

Academic Senate Meeting Minutes

NOV 14, 2024

2:20 P.M. - 4:15 P.M .

MC SEC –354

[HTTPS://WVM-EDU.ZOOM.US/J/94677189943?PWD=L3DLyZjT0R4ADQ2N2NWmMLMAWPUQT09](https://wvm-edu.zoom.us/j/94677189943?pwd=L3DLyZjT0R4ADQ2N2NWmMLMAWPUQT09)

Meeting ID: 946 7718 9943, Passcode: 248314

Also using Brown Act Teleconferencing option from 24196 Loma Prieta, Los Gatos, CA, 95033

Membership

[x] Joanna Sobala , AS President	[a] Christine Tuato’o , Creative Arts & Communication
[x] David Piper , Associate Faculty	[x] Max Sklar , Science, Technology, Engineering, Math
[x] Samir Magid , Associate Faculty	[x] Lauren Javier-Tolentino , AS Vice President, Science, Technology, Engineering, Math
[x] Daniel Arias , Bus. & Educ & Service Industries	[x] Helen Sun , Science, Technology, Engineering, Math
[x] Willy Kwong , Bus. & Educ & Service Industries	[x] Michele Hittleman , Counseling & Learning Services
[x] Lania Williams , Public Safety, Health & Wellness	[x] Theresa Lawhead , Counseling & Learning Services
[x] Brenna Wundram , Public Safety, Health & Wellness	[x] Priscila Moreira , ASG Representative
[x*] Matthew Johnston , People, Culture and Society	[x] Jonah Pirnejad , ASG Representative
[x] RaeAnn Ramsey , People, Culture and Society	[x] Liz Bogatin-Starr , Administrative Assistant
[x] Elaine Wong , Academic Services	

Guests: Richard Alfaro, Dean of Counseling and Learning Services; Kaitlin Ferguson, Chair of Kinesiology; Guy Hall, Chair of Fire Protection Technology; Veronica Hand, Counselor; Javier Huerta, English; Maisha Jones, Dean of People, Culture & Society; Clement Lam, Dean of Math, Science, and Engineering; Alicia Martinez, Chair of Counseling & Learning Services; Kelly Neary, Chair of Biological Sciences; Lorrie Rank, Vice President of Instruction; Guy Shani, Biological Sciences, Chair of Curriculum Committee; Pedro Sousa, Child Development; Kyle Stroud, Program Analyst; Sarah Sullivan, English; Roy Vasquez, Dean of Public Safety, Health, & Wellness; David Yang, Counselor *online and/or excused

I. Call to Order

Quorum met 2:20pm.

II. Approval of Agenda

MOTION to approve Agenda as written. (S. Magid/B. Wundram) (M/S/U) None opposed. No abstentions. Unanimous.

III. Approval of Meeting Minutes (A)

- MOTION to approve the October 17, 2024 Meeting Minutes as written. (D. Arias/T. Lawhead) (M/S/P)
One opposed. No abstentions. Passed.
- October 24, 2024 Meeting Minutes postponed until next meeting

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

NONE

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.

V. Information & Announcements (College & District) (5 minutes) (I)

Priscila Moreira, ASG Representative: ASG is partnering with Student Basic Needs on donations to support keeping our students warm this winter. Donate blankets, jackets, socks, warm clothes. A donation bin is outside the ASG office and, coming soon, a bin near the International Students office. Please reach out to Priscila on donations.

Joanna Sobala, Academic Senate President: A letter from ASG that ASG President Priscila Moreira addressed to the Academic Senate following our last meeting is in Senators' folder.

Good news, Senate has a new and second ASG representative, Jonah Pirnejad. Welcome Jonah!

Please note I have included Ground Rules as part of the meeting Agenda for our reference to make sure that our meetings are efficient, in compliance with the Brown Act, and following the principles of collegiality and respect.

For Senators review and feedback are two BPs in Senators' Meeting folder. BP 2720 Communications Among Board Members – Proposed Revisions Nov 2024 applies to the Board and Senate related to updates to common law interpreting the Brown Act. BP 2715-Code of Ethics Standards of Practice – Final Revisions Nov, DC, BOT applies to the entire College. Bring feedback to the next Senate meeting to be shared with District Council in early December.

Academic Senate President election applications due date has been extended to Wednesday, November 20, 5pm.

Senate President's Report in Senators meeting folder has updates from the last two weeks. Please read carefully and share with constituents.

VI. Unfinished Business

None

VII. New Business

1. Faculty Hiring Prioritization for 2025/2026 --90 min (I/A)
Senate President Joanna Sobala welcomed Senate and guests to the faculty hiring prioritization session for AY 25-26. Senate reviewed 13 applications and after short presentations from Departments that applied for faculty hiring, met with division representatives to rank faculty applications. The College so far is considering 2 to 4 faculty positions to go forward. Each Department presentation was limited to 3-5 minute including answering any questions.

