



ACADEMIC • SENATE

Minutes

Thursday, May 23rd, 2024

2:00 – 3:45 p.m.

Present: Manuel Mancillas-Gómez, Karen Marrujo, Hanaa Alkassas, Dan Curtis, Jane Gazale, Moriah Gonzalez-Meeks, Karla Gutierrez, Sahar King (as proxy for Camille Jack), Rachel Jacob-Almeida, Jonathan Martin, Carlos Ortiz, Joan Rettinger, Miriam Simpson, Jennifer Tomaschke, Asma Yassi, Alessandra Zuniga

Absent: Rita Ghazala, Sahar King (as proxy for Camille Jack), Raad Jerjis, Rachelle Panganiban

Other: Kim Dudzik, Jessica Robinson, Victoria Marron, Bri Hayes, Jeanie Machado Tyler, Lauren Halsted

Recorder: Aiden Lovewell

The Senate minutes are recorded and published in summary form. Readers of these minutes must understand that recorded comments in these minutes do not represent the official position of the Academic Senate. The Academic Senate expresses its official positions only through votes noted under "Action." In accordance with the Ralph M. Brown Act guidelines, Senators voting "nay" or abstaining will be identified. All other present members will be assumed to have voted "aye."

I. Call to Order/Introductions: Manuel Mancillas-Gómez, Academic Senate President, called the meeting to order at 2:05pm and the visitors introduced themselves.

II. Approval of Minutes: May 9th, 2024 – Senate reviewed the minutes from May 9th, 2024. Senate to approve minutes. **Motion/Second:** Dan Curtis/Asma Yassi. **Nays:** None. **Abstentions:** None. **Motion Passes.**

III. Announcements –

A. Part-time Senators Election:

Kim Dudzik reviewed the part-time senators election. The winner for Student Services was Sahar King, Part-Time Instruction was a tie between Sasha Carter and Debra Hills. Sasha Carter will be representing Instruction and Debra Hills will represent the Faculty at Large position. Unfortunately, there was low turnout for the elections.

B. Assistive Alternate Media Specialist DSPS:

Jessica Robinson and Victoria Marron announced the Assistive Alternate Media Specialist DSPS position and Manuel gave context. This position used to be performed by Bryan Josephson who was faculty. However, after discussing this work with individuals in DSPS, it appears as though no faculty work was being done for the last five years but rather more office/technology work. Professional experts cannot be doing classified work. This position will end on June 30th. Jessica noted that this is a required position in order to have top notch services

for our student's center. The need for this position changed during Covid and this position wasn't placed on the classified hiring prioritization list. There was a meeting with the committee on Monday and this is being brought to this Academic Senate meeting now to field any questions regarding this process/position and to request support from Academic Senate, as well as ensure that there are funds available for this position.

IV. Action –

A. FHPC Request form changes:

Manuel reviewed the FHPC Request form changes. Verbiage was added to ask whether the position has already been funded. The rubric was not able to be developed by the last meeting, if the rubric needs any changes, they will come at the first meeting in September.

Vote to approve the FHPC Request Form changes. **Motion/Second:** Moriah Gonzalez-Meeks/Rachel Jacob-Alemida. **Nays:** None. **Abstentions:** Jennifer Tomaschke. **Motion Passes.**

B. Revised Resolution in Support of Preserving Resources:

Manuel reviewed the proposed college technology rankings with the senators. This was presented at the 4/11 Academic Senate meeting and has been revised several times since and is now returning for action. Originally the resolution was to support the together we rise center. Karen Marrujo noted that there have been 3 revisions so far and that the purpose of this document and the multiple revisions is to support the campus. The revisions better direct this issue to the district. The goal is ensure that the district understands the impact that these HR issues have on colleagues and on students. Moriah noted that we want to make sure the centers are adequately resourced to ensure student success. This resolution represents our acknowledgement of the issues surrounding the staffing of the centers on campus and the actions that we can take to support them. Manuel also shared that there are classes being held at Mountain Empire School and a situation occurred where there weren't staff to assist in the registration lab so Natalia offered to help. Bri Hayes was asked if this was okay and she approved it. We expected about 5 students to show up for the lab but 20 showed up and Natalia was crucial in assisting with this process. We were expecting the lab to take 2-3 hours but with Natalia's help it took only 1.5 hours.

Vote to approve the revised Resolution in Support of Preserving Resources. **Motion/Second:** Karen Marrujo/Moriah Gonzalez-Meeks. **Nays:** None. **Abstentions:** None. **Motion Passes.**

V. Information (First readings and updates for future action) –

A. Reassigned Time Process Proposal:

Karen Marrujo reviewed the reassigned time process proposal. Karen Marrujo and Miriam Simpson took this to the chairs meeting and received a lot of good feedback. There is a meeting with President Robinson to share feedback with her on Tuesday. This is currently a preliminary draft that we hope will lead to a rubric for reassigned time that is fair and consistent. Miriam noted that there will need to be a timeline, who is responsible at each step, accountability, and time to share all the important information. Manuel noted that this is a district-wide issue and that Grossmont is experiencing this as well. The desire is to develop this alongside admin. Karen spoke on discretionary reassigned time and chair reassigned time, consistency around evaluating the work, what does equity mean in the work that faculty do. This will return in fall.

