

E. Chisato Uyeki, President
Lance Heard, Co-Vice President
Kelly Rivera, Co-Vice President & Legislative Liaison
Briseida Ramirez-Catalan, Secretary
Melinda Bowen, Director
Sun Ezzell, Director
Michelle Shear, Director
Bernie Somers, Director
Phil Wolf, Director

Shiloh Blacksher, Senator at Large
Sara Mestas, Senator at Large
Bruce Nixon, Senator at Large
Lani Ruh, Senator at Large
Emily Versace, Senator at Large
Tania Anders, Faculty Professional Development Coordinator
Kristina Allende, Curriculum Liaison
Joan Sholars, President – Faculty Association
Emily Woolery, Vice President – Faculty Association

Academic Senate President's Report to Board of Trustees October 14, 2020

Election

Senator at Large, Lani Ruh (Kinesiology), elected to complete 2020-2021 term

Appointments

Governance and Campus Council & Committees

Accreditation, Michelle Shear (Dance) 2020-2023

Assessment & Matriculation, Dianne Rowley (Learning Assistance) 2020-2023

Campus Equity and Diversity, Eugene Mahmoud (Physics & Engineering) 2020-2021, Kambiz Khoddam (Math), 2020-2021

Educational Design, Garrett Staley, (rep for Tech & Health) 2020-2023

Faculty Professional Development Council, Danny Cantrell (Communications) 2020-2023 and Carol Impara (DL Coordinator & Nutrition) 2020-2022

Guided Pathways, Lance Heard (Public Safety Programs) 2020-2021

Institutional Effectiveness, Bernie Somers (Student Services Faculty), 2020-2022

Institutional Review Board, Danielle Dervishian, alternate (Biology) 2020-2023

Mapping & Catalog Committee, Tony Henry (Child Development) 2020-2023, Sunil Thankamushy 2020-2023 (CEA), Bobby Purcell (Kin) 2020-2022, Lorena Velazquez (STV) 2020-2023

Student Equity, Diana Felix (Counseling), Bernie Somers (Counseling), 2020-2021

Textbook & Instructional Materials, Jenny Leung (Auxiliary Svs Board rep), Monika Chavez (already on Committee, appointed to Co-Chair for fall 2020)

Retention & Persistence, Hong Guo (Library), Sun Ezzell (Learning Assistance), Jasmine McLeod (Communication)

Scholarship, Hoang-Quyen Nguyen (Math), 2020-2021

Other Appointments

Chief Technology Officer, Jean Metter (Nutrition), Danny Cantrell (Comm), and Vic Zamora (CIS)

Assistant Director, Behavioral Health Services, Melinda Bowen and Bruce Nixon

Assistant Director, Behavioral Health Services Search & Selection Committee, Melinda Bowen and Bruce Nixon

Statewide OER Liaison Appointment 2020-2021, Esteban Aguilar (Library)

CCC Equity Leadership Alliance Steering Committee, Krysten DeWilde (Math), Lance Heard (Public Safety Programs), Kelly Rivera (Political Science), Bernie Somers (Counseling), April Tellez (History), and Chisato Uyeki (Library)

Senate Actions (supporting materials on Board Docs 10.1.20 & 9/17/20)

1. **Senator-at-Large** nominations were opened and closed; election was held. There were five nominees: Kate Cannon (History), Sarah Nichols (Physics & Engineering), Chara Powell (Psychology), Tony Rivas (Counseling), and Lani Ruh (Kinesiology).
2. Approved Course Review Proposal from C&I to move the College's curriculum review cycle to a **5-year course review cycle**. The first 5- year course reviews being due May 31, 2021. Paralleling this, the College will begin a 5-year review of programs process, the first 5-year review of programs being due May 31, 2022.

The Educational Design Committee will develop a staggered list of programs due for review, all 375 (approximation) programs being reviewed over 5 years. Courses and programs will be reviewed at the Educational Design Committee either as Consent Agenda items if there are no substantive changes or as Review Agenda items if there are substantive changes.

