



Governing Council Officers 2019-2020

Jeremy Wallace
2018-2019 DAS President

Vacant
2018-2019 DAS President-Elect

Leigh Anne Shaw
DAS Past President

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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

Kate Williams Browne
Skyline College AS President

Jesse Raskin
Skyline College AS Vice President

Agenda
Monday, May 4, 2020
2:15 – 4:30 pm
<https://smccd.zoom.us/j/99603187194>

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	2:18 Call to order	Procedure
1.2	Roll/Introductions	Secretary	1		Procedure
1.3	Consent agenda	President	0		Procedure
1.4	Adoption of today's agenda	President	1	Kate moves Diana seconds Change to agenda to table LSP funding next week Kate approves change Diana – second Agenda approved with item 3.2 removed	Action
1.5	Adoption of the minutes of previous meetings	President	1	Minutes approved without revisions	Action
1.6	Public Comment	Public	3	Diana: Issue arose with converting a course to online even with approved DE addendum, citing CCCCCO guidance to not make changes to MIS data for currently scheduled classes Jessica: in order to track the impact of COVID-19 on classes to allow Vets and Intl students to continue to benefit from F2F coding, though it can be taught fully online Diana: Dean advises that class is not able to be taught online unless further guidance is received Jessica: MIS is reporting system for all courses. Anything taught fully online but is scheduled for F2F should remain coded that way to assess impact Kate: What about hybrid? Jessica: Need clarification on MIS coding, but for some groups considered as online courses	Information

				David: tradeoff that some classes may not run at all if they are not offered online, so shift could benefit and prevent that	
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2. Standing Agenda Items (15 minutes)

	Item	Presenter	Time	Details	Description
2.1	Campus reports	Senate presidents	15	<p>President's report Senate presidents will briefly share critical, non-agenda items only.</p> <p>Jeramy: TTL met Wednesday to talk about Summer 2020 guidance, and writing group met on Thursday to further LAS: TTL talking about increasing number of colleges moving online in fall? Kate: Did not, but will also bring up discussion at next meeting and review ASCCC guidance. Follow-up webinar tomorrow for Area B to give more information Jesse: CARES funding is coming to each colleges, Skyline faculty strongly supported doing 75% of direct aid to students, also thinking about ways to move money around to be able to provide money for undocumented students (who aren't eligible). Strongly feel that remaining 25% should be used for direct faculty reimbursement for training, and not be filtered to divisions to fund training or technology. Would like to bring discussion in DAS. Fielding significant concerns from single person depts. with multiple preps (ex ADMJ has 1 FT faculty, doesn't teach online, has 5 preps), will put incredible burden on him – would like to discuss solutions, and perhaps dept chairs with release time. Important to talk about chairs for governance reasons but also workload – feel that those faculty would have more time to devote to students if they didn't have structural challenges. Passed resolution for admin support to discuss with faculty prior to making any decisions about moving a course online. LAS: resolution stating that decision to put a course on line would go through faculty and rely primarily on faculty expertise and advice, passed on April 23rd meeting Jessica: resolution put into writing what we hope is already being done to express concerns that faculty have brought up during this process – did not specifically mention any DE addendums Jeramy: In talking to local colleagues will have better idea of Arielle: CSM: Regular and Substantive contact policy should be finalized this week. Reviewed statement of support for leadership 2.0 proposal. Had folks from district speak on GOL (similar to concurrent enrollment for Intl students) pilot through Skyline and statement to have updated and accessible status of management evaluations Skyline: Skyline president selection process nearing completion. Campus being invited to watch forums and give</p>	Information

				input by this afternoon, then will go to district for meet and greet w District Cabinet, chancellor interviews, board does final interviews (all this week), then should make selection by next week Canada: CVC resolution coming up, last meeting next week, special session for hiring committee for grant funded position that closed May 1 st	
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3. New Senate Business (110 min)

