



**MISSION COLLEGE ACADEMIC SENATE
MINUTES
October 27, 2022
2:20 P.M. - 4:15 P.M.**

**SEC 354
and
Zoom: <https://missioncollege-edu.zoom.us/j/95597770952>**

Senators	A	P	Senators	A	P
AS President - Aram Shepherd		x	Instruction - Elaine Wong		x
Associate Faculty - Alla Petrosyan		x	Language Arts - Marina Broeder		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 - Michele Hittleman		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: Amelia Akers-Martin, Chair of ESL; Richard Alfaro, Dean of Student Services; Seher Awan, President of Mission College; Chia Green, Academic Support Center; Valerie Jensen, Dean of Academic Services; Omar Murillo, Vice President of Student Services; Kelly Neary, Chair of Biological Sciences; Danny Nguyen, Vice President of Administrative Services; Lorrie Ranck, Vice President of Instruction; Kena Rogers, Language Arts and Library; Heather Rothenberg, Nutritional Science; Marianna Troy, DSPS and Classified Liaison to the Academic Senate					

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 October 13, 2022

Minutes approved as written.

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.

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.

Senator Joanna Sobala: Professional Development opportunities for Stanford Global Studies. Global Dialogue Series: Liberalism and Its Global Trajectories, Friday, October 28, Noon. Educators Inquiry Meetup: Climate Change in Your Classroom, Friday, October 28, 4-5pm. Specifically for English teachers globally.

Senator Marina Broeder: ESL student has volunteered and started giving fitness workshops to support Ukranian students, their families and community. Everyone is welcome. Tues and Thurs, 4-6pm, TAV.

6.0 Unfinished Business

None

7.0 New Business

7.01 Second Read: Organizational Restructuring Plan (President Awan) – 30 min– (I/A)

President Seher Awan responded to feedback from Senators. Deans are reaching out to their faculty in their areas for feedback, and VPI Lorrie Ranck is meeting with ESL faculty to discuss specific concerns. President Awan appreciates this collegial dialogue, and in the months ahead wants to create a plan that works best for the college.

Senate Discussion

Senator Christine Ritz - English Department: ESL feeds into English through ESL 980. The goal is to prepare them for transfer level writing and communication courses. The end game of language arts is proficiency and rhetoric, writing well, arguing well, communicating well. These are the purview of the Language Arts division, not another. I'm struggling to understand why two departments will be separated when there are direct links and pathways between them.

VPI Lorrie Ranck - One consideration is ESL certainly feeds into writing and English and it also feeds into other areas of classes, other majors and programs. Students go in multiple directions. The Non-Credit has made a huge difference in enrollment and created many possibilities for them.

Senator Matthew Johnston - How does switching ESL to Humanities and moving Art to Communication affect the balance between the two divisions?

VPI Lorrie Ranck - The larger piece being how do students understand how we form a culture of a group of people working together? Students understand how these form the culture of a group. Looked at Guided Pathways and the Equity Framework and the balance of programs. How many full-time faculty. STEM is large, two other clusters/schools have 20 or 22 and two other clusters/schools are a bit smaller but are higher in terms of clients, we have faculty directors.

Amelia Akers Martin, ESL Dept Chair - ESL is strongly opposed to separating from our colleagues in English, Reading, and Communication studies for many of the reasons already brought up by the English Dept. Our Language Arts division has a twenty-year plus history of regular, sanctioned monthly meetings with the Dean where we collaborate, share information about our classes and programs, and discuss issues we have in common. From the Dean's perspective there's a lot of alignment, e.g. AB 705 between the things that ESL and English are doing when doing the same work, rather than having two deans to be part of that process.

We've built a relationship over time that we really value and without a formal division meeting, these interactions would not occur. It's really in the best interest of our ESL students to collaborate regularly with the faculty who'll be teaching our students after they leave the ESL dept.