3. **Catalog and Curriculum Effective Dates** proposal was passed to allow curriculum and catalog rights to begin **effective the fall semester**. In this proposal students who begin enrollment in the summer intersession would be allowed to use the catalog rights that became effective in the previous fall term.
4. Program Taskforce Recommendations Approved for the following degrees:
 - a. Environmental Studies AA Degree
 - b. Natural Sciences AA Degree
 - c. Language Arts AA Degree
5. Added Land Acknowledgement to Agenda
6. Reordered Agenda to put Action and Discussion before most Reports
7. Revision of Academic Senate Council & Committee Structure: Senate began a review and work on changes to the structure of Senate Council and Committees in fall 2018. After a number of meetings and slower than desired movement the Senate Exec Board constituted a Senate Exec Board Task Force on Structure with the following members of the Exec Board: Kristina Allende, Lance Heard, Serena Ott, Kelly Rivera, Chisa Uyeki, and Emily Versace. The overall goal of the Task Force was to evaluate and recommend of changes to the committee structure to ensure the integration of Guided Pathways, Student Equity and Achievement Programs, and Sustainability, as well as other academic and professional policy and procedure development and maintenance is occurs within the shared governance process.

These following items are the specific unresolved issues that were identified through Senate planning to which we hoped to find structural resolutions:

- a) Budget planning and allocation processes for funds other than General Funds
- b) Research – ensuring that decisions are data-informed [This was not addressed through a structural change, but rather through the development of a Research Liaison, which was folded into the Title V Data Coach Coordinator position.]

- c) Program Initiation & Planning
- d) Ensuring that MAPs are updated and kept current at curriculum changes
- e) Interdisciplinary Degrees
- f) Academic and Support Programs, ensure these programs are aware of what each other is doing, 10+1 planning & policy
- g) Catalog
- h) Student outreach & in-reach: Dual Enrollment, MECA, Noncredit, Promise+, Summer Programs [this was found to not be an unresolved issue, but rather one that was handled sufficiently within the existing Counseling and Student Services programs]
- i) OER, textbooks, copyright, and bookstore relations
- j) How students who would have been enrolled pre-collegiate classes are impacted by changes to placement

The [recommendations of the Task Force](#) passed Senate on December 5, 2019, and then were brought to the Academic Mutual Agreement Council. We discussed and debated, made revisions and adjustments until we were able to mutually agree on the structure, revisions, and two new committees. This mutual agreement happened in late February 2020. At that point the immediate concerns of Covid-19 crisis began to dominate our reports and this item was not forwarded to the Board. Attached you will find a diagram of the structure and the Purpose & Function for the two new committees Retention & Persistence Committee (a committee of the Student Preparation, Equity, and Achievement Council) and Mapping & Catalog Committee (a committee of the Curriculum & Instruction Council).

Updates

Proctoring

Prompted by student comments at Senate Exec board, the Senate Exec Board asked the Distance Learning Committee (DLC) to consider student and faculty concerns related to student privacy and online proctoring. DLC is drafting recommendations including how Proctorio works and best practices for implementation. The recommendations will be considered at Senate. There are training sessions planned for faculty to ensure that they understand the options available and to enable faculty to choose the best implementation to meet their needs and consider student privacy (rather than the default setting). Additionally, training sessions on Proctorio are available for faculty through POD. DLC's recommendations take into account the disciplines who which require proctoring software (nursing, other health professions, physics), including those disciplines which have accreditation requirements related to proctoring. The recommendations will also speak to successful practices regarding requiring or not requiring cameras off during synchronous class meetings.

Project Labor Agreement and MOU on Multi-Craft Core Curriculum

Academic Senate has not had an opportunity to consider these items or to develop an understanding of the possible impact that they may have on our credit and noncredit Mt. SAC students and programs. We understand that discussions have happened with at least one Instructional Administrator, but the Senate was not included. We want to be sure that established curriculum processes are followed. At the time of writing there are a number of unanswered questions about the curriculum and the faculty role that we want to have an opportunity to explore before an agreement is made that could impact Mt. SAC faculty and students. We are hopeful that the timeline will allow for discussion to include the Academic Senate and faculty in related disciplines.

Equity Summit: How do we Move the Needle on Equity? Academic Senate, Student Services, and Instruction invite you to join faculty, staff, managers, and students in courageous conversations on race and equity

Save the date: October 30, 2020, 9a-1p. Topics covered at the Summit will include using data to understand and effectively address student needs, equity & sustainability, reimagining outcomes through an equity lens, strategic planning and equity, guided pathways, and more!