	Item	Presenter	Time	Details	Description
3.1	Equivalency to Minimum Quals Revisions	Wallace/ Shaw/ McVean	10	Discuss and approve revisions to AP 3.05: Equivalency to Minimum Qualifications David: Motion to adopt Diana: 2 nd Jeremy: one of biggest changes is creation of District faculty equivalency committee, cleaned up language on 3 ways of meeting equivalency LAS: Skyline felt this was a welcome change Vote: Pass with majority in favor	Action
3.2	LSP Funding Resolution	Tedone	10	Review and approve letter in support of further funding of Library Services Platform Tabled until next week	Action
3.3	Summer 2020 Faculty Guidance	McVean/ Wallace/ TTL	40	Discuss and approve TTL's draft guidance for offering online courses during Summer 2020 Jessica: Motion to approve – not clear if it is discussion or action though Peter: I think it was a draft, have some problems with it, some confusion on discussion vs action Kate: can't recall if action or discussion, discussion for feedback should be fine, don't want to wait on a document that needs to get to faculty Jeremy: will agendaize for next week's meeting Peter: training (@One, QOTL) – within the last 3 years, district has not offered training concern with STOT training not counting – maybe a commitment to complete training in the next year? Arielle: DE training been a campus by campus responsibility, so CSM has not had sufficient funding/training/support to offer it widely in the last few years LAS: Local colleges Kate: From 2016 on, has been differential access, so making it a requirement to have this completed by June isn't likely/fair? Peter: Unrealistic for us at CSM LAS: If teaching online, course gets evaluated with the OEI rubric?	Action CHANGE TO DISCUSSION IN MEETING

			<p>Peter: shifting burden back to faculty to prove qualifications, for normal faculty reviews, but haven't had sufficient support</p> <p>Arielle: to contextualize, CSM has not had sufficient support or funding to provide training in the last few years</p> <p>Jeremy: TTL – should this requirement be for instructors who have never taught before, for faculty who have recent online experience be ok, and make sure that those who are new to online teaching get trained first?</p> <p>Jesse: Loathe to penalize faculty for not having training esp when opportunities isn't available</p> <p>Kate: not for perpetuity, but for summer</p> <p>Jessica: DE addendum waiver – still need to provide plan/ensure as much as possible adhering to Title V requirements</p> <p>Kate: Skyline discussion for how to prioritize faculty for training</p> <p>Jeremy: as chat commented, impacts CSM more acutely than other campuses</p> <p>Sarah H: TTL can tackle this, know that at other districts are allowing faculty who have not been previously approved to teach online to do concurrent training and there is payment for training – needs to be compensated</p> <p>Kate: who decides – not job of curriculum committee to evaluate if faculty are trained to teach DE, right?</p> <p>Jessica: there is a 'screen' on the DE addendum saying that the person writing and teaching will have gone through training, but don't maintain a list – hope that deans are aware as they are forwarding curriculum on</p> <p>Arielle: moving forward, can we petition for funding for training to be permanently funded by the district?</p> <p>David: may be helpful to put in document that faculty can be compensated</p> <p>Kate: should include resources that are already guaranteed</p> <p>David: AFT MOU that anyone who completes 25 hour training should be paid \$1500, can go to @One and get compensated for meeting that requirement – just need to confirm if it has to be preapproved or retroactive</p> <p>Diana: currently since colleges are paying compensation for faculty it makes it inequitable across campuses</p> <p>Kate: this should be fixed – funded at the district to eliminate inequities across campuses</p> <p>Jeremy: advocate for district funding more DE training</p> <p>LAS: last discussion, year ago, with district to get STOT refunded, campuses declined, but may be worth revisiting through DEAC/DAS resolution – equity issue for faculty who want and need to teach online, uneven resources, faculty shouldn't be punished for that. Teaching and learning issue, so let's deal with this – resolution is a possibility</p> <p>Jeremy: 2 campuses are in fairly good shape, but CSM is not, so would be great to</p>	
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				<p>Jesse: does it make sense to have colleges provide training that is provided by @One? Haven't had much faculty conversation about how to delegate resources</p> <p>David: availability for @One is an issue right now, OEI info should also be in the mix</p> <p>LAS: Proposed resolution language - Whereas, The SMCCCD Structured Training for Online Teaching (STOT), once the sole source for online teacher training sponsored by the district, has been defunct since (year);</p> <p>Whereas, The SMCCCD has not replaced STOT as each college has taken its own lead in providing for the training and evaluation of online delivery via the state Online Education Initiative (OEI) rubric;</p> <p>Whereas, There exist inequities at each campus resulting from uneven resources for training, funding, and evaluation, resulting in disproportionate impact largely on adjuncts but also including full-time faculty who wish to broaden their skills to deliver online teaching...</p> <p>Kate: whoever works on it should be a mix of experts and non-online teaching faculty – we need to work on and make this document work for summer 2020, but brought up other things that we will need to deal with moving forward: what is the floor that everyone needs to have the pedagogical skills to teach online?</p> <p>Arielle: would be helpful for DEAC to also advocate for positions to help with equity issues</p> <p>Monica: 10 hours that AFT negotiated with MOU of compensation for faculty who had to make the transition to online</p>	
3.4	Senate Reassigned Time/Summer 2020 Leadership	Browne/ Raskin/ Wallace	20	<p>Discuss Skyline's leadership 2.0 proposal and determine DAS leadership needs for Summer 2020</p> <p>Jeremy: re Leadership 2.0 proposal</p> <p>Diana: on agenda for next meeting</p> <p>Arielle: on agenda for next meeting</p> <p>Kate: glad to hear it's up for discussion, if 3 colleges support it would have more teeth to it, has had conversations with interim president, chancellor – who is very supportive of faculty leadership. Would like to bring it together at May 18th meeting to be able to take to chancellor before the end of the semester to facilitate some movement on this by fall.</p> <p>Jeremy: Yes, agenda for May 18th meeting. That is finals week, so question is what we want district senate presence to look like over summer and if/how often we should meet? Ad hoc as needed or consistent meetings over summer? No guarantee that we would be compensated, but can advocate for it if we decide we want to meet regularly</p> <p>LAS: Elect an exec that carries over during summer, broad enough group of people that can act on critical issue over summer –</p> <p>Jeremy: spokesperson for the district?</p>	Discussion