Kelly Neary – Biology, Environmental Science Emphasis

- Request for faculty replacement. Jean Replicon is retiring SP25.
- Associate Faculty prior member Phil Higgins taught Bio 25, Environmental Studies, later taught by FT faculty who is not an environmental expert.
- Environmental Science AS-T with prescribed courses went through pipeline quickly last year.
- A new Climate Science degree would need a climatologist to develop coursework.
 - Labor market 7% growth in the next 10 years
 - UCs beginning to require a course in environmental science

Guy Hall – Fire Protection Technology [#1, #2]

- In one year, students can get EMT and Firefighter One that qualifies for a job as a firefighter
- AS degree can be completed while working
- B.S. Degree just approved by State, looking at faculty positions
 - Replacement for Dave Rose (retiring SP25 EMT Director)
 - FT position for B.S. Degree and focus on Academy Course(s) and partnering with local Fire Agencies to run their Fire Academies
- Statistics: Fill rate exceeds 90%, 2023-24, high efficiency rate, and FTEF is 7.35
 - Want to increase percentage of FT faculty relative to PT faculty

RaeAnn Ramsey – FT Ethnic Studies

- AB1460 mandate to bring in someone with Ethnic Studies credentials.
- Requesting a new FT Ethnic Studies faculty member.
 - Currently 2 courses approved, over 98% fill rates and very high success rates.
 - MC new curriculum is now written and courses should be offered by Fall25.
 - All MC 6,000 students have to take an Ethnic Studies course to graduate and is required in any sort of Humanities, History, PoliSci AA, AT, or at UCs and CSUs.
 - Current Faculty, one qualified PT Faculty teaches one course and second PT instructor just added.
 - State requires Instructor to have an Ethnic Studies Degree. Only one PT instructor who teaches online has that degree.
 - More in-person courses can start with a new, designated FT instructor.
 - Required for accreditation.
 - MC students are being referred to WV and California Virtual as MC Ethnic Studies courses are full.

Pedro Sousa, Sarah Sullivan, Lorrie Ranck – Professional Learning Faculty Lead

- Non-Instructional position. New dedicated position.
 - Professional development is broken up into three areas: Staff improvement, Student improvement and Instructional improvement.
 - Have advocated for this FT Faculty Coordinator since 2019.
 - Directly connected to student learning and success across the college.
 - Innovative teaching led by one faculty member, coordinating all the faculty learning efforts.

- Professional Learning subcommittee with members from all sectors of college unanimously supports this FT position.
- Opportunities to develop virtual landscape, physical spaces, the Library, onboarding, and creating a culture that is a wraparound service embracing Professional Development and Equity.
- Other institutions offer this support for faculty across their colleges with a central faculty member to help build community.

Alicia Martinez and Veronica Hand – Puente Counselor (50%) / General Counseling (50%)

- Request for FT replacement position. Counseling Dept has lost 2 FT positions the last 2 years as enrollment grew.
 - Counseling Dept operates year round.
 - Student demand has increased, counseling services waitlists are too long.
 - Appointments often have one month waits to write E Plan or talk for half an hour.
 - Counselors in January and summer may only have 5-15 minutes to support students registering for classes. Special programs counselors are not here in winter and summer when offices are closed.
 - Puente (10-year program) is a transfer preparation and learning community that empowers our Latinx (33% of Mission students) and first-generation population of students. Puente Counselor Nohemy Chavez left MC in Fall 22. Veronica Hand who filled in for Nohemy is rotating back to General Counselor.

Lania Williams presented for Pharmacy Technician (PHT)/Director

- FT Faculty position as Pharmacy Technician – New Position
 - Dedicated professional to meet the license requirement of Pharmacy Tech Certification Board
 - Quality assurance and Admission process
 - Continuous curriculum updates and new technology practices to fit the industry
 - Build relationships with local pharmacists and industry, and employment opportunities
 - Current faculty are all PT and in need of FT
 - Transitioned to non credit with more opportunities for students to go into pharmaceutical industry
 - Only have current capacity to accept 25 students out of the 60 students that applied and want to meet increasing demand in this region
 - Teaching (.2 release time) is part of regulations and someone who has director qualifications to validate that students progressed in program

MOTION to extend time four minutes. (T. Lawhead/B. Wundram) (M/S/U) None opposed. No abstentions. Unanimous.

Director is needed to meet PHT certification requirement and regulatory obligation to our students as required by the State of California in teaching and in directing program. Part-time instructor is not preferred by the State of California.

Lania Williams – Health Occupations Nursing Dept [#1, #2]

Several of our most experienced, institutionally knowledgeable, longtime Faculty are retiring out and Nursing is asking to replace two FT faculty members. Currently have 7 faculty after filling last year's approved replacement. We have 3 RN cohorts of nursing students running concurrently with new applicants each fall, spring and fall, 40 to 45 and up to 60 with 15-20 high school students in the summer. Newbie faculty are overworked.

