

CSM ACADEMIC SENATE GOVERNING COUNCIL MINUTES

March 10, 2015

2:30 – 4:30 PM

MEMBERS PRESENT

President	David Laderman
Vice President	Theresa Martin
Treasurer	Rosemary Nurre
Secretary	Vacant
Creative Arts/Social Science	Steven Lehigh (absent)
Creative Arts / Social Science	Michele Titus (absent)
Language Arts	Tim Maxwell
Language Arts	Kathleen Steele
Library	Stephanie Roach
Math/Science	Santiago Perez
Math/Science	Carlene Tonini-Boutacoff (absent)
Business/Tech	Steve Gonzales
Physical Education / Athletics	Larry Owens
Student Services	Martin Bednarek
Student Services	Kathy Sammut

OTHERS ATTENDING

Vincent Li (Accounting)
Teresa Morris
Jennifer Taylor-Mendoza

I. ORDER OF BUSINESS

1. Approval of the Agenda and Draft Minutes, Feb 10, 2015

Agenda: 2:37 PM David called meeting to order, approval of agenda and draft minutes:

Motion to approve by Stephanie Roach; Rosemary Nurre seconded. All in favor, agenda approved.

Minutes: In discussion item d. Kathy Sammut had a question about the MINDSET document handed out, and a revision that was made to it; also a question about a sentence/comment (made by Kathleen Steele) referring to English 838 faculty and the BSI committee. David suggested postponing approval of the minutes until revisions are made. David will edit the previous minutes, share with Kathy and Kathleen for accuracy, then bring back for approval.

2. Public Comment

Theresa announced the CAE committee will be discussing Flex Days at the next meeting, April 9, 11:00am in 18-206. Come to the meeting if you have input about Flex Day professional development.

Dan asked that AS put ACCEL program and adult ed on a future agenda. All agreed this was a good idea.

II. INFORMATION ITEMS

1. ASCSM Update, Maggie

- a. She couldn't come today, and has conflicts. She is working on getting a student rep. to attend the GC meetings.

2. President's Report

Withdrawal survey was sent out to all, no one responded with any edits, so it can go forward.

- a. IPC Update – Discussion was about printed schedule of classes. Student government had similar concerns to faculty. The print schedule is popular with all. However, the plan is for the printed schedule of classes to be changed to a simple paper document. Another newspaper mailer will be sent to the community that does not have the schedule but has spotlights and promotes CSM.

Kathy Blackwood made a presentation about the proposed district reserve policy (same presentations she made to GC). She is writing procedures to go with the reserve policy that limits the amounts of reserves and defines processes around the reserves.

- b. DPGC Update – They discussed board policies and will bring out the drafts to the AS/GC.

- c. DAS update – District curriculum chair gave a presentation the CPA prep courses that recently were approved by Skyline curriculum committee. CSM accounting department had complained that the courses were verbatim copies of CSM courses, Skyline faculty had not followed proper procedures for curriculum development. DAS is helping to resolve the conflict between Skyline and CSM over CPA curriculum. From student perspective the two programs are confusing. Teresa Morris clarified: One Skyline course (Enrolled Agent Class) is non-degree credit, but CSM’s is degree applicable. This does not work for students. Rosemary thanked AS from Skyline and CSM and district and Admin at CSM for supporting CSM’s accounting department. There will be a meeting next Monday, with all stakeholders.

Faculty screening procedure draft is still being finalized. District senate and Vice Chancellor of Human Resources are working to achieve final draft. Ch 6. district board policies, which are all faculty pedagogy purview issues, have all been approved, with input/revisions fro all three college academic senates.

- d. AS Plenary this year is April 9-11 – Occurring in Millbrae. Includes workshops and resolution voting. Let David know if you are interested in attending. March 27th is the Area B meeting for AS resolutions. Senate members discuss the resolutions. Location: San Jose City College.

3. Standing Committee Reports

- a. Committee on Instruction - *Teresa Morris, Chair*

Teresa has no report, but she did talk about the accounting classes issue during the DAS update.

- b. Library Advisory Committee –*Stephanie Roach, Co-Chair*

No report

- c. Learning Support Centers Coordination Committee – *Ron Andrade, Co-Chair*

The group developed Center SLO language to use next year. Kristi Ridgway’s term ends at the end of this semester, and the committee will need a new co-chair.

- d. College Assessment Committee -- *Madeleine Murphy, Chair*

Madeleine reported they are working on developing a meaningful GE level SLO assessment cycle. Skyline and Canada do unique things in this regard. Also working on keeping track of what assessment is going on. They are overhauling the website to be more useful. She invited input from AS.

II. Action Items

- e. AS scholarship selection team – deadline for reviewing applications is April 3rd. We need to decide by March 23rd, how many scholarships and how much per scholarship. Need 3-5 people. Santiago, Rosemary, Teresa volunteered to form the selection committee.

Rosemary moved, Martin Bednarek seconded. All in favor, motion approved.

III. Discussion Items

- a. AS Community Service Award (20 min)

Discussion resumed about selection criteria and process. Faculty agreed a faculty nomination process is best. The following ideas for selection criteria were brought forth:

- nominate those students that are contributing to CSM communities
- students who show volunteerism, and/or who volunteer in local communities
- students who have overcome hardship
- students who display “character.”
- independent of academic performance, but in academic good standing (2.0 min GPA)

Process for nominating would be a nominating letter from faculty, these would be confidential, not distributed.

This conversation will be continued. David asked GC members to give it some thought and come to the next discussion with some ideas.

Dues were officially raised to \$50 for full-time faculty in May 2014 (Canada is \$100. Skyline is \$25).

Fundraising for new scholarship – As a body we should make a plan for promotion of the scholarship fund.

- b. PD application and funding

The Short term fund app has been added to, to know reflect the A13 plus the new CAE plus BSI funding. This all includes opportunities for travel/hotel expenses. There is approx 55K in funding for travel across the three funds. Faculty need to submit the conf advance form – for any conf attendance, even if no funding involved (district liability) (need clarification on Saturday attendance). Tim asked about funding for student club trips, versus PD conference attendance, in terms of the limit to one conference per year. Theresa and Jennifer will check into these questions and report back.

- c. Faculty Workload

AFT met with all three senate presidents to discuss issues around faculty workload last week. Over the past several years we have been made responsible for more and more work, work sometimes related to the classroom but often beyond teaching duties. They had a productive and detailed brainstorming session. The overall feeling at the AFT/AS meeting was that faculty have more and more work to do. Compensation and workload need to be addressed. How?

Three options came up. 1) pursue a statewide proposal to reduce class load from 5 classes to 4 (this needs to go through the state). 2) File unfair labor practice lawsuit as was done on behalf of language arts, to get class sizes down lower. These two approaches were felt to be far too daunting, labor intensive and long-term, highly challenging.

A third option for moving forward was felt to be best: 3) revise the language in Appendix D of the contract, to make duties are more equitable and specific. David handed out copies of the App D for instructors, and will make available the full App D to include librarians and counselors. The feeling was not necessarily to delete any of the current duties, but to somehow specify some guidelines, timelines, restrictions, parameters.

David asked all GC members to review the App D doc, and come to the next meeting with some ideas.

Meeting adjourned at 4:36pm.

Date and time of next meeting: Tues., March 31, 2015.

Minutes prepared by Theresa Martin, with assistance from David Laderman