Senator Marina Broeder - ESL and English worked collaboratively on AB 705 and had a lot of learning, bonding and understanding. In addition to ESL 908, we have a support class that students in ESL can take at the same time they take ENG 1A. Our curriculum and teaching methods are aligned and relationships are built. We really appreciate being a part of this administrative discussion at early stages and having trust in our dialogue, and that this is something that can be worked on.

Senator Michele Hittleman - Counseling supports 100% that ESL and English should remain in the same division. Counseling has seen the benefits of that when working with students. ESL 985 is a blessing for many students.

Senator Daniel Arias - CTE is not happy about eliminating our division. CTE never gets the respect that it should. Fire Science Technology used to be with Health OC. Where is the data that shows this as a beneficial move to the students? We're truly a bonded trio, HM, FPT, HOC. Our challenges are similar and now we're being split up. Our voice is not being heard.

Senator Joanna Sobala - It seems a logical fit to have ESL with English. The majority of these students will have to have English. There should be a reason to move Hospitality Management and we should understand what the reason is. It's particularly important for our institution that when there are relationships that work well, we should respect that. Let's not break the ones that actually work. A year ago Senate discussed and felt we do need more support in our DSPS office, instead we're combining full-time positions there. Is this really working?

VPSS Omar Murillo - The program assistant and office coordinator merged into one position. That has gone through. On the VALOR side, the reclassification of the program assistant to a program specialist. The Senate will be reviewing specific faculty positions in DSPS that are currently in progress.

This next iteration of the structuring of departments absolutely needs to be responsive to whenever we see emerging needs, especially related to opportunities for students that have developmental disabilities. There are recent legislative updates for providing non-credit offerings and related to AB 1705 where we still have a gap in services.

President Seher Awan - This plan is a living document and will be reassessed in a year after we update our strategic plan to see where we need to add staffing or have gaps.

Senator Neil Viernes - Primarily, our division was already quite large, and the addition of another doesn't jive well with the idea of rebalancing. If it is larger than the others, then it is a concern to the team of the new department described as STEM. And why was the move of CIS/CIT from Computer Applications? If one moves so should the other, they're linked by faculty members. The Dean's workload is a concern if dept goes from big to bigger while others go smaller. How would one grant writer balance the workload of what multiple faculty members are already doing?

If depts move out of divisions but want to continue meeting with depts with current strong relationships because there's commonality between the topics you want to talk about, that would result in redundant meetings.

Faculty want respectful dialogue with administration in making these organizational decisions.

Many people outside ESL are saying something seems wrong with this organizational plan. It's very sensitive for faculty to be heard if both parties are to work together.

President Seher Awan - A grant writer would look for new funding sources that align with things we're trying to achieve, and department and program goals. They work with subject content experts to make sure this is something we want to apply for, and application support, including a lot of data and is under Office of Institutional Effectiveness and Research.

Senator Max Sklar - The last time this was proposed, a Senator in the CIS Dept objected to join the staff of Math, Science and Engineering. It may be worthwhile to talk to Dean Clement Lam and the faculty member.

Senator Brenna Wundram - Business, Tech and KIN Division Chairs met and CIS/CIT was not opposed. Graphic Design is on the fence about belonging to Creative Arts, although there's a creative element to design. Graphic Design felt more part of a business process and function and discussion was whether Creative Arts and Communication is appropriate.

Senator Theresa Lawhead - Counseling Services had a very lengthy discussion on why they weren't on the Organization Chart because Counseling is Student Services but also LSR is Instructional. Good to understand Counseling is not being moved to another division.

Valerie Jensen, Dean of Academic Services - The exploratory MCPs are arts degrees, general education certificates, and undecided students that are programs of study, not academic departments and divisions, and are not shown on the Academic departments Org chart.

VPI Lorrie Ranck - Guided Pathways is part of the general framework, but Major and Career Pathways do not map exactly but are loosely based on the faculty work that had been done and seen possibilities of where there is some alignment.

