



## ACADEMIC • SENATE

### Minutes

Thursday, November 14<sup>th</sup>, 2024

2:00 – 3:45 p.m.

**Present:** Karen Marrujo, Sasha Carter, Dan Curtis, Rita Ghazala, Jane Gazale, Moriah Gonzalez-Meeks, Karla Gutierrez, Debra Hills, Amy Huie, Rachel Jacob-Almeida, Raad Jerjis, Sahar King, Rachelle Panganiban, Joan Rettinger, Miriam Simpson, Scott Stambach, Jennifer Tomaschke

**Absent:** Hanaa Alkassas, Kristin McGregor, Asma Yassi

**Guests:** Jeanie Machado Tyler, Victoria Marron, Jessica Hurtado, Bri Brown

**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."*

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1. **Call to Order:** Karen Marrujo, Academic Senate President, called the meeting to order at 2:04pm.
  2. **Approval of Minutes: October 24<sup>th</sup>, 2024** – Senate reviewed the minutes from October 24<sup>th</sup>, 2024. Senate to approve minutes. **Motion/Second:** Raad Jerjis/Miriam Simpson. **Nays:** None. **Abstentions:** Dan Curtis, Rita Ghazala, Joan Rettinger. **Motion Passes.**
  3. **Public Comments – None**
  4. **Announcements / Spotlights -**
    - A. Next Academic Senate Meeting:

Karen Marrujo reminded the Senate that the next meeting will be taking place a week from today on Thursday, November 21<sup>st</sup>, at 2pm due to thanksgiving break. Please send out meeting notes to constituents ASAP.
    - B. Open Mics:

Rita Ghazala shared the open mic events coming up. The next one will be on the 18th of November and the final one will be on the 4th of December.
    - C. Teaching Dialogues:

Karen shared information on the Teaching Dialogues workshops. The second workshop will be meeting today right after this Academic Senate meeting at 4pm. Karla Gutierrez explained that the workshop will be reviewing comments from the last meeting and will make sure there is

time to come back as a group and have a discussion at the end of the meeting. This meeting is titled *Fostering Critical Thinking and AI Literacy*.

**D. Update on Teaching Excellence Award Nominations:**

Karen updated the senate on the Teaching Excellence Award Nominations. There have been a total of 388 nominations, a record high, and we are currently working on making the nominations anonymous. Advertising through canvas has helped as well as Arabic and Spanish translated versions. The winner will be announced at convocation.

**E. Call for Ideas for Academic Senate Spotlight Presentations:**

Karen shared a call out for ideas for the Academic Senate Spotlight Presentations. If there are any awesome events happening in the community, departments, or anywhere else, this is the space to do advertise it. We want to be connected with students and with each other. Raquel, wanted to start book club on campus at noted that at [www.haymarketbooks.org](http://www.haymarketbooks.org) there are 10 free books that people that download. For example, on the website, if you click on the *Hope in the Dark* book, it will have a 100% free download. Raquel noted that if anyone is interested in joining the book club then emailing or texting Raquel will be the best way to get involved. She will coordinate times to get together and talk that work with everyone's schedules. There will be snacks.

**F. Other:**

Karen shared some flyers with Academic Senate. Rita Ghazala shared a few event happening around campus. There are more open mics, the November event will be inside the library and the December event will be outside. There will also be a children's art show in the library on December 5<sup>th</sup> from 9am to 12pm and it will hosted by Child Development featuring CD 126 work from students. There is also a Winter Storytime event taking place on Dec 5<sup>th</sup> at 5:30pm and a Book Exchange event on Dec 3<sup>rd</sup> from 11am-12:30pm that is in partnership with the Together We Rise Center and ASG. Students and faculty bring books that they've read and exchange it with someone else and their book.

**5. Action Items – None**

**6. Committee Reports –**

**A. Updates from Curriculum:**

Jane Gazale shared her updates from the Curriculum Committee. Faculty have received their first survey to give feedback and provide input on the phase 2 CCN courses. Hopefully this will create better templates. Meetings for the second cluster of courses will be on Nov 18<sup>th</sup> and 19<sup>th</sup> with a similar process as the first cluster. Jane also shed an updated on the CCN courses articulation concerns. Originally the agreement was to not submit any of the first batch courses for articulation other than COMM. The UC's and USC's reconsidered and are now requesting all the courses to be resubmitted for articulation which is concerning. There are conversations happening to reach an agreement on accepting articulation on the templates themselves and not on a course-by-course basis.

