



**MISSION COLLEGE ACADEMIC SENATE
MINUTES
September 16, 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: Nohemy Chavez, Counseling; Kate Disney, President of Faculty Union; Valerie Jensen, Dean of Instruction; David Piper, Faculty Equity Lead; Lorrie Ranck, Vice President of Instruction; Aaron Tolbert, Dean of Language Arts; Marianna Troy, DSPS, Classified Senate Liaison					

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 9, 2021 Minutes
Minutes were approved with two noted changes.

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.

President Aram Shepherd welcomed Marianna Troy, who is going to be our liaison with the Classified Senate.

David Piper, Faculty Equity Lead: The Black and Brown Conference goal has been to empower and motivate black and brown young men to excel in academics and accept nothing less than

excellence from themselves. This conference dialogue critiques the social structures that inhibit black and brown young men and contextualize their self-identity, socially, culturally, historically and politically. This year the conversation has expanded to include young women. Our keynote is Yosimar Reyes, a talented and nationally acclaimed poet and Latinx voice for changing the world. The 2nd Annual Black & Brown Summit, Oct. 2, 9am-1pm, in-person, GC107. The online event for Staff and Faculty is Sept. 30, 5-6:30pm.

https://missioncollege.edu/student_services/student_equity/black-brown-summit/index.html

If interested in volunteering, please contact Inez Barragan or David. David applauded Nohemy Chavez, Counseling, for her incredible work to make this event happen.

6.0 Unfinished Business

6.01 Academic Senate 2021-2022 Goals – 45 Minutes– (A)

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)

- Online teaching %

Goal 2: Support diversity and equity initiatives including OER, Ethnic Studies, and professional development

- OER Task force
- Syllabus template
- DE Models

Senator Brenna Wundram: A serious matter for the Academic Senate and faculty is how would we support and encourage students to enroll early so classes are not dropped 2-3 weeks before classes? Classes with double-digits are being canceled at an arbitrary date to be efficient, but the result is full time faculty being under loaded, and it's been chaotic in departments. Dept Chairs, Deans, and the Office of Instruction need to have a serious conversation so we can understand better.

There was discussion about enrollment and scheduling issues that senators suggested could be clarified or revised:

- Add/drops at the beginning of the semester
- Course cancelation policies
- The number of online versus in-person sections and the requirement that faculty teach no more than 67% of their regular load through distance education.

MOTION for Senate to establish Goals 1 and 2 for 2021-22.

(M. Johnston/M. Oliver) No abstentions. No objections. Unanimous. **Motion Passed.**

7.0 New Business

7.01 Second Read: Accreditation Follow-Up Report – VPI Lorrie Ranck – 20 Minutes– (A)

Senator Aram Shepherd recognized the teamwork that went into the Accreditation Report, Leandra Martin, Lorrie Ranck, Janice Morgan, Valerie Jensen, Margaret Juncker, James Baker, and Deans. College Council has discussed, and it will be going to the Board of Trustees.

Senator Aram Shepherd: The SLOs and PLOs are our main area of focus. Senators did not have additions; the report looks good.

VPI Lorrie Ranck: We are focused on compliance pieces that needed to be addressed.

Senator Elaine Wong: Under the Faculty Appraisal Process, it mentions that there was an enhancement that was created—a Faculty Evaluation SharePoint Hub. VPI Ranck to see how to improve accessibility to the Faculty Appraisal Forms in Sharepoint Hub. Could require adding faculty to Sharepoint membership. Most faculty are still using the District’s webpage for faculty forms and not the Sharepoint Hub

<https://wvm.edu/services/hr/employees/faculty/Forms/Forms/AllItems.aspx>

MOTION to approve the Accreditation Follow-Up Report.

(M. Johnston/M. Oliver) No abstentions. No objections. Unanimous. **Motion passed.**

Aram to sign and will go to Board of Trustees to submit to ACCJC by Oct. 1, 2021.

7.02 OER Updates and Formation of OER Taskforce – 20 Minutes– (A)

Senator Aram Shepherd: We’re looking at further developing OER. Land Corp has funded several years when many instructors created material and increased ZTC each year. What would be the next steps to move OER forward?

