



Governing Council Officers 2022-2023

Kate Williams Browne
2022-2023 DAS President

Jeremy Wallace
DAS Past President

Arielle Smith (starting Nov. 2022)
2022-2023 DAS President-Elect

Sarah Harmon
District Teaching & Learning

Jessica Hurless
District Curriculum Committee Chair

David Eck
Cañada College AS President

Natalie Alizaga
Cañada College AS Vice President

Todd Windisch (Fall 2022)
College of San Mateo Senator

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, August 29, 2022
2:15 – 4:30 pm
SMCCCD Board Room
3401 CSM Drive, San Mateo, CA, 94402
<https://smccd.zoom.us/j/82908139142>
Meeting ID: 829 0813 9142
Phone: +1 669 444 9171

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	CAN: David Eck & Natalie Alizaga CSM: Jesenia Diaz & Todd Windisch SKY: Linsey Ayotte & Cassidy Ryan-White DIS: Kate Browne, Jessica Hurless, Sarah Harmon, & Jeremy Wallace	Action
1.2	Roll/Introductions	Clerk	1		Procedure
1.3	Consent agenda	President	1	Resolution to conduct hybrid District Academic Senate meetings	Procedure
1.4	Adoption of today's agenda	President	1	M: Sarah; S: Jeremy; Motion Passed	Action
1.5	Adoption of the minutes of previous meetings	President	1	May 2022 Minutes	Action
1.6	Public Comment	Public	3		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. <ul style="list-style-type: none"> CAN: Discussed class minimums since it came up in the August Board meeting. At the next meeting, they will discuss their goals, CSU/IGETC transition, program review, and enrollment data. 	Information

				<ul style="list-style-type: none"> CSM: First meeting was in person but will be hybrid going forward. They also discussed their goals, resource requests, copy & post, and chancellor search committee. SKY: First meeting, discussed Chancellor Search Committee and goals for the year, and they oriented new members. This week, they will start forming their goals for the year. Skyline is trying to go hybrid for the remainder of the semester. 	
2.2	Standing Committee Reports	DCC, DTL	10	<p>Standing committee chairs will briefly share critical items.</p> <ul style="list-style-type: none"> DCC: First meeting is the 3rd Monday of September (9/19), and Jessica foresees DCC working on the CSU/IGETC transition and district course numbering alignment, which impacts student matriculation. DTL: Some members have rotated off of DTL, so Sarah is currently finalizing the committee's membership. 	Information
2.3	Presidents' Report	President, Past President	10	<p>President and Past President will briefly share district-wide information.</p> <ul style="list-style-type: none"> Board of Trustees: David Eck attended for Kate. On Thursday, September 8, the Board will be adopting two policies related to SB893: students who qualify for a BOG waiver will get all fees covered and any student who lives in San Mateo County will have their enrollment fees waived. This is a pilot program since the legislation expires in five years. The Board wants to roll this out for next spring. Kate: DPGC will be reviewing these pilot policies as related to SB893. Academic Calendar: Kate has received the 2025-26 academic calendar from the calendar committee. Kate believes that the calendar looks very balanced. We will discuss this calendar at the next meeting. 	Information

3. New Senate Business (90 minutes)

	Item	Presenter	Time	Details	Description
3.1	Chancellor Search Committee	Browne	30	<p>Appoint faculty search committee members from Cañada, CSM, Skyline, and AFT</p> <ul style="list-style-type: none"> Kate recapped chancellor search committee decisions. She found out in the mid-August Board meeting that SMCCCD had hired a search firm and that the Board wants an accelerated timeline in order to compete with other districts. Dave: Board has appointed four community members to chancellor search committee. 	Action

