



**Governing Council Officers 2012-2013**

Diana Bennett  
*President*

Alicia Aguirre  
*Chair District Curriculum Committee*

David Clay  
*Cañada College AS President*

Monica Malamud  
*Cañada College AS Vice President*

James Carranza  
*College San Mateo AS President*

David Laderman  
*College San Mateo AS Vice President*

Leigh Anne Shaw  
*Skyline College AS President*

Kate Williams Browne  
*Skyline College AS Vice President*

**APPROVED: 10/14/13**

**Minutes 05/13/13**  
2pm – 4pm  
**District Office, Conference Room 222**

*Meetings of Governing Council are open to all members of the campus community.*

Item/Topic	Presenter	Time	Details	Action/ Procedure/ Discussion/Information
Call to Order	President	1	Time: Timekeeper: Leigh Anne Recorder: Kate	Procedure  2:10
Introductions	President	2	Members present: David Clay [left 2:30], Leigh Anne Shaw, Kate Williams Browne, Tikka James, Diana Bennett, Laura XX [representative for CSM]  Members absent: James & David [CSM], Alicia [Can]Guests: Tania	Procedure
Adoption of Agenda	President	1	M: Browne S: Shaw	<b>Action</b>
Approval of Minute:4/8/13	President	1	M: Shaw S: Clay	<b>Action</b>
<b>Public Comment</b>				
	Public	3	3 minutes per speaker on Non Agenda Items	Information
<b>Presentations</b>				
				Information

## Agenda Items

### Continuing Senate Business

President Report	President	10	<p>Welcome New Members- <i>postponed until next year</i></p> <p>Plus/Minus Grading-<i>Passed April 24. Thanks to David Latterman and Paul Roscelli. ASSC concern re A- discussed as well.</i></p> <p>Helen Hausman, Bd of Trustees, resignation. <i>Search open for Interim until November elections</i></p> <p>B. Christensen convened District Strategic Planning Committee meeting in April. <i>Community research scan shown w/ppt slides, comprehensive in scope. One example of recommendations is the gap in student counseling.</i></p> <p><b>ToDo: Diana will send us the PPT.</b></p>	Information
District Curriculum Committee Report	Chair	10	Alicia – <i>absent, no report</i>	Information
PETF	PETF Rep	20	<p>Tania: <i>Sharepoint to show; Timeline is build from December 2013 endpoint with start date as February 2013.</i></p> <p>PETF/ALO communication? <i>Administrators on committee should be doing this</i></p> <p>PETF/DSS communication? <i>Faculty on committee should be doing this and do this some. Should go through College ASenates</i></p> <p>Mtgs minutes downloaded onto Sharepoint 5/12/13.</p> <p>Plan: <i>August Faculty input with Draft Forms: Flex Day Fall forums for Fac Observ eval forms. October review w/ 'test run' w/faculty volunteers November look at results.</i></p> <p>Accreditation will examine for this to be in place &amp; done; <i>what have ALOs seen on this?</i></p> <p>Faculty feedback has been asked @ each College by Division Nina will send an editable form to all faculty on 5/14/13.</p> <p>What happen after December 2013? <i>The Committee is slated to finish 12/2013; ALO may add addendum but in August. AFT would like Committee to bring forward recommendation</i></p>	Information

