



Governing Council Officers 2016-2017

Leigh Anne Shaw
President

Diana Bennett
DAS Past President

Doug Hirzel
Cañada College AS President

David Laderman
College of San Mateo AS President

Kate Williams Browne
Skyline College AS President

Dani Behonick
District Curriculum Committee Chair

Sarah Harmon
Cañada College AS Vice President

Kathleen Sammut
College of San Mateo AS Vice President

Stephen Fredricks
Skyline College AS Vice President

Agenda
Monday, May 8, 2017
2:15 – 4:30 pm
Sequoia Room (District Office, 1st floor)
3401 CSM Drive, San Mateo, CA

Meetings of the SMCCCD Academic Senate are open to all members of the SMCCCD community.

1. Opening Procedures – 6 minutes

	Item	Presenter	Time	Details	Action/ Information
1.1	Call to order	President	2:16		Procedure
1.2	Roll/Introductions	Secretary	1	Stephen absent	Procedure
1.3	Consent agenda	President	0		Action
1.4	Adoption of today's agenda	President	1	Diana moves, Dani seconds - approved	Action
1.5	Adoption of the minutes of previous meetings	President	1	Sarah moves, Dani seconds – approved as amended	Action
1.6	Public Comment	Public	3	Good news regarding the district's presence and participation at the BHC honors symposium at Stanford this past weekend. David sent a letter reporting all, to the Chancellor and Board of Trustees.	Information

2. Standing Agenda Items – 25 minutes

	Item	Presenter	Time	Details	Action/ Information
2.1	President's Report	President	5	BOT report <ul style="list-style-type: none"> • Good ongoing responses and comments regarding the BOT study session on Teaching and Learning. Still talking about it: a positive experience. • FDIP program got warm response from BOT. Some discussion around potential further developments and activities to promote diversity. Other <ul style="list-style-type: none"> • Still no response from Study Abroad on attending their meeting and addressing our concerns. Two requests for attendance to the meeting have been made. Likely take up the issues in fall. • Appointments to Workload Equity Committee Michael Hoffman from Canada will be appointed; 	Information

				<p>Rosemary Nurre from CSM; Leigh Anne will for serve Skyline.</p> <p>CSM had an adjunct interested in participating; but only one from each college are officially permitted. Leigh Anne suggested timely updates to fac at large at each college, to solicit input and feedback.</p>	
2.2	College reports	College Senate Presidents & DCC Chair	20	<p>CSM: Bylaw revisions voted on, exec election, strong workforce update. Classified and adjuncts, if they have a dual assignment, are eligible to serve on senate and senate committees. Fac in multiple divisions – discussion on how to ensure appropriate representation. Strong Workforce update – Dean Ross gave the update. Still no clear role for CTE liaisons. New round of funding coming up. CSM senate discussed that SWF is under academic senate purview. New Executive team of AS will be announced 5/9/17.</p> <p>Skyline: rep senate conversion still being discussed and worked out; meta-majors ramping up, but it should be more faculty driven (v. mere participation).</p> <p>Canada: discussion of sexual offenders on campus; policy options limited, but emphasis on awareness. Rep senate conversions settled. An Exec comm has been appointed for summer. New Execs elected: Hyla Lacefield as President; VP election will occur at top of fall semester. Flex planning needs improvement, thus, they will have a flex breakout on flex, in fall. Digital media server for the district still being pursued; as well as a new resolution directed at CCCE’s actions re: medical assisting.</p> <p>DCC: Dani rotates off as chair, Dennis Wolbers retiring; Teresa and Adam returning. Teresa will serve as interim chair at first meeting, to decide on chair. No cross-campus discipline flex meetings, for now. Possibly look at other ways to achieve curriculum collaboration across district. Curricunet audit completed; results to be sent to Governet. Might get some changes. State Chancellor’s office is promoting Illumens program.</p>	Information

3. New Senate Business – 90 minutes

	Item	Presenter	Time	Details	Action/Information
3.1	End-of-Year Report and Goals for Fall 2017	Shaw	30	<p>DAS gave input and feedback into the End-of-Year Report, which LA projected on the big screen as a draft, for discussion: list of duties; review/assessment of year goals (some reached; some continuing). Canvas migration: done, but what about STOT resources? Need to make sure support/resources are there, for fac. Vision statement too: statewide and locally. SWP; district strategic plan, OEI, EEO, workload equity, college/district promise – all these were noted, discussed briefly, and included. Include OER as a district initiative? New goals for next year. Addition of focus on equivalency and min quals issue, as well as faculty input on guided pathways.</p>	Information
3.2	Report on Evaluation of Evaluation materials	Shaw	30	<p>DAS will make a recommendation for next steps following this evaluation.</p> <p>LA shared the results of the faculty survey. How do we move forward? Some of it is contract language, maybe can’t do much;</p>	Information

				but formatting we can act on now. Step 1: formatting; step 2: content. Ed Code gives senate right to propose language and content; the purview is shared with AFT. This topic added to DAS goals, in End of Year report.	
3.3	Board Procedure 3.15.1	Shaw	15	DAS reviewed additional changes to the procedure, mostly input from K Messina and E Whitlock. Discussion of equiv apps, how that figures in the faculty selection committee; some apps might need equiv process if need more apps in the pool. Candidates are responsible to apply for equivalency. Timeline of equiv app was discussed and revised. Distinction between selection and qualifications committees was discussed.	Information
3.4	Succession Planning, Faculty Sign-off, and Committee Work	Shaw	30	Review of ASCCC Local Senates Handbook p. 36-42 http://www.asccc.org/papers/handbook2015 Ran out of time; but participatory governance process will be discussed with the Chancellor: esp, all the many new issues faculty face; how to be successful, and plan for successful succession (ha ha); restructuring participatory governance so as to reclaim and reassert faculty purview in a sustainable, meaningful way.	Information

4. Final Announcements and Adjournment – 10 minutes

	Item	Presenter	Time	Details	Action/ Information
4.1	Announcements		5		information
4.2	Next meeting/Future Agenda items		5	Meetings for Fall 2017: Special meeting planned for Aug 28, as a DAS training/welcome September 11 October 16 (moved because of Columbus Day holiday) November 13 December 11 (during finals week) Meetings for Spring 2017: February 12 March 12 April 9 May 14	information
4.3	Adjournment		4:36	Sarah moves, David seconds, approved	action
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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/academicssenate/agenda-and-minutes.php>

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

2016 – 2017 District Academic Senate Goals

1. Conversion from Senate of Whole to Representative Senate/By Laws revision.

2. Senate leadership and succession planning
3. Sharing of best practices (CSM, Cañada, Skyline) and review of Local Senates Handbook
4. Development of DE policy, Application of OEI rubric & Regular and Effective Contact hrs
5. Canvas migration collaboration
6. Review of evaluation forms for face-to-face and online classes
7. Review and revision of Faculty Selection Guidelines document to clarify hiring and evaluation processes
8. Proposed: Recommendations from DCC on lab definitions in Appendix F