Senator Michele Hittleman - The most significant reason why the MCPs should be separate from Organization is because MCPs are for students to understand. A nutrition student could go into a Health Occupation or STEM side of nutrition. Nutrition has course work in both areas. They need to know that the MCP is on a pathway and makes sense. Special computerized tools were used to figure out where a major would go and into which MCP. Students were in focus groups that created MCP names. In the Org chart, Public Service was changed to Public Safety which gives the connotation of police and we don't have a law enforcement degree, some other community colleges do have a law enforcement major.

Senator Matthew Johnston - Social Sciences and Art is small and getting smaller in number of faculty. Am opposed to Art moved out. And am opposed to ESL being separated from English.

Senate President Aram Shepherd - Outside of the divisions, there is not a lot of concern about the rest of the ReOrg. A few say that it's a little top heavy. Around twenty faculty lines have been removed in the last few years and classified positions have been cut through the SERP but the number of Deans has not been reduced.

There are real specific concerns about divisions and how is this going to make us do our work better? The divisions aren't really student facing, how is this going to help students. How are students going to interact with this? This isn't addressing a problem that we're having. Starting this Spring semester is too early. Please share more feedback from constituents in November and December.

7.02 First Read: Bylaws for Program Review and Assessment Committee (merged Program Review Committee and Outcomes Assessment Committee (10 min) – (I)

Senators reviewed the new Bylaws drafted by Task Force, Aram Shepherd, Valerie Jensen, Rebecca Tran, and Nita Esparza, for merging Program Review and Assessment Committee (PRAC). Senators' concerns:

- Training for members of each of the prior committees being merged
- How would the committee advise the work going forward
- Merger should enhance the process of SAOs and SLOs by having the same people in the room

Second Read is in several weeks.

7.03 Starfish and Early Alert Updates (20 min) – (I)

Richard Alfaro, Valerie Jensen, Joanna Sobala and Heather Rothenberg started working on Early Alert (EA) using Starfish early in the semester and shared updates and progress.

Starfish has robust functionality.

- Want to change name from Early Alert to something positive, e.g. Progress Survey
- Timeline: Trial run in Winter Session with a small group of faculty with their students, and Spring 23 full implementation
- Functionality of Starfish Progress Survey
 - Kudos, Flags, Referrals are primary tools
 - Can use at any point in the semester and over time
 - Kudos are positive messages to students; Flags are messages that express concern about student performance
 - Student views Kudos and Flags comments on own dashboard
 - Referrals are complex and multi-relational
 - Involves instructor deploying referral, student receives email that referral has been made and would know to expect somebody to be following up, campus service personnel with proper permissions are prompted to reach out and follow-up with student
 - Results are recorded and loop closed
 - Faculty sees comments of service providers
 - Counselors' dashboard details referral and comments and responses
 - Flags and Referrals for each student are tracked and visible for each student
- Tracking for Success of each Student
 - Templates with specific purpose provided for Kudos, Flags, and Referrals
 - Can choose to send student an email if referral sent. Referral is in Starfish dashboard.
 - Draft template messages: Referral is made, e.g. May benefit from tutoring. Check-in with Counseling.
 - Option for instructor to write students specifically for what they are referring student and in more detail
 - Basic needs Care Reports need to be aligned with Starfish later on
 - Still in discussions on flagging students who are in special programs
 - Faculty referrals to Tutoring Center is powerful as students greatly benefit. Training is needed for Part Time Faculty to use Progress Survey. Students who get these messages are going to first ask Tutoring Coordinator questions, and the Instructor and Counselor.
 - Referrals should be specific to places, Math or Writing centers.
- Why Starfish
 - Wholistic View of Student: relationship with the instructional and service side in one place to service students

- Staff members across campus have a more complete picture of student's needs
 - Looking at access and permissions to help inform interventions
- Students can see connections
- Aligns with Caring Campus Initiative
- Closes the loop with student and how student was served
- Student attributes help prioritize and quickly identify vulnerable students and additional follow-up
- Faculty can filter Starfish for student attributes. Starfish automatically reports out on criteria, e.g., system generates an automated filter when a student completes 60 units, Have you applied for graduation? Basic attributes can be filtered.
- Progress Survey has more functionality than Early Alerts. Can be used by faculty voluntarily anytime in semester.

