



Governing Council Officers 2018-2019

Leigh Anne Shaw
2018-2019 DAS President

Jeremy Wallace
2018-2019 DAS President-Elect

Diana Bennett
DAS Past President

Teresa Morris
District Curriculum Committee Chair

Hyla Lacefield
Cañada College AS President

Diane Tedone-Goldstone
Cañada College AS Vice President

Jeremy Wallace
College of San Mateo AS President

Peter von Bleichert
College of San Mateo AS Vice President

Kate Williams Browne
Skyline College AS President

Jesse Raskin
Skyline College AS Vice President

Agenda
Monday, April 15, 2019
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

	Item	Presenter	Time	Details	Description
1.1	Call to order	President	1		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
1.5	Adoption of the minutes of previous meetings	President	1		Action
1.6	Public Comment	Public	3		Information

2. Standing Agenda Items (45 minutes)

	Item	Presenter	Time	Details	Description
2.1	Campus reports	Senate presidents	20	President's report: <ul style="list-style-type: none"> • BOT • DPGC • Other Senate presidents will briefly share critical items only.	Information
2.2	Equity matters	Shaw	10	Canada senate was scheduled to have further discussion on boilerplate language for job descriptions; feedback on that process is requested. Other feedback discussed.	Discussion

3. New Senate Business (90 min)

	Item	Presenter	Time	Details	Description
3.1	Nominations for DAS president-elect for 2019-	Shaw	10	Nominations will be taken from the floor. Certification of results of nominations process. Review of DAS bylaws and Rule #1: Elections	Information

	2020 academic year			https://smccd.edu/academicssenate/files/2018%20Amended%20ConstitutionBylawsRules%20approved042318.pdf	
3.2	Appointments and terms: DEAC faculty co-chair, and Study Abroad Advisory Committee reps	Shaw	10	Per discussion in DAS February 2019 meeting, proposed revision to term of DEAC faculty co-chair and Study Abroad Advisory Committee (SAAC) representatives and shift of timeline in the process of appointment. Motion: That the DEAC faculty co-chair and SAAC representative appointments both be revised to two-year appointments beginning in Fall 2019 (each), and that the appointment timeline be restructured to occur in April of the preceding year of office to better enable the appointees to begin work in the fall.	Action
3.3	Proposed revision to DAS senate rules regarding appointments	Shaw	10	Relative to item 3.2, and in recognition of a District Academic Senate appointment not currently reflected in the senate rules, revisions to senate rules are needed. Proposed revision: (see end of this agenda) A 2/3 majority vote is required to approve.	Action
3.4	Campus closures guidance	Shaw	10	Purpose of campus closures guidance, status, and next steps.	Information
3.5	Facilities review at local campuses	Shaw	15	As follow-up to a concern expressed by local senates, and per the chancellor's advice, local senates are asked to recommend a local team at each college to review facilities needs and recommend improvements. Chancellor will connect these teams to facilities for a review of local issues in the classroom environment that impact teaching and learning. Please bring recommendations to May DAS meeting.	Information
3.6	Equivalency to minimum qualifications process revision	Shaw	40	Equivalency to minimum qualifications procedure 3.05.1 will be discussed. Issues with current process will be highlighted. Proposal for changes to process will be discussed.	Action

4. Final Announcements and Adjournment – 5 minutes

	Item	Presenter	Time	Details	Description
4.1	Announcements	All	5		information
4.2				Select note-takers: May 13 – Hyla Lacefield	information
4.3	Adjournment	Shaw			action

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>

2018 – 2019 District Academic Senate Goals

1. Work with AFT to improve the faculty evaluation forms (language and format)
2. Review prior role of STOT and current adequacy of compensated online training for faculty
3. Explore opportunities within the Open Educational Resources initiative and other strategies for addressing financial barriers to accessing educational materials.
4. Continued facilitation of development of DE Policy and implementation of OEI rubric
5. Work towards parity at all three campuses on the Strong Workforce Initiative
6. Equity and Social Justice Intentionality
7. Assigning courses to disciplines (District Curriculum Committee)
8. Professional Development Review
9. Increase in Quality of Participatory Governance (to include Local Academic Senate succession)
10. Work with facilities on a review of the impact of the classroom environment on teaching and learning
11. District communication and alignment on Guided Pathways

Recommended language RE: item 3.3: (in red)

6. Faculty ~~Committee~~ Appointments

A. Study Abroad Advisory Committee

- i. The District Academic Senate Governing Council appoints faculty to serve on the Study Abroad Advisory Committee.
- ii. Appointments are made **every two years annually at the beginning in April of each academic year**. One faculty member is put forward by the local senates of each college for appointment **to serve a two-year term**.
- iii. Appointees must select one member to make a minimum of one report to the District Academic Senate in an academic year.

B. Distance Education Advisory Committee

- i. The District Academic Senate Governing Council appoints faculty to serve on the Distance Education Advisory Committee.
- ii. **Appointments are made every two years in April to serve a two-year term.**

- iii. Appointees must select one member to make a minimum of one report to the District Academic Senate in an academic year.

C. Housing Board Faculty Representative

- i. The District Academic Senate Governing Council appoints faculty to serve on the Faculty Housing board in accordance with Housing Board bylaws.
- ii. Appointments are made every two years in April to serve a two-year term.
- iii. Faculty appointee makes one report to the District Academic Senate in an academic year.