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AGENDA

- I. Call to Order
- II. Roll Call
- III. Persons Wishing to Address the Senate

Members of the public shall have an opportunity to address the committee either before or during the committee's consideration of each item of business to be discussed at regular or special committee meetings, including closed session items. In addition, with limited exceptions, the committee will provide an opportunity at regular meetings to address the committee on any other item of interest which is within the subject matter jurisdiction of the Academic Senate. In order to efficiently manage the business of the committee, the committee chair may limit the amount of time allocated for public testimony for each individual speaker to three (3) minutes, and to limit the total time allocated on a particular issue to fifteen (15), unless waived by the committee (pursuant to Board Policy 2345). Decorum is to be expected by all members of the committee and public as outlined in Board Policy 2355.
- IV. Changes to Agenda Order
- V. Consent Calendar
 - A. Approve Minutes of the Meeting of May 21, 2021
 - B. Approve Minutes of the Taskforce Meeting on June 17, 2021
 - C. Approve One Equivalency Request for Foreign Languages - Japanese
 - D. Approve One Equivalency Request for History
 - E. Approve Appointment of Associate Faculty, Brian Page to AS for '21-'22 (a one-year term)
 - F. Ratify Faculty Office Assignments AY '21-'22
 - G. Ratify Updates to Faculty Committee Assignments AY '21-'22
 - H. Ratify AS member Constituent Lists AY '21-'22
 - I. Approve Updated Meeting Guidelines: Brown Act Compliance for the MCC AS and Subcommittees
- VI. Reports
 - A. Academic Senate President – *Lara*
 - B. College Superintendent/President – *Cooke*
 - C. Classified Senate – *Phillips*
 - D. Associated Student Government – *Siebelink*
 - E. Redesigning the Student Experience – *Ha*
- VII. New Business
 - A. AY 2022-23 Academic Calendar – **Bonds (9:30am Time Certain)**

Description: AAC has forwarded a 2022-23 MCC Academic Calendar option for consideration. This option rearranges flex days to avoid having hanging "Mondays" / "Fridays." In particular, it features an earlier start date for fall flex week, shortened flex weeks in fall and spring, and flex days during the week of Thanksgiving.
- VIII. Old Business
 - A. Approve BP 4030 Academic Freedom - **Bonds**

Description: This is a periodic review of AP 4030. Modified primarily for cohesiveness, integrated accreditation Standards and Eligibility Requirements for a more comprehensive policy.

IX. Academic Senator Reports

Description: *Academic Senators will have the opportunity to make brief announcements and updates.*

X. Adjournment

An executive order issued on 3-18-20 by the Governor of California indicated that the requirements for having a physical space for meetings has been waived due to the coronavirus (COVID-19). Meetings will be held remotely until further notice. The public may observe the meeting and offer public comment. A link for remote viewing or calling in is attached to the agenda.

Therefore, Academic Senate (AS) meetings will be held via Zoom. If you wish to attend the meeting and you have another disability requiring special accommodation, please notify the Academic Senate Administrative Assistant at 760-795-6873. The California Relay Service (CRS) is available by dialing 711, or 1-800-735-2929 or 1-800-735-2922.

In compliance with Government Code section 54957.5, nonexempt writings that are distributed to a majority or all of the MiraCosta Community College District Academic Senate in advance of their meetings may be viewed at the Office of the Academic Senate President, One Barnard Drive, Oceanside, California, or by clicking on the Academic Senate's website at <http://www.miracosta.edu/governance/academicsenate/index.html>. Such writings will also be available at the Senate meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Debby Adler, Administrative Assistant to the Academic Senate President, at 760.795.6873 or by email at dadler@miracosta.edu.

Audio recordings of AS meetings are available upon request. Please contact the MiraCosta College AS President's Office 760-757-2121 x6213 or dadler@miracosta.edu.

UNOFFICIAL MINUTES

I. Call to Order

Academic Senate President, Luke Lara, respectfully acknowledged that the meeting is being held on the traditional territory and homelands of the Luiseño/Payómkawichum people. It is also important to acknowledge that this land remains the shared space among the Ipai and Kumeyaay people. In addition, we want to pay respect to elders, both past and present, the respected keepers of history, culture, wisdom, and knowledge. The meeting was called to order at **9:02am**.

II. Roll Call

Members present: Robin Allyn, Ingrid Bairstow, , David Bonds, Rick Cassoni, Sunny Cooke (ex-officio), Steven Deineh, Zulema Diaz, Thao Ha (Coordinating Officer), Himgauri Kulkarni, Luke Lara (President), Edward Pohlert, Susan Pynes, Oswaldo Ramirez, Hossein Ravanbaksh, Leila Safaralian (Vice President), Krista Warren

Members absent: Yessenia Balcazar

Others present: Angela Beltran, Nery Chapeton-Lamas, Ian Clark, Sean Davis, Diane Dieckmeyer, Arti Dua, Maria Figueroa, Jonathan Fohrman, Jeff Higginbotham, Jeff Ihara, Jim Julius, Donny Munshower, Lori Schneider, Angela Senigaglia, Wendy Stewart, Al Taccone

III. Persons Wishing to Address the Senate

Maria Figueroa spoke on behalf of the Ethnic Studies workgroup and shared their goals including, the development of values and principles to facilitate an anchor of the workgroup central to the tenants and epistemic ethnic studies philosophy, and 2. seek to address historical issues of systemic racism, inequality, and colonialism. They encourage their colleagues to support the revision of the Title Five language further strengthening the four major disciplines embedded in ethnic studies.

IV. Changes to Agenda Order

Agenda item VII.D. AP 4100 will have a time certain of 9:30am.

Agenda item VIII. I. BP 5140 was already discussed at the Board of Trustees meeting and is being removed from this agenda.

V. Consent Calendar

A. Approve Minutes of the Meeting of May 7, 2021

B. Approve Equivalency Request for Dance

C. Approve Equivalency Request for Earth Sciences

D. Ratify Faculty Office Assignments AY '21-'22

E. Ratify Faculty Committee Assignments AY '21-'22

F. Ratify AS Leadership and Governance Reassigned Time AY '20-'21

G. Adopt AY 2021-22 AS Calendar

It was noted that any names that are misspelled on any of the consent calendar documents will be corrected prior to publishing.

Consent Calendar items A., B., C., E., and F. were pulled from the agenda for further discussion.

The consent calendar, items D and G were approved by unanimous consent with suggested changes to the minutes of the meeting of May 7, 2021.

Changes to consent calendar item A. Minutes: In the section on AP 4105 the last two sentences say: There was dialogue with FA around the absence portion of the AP asking if there was anything that presented concerns with these changes. The FA did not feel there were any concerning issues. Second, in the section on the MiraCosta Online Class Quality Guidelines, there are two typos: "AP4015" should be "AP4105" and there is no 'www' in the TIC URL, it should be tic.miracosta.edu.

MSU (Safaralian / Bonds) to approve minutes of the meeting of May 7, 2021, as amended.

Regarding Item B. Equivalency for Dance, it was noted that the candidate met most of the requirements under guideline A4 and qualifies under eminence. The plan is to make modifications next year to allow for a partial meeting of minimum quals through Eminence.

MSU (Safaralian / Warren) to approve the equivalency request for Dance as presented.

With regard to Item C. Equivalency for Earth Sciences, this is not for somebody who is going to be teaching in the Earth Sciences. It is to establish an initial faculty service area for an administrator. Ed code requires that incoming administrators be assigned an initial FSA largely to provide them a retreat position in the event of a layoff. It was also noted that this is a state requirement; however, it is determined by the local Academic Senate the process of equivalencies for academic administrators so they fit into some discipline or equivalency. This candidate had to go through the equivalency process since there was not an exact discipline match.

MSU (Cassoni / Ravanbaksh) to approve the equivalency request for Earth Sciences as presented.

Regarding Item E. Ratify Faculty Committee Assignments AY '21-'22.

MSP (Warren / Kulkarni) [Bonds voted no] to ratify faculty committee assignments AY '21-'22 as corrected.

Corrections included misspelling of Himgauri Kulkarni; addition of Steven Deineh to the Awards and Scholarships Advisory Committee; and Denise Stephenson to the NCHEA Board as PDP Coordinator. It was further made clear that AF are assigned to committees for one year and should reapply each year.

Item F: Ratify AS Leadership and Governance Reassigned time AY '20-'21 was explained.

MSP (Ha / Pynes) [Bonds abstained] to ratify AS Leadership and Governance Reassigned Time AY '20-'21 as amended.

This was published prior to receiving funding for the AS CO position and is amended to include 0.2 FTE (3 LHE). A friendly amendment was included to add 0.2 FTE for associate faculty and noting that FTE is a different equivalent than full-time faculty and to strike 3 LHE.

VI. Reports

A. Academic Senate President

AS President, Luke Lara in keeping with brevity, reported that it has been a pleasure to serve with this body this year and he looks forward to the next year.

B. College Superintendent/President

Superintendent/President, Sunny Cooke, reported that they have completed hiring four full-time faculty and all four were from MCC. Two more are scheduled for next week and the final interview for the Dean position to replace Dana Smith. Over 20 faculty have volunteered to be part of the Futures Leadership Academy which starts in September. Seats have been reserved for students in the fall after their schedules are finalized. There are many graduation celebrations happening many of which will be over Zoom. A virtual graduation will take place next Friday/ Participation is encouraged. Fall is a very dynamic thing and a lot of conversations have taken place with our unions and employee groups. All agree that the safety of employees and students is priority. The process of negotiating is taking place now. Since regulations are due to change June 15th, the college will have a district webinar somewhere the week of the 16th, 17th, or 18th to interpret and inform of the impact to the institution. There will also be vaccination clinic here on campus in June. Health Services is working with Community partners. All employees are being urged to get vaccinated. Full FDA approval of the vaccines is anticipated this summer. Cooke further thanked everyone for their heroic efforts, for what they have done, their adaptability and flexibility, and for their commitment to the students.

C. Classified Senate

CS, VP, Lori Schneider reported that CS had their last meeting on Tuesday. They went over their goals and discussed what they accomplished. Today is the last day of classified appreciation week. They continue to work on committee assignments. It was announced there will be a Padres event on Jun 23rd against the Dodgers with a maximum of 40 tickets.

D. Associated Student Government

ASG, VP, Ian Clark not present. It was noted that ASG had their last meeting.

E. Redesigning the Student Experience

Faculty Lead, Thao Ha reported they have new and old returning instructional faculty liaisons. They will be using the summer to plan for the next growth area. The staffing plan is being worked on along with the scale of adoption and the five-year strategic plan. Lara and Ha will continue as the instructional co-leads and will update with reports to Senate.

VII. Old Business

A. AP 4025 Philosophy and Criteria for Associate Degree and General Education - Angela Senigaglia

Summary if changes include Page 1: To local general education pattern (Plan A), Area B—Natural Sciences, reduced required units to three. This aligns MiraCosta's GE requirement with other community colleges; Page 2: Added the LVN-RN degree as exempt from the Plan A, Area G requirement. This aligns with Board of Nursing licensing unit limits; and Page 7: Added students with an associate degree from a regionally accredited institution as exempt from local GE requirements. This removed barrier for students who have already met associate degree general education requirements.