				<ul style="list-style-type: none"> • Board is comprised of four faculty, four staff, four community members, two board members, three students, and two administrators. • Lindsey: Skyline AS sent out their AS agenda and an all-faculty email. They got seven nominations, and they chose Maryam Khan (ENGR). Alternate: Alberto Santellan (COUN). • David: Two interested faculty and they appointed Alicia Aguirre (ESL) and their alternate is Richard Schulte. • Monica: AFT appointed at their retreat, which is for the executive committee only. The executive committee appointed Monica Malamud. • Kate is still discussing compensation for Maryam Khan, who is adjunct. The Skyline senate had a long conversation about whether to appoint an adjunct because funding isn't guaranteed. <p>Motion: Appoint Maryam Khan (SKY), Alicia Aguirre (CAN), Jesenia Diaz (CSM), and Monica Malamud (AFT). In the event that Maryam Khan or Alicia Aguirre can't serve, the following alternates will take their place, respectively: Alberto Santellan and Richard Schulte.</p> <p>M: David; S: Sarah; motion passes unanimously</p>	
3.2	Election Processes	Browne	30	<p>Discuss DAS election policies and processes</p> <ul style="list-style-type: none"> • Kate described the district senate's by-laws for electing the president and president-elect. She also described an issue in last spring's election wherein a candidate became an interim administrator during the process and was elected. • Kate stated that this issue has prompted a discussion of the DAS by-laws as relating to election processes. • David: The Canada senate drafted a letter in May to the District Academic Senate to revise the election process. • Todd: the CSM senate echoed a similar goal to revisit election by-laws • Jeramy: mentioned that a by-laws revision could also help for instances of leaves of absence • David: the Canada senate is specifically concerned about administrators being elected for a faculty leadership position • Monica: argued that a rule against administrators being elected to office is implied • Kate shared a letter from a CSM professor that expressed concern over the election. • Kate suggested that we put together a small task group to revise the by-laws 	Discussion

				<ul style="list-style-type: none"> Jesenia: echoed Monica’s point that the lines were blurred during the election process. 	
3.3	2022-23 DAS Goals	All	30	<p>Review 2021-22 goals and discuss 2022-23 goals</p> <p>2022-23 District Academic Senate Goals</p> <ol style="list-style-type: none"> By-laws Revisions: DAS Website Update: Processes for Determining Class Sizes: Develop and propose processes for determining class sizes, including class minimums and maximums (Jeremy and Todd) Course Schedule Presentation/WebSchedule: Work on issues related to how students interact with course schedules, WebSchedule, and CRM (DTL). Jessica noted that faculty haven’t been involved in the CRM project and program prioritization, so this will be added to the WebSchedule goal. Cross-District Curriculum Alignment: Implement a process for aligning curriculum across the District (Jessica). Jessica noted that we need to align our curricula this year but state hasn’t clarified what needs to be aligned. Academic Senate Alignment and Collaboration <ol style="list-style-type: none"> Improving process for forming equivalency committees Expand noncredit offerings <p>Long-term Goals</p> <ol style="list-style-type: none"> The “10+1” in Changing Times: Continue to support faculty in responding to academic and professional matters in the current pandemic, in the recovery, and in future conditions (DTL) Compressed calendar: Investigate a compressed calendar and other calendar interventions for increasing enrollment and access (David and Cassidy) <p>2022-23 Projects of Interest/Oversight</p> <ol style="list-style-type: none"> Article 13 Professional Development: DAS task group has completed work and revisions have been forwarded to AFT. (David Eck) Faculty Evaluation Procedures: DAS task group has completed work and revisions have been forwarded to AFT. (Jeremy Wallace) Equity Minded Faculty Hiring: EEOC is working on faculty hiring and District faculty have been involved (Natalie Alizaga & Kate Browne) 	Discussion

4. Final Announcements and Adjournment – 5 minutes

Item	Presenter	Time	Details	Description
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5.1	Announcements	All	5	M: Sarah; S: Jessica; Motion Passed	information
5.2	Adjournment	Browne			action

2021-22 District Academic Senate Goals

1. **Equity-Minded Faculty Hiring:** Engage with the District Antiracism Council to scrutinize and revise the faculty hiring policies and procedures in order to promote equitable hiring practices and to diversify the District’s professorate (Kate and Natalie)
2. **Faculty Evaluation Procedures:** 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 (Jeremy)
3. **Cross-District Curriculum Alignment:** Implement a process for aligning curriculum across the District (Jessica)
4. **The “10+1” in Changing Times:** Continue to support faculty in responding to academic and professional matters in the current pandemic, in the recovery, and in future conditions (DTL)
5. **Article 13 Professional Development:** Work with the AFT to finalize the revisions to short- and long-term professional development policies and procedures (David)
6. **Processes for Determining Class Sizes:** Develop and propose processes for determining class sizes (Jeremy)
7. **Course Schedule Presentation/WebSchedule:** Work on issues related to how students interact with course schedules and WebSchedule (Sarah and Nick)
8. **Compressed calendar:** Investigate a compressed calendar and other calendar interventions for increasing enrollment and access (David and Cassidy)