



Governing Council Officers 2019-2020

Jeramy Wallace
2018-2019 DAS President

Vacant
2018-2019 DAS President-Elect

Leigh Anne Shaw
DAS Past President

Jessica Hurless
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 Secretary

Minutes
Monday, March 25, 2020
3:30 – 5:00 pm
<https://smccd.zoom.us/j/246987300>

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	Leigh Anne Shaw, Jeramy Wallace, Kate Browne, Aaron McVean, Arielle Smith, Bianca Rowden-Quince, Candice Nance, Diana Tedone-Goldstone, Arielle Smith, Pete Von Bleichert, Jesse Raskin, David Eck, Anne Nicholls, Nick DeMello, Nathan Jones, Timothy Rottenberg, John Ho, Monica Malmud, Lezlee Ware, Nicole Porter, Sarah Harmon, James Khazar, Erinn Struss, David Laderman, TammyElizabeth, Lale Yurtseven, Cassidy Ryan, Dan ?, Sandra Frojelin, and potentially more guests that the secretary was unable to record due to Zoom format.	Procedure
1.3	Consent agenda	President	0		Procedure
1.4	Adoption of today's agenda	President	1	M: Shaw / S: Raskin approved	Action
1.5	Public Comment	Public	3	Kate (public comment): Skyline PRIE sending out a survey to students by phone/text; concerns with mental health and perception that faculty are now the caretakers of their students.	Information

2. Standing Agenda Items (15 minutes)

	Item	Presenter	Time	Details	Description
2.1	Campus reports	Senate presidents	15	President's report: <ul style="list-style-type: none"> Faculty forums Held 6 forums for STEM, DIGME/DGM, career ed, allied health, etc. Discussed concerns over hour requirements, clinicals, transferability, etc. Also shared promising practices.	Information

				<ul style="list-style-type: none"> • UC/CSU articulation update UC has stated it will accept all transfer credit under UC addendum transfer credit. They are asking that CCCs ensure students meet SLOs. • CCCCCO withdrawal guidance CCCCCO has sent out guidance on withdrawals. While it encouraged to give students the EW (excused withdrawals), it is unclear how this affects students on federal programs, as no guidance from fed has come out yet. CCCCCO memos and guidance located here: https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Communications-and-Marketing/Novel-Coronavirus/co-communications-to-colleges. <p>Senate presidents will briefly share critical items only.</p> <p>CSM: Senate meeting on Tuesday. Focus on hard-to-convert classes. Sharing resources and practices; focus on students in need of accommodations.</p> <p>SKY: Met last Thursday. List of q's gathered from faculty; concerns for faculty involvement.</p> <p>CAN: First AS meeting post-quarantine set for 3/26. Faculty q's about faculty housing construction (essential?), laptops and hotspots for students. Distributing laptops/calculators.</p> <p>Wallace shared that DAS will meet weekly to be able to act quickly in collaboration with district.</p>	
--	--	--	--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

3. New Senate Business (110 min)

	Item	Presenter	Time	Details	Description
3.1	Future senate business	Wallace	10	<p>Share priority senate business for April and May meetings.</p> <p>Reminder to colleges: Senate still has a lot of business that needs to be completed this semester: New equivalency guidelines, and new PD policies, FT temporary faculty. Would like them polished and approved by the time the semester ends. Recognizes that present circumstances may bury this work, but it is critical to get feedback so that we can move forward in Fall.</p> <p>DAS regularly-scheduled April 14th – will do a read-through at this meeting. Would like documents approved by the May 11 meeting.</p>	Information