MSU (Safaralian / Allyn) to approve AP 4025 Philosophy and Criteria for Associate Degree and General Education as presented.

B. AP 4025B Philosophy and Criteria for Baccalaureate Degrees and General Education - Angela Senigaglia

On Page 3: Added missing Area F title and new Area G: Ethnic Studies (CSU only). This is a legal change to CSU lower-division general education requirements.

MSU (Warren / Ravanbaksh) to approve AP 4025B Philosophy and Criteria for Baccalaureate Degrees and General Education as presented.

C. AP 4050 Articulation - Angela Senigaglia

Added clarifying information to reflect current articulation officer responsibilities. This is a periodic review to update the procedure.

MSU (Safaralian / Warren) to approve AP 4050 Articulation as presented.

D. AP 4100 Graduation Requirements for Degrees and Certificates - Angela Senigaglia

CPC voted to allow the college to accept grades of C- from regionally accredited institutions to satisfy associate degree requirements. Title 5 prohibits community colleges from assigning C- grades, but it does not prohibit colleges from accepting C- grades from other colleges. The San Diego Community College District has been allowing the C- grades for a few years.

MSU (Warren / Ravanbaksh) to approve AP 4100 Graduation Requirements for Degrees and Certificates as amended.

MSU (Safaralian / Cassoni) to make a friendly amendment to add the following language to replace the last sentence in Section E of the Requirements for Graduation: Associate Degrees and Section A.2 and B.2 of the Requirements for Graduation: College Certificates. "Course completed with a C- from US regionally accredited colleges may be used to meet this requirement, except in programs such as Registered Nursing and Licensed Vocational Nursing, which are overseen by external accrediting agencies that do not allow a C-."

E. AP 4100B Graduation Requirements for Degrees and Certificates-Baccalaureate in Science Degree - Angela Senigaglia

CPC voted to allow the college to accept grades of C- from regionally accredited institutions to satisfy associate degree requirements. Title 5 prohibits community colleges from assigning C- grades, but it does not prohibit colleges from accepting C- grades from other colleges. The San Diego Community College District has been allowing the C- grades for a few years.

MSU (Bonds / Warren) to approve AP 4100B Graduation Requirements for Degrees and Certificates-Baccalaureate in Science Degree as presented.

F. AP 4101 Directed Studies - Angela Senigaglia

Moved the sentence regarding the necessity of having a directed study course listed in the catalog from under the General Regulations heading to the first sentence of the AP. The college cannot legally offer a course that is not in the college catalog. The college has not had a directed study course in the catalog

for two-going on three-years. Moving the sentence that establishes the scheduling restriction is CPC's proposed alternative to removing a process the college is not currently able to use. Emphasizing the restriction by positioning it first in the AP more accurately reflects current practice, which is the purpose of periodic review.

MSP (Ha / Allyn) [bonds abstained] to approve AP 4101 Directed Studies as presented.

G. AP 4105 Distance Education – Jim Julius and Angela Senigaglia

The MiraCosta Educators (MOE) added federal regulation language and language regarding equity. MOE wanted to ensure Title 5 standards and federal regulations were addressed, as well as, the college's commitment to equity.

MSU (Ravanbaksh / Safaralian) to approve AP 4105 Distance Education as presented.

H. AP 4260 Prerequisites and Corequisites - Angela Senigaglia

An addition to the first section of the first page was made: "Courses completed with a C- from U.S. regionally accredited colleges may also be used to satisfy a grade of C prerequisite requirement." The catalog states a grade of "C or better" may be used to clear a prerequisite, but that rule is not codified in any AP. The rule recently changed to allow a C-, so this was an opportunity to do it in the prerequisites and Corequisites AP.

MSU (Bonds / Safaralian) to approve AP 4260 Prerequisites and Corequisites as presented.

I. AP 4300 Field Trips and Excursions – David Bonds

Information about the director of risk management was moved to the paragraph where application timelines is covered for better coherence.

MSU (Bairstow / Warren) to approve AP 4300 Field Trips and Excursions as presented.

J. BP 4300 Field Trips and Excursions – David Bonds

State categorical funding cannot be used for travel to states subject to California's ban on state-funded and state-sponsored travel. MiraCosta's decision to voluntarily honor the legislation described in AB 1887 needed to be added to the board policy.

MS (Cassoni / Ravanbaksh) to approve BP 4300 Field Trips and Excursions as presented.

K. AP 5031 Instructional Materials - Angela Senigaglia

The title of this AP has been changed from Instructional Materials Fees to Instructional Materials. The first part of the AP is about all types of instructional materials, not just the ones that can have a fee attached to them. It is important that all involved in selecting instructional materials recognize those important requirements/constraints from Title 5. The CCLC template for AP 5031 is titled Instructional Materials.

MSU (Bairstow / Ravanbaksh) to approve AP 5031 Instructional Materials as presented.

L. MiraCosta Online Class Quality Guidelines – Jim Julius

MiraCosta Online Educators (MOE) have completed a substantial revision to the MOE/MiraCosta Online Class Quality Guidelines, which were originally developed and approved in 2016. The new document is intended to help faculty develop and teach high-quality, equity-minded online classes, and will serve as a foundation for ongoing professional learning for online instruction at MiraCosta. MOE asked AS to approve this document for MiraCosta faculty use.

MSU (Safaralian / Bonds) to approve the MiraCosta Online Class Quality Guidelines as presented.

M. Taskforce Goal 1b Recommendations – Edward Pohlert

The AS created a taskforce to make recommendations on Goal 1b: faculty retention practices and strategies. The taskforce presented their findings and recommendations for AS consideration.

MSU (Pohlert / Oswaldo Ramirez) to approve the Taskforce Goal 1b Recommendations as presented.

VIII. New Business

A. BP 4010 Academic Calendar – David Bonds

This is a periodic review of BP 4010. No changes are required.

MSU (Bonds / Warren) to approve BP 4010 Academic Calendar as presented.

B. AP 4010 Academic Calendar – David Bonds

This is a periodic review of AP 4010. Updated reference to AAC calendar group as a taskforce rather than a subcommittee and added ASG representation as a desired resource.

MSU (Warren / Ravanbaksh) to approve AP 4010 Academic Calendar as presented.

C. AP 4026 Philosophy and Criteria for International Education – Angela Senigaglia and Robert Bond

Added the adoption of equity-minded practices as an overarching goal of international education. As well, added the International Education Advisory Committee as a body that helps provide guidelines. T

MSU (Bonds / Safaralian) to approve AP 4026 Philosophy and Criteria for International Education as presented.

D. BP 4030 Academic Freedom – David Bonds

This is a periodic review of AP 4030. Modified primarily for cohesiveness, integrated accreditation Standards and Eligibility Requirements for a more comprehensive policy. This BP will come back for approval at the first AS meeting in September after feedback from constituents.

It was noted that this document had a lot of revision, in particular, the tone of the fearful language and was brought in line with usage as an accreditation document and there was an effort to site BPs where our responsibilities are connected to academic freedom for students and all employees. They modernized the language and recognized roles as members of the community and students.

E. Salary Advancement Handbook – Donny Munshower

Each year the Salary Advancement Committee reviews the Salary Advancement Handbook and makes changes as necessary. Changes to the handbook this year include the addition of a SAC meeting in the fall and an additional deadline for application approval of October 1st; the spring deadline will be moved to March 1st from March 15th; a statement regarding the necessity to dual enroll in extension courses partnered with regionally accredited universities; a question has been added to both application forms asking if any portion of the classes requested have been funded by MCC; and Appendices C and D have been removed.

MSP (Safaralian / Warren) [Bonds abstained] to suspend the rules in order to vote on any agenda items listed under New Business as a first read.

MSP (Deineh / Diaz) [Bonds opposed] to approve the Salary Advancement Handbook with suggested edits and to replace the words "his and her" throughout the handbook with language inclusive of non-binary individuals such as "the applicant's" or "their."

Bonds expressed his concerns about the process for salary advancement. He suggested that changes in the handbook should have been more inclusive of what faculty have to go through and why this has to be done. He wants to support the change of the pronouns but this process has to be fixed and make it more streamlined for faculty. Warren agrees there needs to be a lot more work regarding the process.

Munshower noted that SAC meets only once and sometimes twice. He wants to have Flex workshops and will work on the process next year as well as look into the question of if the SAC committee needs to exist. He welcomes suggestions once we return in the fall.

F. AP 5055 Student Enrollment Limitations and Priorities - Jeff Higginbotham

DSPS is changing the name of the department to Student Accessibility Services (SAS) and ensuring that inclusive language is used in reference to students with disabilities.

G. AP 5110 Counseling - Jeff Higginbotham

DSPS is changing the name of the department to Student Accessibility Services (SAS) and ensuring that inclusive language is used in reference to students with disabilities.

H. AP 5140 Disabled Student Programs and Services - Jeff Higginbotham

DSPS is changing the name of the department to Student Accessibility Services (SAS) and ensuring that inclusive language is used in reference to students with disabilities.

MSU (Bonds / Warren) to approve AP 5055 Student Enrollment Limitations and Priorities, AP 5110 Counseling, and AP 5140 Disabled Student Programs and Services, as presented.

I. BP 5140 Disabled Student Programs and Services (DSPS) – Jeff Higginbotham

DSPS is changing the name of the department to Student Accessibility Services (SAS) and ensuring that inclusive language is used in reference to students with disabilities.

This BP 5140 Disabled Student Programs and Services (DSPS) was pulled from the agenda. The Board of Trustees discussed and approved this AP at their meeting of May 20, 2021.

IX. Information/Discussion

A. Leon Baradat Service Award Presentation – Luke Lara

The Academic Senate honored Robin Allyn and Scott Fallstrom as the two faculty awardees for the prestigious Leon Baradat Service Award for 2019-2020. The Leon Baradat Service Award is bestowed upon one full-time and one associate faculty member annually, who have demonstrated passion for teaching, counseling, or library work and a dedication to students beyond the classroom or primary work site. Awardees must also be known for fostering engagement and creating positive and inclusive campus climate through service. These faculty will be given a plaque and a \$300 cash award.

B. Recognition of Outgoing Academic Senators – Luke Lara

Academic Senators who have served their elected term and will not continue, were recognized and honored for their contributions to the Academic Senate. They are David Bonds, Rick Cassoni, Steven Deineh, Edward Pohlert, and Susan Pynes. The outgoing Coordinating Officer is Thao Ha. Lara expressed his sincere appreciation to each of the outgoing members individually.

X. Academic Senator Reports

Warren offered expression of what a pleasure it was to work with all the outgoing members. She noted that mental health is real and people are suffering. Lara offered a resource for the crisis text line; text 741741 for a trained professional.

Pohlert shared that under the auspices of retention services, there are 20 members comprised of students, staff, and faculty. They will work on tasks for next year, and develop a website which they will bring to Senate next year.

All were wished a wonderful summer, stay strong, and take care of yourselves.

