



Minutes

Academic Senate Meeting

September 28, 2017

Present:

Martin Ramey, Lina Soto, Tim Engle, Scott Guth, Sun Ezzell, Dana Miho, Abby Wood, Donna Necke, Vicki Greco, Hong Guo, Tamra Horton, Leisel Reinhart, Phil Wolf, Eric Kaljumagi, Regina Martinez, Linda Rogus, Jennifer Hinostrroza, Lucky Morales, Beta Meyer, Eric Bladh, Jenny Leung, Tony Henry, Roger Willis, Carol Impara, Jean Metter, Patricia Maestro, Michelle Shear, Eloise Reyes, Rebecca Walker, Holly Cannon, Jason Kordich, Hector Sanchez, Rita Van Dyke-Kao, Shari Wasson, Kelly Rivera, Kate Cannon, Robert Purcell, Dianne Rowley, Scott Childress, Karla Rivas, Tiffany Kuo, Michelle Boyer, Shelby White, Eugene Mahmoud, Gene Ano, Lance Heard, Matthew Burgos, Serena Ott.

Absent: Bruce Nixon, John Vitullo, Joan Sholars, Maria Davis, Fred Kobzoff, Naluce Ito Rocha Santana, Janet Truttman, Barry Andrews, Diana Felix, Melinda Bowen, Chisato Uyeki, Tina Ziolkowski, Jamie Hooper, Robert Augustus, Samuel Wolde-Yohannes.

Guests: Melody Waintal, Guillermo Soza, John Zarate, Lauren Scheer, Alejandro Juarez.

- I. Call to Order: The meeting was called to order at 11:31 a.m.
- II. Consent Agenda: No Action Taken (Hold until October 12, 2017)
- III. Public Comment:
 - A. Hong Guo, Library – It's Banned Books Week. We are celebrating the freedom to read with a number of activities planned this week, including one today here in Founders Hall from 3:00-5:00 p.m. There will be food, all are invited. This is a collaboration effort between, Library, Child Development, English Department, and ...
 - B. Sun Ezzell, Library – Read message from Chisa Uyeki. A transportation survey is underway to learn more about how and how often students, staff & faculty travel to campus as our biggest source of greenhouse gas emissions for the campus is from commutes to campus. Findings from this survey will help us identify the best strategies to eliminate emissions and is part of the process of developing a Climate Action Plan that aims to eliminate greenhouse gas emissions on campus, to incorporate sustainability into our curriculum, and to engage with the surrounding community on sustainability issues. Please share the link with your students and take the survey yourselves. www.mtsac.edu/sustainability/survey.html
 - C. Melinda Bowen, Pride Center – October 11th the Pride Center will be hosting an event on National Coming Out Day from 10-30-1:30. The event will allow students to meet students from the Pride Center, bring awareness to the campus community and there will be free food.
 - D. Alejandro Juarez (MEChA student) – There will be an event on Saturday in downtown Pomona hosted by the United Pomona Valley MEChA Central, in front of the Fox Theater, with a speaker/professor of Chicano/a Studies from UCSB. All are welcome to attend. Would like faculty to identify Ethnic Studies classes and have a list in the schedule of classes so that students can find it easily and help make these classes more accessible. MEChA students are currently doing this but really want this to be institutional. Would also like faculty to create more ethnic studies classes. Indigenous People's Day (Columbus Day) is October 9 and Alejandro is imploring faculty to speak to facilities regarding the fountain in front of the library. The fountain is dedicated to indigenous persons, yet it is not running, is dirty, and full of worms. Please ask for this to be fixed and cleaned up.
- IV. Officer Reports
 - A. President:
 1. Academic Mutual Agreement Council
 - a) AMAC met September 25 and discussed:
 - (1) Concerns as expressed by the Senate's Executive Board surrounding revelations of problems in three dual enrollment sections at two local high schools.
 - (2) Concerns that the push to develop an Early College High School in the West Covina Unified School District may be too ambitious and that the process has thus far not involved an appropriate level of faculty/Senate input.

