



## Governing Council Officers 2018-2019

Jeremy Wallace  
*2018-2019 DAS President*

Vacant  
*2018-2019 DAS President-Elect*

Leigh Anne Shaw  
*DAS Past President*

Teresa Morris  
*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, Sept. 9, 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	Called to order at 2:15pm Leigh Anne Shaw, notetaker	Procedure
1.2	Roll/Introductions	Secretary	1	Leigh Anne Shaw, David Eck, Diana Tedone-Goldstone, Jeremy Wallace, Ariel Smith, Pete Von Bleichert, Teresa Morris, Kate Williams Browne, Jessica Hurless, Guests: Aaron McVean, David Locke, Michael Hoffman, Tim Maxwell	Procedure
1.3	Consent agenda	President	0		Procedure
1.4	Adoption of today's agenda	President	1	M: Von Bleichert/S: Eck/Unanimous	Action
1.5	Adoption of the minutes of previous meetings	President	1	Pres. Wallace advised that minutes do not need to be voted on to be approved. There were no revisions to the minutes.	Action
1.6	Public Comment	Public	3	Question about email voting and its compliance with Brown Act. Research will be undertaken.  Suggestion to rotate DAS meetings among the 3 campuses.	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"> <li>• BOT               <ul style="list-style-type: none"> <li>○ Textbook adoptions; bookstore managers shared that late adoption by faculty results in higher costs to students; BOT asked that DAS take up the discussion of getting faculty to adopt textbooks on time. Future agenda item.</li> </ul> </li> </ul>	Information

				<ul style="list-style-type: none"> <li>• DPGC <ul style="list-style-type: none"> <li>○ No meeting next week; First meeting on October 7<sup>th</sup> – 2:15 – 4:15pm</li> </ul> </li> <li>• Other <ul style="list-style-type: none"> <li>○ DEAC Chair Vacancy; Lezlee Ware has stepped down as DEAC chair pending Cañada’s new DE chair. Followup to come on the process and whether bylaws will be revised/created.</li> </ul> </li> </ul> <p>Senate presidents will briefly share critical items only.</p> <p>Skyline: Discussing composition of president selection committee.</p> <p>Division dean discussed a program affecting whole campus; spurred discussion of need for clearer and greater collegial consultation.</p> <p>Cañada: KAD division discussions about Building 1 issues.</p> <p>CSM: Interest in exploring curriculum alignment districtwide, articulation, GE Patterns. Discussing putting evaluation of physical space and teaching impact, and desire to put it into Program Review.</p> <p>Question on structure of professional development committees; asking advice on structure models.</p>	
2.2	Equity matters	Wallace	10	<p>Local presidents to share any equity-minded senate initiatives</p> <p>Skyline: New equity institute in design using IEPI funds;</p> <p>CSM: looking at Ethnic studies and social justice studies, also looking at equity in hiring and adjunct equity;</p> <p>Cañada: Focused on Guided Pathways and transparency of reassigned time; concerns over district-wide boilerplate equity language in job apps – more discussion to ensue.</p> <p>Skyline is ready to take its student-ready resolution to the other senates.</p>	Discussion

### 3. New Senate Business (90 min)

	Item	Presenter	Time	Details	Description
3.1	Dual Enrollment	Wallace/ Hoffman	10	Michael Hoffman will visit to discuss a potential joint senate/AFT meeting on dual enrollment.	Discussion