- Nursing Board Marcia Oliver is stepping down, Alicia Cruz, VN has to step in at .6.
- Some Associate Faculty are utilized at 15% higher than FT and in the clinical setting. Students are not getting the consistent faculty that is important.
- 100 applicants in October, can only take one-third.
- Nursing Assistant program is similarly in demand.
- Nursing is in transition and needs the full staff to offset our FTEF.
- RN, LVN, NA students have a high passing rate and we're going to 3 semesters and enrollment is growing.
- Faculty expertise and disciplines vary in the RN, LVN, NA programs.
- Competing with hospitals for our faculty.
- Accreditation next year.

Kaitlin Ferguson – Kinesiology [#1, #2]

Request for 2 FT faculty positions replacements (SP24 and SP25 also on medical leave this year)
Only 1 FT faculty that can teach all of the KIN classes. Fitness and Health Certificate was launched. As Chair, teaches 7 classes this semester and is responsible for the evaluations. WV PT faculty who are also coaches teach some classes but now have competing teams on the same campus.

- 8.2 FTEF Spring25 with one KIN FT member, down from 10 FT, and 15 PT. Everyone has to be evaluated.
- Serve 888 students, cohort of courses that have to be offered.
- Everyone has to be evaluated. This year, 15 evaluations.
- Certificate program.

Willy Kwong – Child Development

Child Development Dept can do much more to meet dept needs and challenges.

- Focused on offering more in-person classes based on enrollment trends, 55% growth from F22-F24
- 24 CHD sections are supported by 3 FT faculty members
- Waitlists already for SP25
- Completion rates: Latinx 49%, high success (74%) and retention rates (85.5%)
- Don't have a lot of Latinx faculty

- Asian faculty are top 2 members in CHD Dept with Asian students high success (87.9%) and retention rates (92.9%)
- SP25 offering a CHD class taught in Spanish, not taught in many other California colleges

MOTION to extend time three minutes. (R. Ramsey/T. Lawhead) (M/S/U) None opposed. No abstentions. Unanimous.

- Can say want a Spanish speaker to support community in this position
- Serving East San Jose, San Jose Public Library, Title 5 agencies, and population outside our service area.
- We want our partnerships to stay strong
- Have brought in \$500,000 for the College with about \$50k per class. Some of the funds are used for other services on campus.

Daniel Arias, Hospitality Management

Building future program leadership and direction. Reduced from 3 to 2 FT Faculty in 2023, FT 47%, Adjunct 53%. HM is a very complex dept with many different disciplines: accounting and business, math, equipment maintenance, safety and health, and cooking and menus, work experience, and future education programs.

MOTION to extend time three minutes. (B. Wundram/R. Ramsey) (M/S/U) None opposed. No abstentions. Unanimous.

- Programs are HM Certificate and AS Degree and the same for Pastry and Culinary Arts. 4.5 FTEF per semester with an annual allotment of 10. With 3 FT faculty we'd have room to offer adjunct classes. FT faculty teaches the research class with about .8 load.
- Elmwood: Director Haze Denis and Daniel Arias teach classes and one PT faculty teaching a lab class (50% extra time than campus) and a PT faculty teaching a lecture class (30% more time than campus).
- Enrollment has increased over 4 years.
- MC Bistro
- Student and Campus events – up to 2-4 Caterings weekly in the past

Kinesiology	1
Ethnic Studies	2
Fire Protection 1	3
Health Occupations 1	3
Biology (Environmental Sc	5
Counseling	6
Health Occupations 2	7
Pharmacy Tech	8
Fire Protection 2	9
Kinesiology 2	10
Hospitality Management	11
Child Development	12
Professional Learning	13

After department presentations, the Senators and several guest division leads met with their divisions in small groups to rank the 13 applications for faculty hiring.

Each division's votes and rankings #1-#13, with #1 as the highest ranking were recorded and shared with the group.

Creative Arts and Communication's Senator was absent and division did not vote on ranking of faculty hiring prioritization.

Senate President Joanna Sobala took a Roll Call vote of Senators on the compiled ranking of faculty hiring prioritization.

Senate Faculty Hiring Prioritization for 2025/26

MOTION that Senate approves the faculty prioritization list.

(W. Kwong/B. Wundram) Roll Call Vote. None opposed. No abstentions. 14-Yes.

ASG Representative Priscila Moreira advisory vote: Yes
Joanna to present ranking to President Seher Awan.

VIII. Administrative Business/ Actions/ Appointments (I/A)

1. Initiative Updates & Reports
2. Committee Appointments
3. President's Report
4. Accreditation Update
5. Recognitions
6. Senate Sub-Committee Reports
7. Report of the Vice President of Instruction
8. Other

IX. Future Agenda Items

X. Adjournment

MOTION to adjourn: (R. Ramsey/L. Javier Tolentino). (M/S/U) None opposed. No abstentions. Unanimous.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations should contact Liz Bogatin-Starr, administrative assistant to the MC Academic Senate, at liz.bogatinstarr@missioncollege.edu one week prior to the meeting date.