



## 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*

Diane Tedone-Goldstone  
*Cañada College AS Vice President*

Jeremy Wallace  
*College of San Mateo AS President*

Peter von Bleichart  
*College of San Mateo AS Vice President*

Kate Williams Browne  
*Skyline College AS President*

Jesse Raskin  
*Skyline College AS Vice President*

**Agenda**  
Monday, October 8, 2018  
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 | 0    |         | Procedure   |
| 1.2 | Roll/Introductions                           | Secretary | 1    |         | Procedure   |
| 1.3 | Consent agenda                               | President | 0    |         | Procedure   |
| 1.4 | Adoption of today's agenda                   | President | 1    |         | Action      |
| 1.5 | Adoption of the minutes of previous meetings | President | 1    |         | Action      |
| 1.6 | Public Comment                               | Public    | 3    |         | Information |

### 2. Standing Agenda Items (45)

|     | Item                    | Presenter | Time | Details                                                                                                                                                                                                                                                                                                                                                                                                                                  | Description |
|-----|-------------------------|-----------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 2.1 | Reports                 | Shaw      | 10   | College will make brief reports on key issues in their areas.                                                                                                                                                                                                                                                                                                                                                                            | Information |
| 2.2 | Faculty Senate Handbook | Shaw      | 25   | A standing agenda item to hold space for review of best practices for Senate operations.<br><br>Focus for October meeting: p. 21 – 26<br><a href="https://www.asccc.org/sites/default/files/local_senates_handbook2015-web.pdf">https://www.asccc.org/sites/default/files/local_senates_handbook2015-web.pdf</a><br><br>For November meeting, review Part 3 p. 27-42, particularly pages 36-42 (Succession Planning and College Reports) |             |
| 2.3 | Equity Matters          | Shaw      | 10   | A standing agenda item to hold space for topics related to equity.                                                                                                                                                                                                                                                                                                                                                                       |             |

### 3. New Senate Business (80)

|  | Item | Presenter | Time | Details | Description |
|--|------|-----------|------|---------|-------------|
|--|------|-----------|------|---------|-------------|

|     |                                                                       |                  |    |                                                                                                                                                                                                                                 |            |
|-----|-----------------------------------------------------------------------|------------------|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| 3.1 | Approval of DAS 2018-2019 Goals                                       | Shaw             | 2  | See list at bottom of this agenda.<br>M/S/                                                                                                                                                                                      | Action     |
| 3.2 | Approval of DAS appointees to Study Abroad Advisory Committee         | Shaw             | 2  | Canada: Alison Field<br>CSM: Margaret Kaluzny<br>Skyline: Lavinia Zanassi<br><br>M/S/                                                                                                                                           | Action     |
| 3.3 | Discussion of Professional Development at each campus                 | Shaw and Wallace | 45 | Discussion: <ul style="list-style-type: none"> <li>• Overview of PD processes, constraints, rules at each campus</li> <li>• Recommendations, best practices, concerns</li> <li>• Proposed approach to address issues</li> </ul> | Discussion |
| 3.4 | Feedback on Ethics Statement                                          | Shaw             | 15 | September meeting asked local senates for feedback on the Ethics Statement by DAS <a href="http://smccd.edu/academic senate/code-of-ethics.php">http://smccd.edu/academic senate/code-of-ethics.php</a>                         | Discussion |
| 3.5 | Recap of discussion on Increasing Quality of Participatory Governance | Shaw             | 15 | Recap of what was discussed at September meeting. DAS is asked to suggest a timeline for progress.                                                                                                                              | Discussion |

#### 4. Final Announcements and Adjournment – 5 minutes

|     | Item                             | Presenter | Time | Details                                                                                                                                    | Description |
|-----|----------------------------------|-----------|------|--------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 4.1 | Announcements                    | All       |      |                                                                                                                                            | information |
| 4.2 | Next meeting/Future Agenda items |           |      | November 19 (Peter)<br>December 10 (Hyla)<br>February 11 (notetaker)<br>March 11 (notetaker)<br>April 15 (notetaker)<br>May 13 (notetaker) | information |
| 4.3 | Adjournment                      | Shaw      | 4:30 |                                                                                                                                            | action      |

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/academic senate/agenda-and-minutes.php>

All SMCCCD Board Policies and Procedures can be found at <http://smccd.edu/boardoftrustees/policies.php>

SMCCCD Annual Security Report 2018 is available here:

<https://smccd.edu/publicsafety/2018%20SMCCCD%20Annual%20Security%20Report.pdf>

#### 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