



## Governing Council Officers 2020-2021

Jeremy Wallace  
2020-2021 DAS President

Kate Williams Browne  
2020-2021 DAS President-Elect

Leigh Anne Shaw  
DAS Past President

Jessica Hurless  
District Curriculum Committee Chair

Diana Tedone-Goldstone  
Cañada College AS President

David Eck  
Cañada College AS Vice President

Arielle Smith  
College of San Mateo AS President

Peter von Bleichert  
College of San Mateo AS Vice President

Leigh Anne Shaw  
Skyline College AS President

Jesse Raskin  
Skyline College AS Vice President

### Agenda

Monday, February 22, 2021  
2:15 – 4:30 pm

<https://smccd.zoom.us/j/83707665998>

Meeting ID: 837 0766 5998  
Phone: +1 669 900 9128 US

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

### 1. Opening Procedures

	Item	Presenter	Time	Details	Description
1.1	Call to order	President	1	2:20	Procedure
1.2	Roll/Introductions	Secretary	1		Procedure
1.3	Consent agenda	President	0		Procedure
1.4	Adoption of today's agenda	President	1		Action Pete von Bleichert motions David Eck seconds Motion passes
1.5	Adoption of the minutes of previous meetings	President	1	Moved to next meeting	Action
1.6	Public Comment	Public	3	Sarah Harmon- Next week is Open Education Week and the three colleges are putting together a whole slate of activities around open education.	Information

### 2. Standing Agenda Items (20 minutes)

	Item	Presenter	Time	Details	Description
2.1	Campus reports	Senate presidents, DCC, DEAC, TTL	20	<p>President's report Senate presidents and others will briefly share critical, non-agenda items only.</p> <p>Skyline- New VPSS will be at next Academic Senate meeting. Getting ready to recruit for elections.</p> <p>CSM- Passed resolution on full-time temporary faculty. Looking at bylaws and joining CVC OEI. President candidate forums next week.</p>	Information

				<p>Cañada- Discussed full-time temporary faculty resolution. Program revitalization and viability process in place, hoping to get that passed. Update on equity training from Natalie Alizaga</p> <p>No report from Curriculum.</p> <p>DEAC- Met with CVC representatives with regard to integration. Moving forward. Will be meeting with faculty about guidance around synchronous online teaching to have deeper conversations and provide clearer guidance.</p> <p>TTL- Discuss new faculty virtual campus (Faculty Gateway). Provided input. Discussed summer and fall 2021 recommendations to Board.</p> <p>Jeramy- Board meeting is this Wednesday. Copyright Guidance is going to be attached to Board Policy on copyrighted material. Guide has been approved and can be distributed and published. Will have follow up meeting with smoke-free campus group this week. Full-time Temp policy will come up to DPGC in March.</p>	
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**3. New Senate Business (45 minutes)**

	Item	Presenter	Time	Details	Description
3.1	Human Resources & Faculty Hiring	All	30	<p>Welcome new Chief Human Resources Officer and share the District Senate's plan for revising faculty hiring</p> <p>Cheng Yu Hou new Chief Human Resources Officer.</p> <p>Everyone introduces themselves.</p> <p>Hou: Looking at updating onboarding to a Canvas course.</p> <p>Shaw- Formally had faculty diversity internship. Would like also a focus on recruitment as well as onboarding. Would be happy to work with HR more on that. Also, welcoming adjunct faculty and preparing them for full-time faculty roles.</p> <p>Eck- Logistical for instructional it might make sense to wait to Spring for onboarding as some faculty already feel overwhelmed, or maybe spread it out more. Takes a lot to make sure all your classes go smoothly. Just be mindful of workload the first semester.</p> <p>Pérez- making sure that all our new employees understand what it means to be a Colt and how our college works. Also have specific threads for faculty only, like best practices for</p>	Discussion

				<p>scheduling classes with your dean. These were conversations happening pre-pandemic.</p> <p>Chat: maybe a community of practice of “class of ’21” (new faculty coming on board in a year across campus or by discipline). I don’t think Cañada has any New Faculty Institute program</p> <p>Wallace: Have a budget so adjuncts can also attend.</p> <p>Shaw- Skyline College has a New Faculty Academy that has some good models for orienting new faculty.</p> <p>Eck and DeMello- Nothing like that for Cañada. Originally the idea was that CIETL could do something like this.</p> <p>Smith- CSM had a once a month meeting for new faculty. PD Coordinator and Director of Equity work on new faculty orientation.</p> <p>Shaw- Skyline PD Coordinator and Dean of Equity work on new faculty orientation.</p> <p>Browne- EEOC District committee that’s been active and inactive over the years. Would be a good place to do this work district wide.</p> <p>Shaw- one of the difficulties is that the membership isn’t clear. Coordination needs someone who can dedication time and focus to it.</p>	
3.2	Draft Student Death Protocols	Bennani and Pérez	15	<p>Information on draft student death protocols Each college had own process that differed slightly. Brought to District Enrollment Services Committee to have a clear and consistent process across the district.</p> <p>Grade depends on the time when the student stops attending, which is why will discuss with each professor before. Goal is to minimize trauma to family and community of deceased student.</p> <p>VPSS’ office coordinates this response.</p> <p>Might need guidance around psychological services for campus community. This is part of new process. Part of plan is to reach out to special groups when needed.</p> <p>Reach out to Wissem Bennani and Manuel Pérez with any more comments or questions.</p>	Information

