Academic Senate
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

Approved Minutes
Monday, February 14, 2022
2:15 – 4:30 pm
https://smccd.zoom.us/j/83725621824
Meeting ID: 873 2562 1824
Phone: +1 669 900 9128

Governing Council Officers 2021-2022

Kate Williams Browne	Jeramy Wallace
2020-2021 DAS President	*DAS Past President*
Vacant	
2020-2021 DAS President-Elect	
Sarah Harmon	Jessica Hurless
District Teaching & Learning	*District Curriculum Committee Chair*
David Eck	Natalie Alizaga
Cañada College AS President	*Cañada College AS Vice President*
Teresa Morris/Arielle Smith	Jesenia Diaz
College of San Mateo AS President	*College of San Mateo AS Vice President*
Lindsey Ayotte	Cassidy Ryan
Skyline College AS President	*Skyline College AS Vice President*

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		Action
1.2	Roll/Introductions	Clerk	1	Present: David Eck, Natalie Alizaga, Arielle Smith, Jesenia Diaz, Lindsey Ayotte, Cassidy Ryan, Jessica Hurless, Sarah Harmon Guests: Aaron McVean, Marianne Beck	Procedure
1.3	Consent agenda	President	1	Resolution to continue virtual District Academic Senate meetings	Procedure
1.4	Adoption of today's agenda	President	1	M: Sarah Harmon, S: Arielle Smith	Action
1.5	Adoption of the minutes of previous meetings	President	1	December 2021 Minutes	Action
1.6	Public Comment	Public	3		Information

2. Standing Agenda (35 minutes)

	Item	Presenter	Time	Details	Description
2.1	Campus reports	Senate presidents	15	Senate presidents and others briefly shared critical, non-agenda items only. Cañada (David): Cañada is finalizing their new Educational Master Plan after findings from Ase Power Consult; Cañada's senate has been engaged in conversations about teaching and learning, including discussions of "multi-modal" courses.	Information

				College of San Mateo (Arielle): CSM is entering final stages of program review, where the senate is reviewing the program reviews and providing feedback for programs; CSM senate is also discussing/creating feedback for the composition of faculty hiring committees, which will be shared with deans in order to help them address committee issues before they get to the senate. CSM Senate also discussed need for decision-making mechanisms for public health rather than Board meetings. Skyline (Cassidy): Skyline is currently starting search for the Vice President of Instruction; Skyline will be hiring eight (8) new faculty; Skyline's senate will be undergoing a large election, including executives and all senators, since the by-laws were recently changed.	
2.2	Standing Committee Reports	DCC, DTL	10	Standing committee chairs briefly shared critical items. DCC (Jessica): Finalized AP/IB/CLEP processes; continuing to work on district alignment for curriculum; discussed modalities document developed by DTL DTL (Sarah): DTL is working on updating webpage; discussed processes for low-cost textbook adoptions	Information
2.3	Presidents' Report	President, Past President	10	President and past President briefly shared district-wide information. • Board Retreat (Kate): 1) Board discussed establishing a San Mateo County Promise Program in collaboration with community partners; Board and Chancellor will start making connections with county and university partners as part of this initiative. 2) Board discussed "Rethinking/Reimagining" the institution post-COVID. Chancellor Claire will be bringing together a cross-constituent group to start this discussion. • DPGC (Kate): DPGC will be adopting the numbering system of the Community College League of California. Board Policies up for review are on intellectual property, copyrighted materials, and institutional planning and effectiveness. Local senates should provide feedback on Board Policies to their DPGC representative.	Information