One part of that is the Senate’s approved recommendation to use some of last year’s OER Funds balance for an OER coordinator position as described in the Job description in your meeting folder. The OER coordinator would take on the position 4-5 hours a week this academic year. This is a leadership role that coordinates and links to departments and reaches out to groups that may be interested.

The other part is potentially having an OER Taskforce to think about a longer-term way of supporting OER.

The Taskforce would be open to everyone to get more people on board in OER.

VP and Senator Joanna Sobala: There’s a lot of momentum in OER, government funding, new materials. Colleges have OER leads and committees. The ASCCC Open Educational Resources Initiative (OERI) with which I act as a liaison started as a taskforce. A taskforce could establish a connection and collaborate with the bookstore and the library to better access and print OER materials, communicate more with Faculty on OER stipend applications, collect OER/ZTC data and improve reporting to Senate and Administration. The Educational Designer is excited about this. Taskforce could increase OER events, training sessions, and showcase dedicated faculty’s OER work, celebrating what we’ve done so far. The taskforce would jointly bring OER to the next level and inspire others. The team and coordinator would collaborate with many people interested in advancing OER.

Senator Alejandro Zavala: OER’s potential goal of getting and sharing data and adding ZTC courses and OER resources on our website would be a great lure to get more students to our campus. More people would select Mission College, something Lorrie has mentioned as ‘Why study at Mission’.

Dean Aaron Tolbert: OER is a really powerful tool if we get a whole program, not just some courses. It’s a great marketing tool and makes the college competitive to be able to say that this degree program is almost completely textbook free in cost.

Senator Aram Shepherd: Also fits with goal of growth in many ways, developing enrollment, encouraging students, and having equity.

Senator Alla Petrosyan: If the taskforce for FT is part of IR, then we should look into compensation for PT.

Aram: I would see the Taskforce meeting 2-3 times this semester and then reporting to Land Corp in February to request funds and put projects in place for the next academic year. Valerie Jensen, Edward Fedalizo, and Joanna Sobala, and possibly Alla, are interested. We would put out a Call to the campus about joining the new OER Taskforce.

MOTION to set up OER Taskforce.

(J. Sobala/A. Zavala) No abstentions. No objections. Unanimous. **Motion passes.**

Administrative Business/Actions/Appointments (I/A)

1. President's Report

District Council, September 13

- Mission College Enrollment
 - Current FTES is 1854 with a goal of 2127
 - When compared to Fall 2018, the FTES has dropped by 29.5% (from 2600). There is impact and we want to try and stem that shift. Also the colleges combined number of students is less than WV enrollment five years ago. The second year of Covid is hurting enrollment.
 - Down 13% from goal combined for Summer and Fall
 - Efficiency = 387
 - WV numbers are similar
 - Next month we'll be meeting on enrollment and efficiency goals for next year in our various committees. The numbers being down is of concern and college needs to be aware and working on in terms of growth and hiring.
- Vaccine Mandate
 - The Administrative Procedures for the vaccine mandate were extensively revised and approved.
 - Vaccine mandates will begin Nov. 1 for students and employees (pending Board of Trustees approval of the Board Policy on Sept. 21).
 - Students already enrolled for the Fall who are unwilling to get vaccinated can opt for testing 2x weekly (this semester only).
 - Only 28 faculty are not vaccinated across the district (self-reported).
 - Approximately 2000 in-person students in the District this semester so given the county's high vaccination rate the total number of unvaccinated students likely is relatively small, and as messaging goes out more students will be vaccinated.

College Council, September 15

- True Community
 - Teams are starting to meet. 56 members of the community volunteered.
- Guided Pathways
 - Projects going forward
 - 8 Guided Pathways student leaders have been recruited
- Mission College Call to Action 2021-22
- Vaccination Policy and Procedure Implementation
 - Students and employees will be required to be vaccinated by Nov. 1
 - Implementation is still being developed:
 - How this is enforced in various venues: office hours, counseling appointments, the library.
 - Will students have to show something on phone, or sign something, or attest to that.
 - Faculty when teaching should not be enforcing— trying to address verification through the registration process.