XI. Adjournment – The meeting adjourned at 11:26am.



Subject: Three (3) Full-Time Faculty Equivalencies for Physics/Astronomy

Members present: Robin Allyn (AS Coordinating Officer), Luke Lara (AS President), Hossein Ravanbaksh (AF Representative), Leila Safaralian (AS President-elect), Glorian Sipman (Equivalency Committee)

MSU (Allyn / Ravanbaksh) to approve the three full-time faculty equivalencies for Physics/Astronomy as presented.

Notes:

A question was raised concerning the second equivalency asking if the reason the faculty member needed to go through the equivalency process was because her Bachelors and Masters degrees were from another country. It was noted that anything that comes from a foreign country comes through equivalency. However, in this case, they used her PhD from category A4 for equivalency.



ACADEMIC SENATE

Appointment of Associate Faculty, Brian Page to AS for '21 – '22 (a one-year term)

AS Rules Section H.10.a states:

Those vacancies that occur for Vice President, Coordinating Officer, or Academic Senate members while half or less of the term is unserved shall be filled by appointment by the Academic Senate President and confirmation of the Academic Senate.

MiraCosta College
Office Inventory 2021-2022

CAMPUS	Room Number	Maximum Occupancy	Occupants	Occupants 2	Occupants 3	Category (Discipline)	Area (sq. ft.)
OCN	2009	1	Eric Bishop	n/a	n/a	2 (Theatre)	110
OCN	2010	1	Tracy Williams	n/a	n/a	2 (Theatre)	75
OCN	2022A	1	Sean Fanning	n/a	n/a	2 (Theatre)	75
OCN	2111	2	Yoshimi Hayashi	Leah Cluff	n/a	2 (Art)	111
OCN	2206	2	Matt Falker	OPEN - FACULTY	n/a	2 (Creat. Arts)	120
OCN	2215	2	Steve Torok	Dan Siegel	n/a	2 (Creat. Arts)	119
OCN	2220	2	Christy Coobatis	Arlie Langager	n/a	2 (Creat. Arts)	124
OCN	2268	2	Dean Ramos	Gilbert Neri	n/a	2 (Creat. Arts)	120
OCN	2274	2	Lauren Greenwald	Xuchi Naungayan Eggleton	n/a	2 (Creat. Arts)	116
OCN	2705	1	Dave Massey	n/a	n/a	2 (Dance)	117
OCN	2706	1***	Billy Gunn	n/a	n/a	2 (Creat. Arts)	187
OCN	2707	1	Trisha Hanada-Rogers	n/a	n/a	2 (Creat. Arts)	100
OCN	3109	1*	Bradley Byrom	n/a	n/a	1	117
OCN	3110	1	Robert Kelley	n/a	n/a	1	99
OCN	3111	1	Shafin Ali	n/a	n/a	1	99
OCN	3112	1	Leola Powers	n/a	n/a	1	69
OCN	3113	1	Rachel Hastings	n/a	n/a	1	75
OCN	3114	1	Mark Whitney	n/a	n/a	1	78
OCN	3115	1	Isabel Luengo	n/a	n/a	1	79
OCN	3116	1	Bruce Hoskins	n/a	n/a	1	105
OCN	3121	2	Stephen Eso	Jeff Murico	n/a	1	119
OCN	3122	1	Lesley Doig	n/a	n/a	1	92
OCN	3123	1	John Phillips	n/a	n/a	1	106
OCN	3124	1	Lisa Fast	n/a	n/a	1	68
OCN	3126	1	Lilia Vidal	n/a	n/a	1	77
OCN	3206	2	Chris Sleeper	NOT AVAILABLE	n/a	1	168
OCN	T 111	2	Rick Cassoni	Delores Loedel	n/a	1	140
OCN	T 112	2	Jake Strona	Jade Hidle	n/a	1	140
OCN	T 113	2	Richard White	Raymond Clark	n/a	1	140
OCN	T 114	2	Casey McFarland	Rhonda Welch-Scalaco	n/a	1	140
OCN	T 115	2	Thao Ha	Roberto Falero	n/a	1	145
OCN	T-118	2	Mike Fino Staff	Mike Fino Staff	n/a	1	350

MiraCosta College
Office Inventory 2021-2022

CAMPUS	Room Number	Maximum Occupancy	Occupants	Occupants 2	Occupants 3	Category (Discipline)	Area (sq. ft.)
OCN	T-311	2	Teresa Guinon	curry mitchell	n/a	1	115
OCN	T-312	1	Lynne Miller	n/a	n/a	1	110
OCN	T-314	2	Tyrone Nagai	Taya Lazootin	n/a	1	115
OCN	T-315	1	David Bonds	n/a	n/a	1	109
OCN	T-316	1	Maria Figueroa	n/a	n/a	1	108
OCN	T-318	1	Jim Sullivan	n/a	n/a	1	97
OCN	T-411	2	Anthony Ongyod	Gail Meinhold	n/a	1	177
OCN	T-412	2	Kent McCorkle	Theresa Bolaños	n/a	1	177
OCN	T-415	2	David McField	Eric Snortum	n/a	1	167
OCN	T-421	3	Michelle Odom	Yana Gardiner	Alison Phinney	1	216
OCN	T-422	2	Yvette Duncan	Sue Simpson	n/a	1	104
OCN	T-423	2	Allison Perkins	Giana Carey	n/a	1	99
OCN	T-530	1	OPEN FACULTY OR STAFF	n/a	n/a	1	100
OCN	T-531	1	Faculty Assembly	n/a	n/a	1	100
OCN	T-532	1	OPEN FACULTY OR STAFF	n/a	n/a	1	100
OCN	T-533	1	OPEN FACULTY OR STAFF	n/a		1	100
OCN	T-534	1	OPEN FACULTY OR STAFF	n/a	n/a	1	100
OCN	T-536	1	Robert Fulbright	n/a	n/a	1	100
OCN	T-537	1	OPEN FACULTY OR STAFF	n/a	n/a	1	100
OCN	T-538	1	New Instructional Designer - Fall '21	n/a	n/a	1	100
OCN	T-550	1	Joanne Benschop	n/a	n/a	1	100
OCN	T-551	1	OPEN FACULTY OR STAFF	n/a	n/a	1	100
OCN	T-552	1	John Kirwan	n/a	n/a	1	100
OCN	T-556	1	Michael Paulding	n/a	n/a	1	100
OCN	T-557	1	Ruben Gomez	n/a	n/a	1	100
OCN	T-558	1	Nery Chapeton-Lamas	n/a	n/a	1	100
OCN	3614	2	Violeta Sanchez	Daniel Ante-Contreras	n/a	1	122
OCN	3615	2	Zulema Diaz	Alicia Lopez	n/a	1	129
OCN	3616	2	Mary Beth Headlee	Beth Powell	n/a	1	161
OCN	3617	2	Shawn Firouzian	Leila Safaralian	n/a	1	128
OCN	3618	2	JahB Prescott	Aaron Roberts	n/a	1	128
OCN	3619	2	Jose Jara	Chad Tsuyuki	n/a	1	128
OCN	3620	2	Phillip Boland	Zika Perovic	n/a	1	128

MiraCosta College
Office Inventory 2021-2022

CAMPUS	Room Number	Maximum Occupancy	Occupants	Occupants 2	Occupants 3	Category (Discipline)	Area (sq. ft.)
OCN	3621	2	Angela Beltran	Lemee Nakamura	n/a	1	128
OCN	3622	2	Serena Mercado	dara	n/a	1	129
OCN	3623	2	Brent Pickett	Keith Dunbar	n/a	1	129
OCN	4018	3	Paul Katson	Steve Vail	Arnoldo Williams	2 (Auto Tech)	319
OCN	4057	2	Wally Perez	Barbara Juncosa	n/a	2 (Biotech)	150
OCN	4405	2	Roland Estrella	Korey Goulette	n/a	2 (Health Oc.)	118
OCN	4410	2	OPEN FACULTY	Richard Dicker	n/a	2 (Health Oc.)	103
OCN	4502	2	Kristine Arquero	Pierre Goueth	n/a	2 (Chem.)	146
OCN	4507	1**	Erika Peters	n/a	n/a	1	117
OCN	4512	2	Pedro Morgado Flores	Rica French	n/a	1	118
OCN	4518	2	John Thomford	Himgauri Kulkarni	n/a	1	126
OCN	4519	2	Jeff Ihara	Joe Salamon	n/a	1	126
OCN	4520	2	Stacey Hull	Suzie Bailey	n/a	1	133
OCN	4536	2	Paul Clarke	David Parker	n/a	2 (Des. Tech)	144
OCN	4608	2	Mary Gross	Dominique Ingato	n/a	1	118
OCN	4609	2	John Turbeville	Jeanine Sepulveda	n/a	1	116
OCN	4620	2	Min Choi	Karl Cleveland	n/a	2 (IMT)	120
OCN	4621	2	Leigh Cotnoir	Catherine Walker	n/a	1	120
OCN	4702	1	Andrea Petri	n/a	n/a	2 (Int. Lang.)	120
OCN	4703	2	Christina Toharia	Rosa Viramontes	n/a	2 (Int. Lang.)	122
OCN	4704	1	Pilar Hernandez	n/a	n/a	2 (Int. Lang.)	120
OCN	4810	2	Annie Ngo	Christina Sharp	n/a	1	112
OCN	4811	2	Tina Walker	Janelle West	n/a	1	131
OCN	4812	2	Steve Isachsen	Eric Carstensen	n/a	1	131
OCN	4813	2	Nate Scharff	Lynn Trzoss	n/a	1	144
OCN	4814	1	Emiko Kiyochi	n/a	n/a	1	100
OCN	7056	1	Mark Laurel	n/a	n/a	2 (Hort.)	102
OCN	7057	2	Megan Allison	Ashley Davis	n/a	2 (Hort.)	170
OCN	7058	1	Mike Deschamps	n/a	n/a	2 (Hort.)	86
OCN	8010	1***	Linda Haar	n/a	n/a	2 (Child Dev.)	165
OCN	8012	1	Claudia Flores	n/a	n/a	2 (Child Dev.)	138
SAN	403	2	Khang Nguyen	Tina Johnson	n/a	2 (Phys/BioSci)	115

MiraCosta College
Office Inventory 2021-2022

CAMPUS	Room Number	Maximum Occupancy	Occupants	Occupants 2	Occupants 3	Category (Discipline)	Area (sq. ft.)
SAN	405	2	Thong Nguyen	Kaitlin Fisher	n/a		117
SAN	502A	2	Vicky Noddings	Jane Mushinsky	n/a		150
SAN	510	2	David Detwiler	Robert Bond	n/a		150
SAN	511	2	OPEN - FACULTY	Janeen Apalatea	n/a		150
SAN	512	2	Suganya Sankaranarayanan	Alexis Tucker	n/a		150
SAN	513	2	Sean Davis	Krista Byrd	n/a		150
SAN	602	2	Kelly Hagen	Luke Lambert	n/a		158
SAN	603	2	OPEN - FACULTY	Shannon Myers			145
SAN	604	2	Sam Arenivar	OPEN - FACULTY	n/a		145
SAN	605	2	Lisa Lane	Polo Mariscal	n/a		150
SAN	608	2	Eric Robertson	Tony Burman	n/a		140