Student Services Billboard

Check out (and share with your students) this virtual billboard of all upcoming Student Services Events: <https://www.mtsac.edu/student-services/student-services-events.html>

Student Technology Loans

Since March 2, 560 students have checked out 3,811 devices. Additional information is available by following the link posted with my report. Thank you to Student Services, IT, and the Library who have collaborated to make this work possible. The distribution events have happened for fall, but students who have a need can still request technology using this form:

<https://www.mtsac.edu/laptoploansrequestform>. Unfortunately, availability based on inventory and offered first come first served.

Emergency Grants for Students

There is only \$50,000 available this fall to distribute among students with critical financial needs. Faculty have been asked to refer student in need through a referral process in the hope that limited funds will be able to be distributed to high need students.

Noncredit Data Coach We have posted a position for a Noncredit Data Coach position. This Data Coach will be in the cohort with the other Data Coaches, but will not be funded by Title V because the scope of the grant does not include noncredit.

CCC Equity Leadership Alliance

Mt. SAC is part of an alliance of California Community Colleges to be working through month e-convenings to address issues equity across the workings of the college. A Core Planning Team will coordinate the leadership and will include about 6 members. A larger Steering Committee, with 6 faculty, will be involved in ensuring information and strategies that come out of the e-convenings are routed appropriately to integrate them into the fabric of the college. The group will work to ensure that the planning that is brought back from the convenings is implemented through the existing shared governance structure. There have been three sessions so far. The first was an introduction, the second focused on Practices that impact equity in the classroom, and the third, which was this week was on implicit bias.

Respectfully submitted,



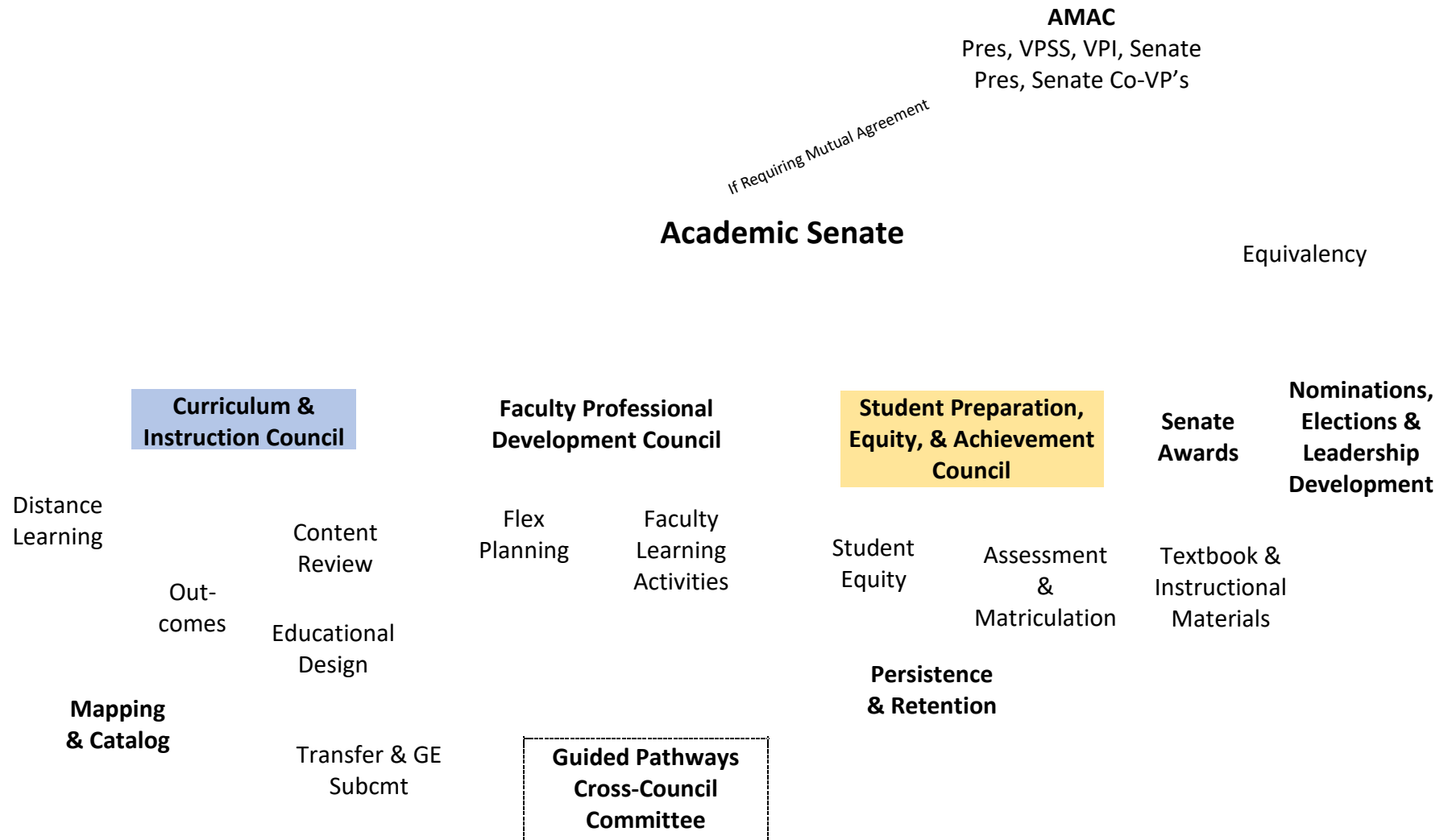
E. Chisato Uyeki
President, Academic Senate

