



Governing Council Officers 2017-2018

Leigh Anne Shaw
President

Diana Bennett
DAS Past President/Vice President

Hyla Lacefield
Cañada College AS President

Jeremy Wallace
College of San Mateo AS President

Kate Williams Browne
Skyline College AS President

Teresa Morris (interim)
District Curriculum Committee Chair

Diane Tedone-Goldstone
Cañada College AS Vice President

Peter von Bleichart
College of San Mateo AS Vice President

Jesse Raskin
Skyline College AS Vice President

Agenda
Monday, Oct 9, 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 – 2:15 p.m.

	Item	Presenter	Time	Details	Action/ Information
1.1	Call to order	President	0		Procedure
1.2	Roll/Introductions	Secretary	0	Note-taker: Kate Williams Browne Present:	Procedure
1.3	Consent agenda	President	0		
1.4	Adoption of today's agenda	President	1	M: Browne S: Tedone-Goldstone	Action
1.5	Adoption of the minutes of previous meetings	President	1	M: S: will be approved at the next meeting.	Action
1.6	Public Comment	Public	3		Information

2. Standing Agenda Items – 2:20 p.m.

	Item	Presenter	Time	Details	Action/ Information
2.1	President's Report	President	20	<ul style="list-style-type: none"> • BOT updates <ul style="list-style-type: none"> ○ New data dashboard at http://www.smccd.edu/strategicplan -Trustees are working toward re-districting plan -considering a small-scale grant program through Foundation, maybe scaling it up; unclear the amount. -Distance Education A Committee <ul style="list-style-type: none"> -may be some FERPA violations with multiple sections, cross-listing in Canvas includes all students in one section. It's a Statewide issue. To Do: Local ASenate- take to Divisions, and should contact Instructional Designer. 	Information

				<p>-LTI “Learning Tool Inter-Operability” issues with publishers connections into Canvas; may not connect easily nor yet fully vetted by the District.</p> <p>To Do: Local Asenate- Before you adopt a new LTI, check with your Instructional Designer about its integration into our District Canvas system.</p> <p>-Higher Ed Opportunity Act: textbook cost options need to be made available to students before registration.</p> <p>To Do: AS leaders, go to Bookstore manager & ask their ideas.</p> <ul style="list-style-type: none"> District Participatory Governance Council met Oct 2: BPs 2.30 Political Activity; 6.18 Credit by Examination; 6.24 Articulation to be reviewed by local senates and taken back to DPGC (see materials) <p>To Do: ASenate, take to local senates now.</p> <ul style="list-style-type: none"> Share with colleges: <ul style="list-style-type: none"> Exemplary Award call for nominations (email from Erika Prasad of ASCCC 10/2/17, due date Nov 6, 2017 OER: <ul style="list-style-type: none"> Survey request sent by Erika Prasad of ASCCC on OER resources 9/29/17 <p>To Do: AS leaders, research any efforts on OER, identify partners, and report back to DAS in November (see materials). What is happening on campuses, bookstore work, faculty involvement, and what district resources are needed.</p> <p>-Guided Pathways Liasion: Fall Plenary has called for supporting pathways programs. They would sign up on listserve, communicate with local senates and connect it. Link: www.ascc.org...</p>	Materials
2.2	College reports	College Senate Presidents & DCC Chair	20	<p>Skyline College- <i>Equity resolution 1st reading and will be voted on next mtg [10/19]; Media Server questions for Canada to come to AS mtg.; ASSC wants to attend Spring ASCCC plenary.</i></p> <p>Cañada College- <i>AS mtg this week; due to personal circumstances, Diana will take over for President this fall; Enrollment caps guidelines being explored, including physical location, teaching style, and considering Curriculum Committee issue.</i></p> <p>College of San Mateo- <i>AS setting up an Equity Taskforce and will reviewing 10+1 policies & practices to incorporate equity issues. Possible syllabus inclusion. Also, Enrollment caps will be taken up [DAS Dec mtg.] Concerns about Admin. Hiring Committee procedures [DAS Nov mtg.]. Questions about media Server.</i></p> <p>District Curriculum</p>	Information

3. New Senate Business – 3:00 p.m.

	Item	Presenter	Time	Details	Action/ Information
3.1	Study Abroad	Shaw	20	<p>Discussion of Study Abroad, addressing of questions and concerns raised last year, and tasks/goals ahead. Discussion of Life and Culture class. (see materials)</p> <p>10+1 item #4 Educational program development</p> <p>-Guests: Tania Beliz [Study Abroad Committee-CSM/District], Stephanie Wells [PSC/District]; Tammy Robinson [Dean SSCA/Global Studies, Skyline] Zaid Ghori Director/District]</p>	Information Materials

