Academic Senate
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

Agenda
Monday, Oct 9, 2017
2:15 – 4:30 pm
District Board Room
3401 CSM Drive, San Mateo, CA

Governing Council Officers 2017-2018

Leigh Anne Shaw
President

Diana Bennett *DAS Past President/Vice President*	Teresa Morris (interim) *District Curriculum Committee Chair*
Hyla Lacefield *Cañada College AS President*	Diane Tedone-Goldstone *Cañada College AS Vice President*
Jeramy Wallace *College of San Mateo AS President*	Peter von Bleichart *College of San Mateo AS Vice President*
Kate Williams Browne *Skyline College AS President*	Jesse Raskin *Skyline College AS Vice President*

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

1. **Opening Procedures – 5 minutes**

	Item	Presenter	Time	Details	Action/ Information
1.1	Call to order	President	0		Procedure
1.2	Roll/Introductions	Secretary	0	Note-taker: Jeramy Wallace Present:	Procedure
1.3	Consent agenda	President	0		Action
1.4	Adoption of today's agenda	President	1	M: S:	Action
1.5	Adoption of the minutes of previous meetings	President	1	M: S:	Action
1.6	Public Comment	Public	3		Information

2. Standing Agenda Items – 50 minutes

	Item	Presenter	Time	Details	Action/ Information

2.1	President's Report	President	15	• BOT updates
				• District Participatory Governance Council
				• Share with colleges:
				    o Legislative updates
				    o Policies (see below)
					Information

2.2	College reports	College Senate Presidents & DCC Chair	20	Skyline College Cañada College College of San Mateo District Curriculum	Information
2.3	Equity Matters	Shaw	15	This standing agenda item allows for updates on progress related to equity at campuses or district.	Discussion

| | | | | EEO Committee working on allocation of 60K from state towards equity. Plans to attend *Institute for Equity in Faculty Hiring* March 25-26 – Contingent membership to be determined.
Plans for professional development related to equity. | |

3. **New Senate Business – 75 minutes**

	Item	Presenter	Time	Details	Description
3.1	Approval for Study Abroad Advisory Committee	Shaw	1	Monica Malamud has been forwarded by Canada College's senate for DAS to approve to serve on the SAAC. **10+1 item #4: Educational program development**	Action
3.2	Strong workforce report	Bennett	10	 **10+1 item #2: Degree and certificate requirements; #4: Educational program development; #5: Standards or policies regarding student preparation and success**	Information
3.3	BP 3.05 and revised procedure 3.05.1	Shaw	15	See materials – take to constituencies **10+1 item #11: Other academic and professional matters as mutually agreed upon**	Discussion
3.4	BP 6.90	Shaw	15	See materials – take to constituencies **10+1 item #2: Degree and certificate requirements; #4: Educational program development; #5: Standards or policies regarding student preparation and success**	Discussion
3.5	Plenary summary	Shaw	15	 **10+1 item #6: College governance structures, as related to faculty roles; #11: Other academic and professional matters as mutually agreed upon**	
3.6	Reports by Senates	Shaw	15	[Local Senates Handbook](#) p. 46-47: Goal Setting, Status Reports, and Annual Reports. DAS will discuss how to be more transparent in reporting of its work (End of year reports, post-plenary newsletters, 10+1 matrix for all 3 campuses) **10+1 item #6: College governance structures, as related to faculty roles**	Discussion

4. **Final Announcements and Adjournment – 5 minutes**

	Item	Presenter	Time	Details	Action/ Information
4.1	Announcements				Information
4.2	Next meeting/Future Agenda items			Meetings for Fall 2017: December 11 (during finals week) Meetings for Spring 2017: February 12 March 12 April 9 May 14 Future agenda items: Discussion of current state of affairs with flex reporting and suggestions for improvement.	Information

				• DAS bylaws revision • Joint effort between DAS and AFT to revise faculty evaluation forms	
4.3	Adjournment				Action
			135		

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

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

2016 – 2017 District Academic Senate Goals

1. Senate leadership and succession planning focus
2. Sharing of best practices and review of local senates handbook
3. Continued facilitation of development of DE Policy and implementation of OEI rubric
4. Review and revision of Faculty and Administration Selection Guidelines documents to clarify hiring processes
5. Pursue clarity on the next step for STOT (or its iteration) and ensuring that those resources remain dedicated to faculty training in online teaching and technology
6. Explore opportunities within the Open Educational Resources initiative and other strategies for addressing financial barriers to accessing educational materials.
7. Ensure a strong faculty voice in the movement towards Guided Pathways.
8. Work with AFT to improve the faculty evaluation forms (language and format).