			<p><i>about extending the work into 2014. Laura suggests an extended timeline into Spring 2014 or even the year.</i></p> <p><i>Results of DSS/AFT/PETF meeting: Discussion of the critical nature of an edited timeline; “effective communication” is not complete by only putting every document onto Sharepoint repository. AFT has received monthly reports, Faculty have not.</i></p> <p><i>Draft of evaluation procedures for observing instruction for online courses. [faculty who teach online]. Suggestion for beta test: observe faculty who teach a course taught face-to-face and then faculty teaching the same course online. Move to then have a single procedure for both modes.</i></p> <p><i>Will need to go through Appendix G.</i></p> <p><i>Suggestion of sending out ahead of Flex Day to District and College faculty &amp; ALOs sampling that are representative of all. Harry &amp; Regina should discuss with ALOs now.</i></p> <p><i>Suggestions: 1. End of Term Communication- needs to be done before the end of the Spring. 2. Send monthly reports with links to all faculty through the Fall. 3. Meet during summer to prep for Fall, etc.</i></p>	
<p>Regs &amp; Rules 6.21 Chapter 7</p>	Diana	5	<p><i>6.21 Grading and Academic Record Symbols- policy approved by Board on 4/24.</i></p> <p><i>Feedback on procedures should come back to DSS, Diana takes to B. Christensen to revise/edit. Diana can also send them to campus VP-Is as well.</i></p> <p><i>Chapter 7- VP-Ss went through all policies &amp; procedures, have been taken back out for review, &amp; will come back to District Shared Participatory Governance on May 20 for approval.</i></p> <p><i>Chapter 6 is nearly thoroughly vetted.</i></p>	Information
MOOC		10	<p><i>MOOC - Massive Online Open Course 4/24 District Wide Discussion -Idea: Community MOOC such as “Getting Ready for College” as SMCCD MOOC for non-credit. -Discussion: “How can we be creative and innovative with technology” is a different question than how SMCCD would work with a particular company or what faculty is interested in developing a MOOC? Strategically we need to discuss and re-frame the</i></p>	Information / Discussion

			<p><i>conversation so we can make reasonable recommendations. Issue for Credit: student will need to demonstrate content mastery with documented achievement of SLOs in a MOOC or get credit by exam. What is the problem this kind of delivery system solves? Is that our problem?</i></p> <p><b>To do: Diana, ask for an Opening Day MOOC update.</b></p>	
EEO	Shaw		<p>EEO Equal Employment Opportunity language Canada &amp; CSM feedback</p> <p><i>Shaw: At Skyline, Stewardship for Equity, Equality &amp; Employment &amp; Diversity Committee [SEED]. Sub-committee focused on hiring was concerned that faculty selection procedures needs to have a committee member trained in EEO, but current practice has a District HR person visit the committees and review procedures.</i></p> <p><i>SEED wants something more substantive; is working on a revision, working with Harry Joel now, to have an active committee on campus, so that faculty would be trained and then need to update regularly.</i></p> <p><i>Canada has an "Equity" committee</i> <i>CSM has "Diversity in Action" committee that doesn't focus on hiring.</i></p> <p><i>Suggestion: Have DSS recommend that all campuses work together, even convene a Webinar or other way to involve all faculty in the Fall.</i></p>	Information / Discussion
DAS By Laws	Carranza	5	District Academic Senate By Laws Update- <i>defer until Fall.</i>	
<b>New Senate Business</b>				
WebAccess	Diana	5	<p>WebAccess Spring 2014 Update- <i>defer until Fall;</i> <i>Moodleroom was bought by Blackboard; Info for STOT taskforce on May 29.</i></p>	Information /Discussion
Local AS	Campus President	15	<p>Campus updates:</p> <p><i>Cañada [absent]</i></p> <p><i>CSM- We are closing out my term with 100% compliance of AA-T and AA-S degrees (those approved statewide), and we've set our faculty goals for next year—including a focus on professional development. Visit <a href="http://collegeofsanmateo.edu/academic senate/goals.asp">http://collegeofsanmateo.edu/academic senate/goals.asp</a></i></p> <p><i>We're reviving our Center for the Scholarship of Teaching and Learning (a.k.a. SoTL Center) and moving forward with plans to promote Reading Apprenticeship college-wide. Faculty are hosting our first Transfer Tribute to acknowledge and honor transfer students—we have about 180 rsvps. Thanks go to David Laderman and the team he put together to organize the college-wide event. Our newly elected</i></p>	Information

			<p><i>President is David Laderman and our Vice President is Theresa Martin. All, it's been a pleasure working with you.</i></p> <p><i>Skyline- Elections completed; Accreditation Self-study final draft approved; new Standing Committee = Accreditation Oversight.</i></p> <p><i>State AS Plenary- Teacher Education Discipline was effectively opposed; plan to contact proposal authors.</i></p>	
Adjourn	President	1	M: Bennett S: Browne	Action
Next Meeting	DAS		September 9, 2013 2pm – 4pm	
Future Agenda Items				