Mt. SAC Academic Senate Committees Structure

Sustainability

Student Equity, Student Learning & Student Success

Guided Pathways



Note: All senate committee Purpose & Function statements will include Sustainability, Guided Pathways, Accreditation, and Equity.
Approved by Senate 12/5/2019, updated June 2020 to reflect AMAC mutual agreement

Mapping & Catalog Committee

(Academic Senate Committee – Reports to Curriculum & Instruction Council)

Purpose:

The Mapping & Catalog Committee supports the District's effort for providing an online and printed PDF version of the catalog which clearly articulates course sequences for students, identifies critical progress milestones for student success, and makes this information easily accessible. The committee will work collaboratively to address gaps related to navigation of Mt. SAC programs from entry to completion. The committee will review initiatives relating to program navigation, catalogue rights, and related practices and support communication of these initiatives to faculty, staff, and students.

Function:

1. To make recommendations for the development and timely maintenance of program maps and program data, to ensure program maps are aligned with curriculum changes.
2. Systematically review and recommend policies and procedures to support accurate, consistent, and timely mapping and related catalog content.
3. Review online and printed access to maps and College catalog, and recommend content that is relevant and appropriate for Mt. SAC student users.
4. Evaluate and make recommendation regarding functionality, accessibility, of online catalog for use by students and faculty.
5. Ensure maps reflect relevant and accurate information on employment and further education opportunities targeted by each program.
6. Support the coordination of communication with the campus community related the purpose of this committee.
7. Considers how students progress through program maps and utilize the catalog.
8. Serve as the Academic Senate's clearing house for mapping related matters in collaboration with stakeholders.

Membership

	<u>Position Represented</u>	<u>Name</u>	<u>Term</u>
1.	Faculty Mapping Coordinator (Co-Chair)	Patricia Maestro	ongoing
2.	Associate Dean of Instructional Services (Co-Chair)	Michelle Sampat	ongoing
3.	GPS Counseling Coordinator	Sara Mestas	ongoing
4.	GPS Instruction Coordinator	Shiloh Blacksher	ongoing
5.	Articulation Officer	Jamaika Fowler	ongoing
6.	Noncredit Manager (appointed by the Vice President, Instruction)	Jody Fernando	3 year term
7.	Research & Institutional Effectiveness (non-voting)	Marcell Gilmore	ongoing
8.	Pathways to Transfer Coordinator (non-voting)	Christina Estrada	ongoing
9.	Admissions & Records Evaluator (appointed by Dean of Enrollment)	Becky Wang	3 year term
10.	Credit Curriculum Specialist (or designee) (non-voting)	Irene Pinedo	ongoing
11.	Noncredit Curriculum Specialist (non- voting)	Lesley Cheng	ongoing
12.	Information Technology representative (non-voting)	Matt Bidart	ongoing
13.	Director, Career Education	Dejah Swingle	ongoing
14.	Marketing Manager or designee (non-voting)	John Lewallen	ongoing
8 Faculty representing each division (appointed by the Academic Senate)		2 w 20-21, 3 w 20-22, 3 w 20-23	

