



Governing Council Officers 2021-2022

Kate Williams Browne
2020-2021 DAS President

Jeramy Wallace
DAS Past President

Vacant
2020-2021 DAS President-Elect

Vacant
District Teaching & Learning

Jessica Hurless
District Curriculum Committee Chair

David Eck
Cañada College AS President

Natalie Alizaga
Cañada College AS Vice President

Teresa Morris/Arielle Smith
College of San Mateo AS President

Jesenia Diaz
College of San Mateo AS Vice President

Lindsey Ayotte
Skyline College AS President

Cassidy Ryan
Skyline College AS Vice President

Approved Minutes
Monday, September 13, 2021
2:15 – 4:30 pm

<https://smccd.zoom.us/j/87385973574>

Meeting ID: 873 8597 3574
Phone: +1 669 900 9128

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 2:17 p.m.	Procedure
1.2	Roll/Introductions	Clerk	1	Members Present: David, Natalie, Teresa, Jesenia, Lindsey, Cassidy, Jessica, Kate, and Jeramy	Procedure
1.3	Consent agenda	President	0		Procedure
1.4	Adoption of today's agenda	President	1	M: Teresa, S: David	Action
1.5	Adoption of the minutes of previous meetings	President	1	April 2021 and May 2021 Minutes	Action
1.6	Public Comment	Public	3	Jeramy: requested that we agendize student vaccination policies and enforcement on a future agenda.	Information

2. Standing Agenda (35 minutes)

	Item	Presenter	Time	Details	Description
2.1	Campus reports	Senate presidents	15	Senate presidents and others will briefly share critical, non-agenda items only. CAN: Cañada senate goals: <ul style="list-style-type: none"> • Provide feedback to District anti-racism taskforce and Human Resources (HR) on ideas for more substantial hiring committee training • Improve transparency of the final round of hiring process and administration's decision on the candidate to be forwarded to the Board of Trustees 	Information

				<ul style="list-style-type: none"> • Work with District Teaching and Learning (DTL) and DAS to update Academic Honesty policies in order to better address current learning environments • Work with DAS, ITS, and Marketing to develop a proposal for enhancing faculty profiles online <p>Cañada is developing its new Educational Master Plan, and they hired a consultant to facilitate the process.</p> <p>CSM: CSM senate is engaging in conversations on class cancellations and Brown Act. CSM has also been having town halls.</p> <p>SKY: Skyline senate is having conversations about class cancellations. Senators are visiting divisions to solicit feedback for senate goals. At first meeting, the senate did an orientation for new members.</p>	
2.2	Standing Committee Reports	DCC, DTL	10	<p>Standing committee chairs will briefly share critical items.</p> <p>DCC: At first meeting, DCC will have a consultation on collegial consultation and curriculum. Working with transcript services to update AP/IB/CLEP chart. CCCCCO has proposed changes to Title V/Ed Code on withdrawals and incompletes (there is a public hearing on Sept. 20 and written comment period until October 24). DCC needs clarity on the formation of a curriculum alignment task group.</p> <p>DTL: no report</p>	Information
2.3	Presidents' Report	President, Past President	10	<p>President and past President will briefly share district-wide information.</p> <p>Kate: The BOT had a summer retreat where they discussed restructuring their meetings. The BOT is also interested in meeting with senate and working more closely with the senate. Chancellor Claire would like to convene a leadership retreat this academic year, preferably this fall. According to ASCCC, there is legislation in the works to update the Brown Act. ASCCC events: Academic Academy – Oct. 7-8; Area B meeting, Oct. 15; ASCCC Fall Plenary, Nov. 4-6.</p> <p>Jeramy: no report</p>	Information