				<p>LAS: Smaller group of people, able to have them available over summer – at least 1 per college and small body to be able to act as needed</p> <p>Peter: 1 scheduled DAS meeting per month, ability to call emergency meetings?</p> <p>Diana: like the idea of exec committee</p> <p>Kate: really good idea to have small group ready to go – DAS is really small (10 pple max), but important that we have representation from district curriculum and each campus at least so that we can respond quickly to anything that the board brings up</p> <p>David: one thing to consider is that we might need more meetings in the beginning of summer than latter half, depending on timing of fall decision</p> <p>Kate: support for Peter’s suggestion for monthly meetings and more as needed</p> <p>Jesse: running for VP again, support Peter’s suggestion for regular meetings, feel like we will get more guidance from the state/chancellor, so want to be proactive and not get overwhelmed with reacting to things that come down</p> <p>Arielle: in favor of meeting over summer – question arises on if it is something that we can use time to review correlary but related things that have come up like compressed calendar</p> <p>Jeremy: sounds like all are in favor of exec committee that are point people, and full DAS meeting at least 1 a month, maybe more as needed. Seems like everyone wants to be on committee, so will have DAS over summer. To confirm, May 18th is last DAS meeting, then can meet June 8th, 22nd, then can do July 6th and 20th and probably beginning July meeting.</p> <p>David: decision on fall semester will help inform some of that, but will want to meet earlier</p> <p>Jeremy: will work with McVean and Mike Claire to see if we can at least get compensated for meetings</p>	
3.5	District Academic Senate Election Results	Shaw	10	<p>District Academic Senate election results for 2020-21 Academic Year</p> <p>LAS: report that there were 70 votes total. New president is Jeremy Wallace, president elect is Kate Williams Browne</p> <p>Jeremy: email, or how it is usually handled?</p> <p>LAS: will draft an email to get out to faculty</p>	Information
3.6	Discipline Forums for Summer & Fall 2020	All	20	<p>Finalize plans for faculty forums for hard-to-convert programs and courses</p> <p>Jeremy: Created slidedeck for forums. Potential areas are: Allied health, nursing (may need their own?), cosmetology, auto, public safety, CE w practicums, kinesiology, performance. Goals: help faculty thing of best practices (what worked this semester), brainstorming for hard to convert for fall in case we can’t use campus in fall, add</p>	Discussion