				<p>PPT presentation. <i>District program housed @ Skyline/end 2014; several accomplishments, including handbook that includes how faculty can apply and now there is a single website www.smccd.edu/studyabroad</i></p> <p><i>Currently still work with semester-abroad, with short-term/faculty-led courses; the District does not endorse EF at this time [so re-direct to District Study Abroad; new Global Internship possibilities for students.</i></p> <p><i>For Semester-abroad [AIFS] program, all faculty are Instructor of Record “Life and Culture” course; it is assigned to Interdisciplinary Studies [with Min. Quals., for Faculty]; now whichever college, it is Humanities=Canada; Interdisc. Studies=Sky; Global Studies=CSM.] Other Districts have solved this issue.</i></p> <p><i>Recommendations: This group presents to District Curriculum Committee. Be clear on what disciplines are likely to be approved by AIFS. Consider a Flex Day offering. Extend the application period. Will need a Canada faculty representative.</i></p>	
3.2	Review of Evaluation Forms	Shaw	10	<p>As directed by the DAS, Pres. Shaw sent AFT the results of the faculty survey. Article in AFT publication <i>The Advocate</i> (see materials). Discussion of next steps to embark on joint addressing of faculty response.</p> <p>10+1 item #11 Other academic and professional matters as mutually agreed upon</p> <p><i>Key items: many comments has specific ideas about how changes are discussed and/or incorporated. Feedback has been invited and recorded; next steps? Feedback loop without needing to re-do the entire Appendix G. Could have a mtg. on the language comments- need to have some ASenate representatives work with AFT to consider the scope of the review. AFT will discuss at their 10/18 meeting and DAS will have an update at November mtg.</i></p> <p><i>Note of clarification: Request for AFT to write and send to ASenate the Tenure Review Committee change in Contract and what it means exactly, so they can send to all Divisions.</i></p>	Information
3.3	Equity Matters	Shaw, with guests	30	<p>Discussion items</p> <ul style="list-style-type: none"> • Making “Equity Matters” a standing agenda item indefinitely until such matters are well-supported by structures throughout the district <p><i>Agreement to check-in at every meeting</i></p> <ul style="list-style-type: none"> • Discussion of how campuses are responding to equity concerns • New district position; discussion of approaches to violations of professional conduct and redressing of errors <p><i>Example: “Equity Investigator” position approved June 28, posted in May. Filled now; effective 10/9. Now called “Director of Policy, Training, & Compliance”. Concerns brought up include- faculty were not included on hiring committee, focus is nearly exclusive Title IX only, data does not seem warrant the size of the job, job description is still as investigator, report is to Vice-Chanc/Legal only rather than independent, faculty is not clearly included in training or info/advice; restorative justice not included,. General</i></p>	Information

				<i>impression is that the purpose of it is more punitive/investigative and likely to result in escalation rather than in advisory and resolution.</i> 10+1 item #11 Other academic and professional matters as mutually agreed upon (Ed Code requirement)	
3.4	Senate role in Accreditation	Shaw	5	Senate leaders share preparations for Accreditation at their campuses 10+1 item #7 Faculty roles and involvement in accreditation processes. <i>All local Senates are in discussion now.</i>	Information
3.5	Senate leadership and succession planning	Shaw	5	Local Senates Handbook p. 36-37 “Succession Planning” and discussion: http://www.asccc.org/papers/handbook2015 10+1 item #6 College governance structures, as related to faculty roles <i>Look ahead and shifting all elections and committee appointments are made in Spring instead of Fall.</i>	Information

4. Final Announcements and Adjournment – 10 minutes

	Item	Presenter	Time	Details	Action/Information
4.1	Announcements		2	<ul style="list-style-type: none"> Area B meeting Oct 13 Santa Rosa Junor College Petaluma Campus 680 Sonoma Mountain Parkway Petaluma Ca 94954 Fall Plenary November 2, 2017 to November 4, 2017 Irvine Marriott Hotel in Irvine, CA Register now at www.asccc.org See Part-Time Scholarship by ASCCC to attend plenary – email from Erika Prasad sent 10/3/17 	information
4.2	Next meeting/Future Agenda items		2	Meetings for Fall 2017: November 13 December 11 (during finals week) Meetings for Spring 2017: February 12 March 12 April 9 May 14	information
4.3	Adjournment		1	4:37	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).
9. Revision of DAS bylaws