**4. Old Senate Business (65 minutes)**

	Item	Presenter	Time	Details	Description
4.1	Summer & Fall 2021 Modalities	Wallace and TTL	30	<p>Discuss DAS recommendation to SMCCCD Board on Summer and Fall 2021 instructional modalities</p> <p>Board meeting this Wednesday to discuss and probably make a decision.</p> <p>McVean presents results from faculty survey and TTL advisory memo.</p> <p>Browne- for Category 2 include “that supports essential infrastructure” to avoid confusion.</p> <p>McVean- list is of what’s here now, could expand but if necessary but if something is working right now online should continue.</p> <p>Many people want to come back, but can’t guarantee that everything people reported they need to come back (food services, required vaccinations, etc.) will be back. For student services will evolve what we can do over the next several months as things progress.</p>	<p>Action Shaw moves von Bleichert seconds</p> <p>Motion passes</p>
4.2	Summer & Fall Grading Options	All	15	<p>Discuss extension of NP grading option through December 2021</p> <p>Eck- Bigger Pictor, only thing I’d be concerned about are student’s who feel that a “D” is a punishment because it affects their GPA, even though they can get transferable credits with a “D”.</p> <p>Smith- For UC and CSU will accept “D” for credit. In the case for UCs it’s only elective credit, for CSU can use up to 9 units of “D”s for credit. It’s already an issue for students who want to transfer into competitive programs.</p> <p>Wallace- Good to give student’s option if they aren’t going to pass the class.</p> <p>DeMello- Need to make sure student’s know they have that option. Good to do a refresher.</p> <p>Wallace will chat with Rich to see what kind of communication students are getting around this.</p> <p>Browne- If we are continuing in almost the same modalities would be good to be consistent with grading policies.</p>	Discussion
4.3	Temporary Full-time Faculty Resolution	von Bleichert and Smith	20	<p>Discuss and vote on resolution on temporary full-time faculty that will accompany policies to DPGC</p>	<p>Action von Bleichert moves Hurless seconds</p>

				<p>For resolved 2, can't legally circumvent hiring policy to convert individual in position to permanent full-time. Might be able to convert positions to full-time.</p> <p>In some cases individuals went through a hiring process, in others they were appointed by a Dean without going through a hiring process.</p> <p>For resolved 4, we don't want to contradict spirit of Ed Code so take that out.</p> <p>If a significant percentage of budget is grant funded and we limit our ability to hire temporary full-time faculty and hire directors, program service coordinators, etc. Could push administrators into not hiring full-time temporary faculty into these grant positions, and these programs have less academic emphasis due to them being run not by academics. If ed code allows flexibility for grants, we want faculty in them.</p> <p>In the future should look into and encourage release time for faculty to work on grants and grant projects rather than hire new people.</p>	Motion passes
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### 5. Final Announcements and Adjournment – 5 minutes

	Item	Presenter	Time	Details	Description
4.1	Announcements	All	5		information
4.2				Select note-takers: 2/22: Diana Tedone- Goldstone 3/8: 4/12: 5/10:	information
4.3	Adjournment	Wallace			action

### 2020-21 District Academic Senate Goals

1. Work with administrative and student leaders to scrutinize and revise the faculty hiring policies and procedures in order to promote equitable hiring practices and to diversify the District's professoriate
2. Work with the administration, students, and AFT to revise the faculty evaluation procedures in order to promote equity and justice for our students and colleagues
3. Develop and implement equity audits for policies and procedures that fall under the 10+1
4. Research a compressed academic calendar
5. Develop a District-wide ethnic studies degree requirement for local Associate's degrees
6. Implement a process for aligning curriculum across the District
7. Continue to support faculty in responding to academic and professional matters in the current pandemic

8. Work with the AFT to revise the short- and long-term professional development policies and processes
9. Undergo the application process for joining the California Virtual Campus (CVC-OEI)
10. Evaluate and revise the by-laws