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- (3) Resolution 15-03 supporting the institutionalization of funding for tutoring and the Writing Center. A written response is being developed and we expect to have that shortly.
 - 2. Accreditation Steering Committee
 - a) Accreditation Steering has not met since my last report. The next meeting is scheduled for October 6.
 - 3. C-TEAC
 - a) C-TEAC has not met since my last report. The next meeting is scheduled for October 4.
 - 4. Equivalency Committee
 - a) The Equivalency Committee has not met yet for the year pending receipt of equivalency requests. If your departments have equivalency requests to put forward, please send those along to me.
 - 5. Institutional Effectiveness Committee
 - a) IEC met September 13 and:
 - (1) Reviewed its Purpose and Function Statement, making membership updates.
 - (2) Reviewed its goals for 2017-18, tabling aligning those with college goals until those are approved.
 - (3) Reviewed the Integrated Planning and Budgeting Process Calendar, tabling the discussion
 - (4) Reviewed a draft of the Strategic Plan Outcomes, 2015-17.
 - 6. Pathways Implementation Work Group
 - a) Pathways Implementation Workgroup met Sept. 19 and:
 - (1) Reviewed the timeline for California's Guided Pathways initiative, which consists of submitting a self-assessment by Nov. 15 and a plan by Feb. 15, with funding decisions to be made by March 30, 2018.
 - (2) Began preparatory work for AACC's Institute No. 6, which will focus on policy decisions - currently, Irene, Bill and 3 Board members are planning to attend the next conference.
 - (3) To date, approximately 154 programs from across campus have been mapped - roughly 50% of the programs.
 - 7. President's Advisory Council
 - a) PAC met September 13 and:
 - (1) Reviewed the proposed 2017-18 Adopted Budget, going to the Board.
 - (2) Received an update from ITAC on the migration of e-mail.
 - (3) Received an update from PDC, noting that POD has adjusted the limit per person for conferences from \$1,500 to \$1,800. There is now also a group application where a group can process applications to attend a conference together.
 - (4) Approved BP and AP 6510, Networked Video Cameras, with minor wording changes on AP 6510.
 - (5) Approved AP 7121 Recruitment and Hiring: Classified Employees.
 - (6) Expanded PAC met yesterday. An update will be provided in my next report.
 - 8. Board of Trustees' Meetings
 - a) The Board of Trustees met September 13 and:
 - (1) Recognized 15 new faculty members (out of 24 total new hires).
 - (2) Received a report on Enrollment Management. FTEs continue to grow in both credit and non-credit in every semester and intersession from 2016 on, with Continuing Education experiencing significant growth in Summer 2017. Average fill rates in Fall classes have declined somewhat from 92% to 91% while Spring rates (2016-17) went from 89% to 93%. There is continued decline in the number of full-time students at the college while the college is seeing a steady increase in part-time students, consistent with an improving economy. The college has also increasing its marketing efforts to include radio advertising, Google ads, display ads, billboards, etc. The funded growth cap for the year is expected to be 1%.
 - (3) Adopted the 2017-2018 proposed budget. The budget projects a \$1.1 million dollar deficit and has ongoing revenue of \$182.3 million and ongoing expenditures of \$183.4 million. Future considerations include a lack of sufficient COLA for ongoing expenditures and categorical programs, a potential recession, maintaining a reserve of at least 10%.
 - (4) Approved an MOU with West Covina USD to share expenses of a Principal and Administrative Assistant through June 2019.