FACULTY COMMITTEE ASSIGNMENTS 2021-22
If no term ending dates are noted, the terms are flexible

<u>Committee Name</u>	<u>Term</u>	<u>2021-2022 Assignment</u>
Budget and Planning Committee (BPC)	<i>Ends (number of years served by end of term)</i>	<i>2-year member terms, renewable twice for a max of six years; 7 faculty total</i>
Budget and Planning Committee (BPC)	Sp22 (5yrs)	Joe Salamon (Faculty Co-Chair)
Budget and Planning Committee (BPC)	Sp22 (4yrs)	Luke Lara (AS Pres)
Budget and Planning Committee (BPC)	Sp24 (4yrs)	Leila Safaralian (AS Pres-elect)
Budget and Planning Committee (BPC)	Sp22 (6yrs)	Raymond Clark
Budget and Planning Committee (BPC)	Sp22 (2yrs)	Edwina Williams (Associate Faculty)*
Budget and Planning Committee (BPC)	Sp22 (6yrs)	Maria Figueroa
Budget and Planning Committee (BPC)	Sp22 (2yrs)	Christy Coobatis
College Council		
College Council	Assigned by virtue of role	Luke Lara (AS Pres)
College Council	Assigned by virtue of role	Leila Safaralian (AS Pres-Elect)
College Council	Assigned by virtue of role	Polo Mariscal (IPRC Co-Chair) Kaitlin Fischer (IPRC Co-Chair)
Institutional Program Review Committee (IPRC)	<i>Ends (number of years served by end of term)</i>	<i>2-year member terms, renewable for a max of six years; 7 faculty total</i>
Institutional Program Review Committee (IPRC)	Sp24(6yrs)	Polo Mariscal (IPRC Co-Chair)
Institutional Program Review Committee (IPRC)	Sp23(4yrs)	Kaitlin Fischer (IPRC Co-Chair)
Institutional Program Review Committee (IPRC)	Sp23(2yrs)	John Kirwan
Institutional Program Review Committee (IPRC)	Sp23(2yrs)	Rick Cassoni
Institutional Program Review Committee (IPRC)	Sp22(2yrs)	Lisa Fast
Institutional Program Review Committee (IPRC)	Sp22(2yrs)	Cynthia Vasquez Gonzales
Institutional Program Review Committee (IPRC)	Sp22(2yrs)	Robin Allyn (Associate Faculty) *
Tenure Review and Evaluation Committee (. TREC)	<i>No term length</i>	<i>No number set; as needed</i>
Tenure Review and Evaluation Committee (TREC)		Jose Jara

FACULTY COMMITTEE ASSIGNMENTS 2021-22
If no term ending dates are noted, the terms are flexible

<u>Committee Name</u>	<u>Term</u>	<u>2021-2022 Assignment</u>
Tenure Review and Evaluation Committee (TREC)		Krista Byrd
Tenure Review and Evaluation Committee (TREC)		Jade Hidle
Tenure Review and Evaluation Committee (TREC)		Lesley Doig
Tenure Review and Evaluation Committee (TREC)		Keith Dunbar
Tenure Review and Evaluation Committee (TREC)		Kristi Reyes
Tenure Review and Evaluation Committee (TREC)		Eric Carstensen
Tenure Review and Evaluation Committee (TREC)		Suzie Bailey
Tenure Review and Evaluation Committee (TREC)		Arnoldo Williams
Tenure Review and Evaluation Committee (TREC)		Leah Cluff
Tenure Review and Evaluation Committee (TREC)		Mark Whitney
Tenure Review and Evaluation Committee (TREC)		Karina Duarte-Braunstein
Tenure Review and Evaluation Committee (TREC)		Jim Sullivan
Tenure Review and Evaluation Committee (TREC)		Suzie Bailey
Tenure Review and Evaluation Committee (TREC)		Jed Schlueter
Tenure Review and Evaluation Committee (TREC)		Richard Dicker ⁺
Tenure Review and Evaluation Committee (TREC)		Christina Johnson ⁺
Tenure Review and Evaluation Committee (TREC)		OPEN

FACULTY COMMITTEE ASSIGNMENTS 2021-22

If no term ending dates are noted, the terms are flexible

<u>Committee Name</u>	<u>Term</u>	<u>2021-2022 Assignment</u>
Outcomes Assessment Committee (OAC)	<i>Ends (number of years served by end of term)</i>	<i>2-year member terms; renewable twice for a max of six years; 9 faculty total + 2 resource faculty</i>
Outcomes Assessment Committee (OAC)	Sp23(3yrs)	Shannon Myers (Faculty Co-Chair)
Outcomes Assessment Committee (OAC)	Sp22(6yrs)	John Thomford (Core Competency Coordinator / co-chair)
Outcomes Assessment Committee (OAC)	Sp22(4yrs)	Kristine Arquero
Outcomes Assessment Committee (OAC)	Sp22(4yrs)	Janelle West
Outcomes Assessment Committee (OAC)	Sp23(4yrs)	Krista Byrd
Outcomes Assessment Committee (OAC)	Sp22(2yrs)	Cristina Toharia
Outcomes Assessment Committee (OAC)	Sp22(3yrs)	Katie Ortiz (Associate Faculty)*
Outcomes Assessment Committee (OAC)	Sp22(2yrs)	Alison Phinney
Outcomes Assessment Committee (OAC)	Sp23(2yrs)	Ashley Davis
Outcomes Assessment Committee (OAC)	Resource	Joanne Benschop (SLO Coordinator)
Outcomes Assessment Committee (OAC)	Resource	Jim Julius (Online Faculty Director)

FACULTY COMMITTEE ASSIGNMENTS 2021-22
If no term ending dates are noted, the terms are flexible

Academic Senate and Academic Senate Subcommittees

Academic Senate	Elected Members	Year and semester term ends
Academic Senate	Allyn, Robin, <i>Coordinating Officer</i>	Sp23
Academic Senate	Balcazar, Yesenia	Sp22
Academic Senate	Bairstow, Ingrid	Sp22
Academic Senate	Cordero, Karla	Sp23
Academic Senate	Diaz, Zulema	Sp22
Academic Senate	Julius, Jim	Sp23
Academic Senate	Kulkarni, Himgauri	Sp22
Academic Senate	Lara, Luke, <i>President</i>	Sp23
Academic Senate	Loedel, Delores	Sp23
Academic Senate	Nagai, Tyrone	Sp23
Academic Senate	Neri, Gilbert	Sp23
Academic Senate	Page, Brian	Sp22
Academic Senate	Ramirez, Oswaldo	Sp22
Academic Senate	Ravanbaksh, Hossein	Sp23
Academic Senate	Safaralian, Leila, <i>President Elect</i>	Sp24
Academic Senate	Warren, Krista	Sp23

<u>Committee Name</u>	<u>Term</u>	<u>2021-2022 Assignment</u>
Academic Affairs Committee (AAC)	<i>Ends</i>	<i>2-year member terms, renewable twice for a max of six years</i>
Academic Affairs Committee (AAC)	Sp22	David Bonds (Chair)
Academic Affairs Committee (AAC)	Sp23	Claudia Flores (Unbanking Spring 2021)
Academic Affairs Committee (AAC)	Sp22	Stacy Hull
Academic Affairs Committee (AAC)	Sp22	Alexis Tucker Sade
Academic Affairs Committee (AAC)	Sp22	Rosa Viramontes
Academic Affairs Committee (AAC)	Sp22	Daniel Ante-Contreras
Academic Affairs Committee (AAC)	Sp22	Thong Nguyen
Academic Affairs Committee (AAC)	Sp22	Yana Gardiner
Academic Affairs Committee (AAC)	Sp22	Beth Powell (Unbanking Spring 2022)
Academic Affairs Committee (AAC)	Sp22	Lauren McFall
Academic Affairs Committee (AAC)	Sp23	Kris Peck

FACULTY COMMITTEE ASSIGNMENTS 2021-22

If no term ending dates are noted, the terms are flexible

Academic Affairs Committee (AAC)	Sp22	Joseph King (Associate Faculty)*
Academic Affairs Committee (AAC)	Sp22	Dave Massey
Academic Affairs Committee (AAC)	Sp22	Tricia Hoste
Academic Affairs Committee (AAC)	Sp23	Shafin Ali
Academic Affairs Committee (AAC)	Sp22	Julie Cord
Academic Affairs Committee (AAC)	Sp22	Stephen Torok
Academic Affairs Committee (AAC)	Sp23	Rick White
Academic Affairs Committee (AAC)	Sp23	Ghada Osman
Academic Affairs Committee (AAC)	Sp23	Adrean Askerneese
Academic Affairs Committee (AAC)	Sp23	David McField
Courses and Programs Committee (CPC)	<i>Ends</i>	<i>CPC chair no term limit; members 3-year with no limit</i>
Courses and Programs Committee (CPC)	Sp22	Angela Senigaglia (Chair)
Courses and Programs Committee (CPC)	Sp24	Kelly Hagen (GE Area A1, Pre-transfer)
Courses and Programs Committee (CPC)	Sp24	Scott Fallstrom (GE Area A2)
Courses and Programs Committee (CPC)	Sp24	Erika Peters (GE Area B)
Courses and Programs Committee (CPC)	Sp22	Gilbert Neri (GE Area C)
Courses and Programs Committee (CPC)	Sp22	Robert Bond (GE Area D)
Courses and Programs Committee (CPC)	Sp22	Nate Scharff (CE)
Courses and Programs Committee (CPC)	Sp22	Donny Munshower (Counseling)
Courses and Programs Committee (CPC)	Sp22	Billy Gunn (Noncredit, or other GE) (Sabbatical fall 2021) OPEN (fall substitute; Noncredit, or other GE)
Courses and Programs Committee (CPC)	Sp24	Yana Gardiner (CE)
Courses and Programs Committee (CPC)	Sp24	Darlene Burke (Associate Faculty)*

FACULTY COMMITTEE ASSIGNMENTS 2021-22
If no term ending dates are noted, the terms are flexible

Courses and Programs Committee (CPC)	Permanent	Julius, Jim, Director Online Ed
Courses and Programs Committee (CPC)	Permanent	Benschop, Joanne (Articulation Officer, SLO Coordinator)
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	2-year member term, renewable	6-9 members only
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	Sp22	Alicia Lopez (Chair)
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	Sp23	Nakamura, Lemee
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	Sp23	Hilda Gomez-Zinn
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	Sp23	Sean Davis (Sabbatical spring 2022)
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	Sp23	Tina Walker
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	Sp23	Mariana Silva
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	Sp23	Violeta Sanchez
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	Sp23	Christopher Sleeper
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	Sp23	Catherine Walker
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	Sp23	Don Love
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	Sp23	Aaron Roberts (PDP Liaison)
Diversity, Equity, and Cultural Competency Subcommittee (DEqCC)	Sp22	Sonia Gutierrez (Associate Faculty)*
Equivalency Subcommittee	No term length	No number set
Equivalency Subcommittee		Jeff Ihara (Chair)
Equivalency Subcommittee		Isabel Luengo
Equivalency Subcommittee		Glorian Sipman

