections would be the best case scenario. And, looking at pathways to degrees and pathways to certificates, and what support looks like for PT students.

Equity: We know and this is not new data, local, state and national data show that disproportionately impacted populations perform and do better, have more success, and build more community in face to face classes. We have to consider the population we serve as we return to campus.

I do think that there should be agility around enrollment planning as we work forward with strategic planning, and the Educational Master Plan that ties in with the Facilities Master Plan. We can't have a shelf document but something dynamic enough so we can do the analysis pulling in the data that Joanna is talking about. We should also be informed on what we're already doing here. Guided Pathways and the community come into play. So many opportunities are ahead and I do look forward to our work together, and to regather as a community in person and some online opportunities, some hybrid opportunities, and fingers crossed, we get those HyFlex rooms up and running as well.

Aram -Thank you Lorrie. Senate, thank you for this conversation. See everyone here next week.

Adjourned: 4:08pm.