



**MISSION COLLEGE ACADEMIC SENATE
MINUTES
MARCH 23, 2023
2:20 P.M. - 4:15P.M.**

SEC 354

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 – Alec Perekhodnik		x
Hum Soc Sci & Fine Arts – Matthew Johnston		x			
Administrative Assistant – Liz Bogatin-Starr					
Additional Attendees: Kate Disney, President of Faculty Union; Edward Fedalizo, Instructional Technology Analyst; Howard; Monica Nolasco, Chair of Career and Technical Education (CTE) Committee; Lorrie Ranck, Vice President of Instruction; Ken Songco, Director of Equity and Student Success					

1.0 Call to Order & Roll Call
Quorum met 2:20 pm.

2.0 Order of Agenda
Agenda approved as written.

3.0 Approval of Meeting Minutes (I/A)
3.1 March 9, 2023
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 Marina Broeder: Aram Shepherd will hold a session about Chat GPT through the Global Educators Network, Stanford online, Friday, March 24, 4-5pm. Please register. This session is not recorded.

<https://sgs.stanford.edu/events/educators-inquiry-meetup-responding-rise-generative-ai-tools-such-chatgpt>

6.0 Unfinished Business

6.1 None

7.0 New Business

7.1 Guided Pathways Updates – 25 min – (I)

Senator Aram Shepherd: The State sent a work plan for Guided Pathways next steps that needs to be completed by the College by June 1. Director Ken Songco and VPI Lorrie Ranck discussed a new opening to our Guided Pathways work that was presented at the meeting as a framework and starting point to our approach to collecting information about Guided Pathways. The work plan will show where we've been engaged in the GP work and where we're making progress in each area and where this all fits together.

- GP information about crosswalk and what Mission is doing already as classified professionals, administrators and faculty
- Student Equity Plan approach is a very inclusive approach, developed by multiple groups around the college collecting information. Guided Pathways will use a similar model.
- Templates for going forward
 - Engage with existing GP groups, True Community work, and Campus partner stakeholders that are critical: CTE Committee, Monica Nolasco; Adult Ed Consortium Members, Jackie Escajeda and Steve Duong; Equity Office, Onboarding/Matriculation and Equity Pedagogy Work Groups, Online Orientation, Ken Songco; ZTC, Michele Speck; Math and English Success Task Force, Richard Alfaro and Valerie Jensen, Enrollment Services
- Shared Participatory Governance Approach
 - Academic Senate, Aram Shepherd and Classified Senate, Kristal Dela Cruz leadership is on board to vet process
 - College Council is on board to vet process
- GP Work Plan - College Processes
 - Progress on GP metric areas are similar to our Equity Plan related to successful enrollment and persistence
 - Completion of transfer, Math and English transfer completion
 - Efforts to integrate Equity and GP
 - SEA, ADT, CAEP Program integration
 - ZTC integration
 - SWP integration
- Build off Equity Plan and what we already have done by identifying solid activities to approach the integrated Equity and GP work in the plan
 - Specific activities included in Work Plan
 - Student Equity Plan Activities
 - Accreditation 2019 Quality Focus Essay project plans
 - Strategic Education Master Plan
 - True Community
- Nomenclature of Guided Pathways
 - Student Life Cycle: Connection, Entry, Progress, Completion, Transition
 - Mission's work and progress the past two years to address these points of a student's life cycle of enrollment and retention at Mission College
 - Assess and go further with GP and what that will look like for the next 4 years
 - Crosswalk of all the college initiatives and activities is filling out as we gather more data

- Build in teams with Student Orientation and Onboarding, Program Maps, and Early Alert that are all active
- Timeline
 - April 1-30: Gather feedback from key stakeholders to begin drafting up work plan
 - May 1: 1st draft of GP Work Plan and gather feedback from Senates
 - May 10: 2nd draft of GP Work Plan completed
 - May 10-17: Executive Council review, College Council Review
 - May 19: Final draft of GP Work Plan completed, meeting with Senate in May meeting, planning to present together with West Valley to Board of Directors
 - May 22 (Nova) and June 1 Final GP Work Plan submitted

Senate Discussion

Senator Aram Shepherd: Going forward, how do we continue to integrate the Guided Pathways work with our Equity work and have the structure and leadership to do that, particularly for the next year?

