



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

Diana 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, May 13, 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	2:10 by President Shaw	Procedure
1.2	Roll/Introductions	Secretary	1	Kate Williams Browne for this meeting	Procedure
1.3	Consent agenda	President	0		Procedure
1.4	Adoption of today's agenda	President	1	M- Lacefield; S-Tedone unanimous	Action
1.5	Adoption of the minutes of previous meetings	President	1	M- Lacefield; S- von Bleiker unanimous	Action
1.6	Public Comment	Public	3		Information

2. Standing Agenda Items (30 minutes)

	Item	Presenter	Time	Details	Description
2.1	Campus reports	Senate presidents	20	President's report: <ul style="list-style-type: none"> BOT- is considering revising the minutes in regards to details; discussed homeless parking on campuses or possible housing created on campuses; consideration of name-changing Canada College [pros & cons, needs a 5-year study]. DPGC- discussion of admin procedures to either be creation of a second district-level committee or inclusion of the matters at DPCG Other- none Senate presidents will briefly critical items only. <ul style="list-style-type: none"> Canada College- [1]State ASCCC/League technical visit [one rep from each] on the Topic of Participatory Governance; questions on Planning & Budget Committee representation for voting privileges [ex. AFT reps], clarification of the advisory nature of the committee; PBC going forward will now have 50/50% Faculty & Classified membership; [2] AS appreciated the DAS' PD presentation; [3] thanks from Hyla as outgoing president. 	Information

				<ul style="list-style-type: none"> College of San Mateo- [1]getting closer to enrollment gap issue [task force] with hopes for specific proposal next fall; [2]Guided Pathways leadership change [counseling from instructional faculty in charge, still in inquiry phase with fall rollout, requesting Director] Skyline College- [1]Exec-Exec first-ever retreat; AExec going into its 2nd year will have a summer retreat; [2] Interim President will visit campus & AS this Thursday District Curriculum Committee- [1]no March mtg, April mtg [1]AB705 re-do of Math competency statements, plan to bring to colleges next; [2]question of who takes minutes at District Curriculum & DAS. 	
2.2	Equity matters	Shaw	15	Boilerplate language for job descriptions - status: Canada was surprised to see language already in a job description [waiting for DAS query of HR]; Shaw will follow-through as the idea was to move to EEO.	Discussion

3. New Senate Business (90 min)

	Item	Presenter	Time	Details	Description
3.1	Passing of the Gavel	Shaw	5	<p>Per DAS bylaws, DAS president-elect Jeramy Wallace takes over as DAS president as of August 1. Ta-dah!</p> <p>Announcements of local elections.</p> <ul style="list-style-type: none"> Canada College: new President Diana Tedone [Librarian], with David Eck [Philosophy] as Vice-President; CSM: new President Arielle Smith [Counseling] with Pete von Bleichert as VP. Skyline: all Cabinet members are moving to their 2nd year of 2-year terms. 	Information

3.2	Appointment of faculty co-chair to DEAC	Shaw	5	M: To appoint Lezlee Ware to a second year of her term as DEAC faculty co-chair; Fall 2020 to begin the process of two-year terms for this position. S: Lacefield Unanimous	Action
3.3	Appointment of SAAC representatives for 2019-2020	Shaw	5	The DAS will make a motion to appoint local senate representatives (to be named) to a second year of their respective terms as SAAC[Study Abroad Advisory Committee] faculty appointees, and to begin the process of two-year terms for these positions in Fall 2020. <i>No response from committee members yet.</i> M: Any vacancy to SACCC will be appointed in Fall to serve one year and start with 2-year terms in 2020. S: Lacefield Unanimous	Action
3.4	Revision to DAS senate rules regarding appointments	Shaw	10	This item did not receive a vote at the April meeting due to lack of quorum. In recognition of a District Academic Senate appointment, not currently reflected in the senate rules, revisions to senate rules are needed. M: Adopt the proposed revision to the DAS Bylaws (see end of this agenda) Lacefield S: Wallace Unanimous Per bylaws, a 2/3 majority vote is required to approve.	Action
3.5	Review and vote: Campus Closures statement	Shaw	10	Revised campus closures statement to be reviewed and a recommendation made. M: to adopt revised campus closure statement. Wallace S: Lacefield Unanimous DAS reviewed the statement, accolades for the clarifications made from first draft. Query re impact on counseling appointments. Suggestion to take to DPCG/BOT next year about District policy & procedures. To Do: Post on DAS Webpage.	Action
3.6	Local task forces on facilities	Shaw	10	Campuses will share their progress in creating local facilities task forces. <ul style="list-style-type: none"> • Canada: email sent out to AS & Classified Senates, waiting for responses [• CSM: plan is work with VPI & Facilities, specifically bldg. 19 [w/problems]; ideas of designing Sharepoint page for concerns; wanting 3-4 people and do Division ‘road show’ or have each Division with a rep. • Skyline: request for Diana to send Kate her correspondence; nothing has been communicated at this time. • DAS: Consider writing up a charge & timeline; find people. Likely pushing it to fall. 	Discussion
3.7	Temporary Full-Time Hires	Tedone-Goldstone	10	Cañada has passed a resolution regarding temporary full-time hires, in April; most all have been Counseling position and many long-term [up to 7 years]; usually hired as Adjuncts and evaluated as Adjuncts. Canada requests that the sister colleges also take up the discussion. State-wide ListServe ASenates has discussed what is in the	Discussion