3.2	COVID-19 Response	Wallace	60	<p>COVID-19 Response</p> <p>Faculty inquiring about Pass/No Pass options for students: We can't make that decision b/c Title 5 forbids students from changing to pass/no pass at this point in the semester. BOG discussing suspending Title 5 obligations as an option; no answer yet. Discussion of having DAS to send an official request to ASCCC to reach out to CSU/UC about this option.</p> <p>Concern: UC Berkeley went to P/NP, but UC Davis not; there is no consensus by the whole system; ASCCC should encourage a system decision. UC webinar; are not changing their policy at this time re: how many P/NP units they will accept; local decisions do not apply to whole system.</p> <p>While P/NP might not be feasible, we as a district can still have conversations about grading relative to our circumstances. STEM faculty forum discussed this.</p> <p>CCCCO has given leeway for how to use EW (excused withdrawal) grade. Locally, we need to discuss when an EW is appropriate and vs. an Inc grade. No guidance from US D of Ed on how a EW would affect a veteran or anyone on federal FA. DO NOT DROP STUDENTS FROM YOUR CLASS AT THIS POINT. VA meeting on March 30 to discuss and will issue guidance.</p> <p>CCCCO has a centralized website on the district site that collects state and federal guidance that's being issued. https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Communications-and-Marketing/Novel-Coronavirus/co-communications-to-colleges</p> <p>Faculty inquiry about using Incomplete grades: Inc Grading has a limited type of usage. We need to research before we begin to allow it to be used for students unable to meet the outcomes of our courses in these circumstances. Hold off on advising students whether to drop a class until counselors are aware of the implications in this circumstance.</p> <p>Registration dates for summer/fall are remain (at this moment) the same.</p> <p>Creation of Instructional Continuity Group with faculty involvement to help issue guidance to faculty in this time of conversion.</p> <p>Messaging to Students:</p>	Discussion
-----	-------------------	---------	----	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------

			<p>Request to send more information to students about the availability of counseling services and other student service (library, tutoring, etc.) Sample site: https://www.lbcc.edu/remote-online-student-services</p> <p>A sample for clear info for faculty/staff: https://www.dvc.edu/online-education/instructional-continuity-plan.html</p> <p>SMCCCD student site: https://virtual.smccd.edu/</p> <p>SMCCCD faculty site: https://instructionalcontinuity.smccd.edu/</p> <p>Also, using Canvas announcement and messaging is a tool that is being underused; Canvas admins can do this easily.</p> <p>DVC has opted to take the week after Spring Break to allow faculty to prepare to teach online. Concerns that this could cause further disruption and cause student loss. Foothill-DeAnza is on quarters and their winter quarter is ending; they were in a place to delay their Spring quarter, so that works for them.</p> <p>Request to have student services personnel involved in continuing the improvement of the student-facing site to ensure awareness of services.</p> <p>Wallace: Asking for recommendation to make to the BOT County Health department is extending recommendations to close K-12s until May 1st. Wallace: Does DAS recommend to the BOT to continue online until May 1st? Recommendation: A caveat that might allow for hard-to-convert classes to come back first in the event that the Shelter-in-Place is lifted earlier than expected.</p> <p>Recommendation: Priority should be given first to courses with required hours and clinicals, 2nd priority to any STEM labs (SLOs to meet).</p> <p>Some of our students may have already made decisions and life changes that will not make it possible for them to pick up and continue. Students are already perceiving differences in how faculty are adapting (some courses fully online, some in Zoom, some by email, etc.) and more needs to be done to ensure a student-centered approach so that we have more solid, thoughtful planning going over the next 7 weeks.</p>	
--	--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

				<p>Motion: That DAS recommend to the BOT that SMCCCD faculty continue instruction online till the end of the Spring semester with the caveat that, should the order be lifted, that priority for restoration of courses go to hard-to-convert courses such as CTE courses requiring hours or clinicals. M: Wallace / S: Raskin / Motion passes</p> <p>DAS meetings will occur weekly on Mondays. Agendas to be sent out by email.</p>	
--	--	--	--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

4. Final Announcements and Adjournment – 5 minutes

	Item	Presenter	Time	Details	Description
4.1	Announcements	All	5		information
4.2				Select note-takers: Apr: Diana Tedone May: Kate Browne	information
4.3	Adjournment	Wallace		5:00pm Minutes respectfully submitted by Leigh Anne Shaw. Additional chat transcript from the Zoom meeting is appended to this document.	action

Future Meeting Dates and Locations

- **February 10: District Office**
- **March 9: College of San Mateo**
- **April 13: Skyline College**
- **May 11: Cañada College**

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

DRAFT