**B. DE and OTLC Update:**

Bri Brown shared an update on DE and OTLC and introduced herself as the DE coordinator at Cuyamaca and introduced the Dean of Learning Technology Resources, Jessica Hurtado. DE has 4 goals. Goal 1 is to reduce equity gaps and to begin work to develop student orientations and resources for online only students so they are equipped to be retained and successful. Goal 2 is centered on equity minded professional development and there are several events coming up.

Goal 3 is focused on equitizing resources. Goal 4 is to equitize protocols related to online instruction. Jane Gazale asked if we are going to be able to refer faculty to take the online teaching certificate at the end of this semester, during winter break, for spring certification. Bri noted that Amber Toland Perry is facilitating those when she is in office and she will be in the office from the beginning of January until flex-week. The answer is yes, however, this will be less consistent than during the semester as far as coverage. Bri encouraged everyone to reach out and we will work something out. Bri also shared updates for DE and OTLC slides. 63% of our courses are DE approved, 78% of our students in spring took one or more online classes. There is work being done to develop some language to send out via email and an online student orientation for students with a focus on how to use zoom, how to submit assignments, and how to access resources like texts, student services, library, etc. Jane asked how the online student orientation be communicated to students. Bri noted that they are hoping to put this in multiple places such as the online learner webpage on our website, a link in the welcome email, by potentially adding a link in the schedule notes for online classes, adding a pop-up on Canvas that students would see when they log-in, possibly having faculty volunteer to include a link in their syllabus, and more. Rachelle asked if specific DSPP data was DSPP available. Bri noted that it is not currently available but the Deans have requested more specific data and there will be meetings around this. Raad Jerjis noted that offering orientations in other languages could also help. Bri noted that she forgot to mention that but yes, this is happening. Bri also shared that there is a Winter Camp coming up from January 21<sup>st</sup> to the 23<sup>rd</sup>. The EPPA, Equity Pedagogy and Practice Academy, cohort for spring 2025 dates will be coming soon. Bri shared information on POOCR, Tuesday Tune-Ups: Accessibility sessions, Toolbox Thursdays that are taking place, Regional Accessibility week from March 10 to the 14 in 2025 that will be on Zoom. Bri also shared Fraud Guidance, AI resources, and DE resources. Cuyamaca will be a Teaching College in the CVC Exchange in fall of 2025. There is also efforts to revamp the Online Teaching Evaluations and a draft will be shared when ready.

C. Additional Committee Updates:

Moriah, reminded everyone of AI workshop after this meeting from 4-5.

**7. Information Items (First reads and updates for future action items) –**

A. Updates from Victoria Marron, Vice President of Student Services:

Victoria Marron shared some updates. The Safe Parking program will officially open on December 2<sup>nd</sup>. This is an effort to create a safe place for students that may need it. Students will be escorted to the bathroom and the bathrooms will be locked after they leave for everyone's safety. Victoria also shared updates on the new mental health counselors on campus. We have finished onboarding three adjunct mental health counselors with 1 starting this week and 2 next week. Registration by appointment is under way and, as a reminder, open registration starts Dec 2<sup>nd</sup>. Victoria also shared that Puentes representatives are going to different groups to present mini orientations. Real College Survey helps measure student's basic needs and Victoria will be representing in that space.

B. Cuyamaca College Curriculum December 2024 Board Packet Items:

Jane shared the Curriculum items that will be sent to board on December 17<sup>th</sup>. This will be the last packet this semester. This is just the list as the full packet won't be ready until our last meeting. Jane encouraged senators to go to the Curriculum Intranet page to see the proposal that goes with each item. There are a few additions and Jane highlighted the deletion of the CSU Breadth and the IGETC Certificate as they are being replaced with Cal-GETC. She also noted that Curriculum is excited about the addition of the Drone Certificate of Specialization that Keenan is proposing. The packet will hopefully be ready in time for the next Senate meeting.