Senate Discussion

- Starfish Team should bring a demo to Senate
- Progress Survey will have a limited set of kudos, referrals during 5th week and a broader set of kudos, referrals, and flags can be sent to any student at any time. Should help with classes that test after 5th week and late start classes.
- Increase in work and work flow are being measured during trial period. Should be more efficient than Early Alert in Banner. Staff need to be on board. Dashboard shows comments and reasons. Flags don't require follow-up, referrals do. Should be less work.
- Helps connect online using Starfish dashboard with students and not be limited to student's district email address. Should consider push outs/texts on phones.
- Faculty sends a private referral to counselor about student and a text/email to student that referral has been sent.
- Are we actually creating a warm handoff? Is faculty doing something behind a student's back rather than talking directly to student? How much contact does Counselor have with Instructor.
 - Faculty needs to discuss when it is important or best to document something about the student in Starfish database.

Please share more feedback with Starfish team.

7.04 Discussion of ASCCC Fall Plenary Resolutions (Including AB928/CalGETC) (20 min) – (I/A)
Senate President Aram Shepherd is representing Senate at ASCCC Plenary this week in Sacramento. Aram highlighted several resolutions where Senators shared thoughts on how college should vote.

Comprehensive Title 5 revision to align Associate Degree General Education with the AB 928 required General Education Pathways, CalGETC. There is a lot of concern about limiting local control and flexibility for students and being too limited.

- Eliminates students dream to get a local Associate Degree which is a huge accomplishment. Counseling is absolutely against.
- Lifelong learning, Personal development, Area E are being cut out of pathway entirely. Disciplines know the importance for students of keeping Area E.
- May be referred because CalGETC is not finalized.
- Some colleges local area requirements for GE already require courses for transfer. Mission should keep level of control.
- Community college used to be for learning and improvement for students of all ages and courses are important for them. Personal development and well-being courses are important for our society.

AB 111 Common Course Numbering report is not released yet and is projected to start in two years.

- ASCCC Resolution is to base Common Course Numbering on CI-D and be more visible to students.

AB 928 CalGETC Pathway, to approve CalGETC for our system for lower division CalGETC pathway. Urging to move Lifelong Learning and Self-Development area to lower divisions so students can still be completing here.

- ASCCC considering as best compromise. If not passed, administration of the three bodies would decide.

Senate Discussion

If only preparing our students for 4-year transfer, we're overwhelming 4-year schools and are a factory turning out people that won't go anywhere. There's no space for them.

Four-year degrees at California Community Colleges are increasing, ten more programs are being offered each year. Could encourage more students to go to Community College instead of four-year the first 2 years.

8.0 Administrative Business/Actions/Appointments (I/A)

1. President's Report - see Senators Meeting folder
2. Committee Appointments
 - EOPS, CARE, CalWORKS Program Specialist: Theresa Tran
 - EOPS, CARE, CalWORKS Office Coordinator: Alejandro Zavala
 - Curriculum Specialist: Guy Shani and Yolanda Barnes
 - Enrollment Manager: Willy Kwong

MOTION to approve Faculty Appointments to MC Hiring Committees (J. Sobala/M. Johnston) (M/S/U) No abstentions. None opposed. Unanimous.

Appointments of Faculty to positions on Mission College Task Forces

- Participatory Governance Task Force: Aram Shepherd, Faculty Chair, and Matthew Johnston, Faculty Representative
- Enrollment Management Task Force: Kelly Neary, Co-Chair, and Alla Petrosyan, Faculty Representative
- Brand Enhancement Task Force Appointment: Jeanine Flores

MOTION to approve appointments of Faculty to positions on Mission College Task Forces. (J. Sobala/M. Johnston) (M/S/U) No abstentions. None opposed. Unanimous.

3. Report from the Vice President of Instruction - Lorrie Ranck
Division Council is meeting Monday to start discussion of Faculty Hiring Requests process and bring to Academic Senate.

Adjournment, 4:15pm.