FACULTY COMMITTEE ASSIGNMENTS 2021-22
If no term ending dates are noted, the terms are flexible

Equivalency Subcommittee		Paul Katson
Equivalency Subcommittee		Dan Siegel
Equivalency Subcommittee		Ruth Gay
Faculty Awards Subcommittee	No term length	Minimum two FT F, two AF, CO
Faculty Awards Subcommittee	Sp23	Robin Allyn (Chair)
Faculty Awards Subcommittee		Vicky Noddings
Faculty Awards Subcommittee		Christina Johnson
Faculty Awards Subcommittee		Allison Perkins
Faculty Awards Subcommittee		Al Nyman (Associate Faculty)*
Faculty Awards Subcommittee		Jose Rodriguez (Associate Faculty)*
MiraCosta Online Educators (MOE)	2-year member term, renewable; ending dates unknown	10-12 members
MiraCosta Online Educators (MOE)	Sp22	Jim Julius (Chair)
MiraCosta Online Educators (MOE)	Sp22	Shawn Firouzian
MiraCosta Online Educators (MOE)	Sp22	Sam Arenivar
MiraCosta Online Educators (MOE)	Sp22	Pamela Perry (Sabbatical spring 2022)
MiraCosta Online Educators (MOE)	Sp22	Eric Robertson
MiraCosta Online Educators (MOE)	Sp23	Roland Estrella
MiraCosta Online Educators (MOE)	Sp22	Michael Deschamps
MiraCosta Online Educators (MOE)	Sp23	Neri Chapeton-Lamas
MiraCosta Online Educators (MOE)	Sp23	Robert Kelley
MiraCosta Online Educators (MOE)	Sp23	Pedro Morgado
MiraCosta Online Educators (MOE)	Sp22	Angela Beltran – Aguilar
MiraCosta Online Educators (MOE)	Sp22	curry mitchell

FACULTY COMMITTEE ASSIGNMENTS 2021-22

If no term ending dates are noted, the terms are flexible

MiraCosta Online Educators (MOE)	Sp23	Karl Cleveland (Sabbatical Fall 2021)
MiraCosta Online Educators (MOE)	Sp23	Eli Clarke
MiraCosta Online Educators (MOE)	Sp23	Leola Powers
MiraCosta Online Educators (MOE)	Sp22	James Garcia (Associate Faculty)
MiraCosta Online Educators (MOE)	Sp22	Tanessa Sanchez (Associate Faculty)*
MiraCosta Online Educators (MOE)	Sp22	Paulino Mendoza (Associate Faculty)*
Professional Development Program/Flex (PDP)	No term length	No number of members set
Professional Development Program/Flex (PDP)	Sp24	Denise Stephenson
Professional Development Program/Flex (PDP)		Jim Julius
Professional Development Program/Flex (PDP)		Rica French
Professional Development Program/Flex (PDP)		Lynne Miller (Sabbatical fall 2021)
Professional Development Program/Flex (PDP)		Rachel Hastings
Professional Development Program/Flex (PDP)		Tony Burman
Professional Development Program/Flex (PDP)		Thao Ha
Professional Development Program/Flex (PDP)		Dominique Ingato
Professional Development Program/Flex (PDP)		JahB Prescott
Professional Development Program/Flex (PDP)		Aaron Roberts
Professional Development Program/Flex (PDP)		Zica Perovic
Professional Development Program/Flex (PDP)		Sean Davis (Sabbatical spring 2022)
Professional Development Program/Flex (PDP)		Serena Mercado
Professional Development Program/Flex (PDP)		Giana Carey
Professional Development Program/Flex (PDP)		Anna Alessi (Assoc Faculty)
Professional Development Program/Flex (PDP)		Brian Page (Assoc Faculty)
Sabbatical Leave Subcommittee (SLC)	No term length	No number set

FACULTY COMMITTEE ASSIGNMENTS 2021-22
If no term ending dates are noted, the terms are flexible

Sabbatical Leave Subcommittee (SLC)		Trisha Hanada-Rogers (Co-Chair)
Sabbatical Leave Subcommittee (SLC)		Gail Meinhold (Co-Chair)
Sabbatical Leave Subcommittee (SLC)		Lisa Lane
Sabbatical Leave Subcommittee (SLC)		Jennifer Paris
Sabbatical Leave Subcommittee (SLC)		Pilar Hernandez
Sabbatical Leave Subcommittee (SLC)		Denise Stephenson
Sabbatical Leave Subcommittee (SLC)		Zika Perovic
Sabbatical Leave Subcommittee (SLC)		John Kirwan
Salary Advancement Subcommittee (SAC)	No term length	
Salary Advancement Subcommittee (SAC)		Donny Munshower (chair)
Salary Advancement Subcommittee (SAC)		Lilia Vidal
Salary Advancement Subcommittee (SAC)		Vicky Noddings
Salary Advancement Subcommittee (SAC)		Eric Bishop
Salary Advancement Subcommittee (SAC)		Vicky Tam
Salary Advancement Subcommittee (SAC)		Alison Phinney

Operational Subcommittee of the Senate:

Elections Subcommittee	
Elections Subcommittee	John Phillips
Elections Subcommittee	Pierre Goueth
Elections Subcommittee	Allison Perkins

Campus Advisory Committees

<u>Committee Name</u>	<u>2021-2022 Assignment</u>
Awards and Scholarships Advisory Committee	
Awards and Scholarships Advisory Committee	Jade Hidle
Awards and Scholarships Advisory Committee	Laura Hayek

FACULTY COMMITTEE ASSIGNMENTS 2021-22
If no term ending dates are noted, the terms are flexible

Awards and Scholarships Advisory Committee	Dean Ramos (Sabbatical Fall 2021)
Awards and Scholarships Advisory Committee	Rebecca Morgan
Awards and Scholarships Advisory Committee	Sinar Lomeli
Awards and Scholarships Advisory Committee	Laney Collins
Awards and Scholarships Advisory Committee	Jeff Murico (Unbanking fall 2021)
Awards and Scholarships Advisory Committee	Steven Deineh
Basic Needs Workgroup	
Basic Needs Workgroup	Abby Burd
Basic Needs Workgroup	Mary Gross
Basic Needs Workgroup	Rhonda Welch Scalco
Basic Needs Workgroup	Magdalena Zepeda
Basic Needs Workgroup	Delores Loedel
Campus/Facilities Advisory Committee	
Campus/Facilities Advisory Committee	Jennifer Paris
Campus/Facilities Advisory Committee	Michelle Farnam
Campus/Facilities Advisory Committee	Steve Vail
Classified Senate Events Committee	
Classified Senate Events Committee	Magdalena Zepeda
Classified Senate Events Committee	
Commencement Advisory Committee	
Commencement Advisory Committee	Adrean Askerneese
Commencement Advisory Committee	Edward Pohlert
Commencement Advisory Committee	Stephen Torok
Dual Enrollment Advisory Committee	
Dual Enrollment Advisory Committee	Magdalena Zepeda
Dual Enrollment Advisory Committee	Phillip Boland
Dual Enrollment Advisory Committee	Shawn Firouzian
Dual Enrollment Advisory Committee	Theresa Bolanos

FACULTY COMMITTEE ASSIGNMENTS 2021-22
If no term ending dates are noted, the terms are flexible

Emergency Preparedness Advisory Group (EPAG)	
Emergency Preparedness Advisory Group (EPAG)	Roland Estrella
Emergency Preparedness Advisory Group (EPAG)	Yana Gardiner
Emergency Preparedness Advisory Group (EPAG)	Arti Dua
EOPS/CARE Advisory Committee	
EOPS/CARE Advisory Committee	Candy Owens
EOPS/CARE Advisory Committee	Arnoldo Williams
EOPS/CARE Advisory Committee	Mark Laurel
EOPS/CARE Advisory Committee	Larry Burns
EOPS/CARE Advisory Committee	Krystle Taylor
EOPS/CARE Advisory Committee	Linda Haar
Equal Employment Opportunity Advisory Committee (EEOAC)	<i>2 members only</i>
Equal Employment Opportunity Advisory Committee (EEOAC)	Lesley Doig
Equal Employment Opportunity Advisory Committee (EEOAC)	Maria Figueroa
Financial Aid Advisory Committee	
Financial Aid Advisory Committee	Rebecca Morgan
Financial Aid Advisory Committee	Candy Owens
Financial Aid Advisory Committee	Sinar Lomeli
Financial Aid Advisory Committee	Elizabeth Salinas (Associate Faculty)*
Financial Aid Advisory Committee	Robert Fulbright
Honors Scholar Program Advisory Committee	6-9 FT, 2 Couns, 1-2 Associates
Honors Scholar Program Advisory Committee	Chris Sleeper (Chair – Sp 23)
Honors Scholar Program Advisory Committee	Delores Loedel
Honors Scholar Program Advisory Committee	Leah Cluff
Honors Scholar Program Advisory Committee	Zika Perovic
Honors Scholar Program Advisory Committee	Lynn Trzoss
Honors Scholar Program Advisory Committee	Erika Peters

FACULTY COMMITTEE ASSIGNMENTS 2021-22
If no term ending dates are noted, the terms are flexible

Honors Scholar Program Advisory Committee	Lise Flocken
Honors Scholar Program Advisory Committee	Casey McFarland
Honors Scholar Program Advisory Committee	OPEN (Associate Faculty)*
International Education Advisory Committee	
International Education Advisory Committee	Andrea Petri (Chair)
International Education Advisory Committee	Cristina Toharia
International Education Advisory Committee	Jeff Murico (Unbanking Fall 2021)
International Education Advisory Committee	Robert Bond
International Education Advisory Committee	Kent McCorkle
International Education Advisory Committee	David Parker
International Education Advisory Committee	Anthony Ongyod
International Education Advisory Committee	Luke Lambert
International Education Advisory Committee	Jane Mushinsky
International Education Advisory Committee	David Detwiler (Unbanking Spring 2022)
International Education Advisory Committee	Rick White
Perkins Plan Advisory Committee	
Perkins Plan Advisory Committee	Yvette Duncan
Perkins Plan Advisory Committee	Arnoldo Williams
Perkins Plan Advisory Committee	Donna Davis
Perkins Plan Advisory Committee	David Parker
Perkins Plan Advisory Committee	Mike Deschamps
Perkins Plan Advisory Committee	Waldemar Perez
Perkins Plan Advisory Committee	Jeff Higginbotham
Perkins Plan Advisory Committee	Christy Coobatis
Perkins Plan Advisory Committee	Claudia Flores (Unbanking fall 2021)
President's Alliance on Diversity, Equity, and Inclusion (PADEI)	
President's Alliance on Diversity, Equity, and Inclusion (PADEI)	OPEN (Chair)

FACULTY COMMITTEE ASSIGNMENTS 2021-22
If no term ending dates are noted, the terms are flexible