			<p>‘listening session’ at the end for senate leaders (needs that programs have we can advocate for); fall strategies; summer and fall 2020 needs (technology, space needs if unable to convert, how can AS and district support)</p> <p>Kate: helpful to have consistent slidedeck to find out what has worked and what are the needs, then take list and get back to decision makers to keep ball rolling. Where is the slide about summer?</p> <p>Jeremy: wondering – how many are teaching over summer bc many are cohort based?</p> <p>Kate: then just include the slide, bc at least provides place for summer discussion to take place – summer right now is clear, but fall is not. Not sure we can do 2 forums between now and May 22nd</p> <p>Diana: have gotten some requests/questions about faculty compensation for work that has gone into planning – want to include someone from AFT?</p> <p>Jeremy: Patty Hall emailed Joaquin and myself to ask that question, but for this I would prefer to focus on pedagogy and teaching and learning, then propose a joint forum with AFT later that is more focused on compensation so that it doesn’t dominate those discussions</p> <p>Diana: if we can have a separate forum, would address that issue</p> <p>Arielle: standalone forum just for nursing probably not very helpful, so can invite to allied health or just solicit feedback</p> <p>Jeremy: probably going to be hour-long forums. Canada volunteered to do allied health and CAD. CSM – public safety and performance (music/drama).</p> <p>Kate: Skyline to do Cosmo/Auto, legal/practicums</p> <p>Jesse: structurally, high unit courses, outside agencies, significant on campus resources that can’t be duplicated in an online environment</p> <p>Kate: if on Zoom, can do breakout rooms if need arises</p> <p>Jeremy:</p> <ul style="list-style-type: none"> • allied health (rad tech, med assisting, respiratory) - Canada • Auto/Cosmetology – skyline • Public safety – fire, police, emt csm • Career/legal studies – skyline • CAD/kines - canada • Performance – music/drama – csm <p>Need times to host, ok if they overlap, schedule them based on your calendars when you can host – send time, date, and own zoom link to Jeremy so he can put link in email and on DAS site. Want by end of day Tuesday 5/5 to send out by tomorrow night. Will ask participants to do some HW beforehand – course outlines and accrediting requirements, if applicable, so can better answer first 2 questions for summer/fall 2020</p>	
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				Want to start talking about which programs would get priority for campus access come fall if need be	
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4. Final Announcements and Adjournment – 5 minutes

	Item	Presenter	Time	Details	Description
4.1	Announcements	All	5	Jeramy: class caps discussions coming up Jessica: opened up new conversation and opened up that conversation with the dean, supposedly communicated to administration but felt like it got brushed off because there is no consistency across the district – has incited some anger within my own dept because of the unwillingness to engage Jeramy: this is a discussion that has been taking place for several years, but has been brushed off, but discussion needs to have taken place and is being highlighted by pandemic Jesse: reached out to dean of SSCA on this after email – response was that ‘I have to go to VPI’ and at Skyline deans have lost decision-making power and VPI hasn’t been meeting w us. Built-in bias into system bc registration has already begun, and always easier to add seats than take away. May want to work directly with chancellor bc then otherwise individual faculty are negatively impacted.	information
4.2				Select note-takers: 5/4: Arielle 5/11: Diana 5/18: Leigh Anne	information
4.3	Adjournment	Wallace		5:15 adjourned meeting	action

2019-20 District Academic Senate Goals

1. Review current state of online training (e.g. STOT) and ensure it is meeting faculty need in serving students
2. Work with facilities on a review of the impact of the classroom environment on our students
3. Continue to focus on equity and social justice intentionality in all aspects of teaching, learning, and student interaction
4. Achieve greater communication between campuses and greater engagement of faculty involvement in local and statewide initiatives
5. Continue to assign courses to disciplines
6. Explore ways to further improve collegial consultation and participatory governance to better serve our campuses
7. Improve access and equitable allocation of resources for professional development at all three campuses
8. Improve the process for equivalency to minimum qualifications
9. Create a board policy to govern the hiring and evaluation of temporary full-time faculty hires and grant-funded hires
10. Create a statement of support for OER initiatives and cost-lowering innovations for students at all three campuses
11. Work towards parity at all three campuses on the Strong Workforce Initiative

12. Develop policies and procedures that will promote equity in the hiring process
13. Develop new-faculty, both part-time and full-time, onboarding guidelines
14. Collaborate with administration to develop policies and procedures for offering dual enrollment courses