Asma, does this apply to student services?

Karen, yes for discretionary reassigned time.

Dan, where does this proposal come from and where does it go next?

Manuel, comes from admin.

Karen, goes to the President's Cabinet next but we want to make sure everyone can see this and provide feedback.

Moriah thanked Karen and Miriam for doing this work and acknowledged how difficult this work is.

Karen, desire to create an onboarding process as the current way of learning while you do the work isn't equitable. Miriam, this will vary by position. Don't want to lose institutional knowledge in this process either.

B. Fall 2024 Instructional Program Review Annual Update:

Bri Hayes reviewed the fall 2024 Instructional Program Review Annual Update. Bri explained that the Program Review Steering Committee looks at the templates and makes revisions each year. Instructional programs are on a 4-year cycle. This has gone through several committees for revision and feedback. There is an emphasis on collaboration, streamlining annual updates, and eliminating redundancies in some of the questions. Asking for initial collaboration dates and adding guidance on what collaboration means, removed some questions, added a question for ACCJC requirements that describes enrollment changes over the past year and context for those changes. Changed a question around DE to reflect Regular and Substantive Interaction (RSI). This will return for action at the first meeting of Academic Senate in September.

Raquel noticed that in number 12 there is language that talks about specific outreach to feeder schools and community partners about the program. Is this allowed, encouraged?

Bri Hayes, yes absolutely, the Outreach Department encourages and wants to support outreach work as much as possible.

Moriah asked if broadening the language around 12a would be helpful to reflect prior years where there could be factors affecting enrollment changes.

Bri Hayes, this is for annual updates so it includes annual language but agreed that adding language around any previous factors affecting this could be helpful.

C. Fall 2024 Student and Instructional Services Program Review Template Annual Update:

Bri Hayes reviewed the fall 2024 Student and Instructional Services Program Review Template Annual Update. There are only a few changes focused around getting rid of redundant questions and typos. This will return for action at the first meeting of Academic Senate in September.

D. Fall 2024 Instructional Program Review Comprehensive Template:

Bri Hayes reviewed the fall 2024 Instructional Program Review Comprehensive Template. Similar emphasis as the annual update. Trying to integrate more CE focused questions and trying to fill AP requirements. Addition of question for degree maps by request of Marissa Salazar. Outcome Assessment Committee wanted to change the language around question 21 to reflect how PLOs are being changed instead of just checking if they are being changed. This will return for action at the first meeting of Academic Senate in September.

VI. President's Report –

A. BOT May meeting report:

Manuel Mancillas-Gómez gave a report on the May BOT meeting. There was a proposal that was presented at the board meeting and in response to this proposal, 19 individuals spoke against the class caps and the counseling remote work changes. The district then pulled the proposal from the table. Manuel thanked the Chancellor for pulling the proposal.

Moriah expressed concern over the language regarding the district committing to reducing the class caps as the language states that this would only happen if the district decided that it has the money to do so.

Manuel noted that the class cap issue will be an issue for the foreseeable future.

B. Faculty Evaluation Workgroup update:

Manuel Mancillas-Gómez gave an update on the faculty evaluation workgroup. The workgroup had their last meeting.

C. Camera Procedure update:

Manuel Mancillas-Gómez gave an update on the camera procedure. There was a meeting on Friday and the Chancellor said that the instructional cameras from AKHE are not going to be included in the surveillance camera procedure and said there would be more information available this last Monday, but it wasn't made available. There are some procedural hang-ups and now we are waiting for this final information to be made available.

Moriah asked if there will be a correct map of where current cameras are and where proposed cameras would be.

Manuel, yes there will be.

D. Assistant Vice Chancellor Facilities:

Manuel Mancillas-Gómez discussed the Assistant Vice Chancellor Facilities position proposal. This proposal comes from the Chancellor to create this new position. The Chancellor said that GAFCON is costing us too much and that we can replace what we are paying the main manager of GAFCON by reallocating those funds to this new position. There are questions and concerns about creating this new position when we already have facilities positions at the district level. Manuel noted that this position is essentially a done deal and that the Chancellor is personally appointing an individual to this position.

E. Emeriti Tiles

Manuel Mancillas-Gómez gave an update on the emeriti tiles. There were 9 emeriti that did not have tiles in the honor court including Patricia Santano's new emeriti ranking. Before, we were using Academic Senate funds. Jessica noted that these are \$500 each and these costs are being reduced to around \$37 just for the engraving. In fall there will be a new unveiling of the honor court for the 9 new emeriti and other new tiles.

VII. Vice President Report –

Karen Marrujo shared her Vice President's report. Outstanding faculty award nominations are compiled. Need voters/individuals to read all 9 nominations and rank them. There have been several appointments and there are still a lot of openings.

VIII. Part-Time Officer-at-Large Report –

Hanaa thanked Manuel for all his help and support with adjunct faculty and noted that her OER ZTC project has started.

IX. Committee Report –

None

X. Public Comments –

Jessica, on behalf Presidents Cabinet thanked Manuel for being a crucial partner as the Academic Senate President and noted that everyone is looking forward to Karen Marujo's run.

Meeting adjourned at 3:39pm.