President's Alliance on Diversity, Equity, and Inclusion (PADEI)	Casey McFarland
President's Alliance on Diversity, Equity, and Inclusion (PADEI)	Hilda Gomez-Zinn (DEqCC rep)
President's Alliance on Diversity, Equity, and Inclusion (PADEI)	Krystle Taylor
President's Alliance on Diversity, Equity, and Inclusion (PADEI)	OPEN
President's Alliance on Diversity, Equity, and Inclusion (PADEI)	OPEN
Student Accessibility Services (SAS)	
Student Accessibility Services (SAS)	Michelle Farnam
Student Accessibility Services (SAS)	Jeff Higginbotham
Student Accessibility Services (SAS)	Veronica Bloss
Student Accessibility Services (SAS)	Teresa Guinon
Student Accessibility Services (SAS)	Hilda Gomez-Zinn
Student Accessibility Services (SAS)	Daniel Ante-Contreras
Student Accessibility Services (SAS)	Krista Warren (Associate Faculty)*
Student Accessibility Services (SAS)	David Bonds
Student Accessibility Services (SAS)	Himgauri Kulkarni
Service Learning Advisory Committee	
Service Learning Advisory Committee	Casey McFarland
Service Learning Advisory Committee	Claudia Flores (Unbanking Fall 2021)
Service Learning Advisory Committee	Tricia Hoste
Service Learning Advisory Committee	Thong Nguyen
Service Learning Advisory Committee	Arlie Langager
Service Learning Advisory Committee	Jacob Strona
Staff Development Advisory Committee (On Hiatus – 2021-2022)	
Staff Development Advisory Committee	n/a
Staff Development Advisory Committee	n/a
Student Conduct and Police Advisory Committee	
Student Conduct and Police Advisory Committee	Thao Ha
Student Conduct and Police Advisory Committee	Ruben Gomez

FACULTY COMMITTEE ASSIGNMENTS 2021-22
If no term ending dates are noted, the terms are flexible

Student Conduct and Police Advisory Committee	Don Love
Student Conduct and Police Advisory Committee	Al Nyman (Associate Faculty)
Student Conduct and Police Advisory Committee	Krystle Taylor (DSPS)
Student Conduct and Police Advisory Committee	Abby Burd (Mental Health)
Strong Workforce Advisory Committee (SWAG)	
Strong Workforce Advisory Committee (SWAG)	Michael Paulding
Strong Workforce Advisory Committee (SWAG)	Barbara Juncosa
Strong Workforce Advisory Committee (SWAG)	Christina Sharp
Strong Workforce Advisory Committee (SWAG)	Leigh Cotnoir
Strong Workforce Advisory Committee (SWAG)	Paul Clarke
Strong Workforce Advisory Committee (SWAG)	Eric Carstensen
Strong Workforce Advisory Committee (SWAG)	Rick Cassoni
Strong Workforce Advisory Committee (SWAG)	Mike Deschamps
Strong Workforce Advisory Committee (SWAG)	Karina Duarte-Braunstein
Strong Workforce Advisory Committee (SWAG)	Erica Duran
Strong Workforce Advisory Committee (SWAG)	Rich Dicker
Student Services Council	Assigned by virtue of role
Student Services Council	Donna Davis
Student Services Council	Lise Flocken
Student Services Council	Donny Munshower
Student Services Council	Yesenia Balcazar
Student Services Council	Jeff Higginbotham
Sustainability Advisory Committee	
Sustainability Advisory Committee	Janelle West
Sustainability Advisory Committee	Jennifer Paris
Sustainability Advisory Committee	Roberto Falero
Sustainability Advisory Committee	Jane Mushinsky
Technology Advisory Committee	

FACULTY COMMITTEE ASSIGNMENTS 2021-22
If no term ending dates are noted, the terms are flexible

Technology Advisory Committee	Jim Julius
Technology Advisory Committee	Dan Siegel
Technology Advisory Committee	Steve Eso
Technology Advisory Committee	Adrean Askerneese
Technology Advisory Committee	Lauren McFall
Transfer Center Advisory Committee	
Transfer Center Advisory Committee	Lise Flocken
Transfer Center Advisory Committee	Jed Schlueter
Transfer Center Advisory Committee	Kristi Wish
Transfer Center Advisory Committee	Arlie Langager
Transfer Center Advisory Committee	Candy Owens
Transfer Center Advisory Committee	Lynnie Trzoss

Additional Assignments

Committee on Exceptions Review COE's to approve/deny requests based on criteria Meets 1.5 hrs 2x/month	(Wendy Stewart, Chair)
Committee on Exceptions	Wendy Horton
Committee on Exceptions	Theresa Bolanos
Committee on Exceptions	Laney Collins
Committee on Exceptions	Michelle Farnam
Enter the Path Workgroup	
Enter the Path Workgroup	Donna Davis (co-lead)
Enter the Path Workgroup	Arti Dua
Enter the Path Workgroup	Yesenia Balcazar
Enter the Path Workgroup	Cynthia Vasquez-Gonzales
Enter the Path Workgroup	Stacey Mathis
Enter the Path Workgroup	Brian Page (Associate)*
NCHEA Board	

FACULTY COMMITTEE ASSIGNMENTS 2021-22

If no term ending dates are noted, the terms are flexible

NCHEA Board	Rachel Hastings (Director AY 20-21, 21-22; Past Director AY 22-23)
NCHEA Board	Nate Scharff
NCHEA Board	Kat Soto-Gomez (Associate Faculty)*
NCHEA Board	Lise Flocken, Transfer Center Director -Required by NCHEA Bylaws
NCHEA Board	Thao Ha
NCHEA Board	Denise Stephenson, PDP Coordinator – Required by NCHEA Bylaws
Traffic and Parking Committee	3 faculty
Traffic and Parking Committee	Matt Falker
Traffic and Parking Committee	Veronica Bloss
Traffic and Parking Committee	Sue Simpson
SDICCCA Faculty Intern Program	
SDICCCA Faculty Intern Program	David Detwiler (Unbanking Spring 2022)
SDICCCA Faculty Intern Program	Sean Davis (Sabbatical spring 2022)
SDICCCA Faculty Intern Program	Lauren McFall
SDICCCA Faculty Intern Program	James Garcia (Associate Faculty)*

Group 1	Group 2	Group 3	Group 4	Associate Faculty (based on last name)	
Bishop, Eric	Ante-Contreras, Daniel	Ali, Shafin	Allison, Megan		
Bloss, Veronica	Arquero, Kristine	Bonds, David	Arevinar, Sam	A to E	Page, Brian
Boland, Phillip	Bailey, Suzie	Coobatis, Christy	Askerneese, Adrean	F to J	Bairstow, Ingrid
Bond, Robert	Burman, Tony	Davis, Ashley	Byrd, Krista	K to O	Cordero, Karla
Burd, Abby	Burns, Larry	Duncan, Yvette	Collins, Laney	P to T	Ravanbaksh, Hossein
Carey, Giana	Byrom, Brad	Duran, Erica	Detwiler, David	U to Z	Warren, Krista
Chapeton Lamas, Nery	Clark, Raymond	Eso, Steve	Duarte-Braunstein, Karina		
Choi, Min	Cotnoir, Leigh	Fast, Lisa	Eggleton, Xuchi		
Clarke, Elizabeth	Fisher, Kaitlin	Gomez, Ruben	Fallstrom, Scott		
Diaz, Zulema	Higginbotham, Jeffrey	Gunn, Billy	Fulbright, Robert		
Dicker, Richard	Lazootin, Taya	Hagen, Kelly	Goulette, Korey		
Falero, Roberto	Massey, Dave	Hastings, Rachel	Gross, Mary		
Fanning, Sean	Mathis, Stacey	Hernandez, Pilar	Hanada Rogers, Patricia		
Figuerola, Maria	Nagai, Tyrone	Juncosa, Barbara	Headlee, Mary Beth	Yellow-colored cells indicate the Academic Senate representative for each Group	
Fiouzian, Shawn	Noddings, Vicky	Katson, Paul	Ingato, Dominique		
Gomez Zinn, Hilda	Osman, Ghada	Loedel, Delores	Lara, Luke		
Ha, Thao	Perry, Pamela	McCorkle, Kent	Lomeli, Sinar		
Hoste, Tricia	Petri, Andrea	Morgan, Rebecca	Mitchell, Curry		
Jara, Jose	Phinney, Alison	Owens, Candy	Peck, Kris		
Mushinsky, Jane	Pohlert, Edward	Perkins, Allison	Prescott, JahB		
Myers, Shannon	Powers, Leola	Perovic, Zika	Ramirez, Oswaldo		
Nguyen, Thong	Robertson, Eric	Powell, Beth	Sepulveda, Jeanine		
Ongyod, Anthony	Sullivan, Jim	Safaralian, Leila	Silva, Mariana		
Perez Medina, Wally	Toharia, Cristina	Scharff, Nate	Thomford, John		
Reyes, Kristi	Tucker, Alexis	Stephenson, Denise	Torok, Steve		
Simpson, Sue	Wish, Kristi	Williams, Tracy	Whitney, Mark		
Snortum, Eric					
27	26	26	26		
Group 5	Group 6	Group 7	Group 8		
Beltran Aguilar, Angela	Apalatea, Janeen	Clarke, Paul	Balcazar, Yesenia		
Cassoni, Rick	Benschop, Joanne	Davis, Sean	Cord, Julie		
Cleveland, Karl	Bolanos, Theresa	Gay, Ruth	dara		
Cluff, Leah	Carstensen, Eric	Goueth, Pierre	Doig, Lesley		
Davis, Donna	Deineh, Steven	Hull, Stacey	Dua, Arti		
Deschamps, Mike	Falker, Matthew	Kirwan, John	Dunbar, Keith		
Estrella, Roland	Farnam, Michelle	Kiyochi, Emiko	Flores, Claudia		
Flocken, Lise	Hayashi, Yoshimi	Kulkarni, Himgaury	French, Rica		
Greenwald, Laruen	Horton, Wendy	Lopez, Alicia	Gardiner, Yana		
Haar, Linda	Johnson, Christina	McFarland, Casey	Guinon, Teresa		
Hidle, Jade	Julius, James	Morgado Flores, Pedro	Hayek, Laura		
Hoskins, Bruce	Langager, Arlie	Murico, Jeffrey	Isachsen, Steve		
Ihara, Jeff	Laurel, Mark	Nakamura, Lemee	Kelley, Robert		
Lambert, Luke	McFall, Lauren	Paris, Jennifer	Lane, Lisa		
Love, Don	Mercado, Serena	Sanchez, Violeta	Ma, Richard		
Luengo, Isabel	Ngo, Annie	Sipman, Glorian	McField, David		
Mariscal, Polo	Parker, David	Taylor, Krystle	Paulding, Michael		
Meinhold, Gail	Pickett, Brent	Trzoss, Lynnie	Peters, Erika		
Miller, Lynne	Roberts, Aaron	Vail, Steve	Phillips, John		
Munshower, Donald	Schlueter, Jed	Vidal, Lilia	Ramos, Dean		
Neri, Gilbert	Strona, Jacob	Viramontes, Rosa	Sankaranarayanan, Suganya		
Nguyen, Khang	Tsuyuki, Chad	Walker, Catherine	Senigaglia, Angela		
Odom, Michelle	Welch-Scalco, Rhonda	White, Rick	Siegel, Dan		
Salamon, Joe	West, Janelle	Williams, Arnoldo	Turbeville, John		
Sharp, Christina	Wezniak, Stephen	Zaman, Afifa	Vasquez Gonzales, Cynthia		
Sleeper, Chris		Zepeda, Magdalena	Walker, Tina		
26	25	26	26		

MEETING GUIDELINES: BROWN ACT COMPLIANCE FOR THE MIRACOSTA ACADEMIC SENATE AND SUBCOMMITTEES

Preamble

In 1953, the California legislature passed the Brown Act, a law designed to protect the public's right of access to the decision-making processes of local agencies (referred to in the Act as "legislative bodies"). In 1983, the state Attorney General's Office issued an opinion that community college academic senates are legislative bodies. Based on the Attorney General's opinion, both County counsel and District counsel issued opinions in 2003 that the MiraCosta College Academic Senate, the Academic Senate Council (discontinued in 2014), and their standing committees, are legislative bodies. Although these opinions have never been tested in court, the following guidelines were originally established by the Academic Senate Council in 2004 in accordance with the [Brown Act](#) and its emphasis on open meetings. These guidelines were revised in 2018.

