

Greetings Colleagues,

On behalf of Academic Senate President Chisato Uyeki and myself, I am pleased to announce a joint email communication will be shared on a regular basis. These emails will provide consistent communication that is timely and relevant. Please feel free to email us if you have suggestions for a future communication.

As we come to the end of the semester, we wanted to provide some updates and reminders on:

- Commencement
- DEISA (Diversity, Equity, Inclusion, Social Justice, and Anti-racism)
- Final Grades
- SPOT Certification for Fall 2021
- Fall 2021 Schedule
- Return to Campus
- Senate Annual Planning Retreat
- Flex Day (August 20)
- Parking Permits

Commencement. We hope you will join us for the in-person Commencement Ceremony at Hilmer Lodge Stadium today, starting at 5:30 p.m. We thank those of you who will be joining us for this incredibly meaningful ceremony for our students. Please note that this year's ceremony has a number of procedures to ensure the safety of our graduates, guests, faculty, staff, and trustees while creating a celebratory experience for our students. Therefore, face masks and social distancing will be required of all participants and attendees prior to, during, and following the conclusion of the ceremony, and each graduate will be limited to two guests. We also wish to thank the following faculty members serving as Commencement Readers: Daniel Cantrell, Luisa Howell, Samantha James-Perez, Beta Meyer, Tony Rivas, and Lizbet Sanchez.

SCE (School of Continuing Education) Commencement. The Adult Basic Education Department/SCE is hosting a Virtual Commencement on Thursday, June 17, 2021, starting at 6:00 pm. Being able to provide an online learning environment was a positive factor in increasing the number of underrepresented students who enrolled and earned a high school diploma or equivalency. Faculty will continue with distance education in the high school diploma and equivalency programs to increase access for those needing high school credentials. All are welcome to join this Commencement via Zoom by using this [link](#).

DEISA (Diversity, Equity, Inclusion, Social Justice, and Anti-racism). The [recommendations from the Academic Senate's Racial Justice Task Force](#) passed the Academic Senate on June 3. To transform our college to be an anti-racist institution will require changes at all levels of the institution. As a Task Force of the Academic Senate, these recommendations speak to academic and professional matters relating racial justice to student success, faculty professional development, and curriculum and instruction.

In case you missed President's Scroggins President's Breakfast on May 21, 2021, you can review the [Presentation on Diversity, Equity, and Inclusion](#) (scroll down to the bottom of the page!). We also wanted to share this amazing performance, [Let Freedom Ring!](#), by the Mt. SAC Chamber Singers and the Aeolians from Oakwood University of Alabama that was included in President's Scroggins presentation.

Final Grades. As a reminder, all grades must be submitted no later than **Tuesday, June 15 by 11:59 pm.**

The option to and timeline for choosing a grading option varies by CRN. For more information refer to [Spring 2021 Term Excused Withdrawals \(EW\) and Pass/No Pass \(P/NP\) Guidance](#). It is critical that faculty submit grades on time, so students have sufficient time to make-grade option and scheduling decisions, receive transcripts for transfer and scholarships, qualify for financial aid, etc.

Grades for both short-term and full-term classes are due by **11:59 pm on Tuesday, June 15.** For technical assistance in submitting grades, please contact the HelpDesk at <https://www.mtsac.edu/it/resources/helpdesk.html>

SPOT Certification. Faculty assigned to teach an online or hybrid class in Fall 2021 semester will need to be SPOT certified or complete an [approved alternative to SPOT](#) by June 30. Faculty who submitted their SPOT courses for SPOT certification by June 1 will be notified by July 1 if they are SPOT certified. Faculty who are in the SPOT review process may receive frequent email messages from the SPOT Review Team and are strongly encouraged to check their Mt. SAC email daily and respond promptly to facilitate forward momentum to completion. Please know that the reviewers are working diligently following the order courses were submitted.

SPOT reviewers will continue to review courses in July and August for eligibility to teach in Winter and Spring.