15.	Arts	Sunil Thankamushy	20-22
16.	Business	Tony Henry	20-23
17.	Humanities & Social Sciences	TBD	
18.	Kinesiology, Athletics, & Dance	Bobby Purcell	20-22
19.	Library & Learning Resources	TBD	
20.	Natural Sciences	TBD	
21.	School of Continuing Ed	Lorena Velazquez	20-23
22.	Tech & Health	TBD	
23.	<i>Student Representative (appointed by Associated Students)</i>	TBD	20-21

*pending Senate confirmation

Membership Meeting Times:

COMMITTEE TYPE	Co-CHAIRS	MEETING SCHEDULE	LOCATION	TIME
Academic Senate	Patricia Maestro & Michelle Sampat	2nd and 4th Tuesday from	TBD	9:00am-10:30am

Person Responsible to Maintain Committee Website: Kim Garcia, kgaria@mtsac.edu

College Website Link and Last Time Website Was Updated: www.mtsac.edu/governance/committees/

Guided Pathways to Success Cross-Council Committee

(Governance Committee – Reports to Academic Senate through Councils and PAC)

Purpose:

The purpose of the Guided Pathways to Success Cross-Council Committee is to guide responsible for short- and long-term global planning, making recommendations, and coordinating activities implementation of the Guided Pathways framework at Mt. SAC. This framework is designed to transform how the college community identifies and responds to student needs and student equity for student success, which includes recommendations on the planning, assessment, policies, procedures, and activities leading students to clarify a path, enter the pathway, stay on the path, and support learning. This work is accomplished through cross-council communication, collaboration, and cooperation with other existing committees and work-related assignments.

Function:

1. Lead inclusive and systematic efforts in Guided Pathways activities implementation through shared governance to bring the College to scale for the essential practices indicated on the Scale of Adoption Self-Assessment.
2. Identify and recommend methods and opportunities for utilizing the Guided Pathways framework to deliberately focus campus planning and facilitate actionable outcomes towards implementation at scale.
3. Monitor Guided Pathways progress through metrics and benchmarks via the campus strategic plan and report out to campus.
4. Gather cross-campus input, compile, and submit the Scale of Adoption Self-Assessment report to the State Chancellors Office.
5. Coordinate and communicate the work of existing committees doing Guided Pathways work plans, activities, and communicate progress to the campus community.
6. Disseminate successful practices and opportunities developing to support the work of Guided Pathways with the educational community at large.
7. Review and make recommendations to Academic Senate and President's Advisory Council PAC regarding the processes for Guided Pathways budget and planning, and participate in the development of the develop budget based on agreed upon priorities in the Guided Pathway Plan.
8. Support the collaborative work of Guided Pathways Coordinators, Senate Councils, Committees, Administration, and workgroups towards a campus-wide interdependent college culture.
9. Utilize Guided Pathways research to identify core strengths, limitations, and ways to leverage information to improve student success.

	<u>Position Represented</u>	<u>Name</u>	<u>Term</u>
1.	Vice President, Instruction (Co-Chair)	Richard Mahon	Ongoing
2.	GPS Faculty Coordinator (appointed by the Academic Senate) (Co-Chair)	Shiloh Blacksher	For term
3.	GPS Faculty Counseling Coordinator (appointed by the Academic Senate) (Co-Chair)	Sara Mestas	For term
4.	Faculty Professional Development Coordinator	Tania Anders	For term

Guided Pathways to Success Cross-Council Committee

(Governance Committee – Reports to Academic Senate through Councils and PAC)