These guidelines apply to the Academic Senate and subcommittees of the Academic Senate. In these guidelines, the term "body" refers interchangeably to the Academic Senate and any of its subcommittees.

Ad hoc groups (i.e., taskforce) of the Academic Senate and ad hoc groups of subcommittees are not subject to these guidelines as long as (1) they are composed solely of members of their parent body, (2) they do not constitute a quorum of the parent body, and (3) they are time-bound (i.e., the group completes its charge within a specific timeline).

Responsibility for ensuring that these guidelines are followed by the Senate is the responsibility of the Academic Senate President. Responsibility for ensuring that these guidelines are followed by a subcommittees is the responsibility of the subcommittee chair. Any person who feels that action was taken at a meeting in violation of these guidelines may ask the committee chair or the Academic Senate President to correct the action.

Definition of a Meeting

The Brown Act defines a meeting as, "any congregation of a majority of the members of a legislative body at the same time and location, including teleconference location as permitted by Section 54953, to hear, discuss, deliberate, or take any action on any item that is within the subject matter jurisdiction of the legislative body." Brown Act meetings include the body's regular meetings, special meetings, and emergency meetings. It also includes other activities such as workshops and retreats. The body would most likely hold regular and special meetings. It is rare to hold emergency meetings. All meetings must be held within the official boundaries of the district of MiraCosta College.

- **"Regular meetings"** are meetings occurring at the dates, times and locations set by resolution, ordinance, or other formal action by the body and are subject to 72-hour posting requirements.
- **"Special meetings"** are meetings called by the presiding officer or majority of the body to discuss only discrete items on the agenda under the Brown Act's notice requirements for special meetings and are subject to 24-hour posting requirements.

Teleconferencing (e.g., Zoom)

Government Code Section 54953(b)(4) defines **"Teleconference"** as, "a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both." The following rules apply to teleconferencing:

- Agendas shall be posted at all teleconference locations.
- Each teleconference location shall be identified in the notice and agenda of the meeting.
- Each teleconference location shall be accessible to the public.
- The agenda shall provide an opportunity for members of the public to address the body directly at each teleconference location.
- During the teleconference, at least a quorum of the members of the body shall participate from locations within the official boundaries of the district of MiraCosta College.
- All votes taken during a teleconferenced meeting shall be by rollcall (i.e., voice vote).

The above provisions apply whether the member of the body is teleconferencing from an office, a residence, or any other physical location.

Public posting of meeting agendas

Agendas for regular meetings must be publicly posted 72 hours, both physically and online, in advance of the meeting's start time.

Guidelines

- The meeting agenda should include the date, time, and location of the meeting, a brief description of each agenda item to be dealt with, ability for public comment, and a statement about disability access. See teleconferencing section above for teleconference agenda requirements.
- All agendas for upcoming regular meetings of the Academic Senate and its subcommittees will be physically posted by the Academic Senate Administrative Assistant in the glass encasement outside the Academic Senate Office building (Oceanside 4600). Committee chairs must send agendas to the Administrative Assistant by 4pm Thursday of the week before the meeting, or more than 72 hours in advance, whichever represents a greater amount of time.
- All agendas for upcoming regular meetings of the Academic Senate and its subcommittees will be electronically posted by the Academic Senate Administrative Assistant on the appropriate Academic Senate or subcommittee website. Committee chairs must send agendas to the Administrative Assistant by 4pm Thursday of the week before the meeting, or more than 72 hours in advance, whichever represents a greater amount of time.
- All subcommittee chairs are responsible for distributing agendas electronically by sending a message with the agenda to the All Governance electronic mailing list no less than 72 hours before the start of the meeting. Agendas may not be altered less than 72 hours before the start of the meeting. Items listed on the agenda that are provided less than 72 hours (i.e., not in the agenda packet) to the body, and that are legally required to be available for public inspection should be provided to the Academic Senate Secretary in case the public wants to inspect it.
- Under certain circumstances, a body may call a special meeting. Agendas for special meetings must be posted as described above, but require 24 hour notice. The authorization of the Academic Senate President (or Academic Senate Vice-President/President-Elect if the President is not available) is required before the agenda for a special meeting may be posted. A special meeting also requires that the local media outlets be informed through the Public Information Office.
- A body may not discuss or act on an item which is not on the posted agenda.

Right of the public to address a meeting

Members of the public (MiraCostans who are not members of the body and members of the general public) have the right to address the Academic Senate or subcommittees at any meeting. However, the body has considerable latitude to specify the manner and time in which members of the public may address the body. The body may apply reasonable time limits to such speech, as long as the time limits are equitably applied.

Guidelines

- Each meeting will include an opportunity for public comment.
- The committee is not required to answer questions or otherwise respond to public comment, although it may choose to do so briefly for purposes of clarification. However, the committee cannot act on any item not on the meeting agenda.
- Unless the committee has established a policy on public speech, the chair will abide by Board Policy 2345 regarding public speech at committee meetings. If there are members of the public present, time limits should be made clear, either by announcement or in written materials. Time limits may be different at different meetings, as long as they are reasonable, viewpoint neutral, and applied equitably to all persons wishing to speak to that agenda item. Depending on the circumstances of the meeting and the judgment of the committee, time limits of between three and five minutes are generally accepted as “reasonable.”
- Unless the committee has established a policy on public speech, the chair will abide by Board Policy 2345 regarding public speech at committee meetings. The committee may decide that members of the public may address the committee: (1) only at the beginning of the meeting; (2) only at the beginning of an agenda item; and/or (3) whenever they are recognized by the chair.
- Unless the committee has established a policy on decorum, the chair will abide by Board Policy 2355 regarding decorum at committee meetings. If members of the public continue to speak after being warned that they have exceeded their time limit or are otherwise disruptive, the chair may request that campus security remove the disruptive person from the meeting. The body should have explicit rules about proper decorum.
- Members of the public are allowed to record proceedings of the meeting, as long as it does not disturb or interfere with the proceedings of the meeting.

“Serial meetings”

The Brown Act specifies that a body may not discuss matters within its jurisdiction except in publicly posted meetings. Outside of public meetings, any discussion intended to develop a collective concurrence on action to be taken on an item which involves or grows to involve a majority of members is a “serial meeting,” and is prohibited. The prohibition applies whether the discussion is direct, through personal intermediaries, through memos, or through email.

Guidelines

- The Academic Senate and its subcommittees may use memos or email to schedule meetings and send information (one-way transmittal of information with no response solicited or expected), but

not to exchange opinions or discuss items which are either on their agendas or likely to be placed on their agendas during the current academic year.

- Because of the broad jurisdiction of the Academic Senate, Senate members (i.e., representatives) should avoid any discussion of items under the Senate's jurisdiction with a majority of Senate representatives, except in Senate meetings.
- Academic Senate constituent groups (random selection of faculty) do not constitute a quorum of the Senate, so discussion (electronic or otherwise) within constituent groups are allowed. However, representatives should exercise caution as discussion may spread unintentionally to other constituent groups and potentially create a serial meeting between multiple Academic Senate representatives. A best practice to help deter serial meetings electronically is to use the blind copy (BCC) line when emailing constituent groups.
- If a committee wishes to develop and circulate a draft of a document outside of a meeting, electronically or otherwise, the recommended procedure is to establish an ad hoc taskforce for that purpose, subject to the conditions stated in the preamble. When ad hoc taskforce has finished the document, it may be sent to the full committee for information, either electronically or by hard copy. However, discussion and approval of the document by the full committee must occur in a publicly posted meeting.

Recording of meetings

The Brown Act specifies that if meetings are recorded (audio or video), the recordings must be available for public inspection for at least 30 days following the meeting.

Guidelines

- Meetings of the Academic Senate may be recorded to facilitate the production of meeting minutes. If recordings are made, they will be retained for 30 days or until the meeting minutes are approved, whichever comes later. After this time limit, the recordings may be destroyed.
- The recordings will be available for public inspection at the Academic Senate Office during business hours, except when they are actively being transcribed. The Academic Senate will provide equipment to view or listen to the recordings. The recordings may not be copied or removed from the Academic Senate Office, except by permission of the Academic Senate President.
- Subcommittees of the Academic Senate may make their own policies regarding recordings. However, any recordings which are made must be retained for at least 30 days and made available for public inspection.

Reporting of Actions Taken and Votes

Pursuant to Government Code section 54953(c)(2), the body "shall publicly report any action taken and the vote or abstention on that action of each member present for the action." In the case where the body is using teleconferencing as a method to conduct a meeting, all votes must be cast by rollcall (see Section 54953(b)(2)). It is good practice to record votes in meeting minutes as well.

Closed sessions

The Brown Act permits closed sessions of bodies only in a limited number of circumstances. Upon the guidance of District counsel, none of the exceptions that would allow a closed session apply to the Academic Senate or its subcommittees. The Academic Senate and its subcommittees are advisory in nature and do not have the authority to act on pending litigation, personnel matters, labor negotiations, real property transactions, or student discipline.

Essential Elements of the Agenda

Agendas for Academic Senate and its subcommittees must conform to the following guidelines:

- A. Description of each item of business to be transacted or discussed.
- B. Date, time and location of the meeting, including all locations where committee members will be joining the meeting physically within the district, even if videoconferencing is used.
- C. Disability access information.
- D. Opportunity for members of the public to address the committee.
- E. Information on where the public can inspect open session documents provided to the committee less than 72 hours prior to a regular committee meeting.

The “look” of the agenda can vary from committee to committee; however, the essential elements must be present. For instance, whether you title a section “Presentation” or “Information” does not matter, as long as the title and following descriptions sufficiently describe each item of business (see essential item A).

The following page has a suggested agenda template and a mapping of the essential elements using superscript (e.g., text followed by a superscript letter^A). Also see <https://tinyurl.com/yattwpdh> for more information regarding the Brown Act and agendas. Be sure to check: <http://bit.ly/1yeEp65> for the latest code.