- Dates of on-campus vaccination are being finalized.
- Messaging will go out to the students and campus community on Wednesday after the BoT's expected approval on Tuesday. More campus procedures for implementation will be developed after Board approves.

Senate Discussion:

Senator Neil Viernes: I'm still afraid of the Nov 1 date. We're a public school so anyone who is not a student and might not know there is a vaccine mandate can walk on campus. How will an open public school enforce this?

- VPI Lorrie Ranck: Just clarifying, my understanding is in the latest version the vaccine mandate is just for in-person students, employees, and anyone on campus.
- For implementation, Marketing has a blitz signage campaign. Tools for people to check in and using the self-checker will all be deployed. We're working hard to have those things lined up.
- Senator Elaine Wong: The Library is open to everyone and after Nov 1 registered students are allowed in with masks. We are concerned how to police that. Only registered students who are vaccinated or are doing testing are allowed in the library, and not the public who may not read the signs. There are rules to sign in and swipe cards at the library entrance but no one is at the door policing anyone. How is this going to be put in place for all the Library hours? And for testing, what is the turn-around time for the student to be notified of testing results? We're very concerned in the Library. After the BoT approves this and in the next few weeks, the college needs to inform the Library of clear guidelines for implementation.
- Senator Theresa Lawhead: We can learn from other campuses implementing the vaccination requirement October 1. Counselors and Librarians often are serving students before they have a G0 number and badge access. And we're serving the community coming on campus to learn about our programs and classes. In Counseling this week, there is a lot of concern about what the reality looks like.
- Senator Aram Shepherd: Faculty will be notified if a student is not in compliance with vaccination and testing. Testing is free as college already has a contract with a group doing testing of student athletes.
- Lorrie: The District Employee Guide and COVID-19 Employee Prevention Plan is on the District web page. We are distilling what happens when a student tests positive and what steps the college takes. The assumption is that the student is either doing testing or has vaccination documentation.
- David Piper, Faculty Equity Lead: We also need to be careful about implicit bias and assuming untested students have Covid.
- Senator Joanna Sobala: How can the booster shots be written into the AP so vaccination policy does not have to be revised several months later? We can add something general in case the boosters are later recommended and approved by the CDC. Currently booster shots are not required to be fully vaccinated but the definition of fully vaccinated may expand soon. Also, CDC guidelines may expand soon for vaccination of younger children.
- Lorrie: CHD currently has 14 children and will continue following CDC new guidelines.
- Neil: Can proof of vaccination be linked to registration cards? Once the website is set, people would swipe registration card when entering campus or the library and be tracked.
- Lorrie: We are navigating how to do that effectively with some of the electronic tools and technology discussed.
- Dean Aaron Tolbert: Safety is so important here and it is important to hear all the safety concern for students on campus. From an Administrative side, safety is taken seriously on campus and for our families. How do we create a culture where we care? Our campus is slowly dialing in, the state is requiring this, and we are a public service institution. Students have been working through the pandemic, many stocking shelves in grocery

stores. It is our duty to keep all our students safe, and to keep employees safe, but it won't be 100%. These conversations are important to navigate the many safety pieces, please continue talking to Administration about all your thoughts to have this greater discourse.

- Vaccination rates in Santa Clara County of population eligible for vaccine: 83.3% fully vaccinated, and 88.2% one dose.
- David: If faculty have these concerns, we should propose resolutions to our questions. This would help Administration resolve the matters. Answers are within the questions we ask. College is increasing safety measures that are already in place.