3. New Senate Business (45 minutes)

	Item	Presenter	Time	Details	Description
3.1	Credit for Prior Learning	Beck/ McVean	10	Update on the credit for prior learning This update is in response to legislation passed in 2020 (Title V, 55050), which provided assessment opportunities for military transcripts, industry recognized credentials, and portfolio review (in addition to the already established standardized tests, like AP, and Credit by Exam). New regulations directed that every district will adopt and publish CPL policies and affirmed that discipline faculty assess applications. For students, Title 5 dictates that their transcripts are annotated to reflect that credit was earned by assessment of prior learning and that district policies allow students to accept, declines, or appeal decisions. CSU has updated their CPL policy (EO 1036), which requires CSU campuses to allow CPL credit for "pass-along." UCs are excepted. Marianne shared that CPL has positive outcomes for students. For example, students who earn CPL accumulate more credits through coursework, they save time to degree completion (6-10 months quicker), and they are twice as likely to complete a degree. Next time Marianne visits, she will share information about articulation and student evaluation. # of SMCCCD students eligible for military credit (JSTs) is 359, but only 28 CPL petitions have been submitted Feb. 2020 to Jan 2022, so there is a lot of opportunity for students to take advantage of this new policy. The CPL work group needs faculty to help plan rollout of new procedures, including workshops and coaching.	Information
3.2	Board & Senate Meet & Greet	Browne/ Garcia	20	Student trustee Ashley Garcia visited the District Academic Senate to engage in dialogue about teaching and learning.	Discussion
3.3	Faculty Gateway	Harmon	10	Discussion of maintenance and expansion of Faculty Gateway DTL and ITS have been working on a faculty gateway website with teaching and learning resources. The gateway is now ready to be moved to the District website and to go live. The DTL will maintain the website. Similarly, the DAS website still has outdated TTL webpages. Jeramy suggested adding new DTL webpages and archiving TTL/COVID pages for future references. David suggested that guidance	Discussion

				be organized in a linear fashion – pre-semester, semester, post-semester.	
3.4	Housing Board Appointment	Browne	5	Approve appointment of Jessica Marshall (CAŃ, Anthropology) to Housing Board M: Lindsey, S: David Kate emailed all faculty in the district housing to identify a new faculty member of the Educational Housing Board. Kate is the current board member and she intentionally tried to identify a candidate who had a different background from her.	Action

4. Old Senate Business (50 minutes)

	Item	Presenter	Time	Details	Description
4.1	DTL Definitions and Guidance Documents	Harmon/ McVean	20	Review and approve DTL's modalities and definitions and spring 2022 guidance DTL incorporated senate feedback into the modalities definitions document. One addition also came from the CCCCO on "significant assessments" in hybrid courses – instructors must post on WebSchedule and syllabi whether major assessments are in-person or online. DTL is also recommending that major assessments be accessible online for HyFlex courses since in-person attendance is optional. M: David, S: Lindsey, Motion Passes Information only: Modalities definitions guidance document: this document includes explanations, resources, and suggestions for the different modalities, including explanations for why partially online is preferred over fully online synchronous and the differences between formative and summative assessment. This document will come back for a vote in March.	Action
4.2	Senate Task Groups Updates	All	25	Quick update on the work of the District Academic Senate's task groups Faculty Hiring: the faculty hiring met with the District EEOC to start discussing the various hiring processes. TG is still in early discussions with EEOC.	Discussion
4.3	2024-25 Academic Calendar	Browne	5	First read of 2024-25 Academic Calendar No comments	Discussion

5. Final Announcements and Adjournment – 5 minutes

	Item	Presenter	Time	Details	Description
5.1	Announcements	All	5		information
5.2	Adjournment	Browne			action

2021-22 District Academic Senate Goals

1. **Equity-Minded Faculty Hiring**: Engage with the District Antiracism Council to scrutinize and revise the faculty hiring policies and procedures in order to promote equitable hiring practices and to diversify the District's professorate (Kate and Natalie)
2. **Faculty Evaluation Procedures:** 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 (Jeramy)
3. **Cross-District Curriculum Alignment:** Implement a process for aligning curriculum across the District (Jessica)
4. **The "10+1" in Changing Times:** Continue to support faculty in responding to academic and professional matters in the current pandemic, in the recovery, and in future conditions (DTL)
5. **Article 13 Professional Development:** Work with the AFT to finalize the revisions to short- and long-term professional development policies and procedures (David)
6. **Processes for Determining Class Sizes:** Develop and propose processes for determining class sizes (Jeramy)
7. **Course Schedule Presentation/WebSchedule:** Work on issues related to how students interact with course schedules and WebSchedule (Sarah and Nick)
8. **Compressed calendar:** Investigate a compressed calendar and other calendar interventions for increasing enrollment and access (David and Cassidy)