Director Ken Songco: We have to figure out the implementation infrastructure for work ahead to be approved in April/May. If we go forward with First-Year Experience or Universal Design Learning then we need to create the positions, the reassigned time and resources, and be smarter in leveraging our various initiatives that are formalized in this 4-year plan. Work and activities we’ve done or almost completed have been in concert with faculty, staff, administrators, and students and we can build from there.

VPI Lorrie Ranck: We’ll be sharing out the GP Work Plan and documents in an accessible place soon. We’re reaching out to all the committees, groups and individuals.

7.2 OER/ZTC Updates and Funding Requests – 10 min – (A)

OER Funding 2022-23 - 2nd Round

Dept/Name	Project	Amount	Task Force Recommendation	Comments
Biology/Neary	Print BIOLab Manuals for students in BIO 11, 22, 47, 48; 1,000 students	24,000.00	Fund	One year, looking for ongoing funding to make sustainable
English/Morton-Starner	Class set of required text Eng 1A & 1B	5,924.25	Fund	Good fit. Work with library to purchase and house texts
English/Varbel	Electronic Texts for English 1A	600.00	Fund	Great fit; good return
Math/Carr	Create OER ancillary material MAT 2, 12	12,000.00	Don’t Fund	Request requires stipend. Doesn’t fit with this year’s spending deadline; could apply in future, why needed instead of using existing OER materials
	Total Recommended for Funding	\$30, 524.25		

Senator Aram Shepherd: We received four proposals for the balance of this year’s funding that OER/ZTC task force reviewed. The Senate needs to review the task force recommendation that then goes to the President’s office. The committee recommended funding 3 of the 4 proposals.

MOTION to endorse the OER/ZTC Task Force recommendations for OER Funding in 2022-23. (M. Hittleman/C. Ritz) (M/S/U) No abstentions. None opposed. Unanimous.

Aram Shepherd: For next year, assuming Land Corp funds again for \$50,000 the OER Task Force has recommended that some of the funds be used for an OER Coordinator to help coordinate with departments, do reports and see where OER/ZTC materials are being used. Michele Speck, Library, did a survey of department chairs and most responded on the use of OER/ZTC materials last year. The recommendation is to wait until early fall to send out a call for proposals when college has a better sense of priorities for the 2023-24 OER funds.

7.3 Second Read: CTE Committee Charge Update – 15 min – (A)

Senator Aram Shepherd reviewed the Career and Technical Education (CTE) Committee's Charge revised and approved by the CTE Committee this week. CTE Committee Chair Monica Nolasco joined Senate's discussion.

Some additions to CTE Charge:

- Provide direction and vision for the College to develop CTE courses and programs that meet student needs and *align with the College's strategic plan, equity framework, and institutional effectiveness priorities*
- Make recommendations to the Academic Directions Committee on developing CTE programs and collaborate with other appropriate College committees and initiatives
- Make recommendations for projects to fund, which will be reviewed by CBAC and College Council and be subject to approval from the College President

CTE Chair Monica Nolasco: CTE Committee had a good discussion and are going forward with this revised CTE Charge. The specifics in the charge provide clarity and how exactly CTE fits into the big picture of the campus. CTE is recognized as a large and important area that reviews and recommends projects that will support CTE initiatives.

MOTION to adopt CTE Committee Charge.

(T. Lawhead/M. Oliver) (M/S/U). No abstentions. None opposed. Unanimous.

Aram: We are adding CTE Committee Charge to the Academic Senate's Bylaws where all the committee charges are housed. Thanks to Monica and all the members of the CTE Committee for all the work they're doing.

7.4 Planning 2023/24 Senate Election and Committee Appointments – 10 min – (I)

Senator Aram Shepherd: We're planning our elections for the next academic year. We've had staggered terms and need to appoint Senators in seven open seats. We should consider how the reorg will affect divisions and senate seats this fall. In this election, should we follow our current division structure and have elections in our current divisions carried through the academic year even if not aligned with the new divisions or decide to do elections based on the new divisions and aligned with where we're going.

After Spring break, Aram will send out a general call based on either the old or new divisions, whatever Senate decides today. Senators whose terms expire this semester can run for another term.

Senate Discussion

- Senate representative elections based on current divisions and number of faculty would be confusing as those departments may be grouped differently in the fall.
 - Based on the reorg, each of the six divisions would have 2 senate representatives that would be worked out by divisions. Academic services would have 1 representative. Workforce Development Initiatives doesn't have any faculty. Plus 2 part-time Reps and the Student Rep. Totaling 15 senators.