3. New Senate Business (90 minutes)

	Item	Presenter	Time	Details	Description
3.1	DAS Structure and Purpose	Browne	20	<p>President Williams Browne will facilitate introductions and describe structure of DAS and its tasks.</p> <ul style="list-style-type: none"> Kate explained the structure of the DAS: president and vice-president (or designee) of each local senate, chairs of District Curriculum and District Teaching and Learning, and three officers – President, President-Elect, and Past President Kate started with introductions of the DAS membership Purpose: act as a voice of the faculty to the Board and to ensure faculty primacy over the 10+1. DAS also has representation on DPGC, Education Housing Board, District Faculty Equivalency Committee, Study Abroad Oversight Committee, and the EEOC. 	Information
3.2	Standing Committees Membership	Browne	20	<p>Kate: During the pandemic, DAS started the Task Group on Teaching and Learning (TTL) to create policy and guidance for faculty who were transitioning to DE. In Spring 2021, DAS voted to make the TTL a standing committee as the District Teaching and Learning Committee.</p> <p>Action: Nominate and approve faculty co-chair</p> <ul style="list-style-type: none"> Nick DeMello nominated Sarah Harmon. Seconded by Jessica Hurless. Passed. <p>Action: Approve membership of DTL</p> <ul style="list-style-type: none"> Approve the following members: Sarah Harmon (Co-chair), Aaron McVean (Co-chair), Natalie Alizaga (H&SS, CAN), Diana Bennett (CTE, CSM), Ame Maloney (LIB, SKY), Marianne Beck (CURRIC, SKY), Jessica Hurless (CURRIC, SKY), Chris Collins (DEAC, SKY), Bianca Rowden-Quince (ID, SKY), Allison Hughes (IT, CAN), Mike Holtzclaw (VPI, CSM), (still need someone from STEM and counseling). M: David, S: Teresa. Passed. <p>Action: Nominate and approve DAS member for DCC</p> <ul style="list-style-type: none"> Jessica nominated Kate to be the DAS member on DCC. Teresa seconded. Passed. 	Action
3.3	Class Size Task Group	Wallace/ Yonemura- Fabian	20	<p>Review progress of DAS/AFT collaboration on class size issues. Approve formation and membership of joint task group.</p> <p>Jeramy: Provided background on issues and work around class sizes, including that all three campuses have tried to create a process without much success. The pandemic exacerbated this issue, as some faculty were able to get class sizes reduced while others were not.</p>	Action

				<p>Rika: Noted that class caps is an issue of mutual interest – it affects workload and pedagogy. The purpose of the Task Group is to “create recommendations of procedures/processes to determine pedagogically sound and equity-minded class sizes</p> <p>Proposed membership: Jeramy (DAS co-chair), Doniella (AFT co-chair), Attila (Physics, CAN), Younga Choi (Math, SKY), David Hasson (Math, SKY), Rika Yonemura-Fabian (Sociology/AFT, SKY), Elisha Polomski (Physics/Astronomy, CSM), Todd Windisch (ESL, CSM), Theresa Martin (Biology, CSM), Evan Kaiser (ESL, CSM)</p> <p>Kate: noted that this task group would strive to finish its work by the end of the Fall semester. She also asked about “class caps” vs. “class size.” Jeramy clarified that it is “class sizes” but that we won’t be tackling class cancellations/minimums.</p> <p>Teresa: believes that we should bring admin in as needed instead of as a standing member. Recommends that the task group also look at the technological impacts of class size processes (e.g. Banner).</p> <p>Doniella: on Workload Task Group, faculty didn’t feel like they had time to consult with each other without administrators present, so she suggests that we balance meetings to include faculty-only and with administration.</p> <p>Jeramy: because the task group has a short timeline, administrative involvement is needed for efficiency. If they come in at the end, we may have to go through a prolonged period of revisions.</p> <p>Kate: noted that it looks like we all agree that there needs to be some administrative involvement.</p> <p>Teresa: reminded us that some courses have class caps dictated by outside organizations/accrediting agencies (e.g. nursing)</p> <p>Doniella: reiterated that the task group will be developing a process for establishing class sizes, not actual class sizes.</p> <p>Approve task group purpose and membership: M: Sarah, S: Natalie. Passed.</p>	
3.4	2021-22 DAS Goals	All	30	<p>Review 2020-21 DAS goals and propose 2021-22 DAS goals</p> <p>Kate: Led discussion of each 2020-21 goal and whether DAS completed the goal, it was still in progress or ongoing, or not started (see below).</p>	Discussion

4. Final Announcements and Adjournment – 5 minutes

	Item	Presenter	Time	Details	Description
5.1	Announcements	All	5		information
5.2	Adjournment	Browne		M: David, S: Sarah. Passed	action

2020-21 District Academic Senate Goals

1. Work with administrative and student leaders to scrutinize and revise the faculty hiring policies and procedures in order to promote equitable hiring practices and to diversify the District's professoriate *(Not Started)*
2. 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 *(In Progress)*
3. Develop and implement equity audits for policies and procedures that fall under the 10+1 *(Not Started)*
4. Research a compressed academic calendar *(In Progress)*
5. Develop a District-wide ethnic studies degree requirement for local Associate's degrees *(Completed)*
6. Implement a process for aligning curriculum across the District *(In Progress)*
7. Continue to support faculty in responding to academic and professional matters in the current pandemic *(Ongoing)*
8. Work with the AFT to revise the short- and long-term professional development policies and processes *(In Progress)*
9. Undergo the application process for joining the California Virtual Campus (CVC-OEI) *(Completed)*
10. Evaluate and revise the by-laws *(Completed)*