5.	Guided Pathway Mapping Coordinator (appointed by the Academic Senate)	Patricia Maestro	For term
7.	Lead Data Coach <i>exact title to be determined</i> (appointed by the Academic Senate)	Tiffany Kuo	For term
8.	Academic Senate President	Chisato Uyeki	For term
9.	5 Faculty At-Large (three-year terms, appointed by the Academic Senate)	VACANT	-2023
10.		Lance Heard	-2021
11.		Irving Lai	-2022
12.		Richard Myers	-2021
13.		Emily Versace	-2022
14.	Noncredit Faculty (appointed by the Academic Senate)	Venus Soriano	-2021
15.	Vice President of Student Services or designee	Audrey Yamagata-Noji	ongoing
16.	Associate Vice President, School of Continuing Education or designee	Madelyn Arballo	ongoing
17.	Associate Vice President of Instruction or designee	Joumana Mc Gowan	ongoing
18.	Associate Vice President of Student Services or designee	Tom Mauch	ongoing
19.	Instructional Manager at-large, appointed by VPI	Jennifer Galbraith	20-23
20.	Dean of Counseling or designee	Francisco Dorame	ongoing
21.	Dean of Library and Learning Resources or designee	Meghan Chen	ongoing
22.	Associate Dean of Instructional Services	Michelle Sampat	ongoing
23.	Director of Research and Effectiveness	Barbara Mc Neice-Stallard	ongoing
24.	Director of Marketing	Uyen “Yen” Mai	ongoing
24.	Director, Academic Technology	Ron Bean	ongoing
25.	Instruction Business Analyst	Pedro Suarez	ongoing
26.	Educational Research Assessment Analyst, Guided Pathways	Marcell Gilmore	Ongoing
27.	Student Appointees	TBD	
28.		TBD	

Membership Meeting Times:

COMMITTEE TYPE	CO-CHAIR	MEETING SCHEDULE	LOCATION	TIME
Governance	Sara Mestas	3 rd Tuesdays	4-2440	3:30-5:00p

Guided Pathways to Success Cross-Council Committee

(Governance Committee – Reports to Academic Senate through Councils and PAC)

	Shiloh Blacksher, & Richard Mahon			
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Person Responsible to Maintain Committee Website: TBD

College Website Link and Last Time Website Was Updated:

www.mtsac.edu/governance/committees/

Retention and Persistence¹ Committee

(Academic Senate Committee – Reports to Student Preparation, Equity, & Achievement Council)

Purpose:

The purpose of the Retention and Persistence Committee is to make recommendations on the planning and coordination of programs, services, and interventions which support student retention, persistence, and success. The committee is concerned with the entire student experience throughout their Mt. SAC education. This Committee considers data necessary to make informed decisions and reports on the assessment of campus services for students that support student retention, persistence, and success.

Function:

1. To make recommendations for the coordination and maintenance of timely and accessible programs, pedagogical interventions, and services to support retention and persistence. These may student success management system, early alert, academic support, and methods to support faculty identification and referral of-students who will benefit from support.
2. Review current practices, policies, and procedures and recommend (with stakeholder input) needed policies and procedures to support early interventions, strategies, and services.
3. Remain informed on the impact of programs to support retention and persistence, with an emphasis on analysis and reporting of gaps.
4. Encourage a positive culture at the College that normalizes support and help-seeking behaviors.
5. Assist the college community in broadening and deepening understanding and knowledge of early intervention programs, services, pedagogical practices, and interventions.
6. Gather input from faculty involved in co-requisite and other support interventions on student needs and, and work to support the connections between instruction and support services.

Membership

	<u>Position Represented</u>	<u>Name</u>	<u>Term</u>
1.	Instructional Manager (Co-Chair) (appointed by the Vice President, Instruction)	Jeanne Marie Velickovic	20-23
2.	Faculty (Co-chair)	Shiloh Blacksher	20-23
3.	School of Continuing Manager (appointed by the AVP, SCE)		20-23
4.	Research & Institutional Effectiveness		ongoing

¹ Definitions for Retention and Persistence from the RP Group:

Retention - The measure of students retained in a class, or earning a grade other than W.

Persistence - The measure of the rate of students who stay in college from term to term.