- The Senate Bylaws can set the level of faculty for determining how many reps in a division. A division with more than 16 faculty could have 3 reps, e.g. Science, Technology, Engineering, Math (STEM). Someone will need to bring forward a resolution to have the increased number of reps and go through a first and second read at the Senate.
- Senators discussed Senate Resolution to not approve the reorg as a Senate. Approving and going forward with the new structure and Senate reps sounded very contradictory. Senate's opposition to reorg was ignored.
- Senate as a whole recognized the reorg is not ideal but that many other balls are in place to move forward. The Senate will continue to represent the divisions and that is what we're trying to do.
- It's very likely the reorg is going forward after President Seher Awan negotiated and worked out a new dean position with the Chancellor.

MOTION to follow the new division order for electing Academic Senators for next academic year.

(B. Wundram/C. Ritz) (M/S/U) Two abstentions. Michele Hittleman, Theresa Lawhead. Two opposed. Marina Broeder, Daniel Arias. Passed. Marsha Oliver, Alla Petrosyan, Christine Ritz, Max Sklar, Neil Viernes, Brenna Wundrum

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

1. President's Report - Aram Shepherd

Board of Trustees, March 21

- Covid Vaccination Requirement
 - The trustees voted to suspend the vaccination requirement for students and employees. The suspension will go into effect at the end of the Spring semester and applies to students currently registering for Summer and Fall. The trustees chose to suspend rather than eliminate the requirement so if there is a need the vaccination requirement could be reinstated quickly.
- Student Housing
 - The trustees selected Mission as the location for the student housing proposal that will be submitted to the state ([the consultant's comparison of WV and Mission sites](#)). It seemed clear that Mission is closer to more accessible transportation and services. The housing location is between the campus and the Mercado between the Business and Technology building and where the new science building potentially will be built. There is sufficient space of 64,000 sq. ft. with some space for additional housing in the future. The area is linked to utilities. This space was not designated for any other purpose in campus plans and was not being used. It is a barren piece of land and not the protected burrowing owl area. Consultants found West Valley's campus surrounded by single-family homes would isolate students. Should look at street access to the housing at Mission. District submits the proposal to the State in June and then based on any approved funding decides whether to provide District funding and build housing.

Senate Discussion

Covid-19 policy and behavior

Senator Max Sklar: There's a difference between a policy change and what behavior should be. If we are reducing these Covid-19 protection requirements, then that's probably a sign we should be looking into our own personal lives and practices and make decisions around increased masking and things like that. I've seen a lot of discussions in disability circles

around how the reduction, in particular masking requirements, has actually made our public spaces a lot more dangerous for people who are immunocompromised and this should be considered.

Senator Aram Shepherd: There is a discussion about language and the district will still strongly encourage vaccination.

Student Housing

Senator Michele Hittleman: People in my division were not in favor mostly due to the funding district will have to put forward in addition to the State. Funds could be spent differently with even a better outcome. If the College has further discussion after the State awards exact funds, we should put calls out to everyone in our divisions and get a better sense of student housing support and be more proactive.

IEPI Proposal to develop schools/communities/divisions was submitted. Only one proposal was permitted. The MC website proposal was dropped.

2. Committee Appointments

Cyrus Lafarre, Health Occupations, was appointed to serve on the Hiring Committee for Director, Educational Partnerships.

3. Report from the Vice President of Instruction - Lorrie Ranck

The 10-year reception celebration for five faculty receiving tenure is Tuesday, April 18, 3:30-5pm. The celebration is a great way for everyone to say congratulations.

Strategic Enrollment Management proposal to participate in the Academy next year was accepted. The task force led by three chairs, Amanda Marshall, Kelly Neary, and Lorrie Ranck will be navigating and working with the Academy on enrollment management based on our project. Classified, faculty and administrators are working together on this collaborative effort and are happy to share the project proposal.

4. Report from ASG Representative Alec Perekhodnik: A group from ASG is participating in SSSCC General Assembly conference. We're looking at Resolutions for community colleges that we'll bring to the State Legislature later in 2023. We'll endorse or reject all the proposals brought forth from the California Community Colleges and SSSCC.

Aram: Next meeting is April 13. Have a wonderful break, we've all earned it. Good luck on grading and more importantly, relax and enjoy.

9.0 Future Agenda Items

10.0 Adjournment

Adjourned, 4:15pm