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- (5) Approved the revisions to BP 5010 Admission, to include the changes regarding dual enrollment.
 - 9. Management Screening Committee Appointments
 - a) Faculty appointments to the Director, Dual Enrollment have been made: Martin Ramey and Joan Sholars.
 - 10. Letter to the President regarding Concerns Arising from Dual Enrollment Offerings – Fall 2017
 - B. Vice President:
 - 1. Student Preparation and Success Council
 - a) The Student Preparation & Success Council met September 18, 2017.
 - (1) David Beydler from the Math Department and Michelle Dougherty from the English Department were invited to share their departments' multiple measures proposal. Each department has researched and worked diligently to come to consensus and begin this new way of placing students into math and English classes. There were several questions about the implications for students, classes with pre-requisites, and the implementation process. There is still work to be done to begin the implementation of the multiple measures process, but we are well on our way and the goal is to have the new process implemented for students that will enroll for summer 2018.
 - (2) Koji Uesugi, Dean of Student Services, was invited to review and discuss the Purpose and Function and Membership of the Homelessness and Basic Resources Committee.
 - (3) The Council reviewed and approved the 2016-17 Year End Accomplishments.
 - (4) The Council reviewed and updated the purpose and function and membership.
 - b) Future Presentations/Discussions:
 - (1) Council's Strategic Plan Goals 2017-18
 - (2) Integrated Plan (Basic Skills, SSSP and Student Equity)
 - (3) AP 3540 – Sexual Assaults on Campus
 - (4) Review of AP 5000 series
 - 2. Campus Equity and Diversity Committee
 - a) The Campus Equity and Diversity Committee met September 18, 2017.
 - (1) Reviewed the EEO plan and EEO funding. There is funding available to continue with EEO trainings and events on campus.
 - (2) Reviewed the EEO and Screening Committee training materials. Trainings will be available once a month on Fridays 9:00-10:30am and 10:30am-12pm.
 - (3) Reviewed and updated the purpose and function and membership.
 - (4) Reviewed and approved the 2016-17 goals.
 - (5) Discussed and set 2017-18 goals.
 - b) Future topics:
 - (1) Hiring Committee Survey Results
 - (2) College Cultural Climate Survey
 - 3. Committee and Council Vacancies
 - 4. See attached list of Council and Committee vacancies.
 - V. Legislative Liaison Report:
 - A. Legislation updates:
 - 1. The Legislature passed and the Governor signed the budget trailer bill that included \$7 million for CCC DREAMER students.
 - 2. AB 705 (Irwin): Still not signed. The bill would require community college districts to utilize high school metrics when placing.
 - 3. AB 19 (Santiago): Going to Governor. The bill would waive enrollment fees for all first-time, full-time (12 units or more) students. This was amended 9/1/17. One of the changes included that community college district board can opt to participate.
 - 4. SB 769 (Hill): Held until 2018. The bill would extend the sunset clause on the Baccalaureate Degree Pilot Program.

5. AB 204 (Medina): Held until 2018. The bill would establish additional procedures to ensure California Community College (CCC) students who lose student fee waivers for failure to meet minimum academic and progress standards are not unfairly.
6. AB 17 (Holden): To Governor. The bill would authorize provide free or reduced fare transit passes to low income students (minor amendments).
7. AB 21 (Kalra): To Governor. Immigration law enforcement activity on campus. The bill would (1) prevent disclosure of citizenship or immigration status information unless required by federal law; (2) seek to ensure that campus leadership has verified the legal authority behind any immigration enforcement activity on campus before it takes place; (3) make immigration legal assistance referral information available to students upon request; and (4) guarantee that students impacted by federal immigration enforcement do not lose eligibility for enrollment, financial aid, or other benefits as a result (amended to start 2019).
8. AB 343 (McCarty): To Governor. Waives the 1-year residency requirement to receive in-state tuition for refugees and Special Immigrant Visa holders applying to public colleges and universities applying to public colleges and universities.
9. AB 504 (Medina): To Governor. Will require the Chancellors office to implement a standard methodology in measuring underrepresentation disproportionate impact in terms of access and retention, degree and certificate completion, English as a Second Language and basic skills completion, and transfer for SSSP funding.
10. AB 1018 (Reyes): To Governor. This bill would add homeless, lesbian, gay, bisexual, and transgender students to the categories of students required to be addressed in the student equity plans.
11. SB 68 (Lara) – To Governor. Undocumented students and residency. Will allow two years of full-time attendance at a community college (credit or noncredit) to count towards the requirement of three years of schooling in California for residency for in-state tuition.