Legislation and Regulation

- Proposed Title 5 changes being considered by the Board of Governors. They're in 45 day comment period right now, and seem likely to pass.
 - Allow P/NP to be elected until the last day of instruction. This would be permanent policy and not just during an emergency period.
 - Expand the circumstances that qualify for an EW notation. Students would be able to get an EW if they have an emergency rather than a traditional grade.
- State legislation related to community colleges that passed both houses is now waiting for governor's signature or veto by October 10.
 - AB 1456 increases grant to over 100,000 community college students eligible for the grant's \$1,650 in annual support.
 - AB 928 creates a common set of CSU/UC approved general education courses for community college students.
 - AB 928 requires that community colleges place all would-be transfer students into the existing "guaranteed transfer path" to get into a Cal State. The ASCCC passed a resolution against this. The UC, CSU, and Community College groups were all opposed. State Budget Office is opposed based on cost. If governor signs this would be a significant change.
 - AB 361 would extend allowing virtual meetings for colleges, as well as all local government agencies, if signed before the Governor's Executive Order expires, and would be immediately effective this Fall and potentially continued in Spring semester.
- U.S. Senate Budget Resolution in Reconciliation Bill being debated.
 - Proposed tuition-free community college
 - Proposal runs from 2023 until 2028 to limit cost.
 - Details of federal funding and state match is being negotiated, could make a big difference in how much States get and what they provide.
 - In California, tuition-free Community Colleges might free up additional funds for education since colleges are already funded at a high level.

2. Initiatives Updates & Reports

MC Equity update - Ken Songco, Director, Equity and Student Success.

The Equity Office and Academic Senate are deepening our work together. We'll meet biweekly with the Senate for updates and discussion.

Community of Praxis-CoP (Fall 21): The two groups are CoP-Multi-disciplines, and CoP-STEM faculty. 12 faculty have signed up for a 10-week program with faculty presenting final CoP projects to the campus. Thank you to Dr. Ashley Ferris (STEM) and Sarah Sullivan (Multi-disciplines) for their leadership and Deans Clement Lam and Aaron Tolbert and VPSS Omar

Murillo for all their administration support and making this a reality.

2nd Black and Brown Summit announced earlier has planned 2 events. The first event open to all employees in the District is a conversation with our keynote Yosimar Reyes. The conversation is about the experience of students of color at the community college and ways we can support them: Sept. 30, 5-6:30pm. The Black and Brown Summit is on campus, Saturday, Oct. 1, 9am-1pm, GC 107, 100-150 students. Please share the event link (in meeting announcements above) with your students.

Spring 2022 - All Community Colleges will have to submit their new 2022-2025 Equity Plans. The Equity Office will be working with the Academic Senate to ensure activities incorporated into our Equity plan are shared with governance groups and continue our equity and anti-racism work. Equity Office staff has expanded. In addition to Dr. Piper, and Kelvin Tran, Raida Thompson, Program Analyst, is looking at on-boarding processes, and Lusyna Narvaez, Program Specialist (as a permanent position, pending Board approval October 5). We will have a full staff to really help support all the initiatives and True Community teams, and to carry work forward.

Executive Leadership to create a brave and safe campus have designed signage to be posted throughout the campus to support our undocumented students, black students, LGBTQ students and show students belong and are part of the community. Posters are being distributed to all the Instruction and Student Services divisions to post on office doors and in hallways this month. President Peck will announce this next week.

Name Coach will have a soft launch this semester, collaborating with WV colleagues Dean Raymond Gamba and Janis Kea to be offered to faculty and staff as a central service. Hard launch in Spring 2022. We'll discuss at another Senate meeting.

Thank you Ken, we look forward to collaborating.

3. Recognitions - Annual Awards Ceremony is being planned to be even better this Spring. The Regina Stanback-Stroud Award nominations come out soon from ASCCC. Aram to forward application to David Piper. MC has a history of winners for this award. Regina Stanback Stroud was MC Dean of Vocation. Academic Senate would bless application and bring forward.
4. Committee Appointments
MOTION to appoint Jonathan Brennan, English Department, to the DE committee.
(J. Sobala/M. Sklar) No abstentions. No objections. Unanimous. **Motion passed.**

Thank you Jonathan for your service to the DE Committee.

5. Report from the Vice President of Instruction Lorrie Ranck
First, a follow up on Senator Samir Magid's question: dual/concurrent enrollment with high school students for Fall 21. Headcount of 421. FTES of 89.

I very much appreciate your feedback and input. I've met with a few department chairs, and continue to meet with faculty. It's important to hear what you're engaged in, what your challenges are, what you're excited about whether individually or in groups. There's a lot of good work going on and I appreciate the respectful dialogue, questions, and positive energy helping to make things better.

Adjournment

Adjourned, 4.08pm.