



## Governing Council Officers 2016-2017

Leigh Anne Shaw  
*President*

Diana Bennett  
*DAS Past President*

Doug Hirzel  
*Cañada College AS President*

David Laderman  
*College of San Mateo AS President*

Kate Williams Browne  
*Skyline College AS President*

Dani Behonick  
*District Curriculum Committee Chair*

Sarah Harmon  
*Cañada College AS Vice President*

Kathleen Sammut  
*College of San Mateo AS Vice President*

Stephen Fredricks  
*Skyline College AS Vice President*

**Agenda**  
Monday, March 13, 2017  
2:15 – 4:30 pm  
District Board Room  
3401 CSM Drive, San Mateo, CA

**Meetings of the SMCCCD Academic Senate are open to all members of the SMCCCD community.**

### 1. Opening Procedures – 10 minutes

	Item	Presenter	Time	Details	Action/Information
1.1	Call to order	President	0		Procedure
1.2	Roll/Introductions	Secretary	2		Procedure
1.3	Consent agenda	President	0		Action
1.4	Adoption of today's agenda	President	1		Action
1.5	Adoption of the minutes of previous meetings	President	2		Action
1.6	Public Comment	Public	5		Information

### 2. Standing Agenda Items – 30 minutes

	Item	Presenter	Time	Details	Action/Information
2.1	President's Report	President	7	<ul style="list-style-type: none"> <li>BOT updates</li> <li>Chancellor's interest in OER and use of stipends to encourage faculty to use OER resources</li> <li>Re-sending of feedback survey on evaluation forms – please encourage evaluators to fill out the survey if they have not already. 70+ responses so far about various issues.</li> </ul>	Information
2.2	Local reports	College Senate Presidents & DCC Chair	13		Information
2.3	Updates on By Laws revisions	Shaw	10	Standing agenda item on updates of By Laws revisions. Link to Skyline's Task Force page: <a href="http://www.skylinecollege.edu/academicssenate/taskforce.php">http://www.skylinecollege.edu/academicssenate/taskforce.php</a>	Information

### 3. New Senate Business – 90 minutes

	Item	Presenter	Time	Details	Action/ Information
3.1	FDIP Update	Shaw, Browne	10	Browne and Shaw will share updates on the Faculty Diversity Internship Program. Modifications have been made via the sub-group and the proposal is making the rounds again to local senates. (See materials)	Information
3.2	Procedure 3.15.2 – Minimum Qualifications	Shaw	30	<b>Procedure 3.15.2 Minimum Qualifications revisions</b> and their effect on <b>Policy 3.05 Designation of Faculty</b> and <b>Procedure 2.08.2 District Participatory Governance Process: Faculty Service Areas</b>	Information
3.3	Study Abroad, Faculty Senate, and DCC	Shaw Bennett Behonick	15	Discussion of issues with study abroad from a faculty senate and district curriculum perspective.	Information
3.4	Committee Membership Analysis	Shaw, Hirzel	15	Discussion of Cañada senate’s analysis of committee membership and ways to more deeply understand how faculty time is spent. (See materials)	Information
3.5	ASCCC Local Senate Handbook	Shaw	20	Discussion of ASCCC Local Senate Handbook p. 43-72 (most of Part IV) and parity to local senates operation.  <a href="http://www.asccc.org/papers/handbook2015">http://www.asccc.org/papers/handbook2015</a>	Information

### 4. Final Announcements and Adjournment – 10 minutes

	Item	Presenter	Time	Details	Action/ Information
4.1	Announcements		5	<ul style="list-style-type: none"> <li>Area B meeting Mar 24 at Chabot College</li> <li>ASCCC Spring Plenary Apr 20-22 in San Mateo – register now. Early Registration deadline March 26.</li> <li>Streamlining Local Curriculum Regional Meeting Mar 17 at Merritt College</li> </ul>	Information
4.2	Next meeting/Future Agenda items		5	Next meeting is scheduled for April 10.	Information
4.3	Adjournment				Action
			130		

In accordance with the Ralph M. Brown Act and SB 751, minutes of the SMCCCD Academic Senate will record the votes of all members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.

All agendas, minutes, and handouts can be found at <http://smccd.edu/academicsenate/agenda-and-minutes.php> References to “See materials” indicate materials located at this site.

All SMCCCD Board Policies and Procedures can be found at <http://smccd.edu/boardoftrustees/policies.php>

### 2016 – 2017 District Academic Senate Goals

1. Conversion from Senate of Whole to Representative Senate/By Laws revision.
2. Senate leadership and succession planning
3. Sharing of best practices (CSM, Cañada, Skyline) and review of Local Senates Handbook
4. Development of DE policy, Application of OEI rubric & Regular and Effective Contact hrs
5. Canvas migration collaboration

6. Review of evaluation forms for face-to-face and online classes
7. Review and revision of Faculty Selection Guidelines document to clarify hiring and evaluation processes
8. Proposed: Recommendations from DCC on lab definitions in Appendix F