**MIRACOSTA COLLEGE
NAME OF COMMITTEE**

**REGULAR MEETING
X P.M./A.M. – WEEKDAY – MONTH DAY, YEAR^B
ROOM ##### – BUILDING #####
1 BARNARD DR., OCEANSIDE, CA**

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVE MEETING MINUTES

A. Regular Meeting of MONTH DAY, YEAR

IV. PUBLIC COMMENT^D

Members of the public shall have an opportunity to address the committee either before or during the committee's consideration of each item of business to be discussed at regular or special committee meetings, including closed session items. In addition, with limited exceptions, the committee will provide an opportunity at regular meetings to address the committee on any other item of interest which is within the subject matter jurisdiction of the Academic Senate. In order to efficiently manage the business of the committee, the committee chair may limit the amount of time allocated for public testimony for each individual speaker to three (3) minutes, and to limit the total time allocated on a particular issue to fifteen (15), unless waived by the committee (pursuant to Board Policy 2345). Decorum is to be expected by all members of the committee and public as outlined in Board Policy 2355.^D

V. CHANGES IN AGENDA ORDER

VI. COLLEGE RELATED REPORTS

- A. Academic Senate President – NAME
- B. College Council - NAME

VII. CONSENT ITEMS

- A. 20XX-20YY Meeting Calendar for NAME OF COMMITTEE

VIII. PRESENTATIONS

A. 20XX-20YY Proposed Budget – NAME

Description: *The office of the VP of Business Services has prepared a budget proposal for 20XX-20YY. This presentation will clarify the college's assumptions and projections for the budget for the next fiscal year and five-year outlook. All major governance committees are being presented this tentative budget for information and feedback.*^A

IX. FIRST READING

A. Priority List for Full-time Faculty Hiring – NAME

Description: *Hiring Guide rubric provided to plan authors. On November X, 20XX, the AAC subcommittee met and shared their rubric scoring, engaged in robust discussion of the justifications provided by the plan authors and the potential for each request to positively impact the campus community, and developed a consensus prioritization of the full-time faculty requests. On November Y, 20XX, the recommended prioritization was discussed and unanimously approved by AAC and is now forwarded to the Academic Senate for consideration as a first read.*^A

X. SECOND READING

A. Nomination for ASCCC – Hayward Award for Excellence – NAME

Description: *The Senate Awards subcommittee brings once associate faculty and one full-time faculty nomination for the statewide award to the Senate for approval to compete for the Academic Senate of California Community Colleges' Hayward Award for "Excellence in Education." The associate faculty nominee is NAME and the full-time faculty nominee is NAME. We ask for a motion to approve both nominees for statewide competition for the ASCCC Hayward Award.*^A

XI. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

XII. ADJOURNMENT

Academic Senate and Subcommittee meetings are held in meeting rooms that are accessible to persons with mobility disabilities. If you wish to attend the meeting and you have another disability requiring special accommodation, please notify the Academic Senate Administrative Secretary at 760.795.6873 or 760.757.2121, extension 6873. The California Relay Service (CRS) is available by dialing 711, or 1-800-735-2929 or 1-800-735-2922.^C

In compliance with Government Code section 54957.5, nonexempt writings that are distributed to a majority or all of the MiraCosta Community College District Academic Senate and Subcommittees in advance of their meetings may be viewed at the Office of the Academic Senate President, One Barnard Drive, Oceanside, California, or by clicking on the Academic Senate's website at <http://www.miracosta.edu/governance/academicsenate/index.html>. Such writings will also be available at the Senate or Subcommittee meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Debby Adler, Administrative Secretary to the Academic Senate President, at 760.795.6873 or by e-mail at dadler@miracosta.edu.^E

Approved __/__/__ by Academic Senate

2022 - 2023 Academic Calendar

June 2022

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2022

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

Summer school could begin on 6/6 so it ends on 7/29
aid impact for high school students

Begin both semesters on Saturday to get the 16 Saturdays for labs

August 2022

S	M	T	W	Th	F	S
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022

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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022

S	M	T	W	Th	F	S
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23	24	25	26	27	28	29
30	31					

November 2022

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022

S	M	T	W	Th	F	S
				1	2	3
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

15+1 16+1 16+1 16+1 15+1 16+1

January 2023

S	M	T	W	Th	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023

S	M	T	W	Th	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023

S	M	T	W	Th	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023

S	M	T	W	Th	F	S
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

15+1 16+1 16+1 16+1 15+1 15

Saturday classes could start on the 21st

The 17th has options but this is the only 4-day weekend option

Time Added Saturdays-No time blocks
Saturday classes submitted as daily class attendance

	Fall Term
	Spring Term
	Finals
	Graduation& Finals
	Spring Break
	Summer Intersession
	Flex
	All College Day
	Non-class days

Mandated Holidays

Created 11/25/2020

BOARD OF TRUSTEES POLICY

4030: Academic Freedom

The MiraCosta College Community College District recognizes the free pursuit of knowledge and the free exchange of ideas as core tenets of academic freedom.

As a fundamental concept, academic freedom ensures institutions of higher education function for the common good and are constructed on a foundation of genuine trust. It represents an understanding of mutual respect in valuing how faculty and students engage in conversations and learning. The district superintendent/president and Board of Trustees will actively and openly work toward fostering an environment characterized by openness, tolerance, and civility and an atmosphere in which intellectual freedom exists and is protected for all constituencies, including faculty and students.

Academic freedom must always be accompanied by academic responsibility. This responsibility emphasizes the obligation to examine, test, and interpret all knowledge appropriate to a discipline or major area of study, to avoid bias on controversial topics, and to present conclusions and interpretations supported by evidence with consideration for the impact on students and colleagues. Employees and students should at all times strive for accuracy and engage in respectful discourse, especially when opinions differ. All constituencies must be mindful of the district's policies on ethical conduct (BP 3050), diversity, equity, and inclusion (BP 3400), non-discrimination (BP 3410), and equal opportunity (BP 3420).

To promote and support the intellectual, socioeconomic, and socioemotional growth of students, all faculty require the assurances and protections academic freedom affords. Academic decisions should be based solely on intellectual standards that are relevant to the subject matter under consideration and consistent with the institution's mission and core values. Neither students nor faculty shall be disadvantaged or evaluated on the basis of their views and perspectives. The district will defend and support any tenured or untenured faculty member who, while maintaining the high standards of the profession, finds their freedom of expression attacked or curtailed.

In the classroom context, both virtual and in person, faculty are expected to present data and information fairly and objectively, to ensure students have access to varying points of view, and to acknowledge and defend the free inquiry of students in the exchange of criticism and ideas. Academic freedom gives students the right to express and to defend their views, to question, and to differ with the views of their instructors or the district without penalty. Academic freedom gives faculty the right to distinguish between personal conviction and professionally accepted views in a discipline and to interpret their fields and communicate conclusions without interference or penalty.

Outside of the classroom setting, faculty have the right to research, present, and publish without interference or sanction, subject to the adequate performance of their other academic duties. Research for financial gain shall be based upon an understanding with the MiraCosta Community College District as outlined in Board Policy/Administrative Procedure 3715: Intellectual Property. When faculty speak or write as citizens, authorities of their discipline, and community representatives of MiraCosta College, they should be free from institutional censorship or discipline, but this freedom carries with it a responsibility to at all times be accurate, exercise appropriate restraint, show respect for the opinions of others, and make every effort to indicate they are not speaking on behalf of the institution.

Commented [CD1]: Sources: Accreditation Standard I.C.7 and 1940 Statement of Principles on Academic Freedom and Tenure. ("The professional standard of academic freedom is defined by the 1940 Statement of Principles on Academic Freedom and Tenure, developed by the American Association of University Professors (AAUP). It is the fundamental statement on academic freedom for faculty in higher education.")

Commented [CD2]: Source: 1940 Statement of Principles on Academic Freedom and Tenure

Commented [CD3]: Source: American Council on Education (ACE) Statement on Academic Rights and Responsibilities (2005). Endorsed by American Association of Community Colleges, American Council on Education, et al

Commented [CD4]: Source: Accreditation Standard I.C.7

Commented [CD5]: Source: Accreditation, Eligibility Requirement 13

Commented [CD6]: Source: American Council on Education (ACE) Statement on Academic Rights and Responsibilities.

Commented [CD7]: Source: MiraCosta College Code of Ethics

Commented [CD8]: Source: Fairness and Objectivity, Tenure Candidate Handbook, 2014, pp. 9-11; Tenured Faculty Professional Growth and Evaluation Handbook, 2014, pp. 2-3

Commented [CD9]: Source: Accreditation Standard I.C.9

Commented [CD10]: Source: 1940 Statement of Principles on Academic Freedom and Tenure.

CURRENT POLICY

Definitions

Academic freedom in the classroom is the right of faculty members to interpret their fields and to communicate conclusions without being subjected to interference or penalty ~~because these conclusions may be at variance with those of constituted authorities, organized groups or individuals.~~

Commented [CD11]: See paragraph 5 above.

Outside the classroom, faculty members are entitled to full freedom in research and in the presentation and publication of the results, subject to the adequate performance of their other academic duties. Research for pecuniary return should be based upon an understanding with the MiraCosta Community College District, conforming to Board Policy/Administrative Procedure 3715, Intellectual Property Rights.

Commented [CD12]: See paragraph 6 above.

Academic freedom carries with it corresponding responsibility. Academic responsibility emphasizes the obligation to study facts, to present and interpret ideas ~~concerning human society and all fields of knowledge. Since human knowledge is limited and changeable,~~ faculty members will acknowledge the facts on which controversial views are based and show respect for opinions held by others. While striving to avoid bias, faculty members may nevertheless present the conclusions to which they believe the evidence points, both in the classroom and outside of it. ~~However, controversial matters that bear no relation to the subject matter should not be introduced into classes.~~

Commented [CD13]: See paragraph 3 above.

Faculty members are citizens, members of a learned profession, and officers of an educational institution. When they speak or write as citizens, they should be free from institutional censorship or discipline, but their special position in the community imposes special obligations. ~~As scholars and educational officers, they should remember that the public may judge their profession and their institution by their utterances.~~ Hence they should at all times strive for accuracy, should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that they are not speaking for the institution.

Commented [CD14]: See paragraph 6 above.

The superintendent/president and the Board of Trustees of MiraCosta Community College District will demonstrate their support for the principles of academic freedom by actively and openly working toward a climate that will foster this freedom.

Commented [CD15]: See paragraph 2 above

Such participation will extend to the point of defending and supporting any tenured or untenured faculty member who, while maintaining the high standards of the profession, finds their freedom of expression attacked or curtailed.

Commented [CD16]: See paragraph 4 above.

The academic freedom of students is the freedom to express and to defend their views, to question, and to differ with the views of their instructors or the district, without penalty.

Commented [CD17]: See paragraph 5 above.

MiraCosta Community College District

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Adoption History: 4/21/09
Periodic Review: 6/16/15
Reference Update: 11/14
References: Title 5, §51023
Accrediting Commission for Community and Junior Colleges
Eligibility Requirements 13, 20
Accreditation Standard I.C.7, I.C.9

American Association of University Professors (AAUP) 1940 Statement of
Principles on Academic Freedom and Tenure
American Council on Education (ACE) Statement on Academic Rights and
Responsibilities (2005)

CCLC Update:
Steering:

#25, 11/14
AAC / AS

DRAFT