				<p>DAS discussed dual enrollment last year; little participation. AFT has received several questions and concerns regarding dual enrollment. Hoffman distributed a list of issues collected by AFT's Dual Enrollment Task Force.</p> <p>Issues include concerns with unpaid work resulting from different time expectations for a 3-unit class and a high school class meeting for 5 hours; contract vagueness; differences in expectations of student behavior and discipline procedures; classroom space and resources; faculty acting as their own agent in contract negotiation; differences in teacher evaluation and obligations of time (i.e. attending Homecoming).</p> <p>DAS agreed to holding a joint meeting with AFT on this topic; Zoom capability to increase access is desired.</p>	
3.2	Compressed Calendar	Wallace/Smith	10	<p>Discuss the compressed calendar resolution passed by the CSM Academic Senate.</p> <p>DAS read the following resolution by CSM:</p> <p><i>Whereas there is significant interest among the faculty of CSM in exploring the option of implementing changes to the academic calendar to provide increased flexibility and potentially shorter semesters and intersession offerings; and</i></p> <p><i>Whereas there is a need to research impact on student outcomes, instruction, scheduling, and student services at a district level;</i></p> <p><i>Be it resolved that CSM calls upon Skyline and Canada to adopt similar resolutions to research a compressed calendar at the district level with local participation from each college and interest group.</i></p> <p>Comments: There was District exploration into a compressed calendar circa 2005-2006; the models presented were limited. Concerns over impact on labs as well as summer.</p> <p>Campuses on quarter systems and compressed calendar are correlated with higher success rates.</p> <p>Suggestion to connect to classified senate as well, as such changes in the calendar impact them significantly. Also impact on facilities.</p>	Discussion
3.3	District Plenary	Wallace/Browne/Tedone	20	<p>Start initial planning of the district plenary to take place in March.</p> <p>Tentatively planned for first March Flex Day (March 4, 2020; proposed for Skyline; Kate will follow up. Want to bring in PD.</p>	Discussion

				Plenary task force: Jeramy Wallace, David Eck, Leigh Anne Shaw, (more to be added from faculty and classified)	
3.4	PD Policies	Wallace	15	<p>Follow up discussion on the 2018-19 DAS professional development policies and procedures</p> <p>CSM's policies for PD were most aligned with the contract than the other 2 colleges. Movement on changes not gaining traction in AFT. Wallace would like to move policy change forward as a DAS initiative to ensure equity at all 3 campuses.</p> <p>Hoffman clarified that AFT's purview is limited to the actual funds themselves, not the procedures to access them. Having DAS take on the initiative to revise procedures for accessing PD funds is well within DAS faculty purview.</p> <p>Wallace and Shaw will begin work on this item in hopes of having a rollout at the District plenary.</p>	Discussion
3.5	Position on Board Minutes	Wallace	20	<p>The Board of Trustees is considering changing their policies and procedures around meeting minutes. The DAS needs to take a position on this issue to present to the BOT.</p> <p>Currently, minutes are very detailed and include attributions; there may be/have been concerns with the appropriateness of such detail, the workload, and/or the ability to lift items out of context for disingenuous purposes.</p> <p>M (Morris) DAS asks President Wallace to convey to the BOT that the DAS takes no position so long as any proposed change to the minutes is robust, transparent, and accessible. S (Browne). 1 abstention; motion passes</p>	Action
3.6	2019-20 DAS Goals	Wallace	15	<p>Discussion:</p> <p>#4: Review Regular and Effective contact and ensure clear DE policies</p> <p>#6: Remain mindful of equity in hiring practices and initiatives throughout district; aim for more consistency.</p> <p>Also: Bring in Cañada's discussion on boilerplate equity language in hiring documents and training around how equity is viewed and evaluated in hiring processes.</p> <p>#2 (STOT and online training) creating a workload issue for FT mentoring and training adjuncts because training not available or widely accessible</p> <p>Also: Professional Development procedures, onboarding guidelines, and dual enrollment</p>	Action

				Additional goals located in DAS End of Year Report at <a href="https://smccd.edu/academicsenate/files/DAS_EoYReport2019.pdf">https://smccd.edu/academicsenate/files/DAS_EoYReport2019.pdf</a>	
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#### 4. Final Announcements and Adjournment – 5 minutes

	Item	Presenter	Time	Details	Description
4.1	Announcements	All	5	Town hall meeting on each campus re: contract negotiations. See email sent from AFT: CSM Sept 23 2-4pm 14-117 Cañada Sept 24 2-4pm 3-117 Skyline Sept 25 2-4pm 6203	information
4.2				Select note-takers: October 14: (at Canada) Kate Browne November 18: (at Skyline) Ariel Smith December 9: (at CSM) Diana Tedone-Goldstone	information
4.3	Adjournment	Shaw		Meeting was adjourned at 4:24pm M: Smith /S: Von Bleichert /unanimous	action

#### 2019-20 District Academic Senate Goals - TBD

#### 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