Faculty who are not SPOT certified by June 30 and are scheduled to teach online or hybrid classes this fall will need to work with their department chair and dean to modify their fall teaching assignment/schedule. In as much as is possible, the Office of Instruction will make every effort in maintaining a robust schedule for the fall. Many thanks to Carol Impara (Distance Learning Coordinator), Catherine McKee (Assistant Distance Learning Coordinator), and the SPOT Review Team (Michael Dowdle, Hong Guo, Elizabeth Lobb, and Sandra Weatherilt) for all of their tremendous work!

Fall 2021 Schedule. As the Fall 2021 schedule is finalized and we start registration on July 7, we ask that you continue to be flexible as we modify course sections based on student demand. Some departments will experience higher enrollment in face-to-face classes while other departments will have student demand in online course sections. As we monitor these enrollments, the Instructional Team will be making Fall 2021 schedule modifications as needed. The schedule modification process will include discussion with the appropriate department chair(s). In the case of noncredit courses, communication will include the appropriate department faculty. For departments that generally schedule their programs in a face-to-face modality and had a significant enrollment decline during the pandemic, we will continue to work with these departments to recruit and rebuild these programs over the next academic year.

Return to Campus. The Vice President of Instruction, Deans, and Associate Deans will be returning to their offices as of June 14 and most of the instructional division offices will be open by July 1. Please see the [Instruction Return to Campus Plan](#) for details regarding return individual office return dates. As a reminder, the third day on campus per week obligation may be met through remote synchronous office hours after consultation with the Dean or Associate Dean. In addition, on-campus office hours shall be proportionate to on campus teaching assignment, or on campus reassigned time assignment.

Faculty who wish to come to campus before fall classes begin (i.e. this summer) should contact their appropriate Dean, Associate Dean, and/or Manager to ensure all processes and protocols are followed.

For questions about faculty office hours, on-campus expectations, etc., please refer to the Mt. SAC and Faculty Association side letters ([Return to Campus – Fall 2021 May 3 2021](#) and [Return to Campus – Fall 2021 May 13 2021](#)) or see your Dean and/or Associate Dean. All face masks and social distancing guidelines per the LA County Department of Public Health will continue to be in effect until further notice.

Senate Annual Planning Retreat – Thursday, August 19, 2021, 9 am to 12 pm. All faculty are invited to join the Academic Senate for our annual planning retreat the day before Flex Day. At the retreat we will review our progress towards this year’s goals and plan Senate priorities for the 2021-2022 year. Zoom information to follow in August.

Fall Faculty Virtual Flex Day: Return and Renew. On Friday, August 20, from 8 am to 3 pm. Registration is now open: [Register for the opening meeting, lunch session, and breakouts at this link to receive Zoom access.](#) To register for a virtual Flex session, be sure to download the Zoom app (if you haven’t already) and register individually for each session. Each individual session will have a unique Zoom link. We also encourage you to register for the lunch session for a preview of Mt. SAC Theater Department’s production of *She Kills Monsters: Virtual Realms* by Qui Nguyen. Also, full-time faculty must attend the entire day of workshops and activities to qualify for the six mandatory flex hours. We look forward to seeing you on August 20!

Parking Permits. For the Fall 2021 semester, the 2020 Staff Parking Permits will continue to be valid through December 2021. New staff can obtain a 2020 Staff Parking Permit by contacting Police and Campus Safety during regular business hours at (909) 274-4555.

Please accept our most profound appreciation for all of the hard work accomplished over these past fifteen months. The time and effort expended will become evident as we experience 1,000 + students graduate at today’s Commencement Ceremony. Helping to make the dream possible for these students, many of whom are first-generation, is one of our greatest joys as educators! We sincerely thank you!

We hope you have a wonderful and relaxing summer, and we’re looking forward to seeing everyone in the fall! **Mt. SAC is Back!**

Kelly Fowler

Vice President of Instruction

E. Chisato Uyeki

Academic Senate President



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