C. Updates to the Strategic Enrollment Management Committee (SEMC) proposed charge and composition:

Karen Marrujo shared her update. This came to CCC and has been updated to reflect the feedback that was received. Adding DE Coordinator to the position and removing some redundant charge language. Moriah Gonzalez Meeks noted that we wanted to keep the charge broader, but stressed that these important topics whose language is being removed will still be discussed. Jeanie Machado Tyler gave more context. The consensus is for this committee to report to CCC in order to facilitate the shared participatory work given the nature and scope of the work being done. Moriah agreed, this committee doesn't fit in the existing structure. It is related to other councils but doesn't fall neatly into any of them specifically. Typically, Cuyamaca doesn't have committees report to CCC but this work is unique and important. We also don't want this work to be bottlenecked in areas that it shouldn't have to go through. Karen noted that there were some conversations about making this a taskforce instead but there is strong opposition to that as taskforce groups are not officially recognized in the governance structure. Miriam Simpson noted that some of the components of this have been divided to several different councils and having this work under one umbrella would be more efficient. There is strong hope that this version will be approved by the CCC.

D. Dept. Chair RT Proposal:

Miriam Simpson shared her department chair reassigned time proposal and shared relevant context. When we switched unions, we enshrined the current chair time in stone and have not adjusted it since then, other than some percentage increases. The chair job description has also not changed in a long time so the chairs all sat down and had collaborative conversations on the current job duties and discussed updating the description. As a result, the chairs created a new cleaned up job description and a new Reassigned Time formula. The proposal is not perfect, but the chairs feel as though this would be a significant step forward. Miriam shared specific weekly times and LED for those time commitments in her proposal. Rachel Jacob-Almeida asked if leads can be included in this proposal because when she is not in a chair capacity, and instead operating as a program lead, she is still having to do some of the chair work. Moriah noted that she is in a similar boat as Rachel and there needs to be conversations internally with chairs and coordinators on how to equitably divide up this work. Raad asked if this would only be able to go through during negotiation time for AFT. Miriam explained that side letters are always possible and that negotiations are ongoing. This has been sent to Grossmont for them to review as well. The goal is to have Grossmont and Cuyamaca agree on a job description and RT formula first then go from there.

E. Updates from the ASCCC Fall 2024 Plenary:

Karen Marrujo shared updates from the ASCCC Fall 2024 Plenary. Joan Rettinger, Karen Marrujo, and Jane Gazale went to the ASCCC Plenary. Joan noted that she attended a lot of sessions on how AI is being adopted into classrooms to answer questions from students before they get to faculty. This initiative would need a lot of work before it's ready and there would have to be energy usage considerations as well. Joan also attended DEIAA and Curriculum sessions as well. Jane attended Curriculum related sessions, mostly around CCN issues and questions. There were 3 resolutions that pushed for agreements with UC and CSU systems to find a solution for articulation issues. As it stands, 6 courses in the first batch, 25 courses in the next batch, and 50 courses in the third batch would need to be reviewed with over 100 colleges sending them in. Jane also noted the DEIAA Title V changes coming. Karen attended a session focused on faculty role in budgeting. Plan on bringing a speaker from one of the sessions to San Diego to present, focus on action through love. Karen also shared a document showing the resolutions from ASCCC.

F. AB 928 District Allocations:

Karen shared the AB 926 District allocation for senators to review.

G. BP's and AP's Currently under Review:

Karen shared the BP's and AP's currently under review. Karen asked the senators to please review the AP's and BPs that have been brought to SISC and provide feedback. These will come back next week for a vote. Jeanie noted that these have been backlogged and a huge batch is coming to Senate now because of compliance. Rachelle noted her constituent's concerns, the process is not clear and there are concerns that the appropriate people are not being brought into consideration. SISC has a 4-page document under review right now that includes area experts.

**8. President's Report –**

Karen Marrujo shared her president's report and gave a reminder on her office hours. Karen expressed that Academic Senate is a safe space to advocate for all. There is a proposal for faculty handbook taskforce coming soon. December 12<sup>th</sup> will be the last Academic Senate meeting and will be potluck style. The Chancellor is scheduled to come and hopefully she can make it. Save the date for the Facilities assessment update on Dec 10<sup>th</sup> from 2-4pm with room TBD. Karen also noted that the Academic Calendar Committee is being put on pause for now.

**9. Vice President's Report –**

Raquel asked senators to please consider applying to the open committees.

**10. Part-time Faculty Report – None**

**11. Adjourn –**

Meeting adjourned at 3:49pm.