				law [Title V]; grant-funded positions don't count towards Load; Promise- or Innovation-funded. Where ASenate is involved is in impact on programs, on students, and on faculty [faculty evaluation, program viability, & student impact, 50% law]. Suggestion that all 3 colleges AS president talk to Admin for the data and issue, and with their local Senates to consider issue and Canada's resolution.	
3.8	PD proposal	Shaw	10	<p>Discussion and advisory polling [Shaw & Ruekhaus]: The PD proposal has been shared with two campuses and will be shared with the third. DAS will give a tentative recommendation for AFT to use in negotiation</p> <ul style="list-style-type: none"> • Canada- yes to 2%, probably no to 3 Administrators • CSM- will present this week's mtg. • Skyline- yes to 2%, no to 3 Administrators, fine to AS approval of committee appt; prefer/insisting PD to be a AS Standing Committee with broad membership. 	Discussion
3.9	End-of-Year Report and Goals for 2019-2020	Shaw and Wallace	20	<p>End-of-Year report will be reviewed and feedback given.</p> <p><i>Goal 2: On District Senate webpage, under Work of the DAS, under DAS reports, Statement on \$ saved from District adoption of Canvas [2017]- ASCCC resolution; worth checking that faculty is continuing to receive compensation for online training.</i></p> <p>Suggestion to consult with DEAC [TM]</p> <p><i>Goal 3: colleges are moving to collaboration; consider a goal for next year to work on a statement of support for OER initiatives on all campuses and increased collaboration of the 3 campuses.</i></p> <p><i>Goal 6: leadership succession matters.</i></p> <p><i>Goal 10: in progress. Peter is working on it; facilities are exactly for student-ready purposes and poor facilities are barriers to effective communication.</i></p> <p>Goals for 2019-2020 will be discussed.</p> <p><i>Goal 6: Creation of a statement of support for OER initiatives at the three campuses and increase of collaboration.</i></p>	Discussion

4. Final Announcements and Adjournment – 5 minutes

	Item	Presenter	Time	Details	Description
4.1	Announcements	All	5		information
4.2				Tentative meeting dates for Fall 2019: Sept 9 Oct 14 Nov 18 (holiday on 2 nd Monday, 11/11) Dec 9	information
4.3	Adjournment	Shaw			action

Recommended revisions to Rules section of DAS Bylaws:

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.
- iv. ~~Vacancies shall be appointed by the DAS as needed for the remainder of the term of the vacated position.~~

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.
- iv. ~~Vacancies shall be appointed by the DAS as needed for the remainder of the term of the vacated position.~~

C. Housing Board Faculty Representative

- i. ~~The District Academic Senate Governing Council makes a recommendation to the District Board of Trustees who make an appointment of a faculty representative to the Housing Board.~~
- ii. ~~Appointments to the Housing Board are made every four years to serve a four-year term. The position is limited to two terms of service.~~
- iii. ~~Faculty appointee makes one report to the District Academic Senate in an academic year.~~
- iv. ~~Vacancies shall be appointed by the DAS as needed for the remainder of the term of the vacated position.~~

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