VI. CTE Liaison Report:

A. Career Education Campaign for the California Community Colleges –

1. Recruiting student to join their Student Advisory Committee
 - a) Students will need to commit approximately two hours per week to this.

Their role will be to:

- Serve as CTE ambassadors
- Spread awareness about Career Education Programs within their designated regions
- Provide ongoing feedback on the Career Education Campaign strategies and messaging

Please share with your students who are pursuing Career Education pathways, and who you think would take an interest in this leadership role.

If you would like to recommend a student directly, please feel free to email Emily Getoff at egetoff@yiadvisors.com.

VII. Noncredit Liaison Report: No report.

VIII. Faculty Association Report:

A. Representative Council

1. The Representative Council will next meet on 3 October. Prohibitions on Flex Day Changes and our Elections Calendar will be the only action items.

B. 2017-19 Contract

1. The final edits of the 2017-19 contract have been agreed to and we expect the online version to be available within a week or two. Printed copies are expected in October.

C. Negotiations Survey

1. The MSAC Faculty Association will be sending out its annual negotiations survey in late October, and the deadline has passed for submitting items. More information will be provided soon.

D. Negotiation Team Shadows

1. The FA will undertake re-opener contract negotiations beginning in January 2018. The Faculty Association is looking for one or two members to volunteer to shadow the negotiations process, to assist the negotiations team with their research, and to attend CCA or CTA negotiations training in February or July 2018. Please contact the FA President at kaljumagi@msac-fa.org by **5 October** if you are interested in being trained as an FA negotiator.
- E. Coffees with the FA President
1. Come have coffee on us! All we ask is that you spend a few minutes to tell us what you think about something related to the union. You are welcome to ask questions about the recently negotiated changes to the contract. This semester's coffees will all be held at Common Grounds (the south patio of the Mountie Café) and will be **September 25th & 28th** from 9:00 – 11:00 a.m and **October 16th and 17th** from 11:00 a.m. – 1:00 p.m.
- IX. Associated Students Report: No report.
- X. Council Reports:
- A. Curriculum & Instruction Council Report: No report.
- B. Student Preparation & Success Council Report:
1. The Council met on September 18 and discussed the following items:
 - a) ACTION:
 - (1) 2016-17 Year End Accomplishments was approved.
 - (2) SP&S Council's Purpose, Function and Membership statement was approved with minor changes.
 - b) INFORMATION:
 - (1) Multiple Measures Proposals (Math and English Departments) – David Beydler (Math) and Michelle Dougherty (English) shared their departments' multiple measures proposal. Both departments heavily researched the use of high school performance data as multiple measures for placing students into math and English classes. The implementation timeline is set to begin with all new students taking courses Summer 2018.
 - a. Students with high school performance data would not be required to take a placement test and any student that has high school performance data but opts to take the placement test will be given the higher of the two placement results.
 - b. Self-reported high school performance data will be used and will not be required to be recent.
 - c. Students will be shown the highest course(s) that they place into and will be strongly advised to seek counseling about their placement.
 - d. Prerequisite statements in the schedule of classes and catalog will have to be updated.
 - e. Research will be done to determine the effectiveness of the new placement system.
 - f. More details to come as we move forward.
 - (2) Homelessness and Basic Resources Committee
 - a. Dr. Koji Uesugi, Dean of Student Services, came to review the Homelessness and Basic Resources Committee (HBRC) Purpose, Function and Membership statement and to get some background information. He will begin assembling the committee shortly.
 - c) FUTURE TOPICS:
 - (1) Strategic Plan Goals 2017-18
 - (2) Integrated Plan (Basic Skills, SSSP and Student Equity)
 - (3) AP 3540 Sexual Assaults on Campus
 - (4) Review of AP 5000 series
- A. Professional Development Council Report: Met September 7, 2017 and discussed the following:
1. PDC Updates
 - a) The annual PDC planning retreat was held on June 15, 2017.

