

**CSM ACADEMIC SENATE GOVERNING COUNCIL MINUTES**  
**March 27, 2:30 p.m.—4:40 p.m.**

**MEMBERS PRESENT**

President	James Carranza
Vice President	David Laderman
Treasurer	Rosemary Nurre
Secretary	Lee Miller
Business/Technology	Lilya Vorobey
Creative Arts/Social Science	Jim Robertson
Language Arts	Teeka James
Language Arts	Tim Maxwell
Math/Science	Darryl Stanford
Physical Education/Athletics	Larry Owens
Student Services	Jacqueline Gamelin
Student Services	Kevin Sinarle
Library	Teresa Morris

**MEMBERS ABSENT**

Business/Technology	Darryl Dorsett
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**NONVOTING REPRESENTATIVES**

David Locke, Student Learning Outcomes Assessment Committee Chair  
Regina Ramos, ASCSM Secretary  
Teresa Morris, Librarian, Committee on Instruction, Chair

**OTHERS ATTENDING**

Michael Claire, CSM President  
Laura Demsetz, Engineering, Accreditation Co-Chair  
Dan Kaplan, AFT  
Matt Leddy, Biology

**I. ORDER OF BUSINESS**

**Agenda:**

Added Board Rules & Regulation 8.33, Auxiliary Services to Discussion Items.  
Agenda approved as amended by unanimous consent.

**Minutes:**

3/13 minutes approved with the following corrections:

- p. 7, paragraph 6: “Teeka James said that the Cañada ASGC had not voted on the resolutions.”
- P. 7, paragraph 9: “Teeka said this isn’t necessarily accurate.”

Several corrections were proposed for 2/28 minutes. The 2/28 minutes were ultimately tabled at the request of Teeka James, who wanted to include more information about Yaping Li's report. Teeka will email the additional verbiage to Secretary Lee Miller for inclusion in a revised draft of the minutes, to be forwarded to President James Carranza for distribution to the ASGC membership.

**Public Comments:**

Matt Leddy spoke about the gardens near Horticulture Building. He asserted that last January, ASGC passed a resolution that decisions about garden had not followed proper consultation procedures. Litigation is currently pending. He said that there needs to be more input, regarding the design of the gardens, from students and programs on campus, to reflect the multiple needs of the campus. He felt that soliciting input from just 2 biology professors has been insufficient.

**II. INFORMATION ITEMS**

**1. ASCSM Update:** Regina Ramos, ASCSM Secretary  
"What the Film" festival tomorrow at Student Life.

**2. President's Report:** James Carranza

Institutional Planning Committee

They are revising the CSM mission statement, to make it shorter and more precise, and are replacing the vision and values sections with a section on institutional priorities. They are also discussing revising the statement of objectives to reflect the new mission statement.

College Council: no update

Budget Planning Committee

Jim Robertson said that faculty have complained that administrators might possibly be paring down curriculum in ways that change the emphasis of programs. He felt that faculty, not administrators, should decide the emphasis of programs. Other members concurred with his observations and concerns.

Dan Kaplan observed that the reductions in sections offered occurred right on the eve of the District going into Basic Aid. It is possible to restructure curriculum at this time without paying a price from state.

James Carranza indicated that recent reductions were the result of an unexpected increase in the FTEF beyond the target number as the schedule was being finalized in divisions.

Several speakers expressed confusion at how this could occur. Don't the deans tightly control this?

David Locke indicated that a significant increase in faculty reassigned time might account for this.

#### Update

##### Appointments: James Carranza

James Carranza appointed Linda Hand to the Middle College Advisory Committee.

##### Transfer reception: David Laderman

Not enough time left to plan a transfer reception for this semester. Therefore, one will instead be planned for next spring. James Carranza suggested the creation of a subcommittee to work on this project.

##### Celebrating Faculty: David Laderman

Deans are looking for ways to celebrate faculty on campus. Ideas include video on monitors in Buildings 5 & 10 showcasing faculty, adding more pages to the printed schedule of classes to make room for more articles about faculty, 30-second video profiles of faculty on the CSM website, faculty faces on screensavers, a faculty blog site, and a display case in Building 10. David emphasized the need to celebrate faculty accomplishments in the classroom—to celebrate teaching not just scholarship or professional accolades.

Comments suggested that these ideas sound like marketing tools. James Carranza mentioned that it is our responsibility to let the deans and those responsible for marketing know how we would like to be represented.

##### Rules and Regulations:

James Carranza invites comments.

### 3. Standing Committee Reports

No committee reports given.

### **III. Action Items**

No action Items.

### **IV. Discussion Items**

BSI Professional Development/Enrichment Co-Coordinators

There was significant discussion of this proposal. Opposition to the three unit per semester SoTL/Transfer co-coordinator questioned whether this was the best use of scarce resources. James Carranza commented that it is not our place to manage the college budget but to identify needs. The BSI group has done this and is coming to us for support of their proposal.

David Locke suggested that we look at a breakdown of all reassigned time and consider whether there are existing positions to which these duties can be assigned.

#### Board Rules and Regulations

No discussion. James Carranza asked faculty to send him their comments.

#### Skyline Resolutions

James Carranza reported that District Academic Senate will draft resolutions on these topics. David Locke said that despite this he wants the CSM ASGC to adopt its own resolutions. David will draft these resolutions. They will appear as Discussion Items on the agenda for the 4/10 meeting.

#### Board Rules & Regulation 8.33, Auxiliary Services

James Carranza has run into opposition in the District Shared Governance Committee to the language proposed by ASGC, specifically, that the Kinesiology dean and VPI schedule space in bldg.5/pool "in consultation with" the San Mateo Athletic Club rather than "in collaboration with." He will vote against the proposed language if it does not incorporate "in consultation with."

#### Briefing by CSM President Michael Claire

The state gave all community colleges 5.5% workload reduction. This was factored in to budget planning last year.

CSM plans to cut gradually and run a deficit, relying on reserves, rather than implementing drastic cuts that could be harmful to faculty, staff, and students. He's hoping that things will improve by 2014, or that the District will be in Basic Aid by 2014, when Measure G funding ends. He doesn't know whether there will be an effort to renew Measure G.

He is committed to hiring more full-time faculty. He expects to hire at least 3 new full-time faculty members each year to make up for retirements.

He will also continue funding things that lead to student success even if the state does not.

He answered questions about some issues that came up earlier in the meeting:

- CSM increased the number of sections scheduled last fall, but enrollment declined. The unexpected increase in FTEF discussed earlier in the meeting resulted as divisions finalized fall schedules. FTEF increased above target. Rather than making dramatic cuts to correct the error, they made minor cuts and allowed FTEF to rise even above the target originally set for next year.
- The cost of release time is the cost of hiring a part-time faculty member to replace the full-timer. It is around \$120,000-130,00 per year.
- Going into basic aid will have a silver lining; it will ensure more consistency in funding levels.

Meeting adjourned, 4:40.