5.	Management Representative from Student Services (appointed by the Vice President, Student Services)		20-22
6.	Behavioral Wellness Team Representative		20-21
Faculty Representing the following areas (appointed by the Academic Senate):			
7.	Access Faculty	Julie Cortez	20-21
8.	Noncredit Faculty	Susan Wright	20-22
9.	Learning Assistance Faculty	Sun Ezzell	20-23
10.	Counseling Faculty	Sara Mestas	20-21
11.	Library Faculty	Hong Guo	20-22
12.	Faculty at-Large	Jasmine McLeod	20-23
13.	Faculty at-Large	Ned Weidner, AB 705 English Coordinator (not fall 2020)	20-21
14.		David Beydler, AB 705 Math Coordinator	20-22
15.		Elizabeth Cassian, AB 705 AMLA Coordinator	20-23
16.	Academic Support Center Classified Staff		20-23
17.	Classified at-Large		20-22
18.	Student Representative (appointed by Associated Students)		20-21

Meeting Times:

COMMITTEE TYPE	CO-CHAIRS	MEETING SCHEDULE	LOCATION	TIME
Academic Senate	Shiloh Blacksher & Jeanne Marie Velickovic	2 nd & 4 th Tuesday of the month (during primary semesters)	TBD	3:00-4:30

Person Responsible to Maintain Committee Website: TBD

College Website Link and Last Time Website Was Updated:

www.mtsac.edu/governance/committees/

Approved by Senate 12.5.19
 Mutual agreement at AMAC 6.22.2020
 Last updated 9.18.2020

Textbook and Instructional Materials Committee

(Academic Senate Committee – Reports to Student Preparation, Equity, and Achievement Council)

Purpose

The Textbook and Instructional Materials committee serves as a standing committee of the Student Preparation, Equity, and Achievement Council (SPEAC). The purpose of the Textbook and Instructional Materials Committee is to recommend and promote successful practices involving the adoption of textbooks and instructional materials including but not limited to issues related to standards set by Section 508 of the Rehabilitation Act of 1973, copyright compliance, Open Education Resources (OER), affordability, and universal access. Mt. San Antonio College Academic Senate is committed to providing a high-quality learning experience that respects academic freedom, and is available and accessible to our diverse student community.

Function

1. Recommend successful practices and policy changes pertaining to affordability, accessibility, and copyright compliance related to textbooks and other instructional materials.
2. Identify and make recommendations regarding opportunities for coordination and collaboration between divisions, departments, (including the Library, Bookstore, Bookstore Commission), and faculty on copyright, OER, affordability, and universal access.
3. Make recommendations regarding outreach and marketing to ensure faculty and students are informed on textbook and instructional materials related policies and resources.
4. Keep up on trends and scholarship in OER adoption, textbook and instructional materials, affordability, availability, format, accessibility and copyright compliance. Recommend POD training to educate College faculty and staff on ways to effectively address related issues.

Membership (12)

	Position Represented		Name	Term
1.	Dean of Library and Learning Resources or designee (Co-chair)	Appointed, VPI	Romelia Salinas	ongoing
2.	Bookstore Manager (member of Bookstore Commission)	Appointed, VPAS		ongoing
3.	Student Services, (manager or classified)	Appointed, VPSS		ongoing
4.	Student Life (manager or classified)	Appointed, VPSS		ongoing
5.	6 Faculty [1 from Extended Opportunity Programs and Services (EOPS), CARE or CalWORKs*; 1 from	Appointed by Academic Senate	Jenny Leung (Aux Svs Bd)	2020-2021
6.			Monika Chavez (Library, fall 2020)	2020-2023
7.			Ellen Caldwell (at large)	2020-2022
8.			Kristina Allende (at large)	2020-2022

Academic Senate approved: 9/12/19, Mutually Agreed upon 3/9/2020

9.	Library; 1 from Auxiliary Services Board or Bookstore Commission, 3 other faculty] 1 as Co-Chair		(*E/C/C)	2020-2021
10.			Allie Frickert-Murashige (History, Co-Chair Sp 21-23)	2019-2023
11.	2 Students	Appointed by Associated Students		2019-2020
12.				2019-2020

Membership Meeting Times:

COMMITTEE TYPE	CO-CHAIRS	MEETING SCHEDULE	LOCATION	TIME
Academic Senate	Dean of Library and Learning Resources or designee and Faculty	TBD	TBD	TBD

Person Responsible to Maintain Committee Website:

TBD
TBD@mtsac.edu Ext. TBD

College Website Link and Last Time Website Was Updated:

<http://www.mtsac.edu/governance/committees/TIMC/> (To Be Established)

Last updated: TBD