



ACADEMIC SENATE

Meeting Minutes

September 10, 2019
 Rm. 18-206
 1700 W. Hillsdale Blvd.
 San Mateo, CA
 2:30 – 4:30 pm
[Website](#)

Executive Committee 2019-2020

Arielle Smith
President
 Peter von Bleichert
Vice-President
 Rosemary Nurre
Treasurer
 Wendell Doman
Secretary (Interim)

Executives Present

Name of Officer	Executive Committee Role
Arielle Smith	President
Peter von Bleichert	Vice-president
Rosemary Nurre	Treasurer
Wendell Doman	Secretary (interim)

Senators Present

Name of Senator		Division
Wendell Doman	Present	LAD
Stephen Heath	Present	Business & Tech
Tatiana Irwin	Present	CASS
Sunny Martin	Present	Counseling
Tim Maxwell	Present	LAD
Stephanie Roach	Present	ASLT
Kevin Sinarle	Present	Counseling
Chris Smith	Present	Math-Science

Others Present

Name	Representing
Laura Demsetz	CASS Dean
Teresa Morris	Curriculum Committee Chair
Madeleine Murphy	CTL committee
Liz Schuler	PD Coordinator
Marsha Ramezane	Articulation Officer

Opening Procedures

Item	Presenter	Time	Details	Action/ Information/ Procedure
Call to order	Arielle	2:35		
Roll/Introductions	-	-	Not done	-
Adoption of today's agenda	Arielle	2:35	Unanimously approved	Procedure

Adoption of past minutes	Arielle	2:35	Last page of emailed votes will be amended. Vote via email is not permitted. Minutes Approved	Procedure
Public Comment		2:37	Peter: Tech Committee needs more faculty. IT people are present, would have a say regarding budget. Further information requested. Tim: Campus events – October 10 th Poetry Event in building 10. Will be inviting a modern poet to speak. October 11 th , author of the <u>The War for Kindness</u> will be hosting an event. It will take place in the theater. A recruiting event will also be schedule, hopefully for 12pm. Laura: the theatre may now be booked. Arielle: first district meeting previous day. AFT has an opening for faculty participation. Contact Michael Hoffman to get involved. >Tim: Michael was nice to meet. >Rosemary: no problem with dual enrollment. Presented issues with crumbling of program. >Laura: Problems presented due to other reasons. Looking to get an earlier start, in January or Feb. for enrollment. Likely due to conflicts with scheduling. >Sunny: suggest checking number of classes and offerings. >Peter: saw classes which were fully enrolled, though Spring classes were cancelled. General: worth investigating.	Information

New Senate Business

	Item	Presenter	Time	Details	Action (Motion/Resolution)/ Information//Discussion
Information Items					
1	President's Report	Arielle	2:45	Addressed matter of Ron speaking at opening day. If interested, an invitation could be made to have Maurice Goodman speak here (CSM). It may be worth inviting Maurice Goodman so that people can express their concerns about Ron. Communicating faculty sentiments to the board would also be worthwhile. Suggest extending an invitation. Faculty are encouraged to attend. Regarding compressed calendar: other colleges are still looking over its potential. Library faculty expressed concerns; compressed calendar reduces adjunct wages. Regarding accreditation: none of the accrediting team will be going into classrooms. >Rosemary asks why not. >Arielle: focusing on standards by which accreditation is measured. If deficiencies are discovered, further action will occur. Will be evaluating online courses from Spring 2019. Will be coming at the end of September. Encouraging as many faculty as possible to attend 'exit interviews'.	Information
2	ASCSM Update			None	
3	Standing Committee Reports				Information

3a	Curriculum Committee		2:50	Teresa: Guiding principles for general education this coming Thursday. Library committees: Each committee will presenting a three-year plan at their meeting in October. A speaker will be coming on October 9 th .	
3b	Teaching and Learning Committee				
4	Other Informational Updates				
4a	OER	Chris	3:30	Using open resources saves on professor's students \$55000 dollars. Teachers who do not use a textbook have been listing as zero-textbook-cost, which is inaccurate. OERcommons.org > each college has a hub on this website. Also allows for the production of material. Some concern over copyright infringement, and proper attribution for material. CSM has no listing due to lack of awareness. All faculty have access and can put material on site. Material available may be of variable quality. Material on this site is available throughout the USA. Rosemary: some resources which are provided are worthwhile. Is there a way to provide financial aid for textbook and course material costs? Demonstration of website. Must contact administrator (Chris) to be given permission to post.	Information
Action Items					
1	IPC Membership				
1a	Appoint 1 at-large	Arielle	3:05	Must ask a larger pool for their representation. Must be chosen by next meeting. Meets 1 st and 3 rd Weds.	Procedure
1b	Appoint 1 from equity committee	Arielle	3:07	Equity committee meets next week and will likely have new members	Information/Procedure
2	Museum of Tolerance	Arielle	3:10	Appoint two people to attend conference. Rosemary indicates that is it fairly easy to gain access, and worth attending.	Information
				Recommend for this Fall Election by blind vote: Arielle abstains. 5 votes for 1 7 votes for 2 9 votes for 3 Diana Bennet and Lilya Vorobey Motion to approve. 2nded. Unanimous approval.	Vote
3	Approve Committee Membership for tenure and college committees	Arielle		Motion to approve last three committees. Motion 2nded. Unanimously approved.	Vote
Discussion Items					
1	Articulation process	Marsha and Teresa	3:45	Marsha speaks on the articulation process. This process facilitates the ability to transfer credits. Timelines: a course is taken in 2019 and it is CSU transferable and Associate Degree transferable. A submission for courses which are applicable to	Information/Discussion

				<p>different types of accreditation is made in December. A response is given at the end of April or May of the next year. Courses approved are available in the Fall of the next term. June is the date for UC transferability.</p> <p>If a unit is taken away from a course, it needs review for articulation. It is possible to take 2 years to achieve full articulation value.</p> <p>Teresa indicates that the better a course outline is written, the better the chance of articulation. Things do change over time with the articulation committee. Courses must be written for the current committee. Marsha recommends investigating courses listed on the c-id website so see if their meets the criteria for articulation.</p> <p>Timing is critical. For example, submitted ESL 400 for approval, and was approved in the Fall of 2019. A course may only be articulated after it has been approved.</p> <p>Tim asks if courses submitted for review are responded to with comments. Typically, the response is concise. For example: 'practical course'. Implying that the course is geared for workforce as opposed to theoretical.</p> <p>Would a student be able to use a course from a previous year as long as they are enrolled in a current program.</p> <p>Marsha mentions that Assist has been a disappointment. www.Assist.org will demonstrate the articulation process. It is currently a limited tool which shows, inaccurately, articulation between CSM and other colleges.</p> <p>Course which have their curriculum reviewed do not need to be submitted for articulation review if no major changes are made.</p>	
2	Review 10+1, Brown Act, Robert's Rules of Order	Arielle and Teresa	4:22	<p>Arielle: Cannot do votes over email.</p> <p>Teresa on Brown Act>: cannot perform 'serial meetings'. Hands-out examples of 'serial meetings'. To be in compliance with Brown Act, those types of meetings should not be performed.</p> <p>Arielle points out that information should be conveyed with an intention of consensus-building.</p>	Information

Final Announcements and Adjournment

Item	Presenter	Time	Details	Action/Information
Announcements	Tim	4:27	KQED would like to do a remote broadcast on CSM. Can shape broadcast by directing conversation topic(s).	Information
Next meetings	NA	NA	NA	NA
Adjournment	Arielle	4:29		Action