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- i. PDC revised the purpose, function, membership, and annual goals. Accomplishments for 2016-17 were discussed and documented.
 - ii. Through review of Conference and Travel data PDC voted to support changes to the C&T criteria, increased the annual per employee funding maximum to \$1800 (until all funds are expended), created a group application process, updated forms, moved the post-conference evaluation process to an online submission, created an FAQ resource, and placed sample forms on the POD website as a reference. Changes were introduced to Mt. SAC employees at CPD-Day and FLEX Day Opening Sessions.
 - iii. PDC reviewed 2016-17 professional development activities and their relationship to accomplishment of the Mt. SAC Professional Development Plan. PDC determined that revision of the Plan in 2017-18 using an outcomes-based model will provide opportunities to more accurately assess the plan progress and connect professional learning to student achievement.
 - b) Every two years, the California Community College Council for Staff and Organizational Development (4CSD) sends a survey to the California community college professional development coordinators to obtain information on how the professional development programs are structured and operated. PDC completed this survey on behalf of the college.
 2. FPDC
 - a) FLEX Day was successfully held on August 15, 2017. An opening session presentation on faculty professional development was shared and a faculty professional development focus group was conducted. Data on professional development was solicited through a focus group, FLEX day session evaluations, a faculty FLEX day survey, and a professional faculty professional development needs assessment. Data is being compiled for review by FPDC at their first meeting in September.
 - b) Professional Learning Team received an Award from the Outcomes Committee for innovative use of an outcomes based model in the implementation of an Equity Certificate within the 2016-17 New Faculty Seminar.
 - c) FPDC will review their purpose, function, and membership at their next meeting.
 - d) FPDC Goals and Objectives 2016-17 summary has been completed, reviewed, and approved by PDC.
 3. CPDC
 - a) CPDC Goals and Objectives 2016-17 summary has been completed, reviewed, and approved by PDC. Their goals are ongoing into 2017-18.
 - b) CPDC taskforce will be focusing on review of currently offered professional development courses for Professional Growth Benefit Credit for Classified.
 - c) The New Employee Welcome event feedback was very positive, with 100% of attendees agreeing that it was worth their investment of time to attend. 23 new classified staff enrolled in the five week NEW Summer Series.
 - d) The 2nd Annual CPD-Day was successfully held on August 18, 2017. An event evaluation and classified needs assessment survey was conducted. Results are being compiled for review and discussion.
 4. MPDC
 - a) Yen Mai has been elected the chair of MPDC.
 - b) MPDC is planning the third managers retreat, to be held in Long Beach January 4-5, 2018. They are expecting to increase the number of participants from 78 to 100.
 - c) A quarterly communication of professional learning opportunities for management was shared at the September managers meeting. Topics include both operational training and leadership development activities.
 - d) Monthly 2017-18 management meetings will be held to provide consistent training opportunities for all managers. MPDC is finalizing this training schedule for the year.
 - e) MPDC Goals and Objectives 2016-17 summary has been completed, reviewed, and approved by PDC. Their goals are ongoing into 2017-18.
 5. Conference and Travel
 - a) PDC successfully managed 2016-17 Conference and Travel funds supported 157 classified, faculty, and management employees participation in 199 off-campus professional learning opportunities.



- b) In 2017-18 PDC has already approved 37 requests in the amount of approximately \$42,120.
- c) Per Cabinet Notes from August 8, 2017, the AB1887 travel ban does not apply to community colleges. Mt. SAC is not legally prohibited from using our direct funds to support travel to states that have discriminatory laws. This information will be shared with all committees reporting to PDC.

XI. Action: No Action Taken (Hold until October 12, 2017)

- A. BP 4100 Graduation Requirements for Degrees and Certificates (Contact: Martin Ramey x5436)
- B. 2016-17 Year End Report (Contact: Martin Ramey x5436)

XII. Discussion:

XIII. Information/Announcements:

- A. Convening a convening on multiple measures for feedback on how the implementation of multiple measures will play out. Senate will hopefully have some input in the process. If you have strong input on this please let Martin know so you can be on the list.
- B. Board Docs hopefully coming soon. Migrating over soon, but want to know how many people need copies. How many would require paper? Many in favor

XIV. Adjournment: 12:50 p.m.