



## 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, December 12, 2016  
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	5	Present: Note-taker: Doug Hirzel	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	Adopt minutes of November 14, 2016 meeting M: /S:	Action
1.6	Public Comment	Public	3		Information

### 2. Standing Agenda Items – 35 minutes

	Item	Presenter	Time	Details	Action/ Information
2.1	President's Report	President	25	<ul style="list-style-type: none"> <li>District Participatory Governance Council updates</li> <li>Board of Trustees meetings updates</li> <li>Other</li> </ul>	Information
2.2	College reports	College Senate Presidents & DCC Chair	15	<ul style="list-style-type: none"> <li>Cañada College</li> <li>College of San Mateo</li> <li>Skyline College</li> <li>District Curriculum</li> </ul>	Information

### 3. New Senate Business – 80 minutes

	Item	Presenter	Time	Details	Action/ Information
3.1	Faculty Diversity Internship Program	Carranza	15	Dean Carranza is asking for an affirmation of support from the DAS for the FDIP. See materials in handouts folder.  M: / S:	Action
3.2	Reassigned Time for Senate	Shaw	25		Information
3.3	Strong Workforce Program	Messina and CTE Liaisons	25		Information
3.4	Update on BP 6.27 and Procedures 6.27.1 and 6.27.2	Shaw	5	BP 6.27 was presented to DEAC at meeting on 11/30/16. See materials in handout folder.	Information
3.5	Final examination of BP 6.13 and 6.13.1	Shaw	5	This policy and procedure were approved at the November DAS meeting.	Information
3.6	Update on draft BP 3.16 (revision of 3.15)	Shaw	5	See materials in handout folder.	Information

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

	Item	Presenter	Time	Details	Action/ Information
4.1	Announcements		5		information
4.2	Next meeting/Future Agenda items		5	Next DAS meeting is scheduled for February 13, 2017.  Agenda items for 2017:	information
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. 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