



ACADEMIC SENATE

Meeting Minutes

November 26, 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	Present/Absent	Role/Division
Arielle Smith	P	AS President
Peter Von Bleichert	P	Vice President/Business
Wendell Doman	P	Secretary (Interim), Parliamentarian/LAD
Rosemary Nurre	P	Treasurer/Business
Kevin Sinarle	P	Counseling
Sunny Martin	P	Counseling
Vince Li	P	Business
Stephen Heath	P	Business
Tim Tulloch		Athletics
Tim Maxwell		LAD
Chris Smith	P	Math-Science
Beth LaRochelle		Math-Science
Stephanie Roach	P	ASLT
Tatiana Irwin	P	CASS
Minu Mathur		CASS
Diana Huaraz	P	ASCSM
Teresa Martin	P	Curriculum Committee
Liz Schuler	P	RD Coordinator

Others Present

Name	Representing
Anniqua Rana	Guided Pathways
Alex Guiriba	Guided Pathways
Allie Fasth	Guided Pathways
Carol Ullrich	Guided Pathways

Mike Holtzclaw	VPI
Kim Lopez	Acting President
Micaela Ochoa	VPAS
Erica Reynolds	Instructional Technologist

Opening Procedures

Item	Presenter	Time	Details	Action/ Information/ Procedure
Call to order	Arielle Smith	2:37		
Roll/Introductions				
Adoption of today's agenda		2:37	APPROVED	Procedure
Adoption of past minutes		2:38	Change item 6: change 'work' to 'word': approved with amendments	Procedure
Public Comment		2:38	<p>Dec. 20th moving records to a college catalogue will be live on date mentioned. Should log-in with college credentials. Will be able to use it with PLS system.</p> <p>Due to migration, it may impact users by denying holds for college-owned item; a call must be made. All due dates will be Dec. 16.</p> <p>Jan. FLEX day will offer more information and updates.</p> <p>///</p> <p>Open ED resources: ADOCC is looking for people to review grant applications.</p> <p>Looking for people to review outcomes of last year's awards.</p> <p>OER liaisons met recently; recommending removing tag on courses w/o textbooks. Will develop new tag for courses that are free and have no textbook.</p> <p>Committee proposed another badge for low-cost textbooks. Will propose that instructors using open resources to survey their students to evaluate low-cost for textbooks.</p> <p>Additional ?s: In addition to price brackets, include another options.</p> <p>Full-time/part-time students</p> <p>In other programs, i.e. UMOJA</p> <p>Major</p> <p>Zip code</p> <p>Age</p> <p>Employment status</p> <p>Main campus</p> <p>On another related topiU; some classes claim zero-cost but have a textbook that is not listed. This is upsetting because students feel misled when this happen.</p> <p>Students will likely fill-out multiple question survey.</p>	Information

New Senate Business

Item	Presenter	Time	Details	Action (Motion/Resolution)/ Information//Discus sion

1	President's Report	Arielle Smith	3:00	Sustainability committee is looking for 3 faculty reps by Dec. 4; ask in divisions Our accreditation recommendation – will be working on it further in Spring. Town Hall: 50 people present, went full two hours. Talked about district housing, desire clearer communication. Administration procedures. Hiring practices, proper procedures not always followed and signs of favoritism present.	Information
2	ASCSM Update	Diana Huaraz	3:02	Thanksgiving event occurred last week. Relaxation week planned for upcoming week (Dec.)	Information
3	Standing Committee Reports	Teresa Morris	3:03	Regarding regular and effective contact; currently seeking to understand what is considered adequate in a policy to be in compliance. First vote to accept policy occurred last week. It is still incomplete, more conversations to occur in the future. Need training and PD for faculty that have DE classes. Training necessary for evaluators, as well.	Information
		Liz Schuler	3:12	CTL worked on assessment plans. FLEX day schedule; funding approved for guest speakers, one may be Rhonda Magee. Guided Pathways will not be offering a Jan. FLEX day activity.	Information
4	Other informational updates	-	-	NONE	-
5	Discussion Items				
	Waitlist Discussion	Krystal Duncan			Discussion
	Resource request	Michaela Ochoa & Mike Holtzclaw	3:22	Resource request process: New form was developed and used this Fall. Can request faculty positions, staff, instructional materials & equipment, & facilities fixes. Ranking of positions for faculty, staff, and instructional equipment have been sent. Tier 1 equipment was funded. Funding is limited. Instructional material was funded for all tiers. Need to determine how much funding is available. Using lottery funded allotments first is preferred. Currently projecting funding necessary for equipment. Will present to IPC on Dec. 18 th for hiring. Will look at funding available for such positions. Facility requests will be done by meeting with each Dean in Spring. Currently piloting a potential solution in building 14. Tatiana> conditions in some of the buildings are unacceptable, air quality due to fires is poor, for example. Some classroom equipment will be upgraded in Spring. Working on further improvements. Rosemary> would like to see a plan with dates. Health and Safety hire requirements cause frustration because they get priority over other types of faculty. Regarding replacement, the position is not lost, though a program or department may reduce its staff. In the music dept., for ex., a full-time faculty member may not have the capacity to develop programs, or	Information

				redirect their efforts due to a reduction in staff, which could cause diminished enrollment. Presently more positions are being requested than funds available.	
	Food Insecurity Pilot Program	Michaela Ochoa	3:45	\$1,000,000 to distribute between 3 campuses. Will update to board in Dec. Will have more information in January. Presentation as a farmer's market is appealing. F.E.D. Food Equity Directive	
	DE committee		3:57	Need a policy-making body. DE is part of 10+1 and is under faculty purview. Propose DE committee be brought under Senate subcommittees. Would be in-charge of DE handbook. Makes sense to bring this committee into AS. Will need to have final vote in future meeting to approve change and structure.	Discussion
	Guided Pathways update	Allie and GP faculty	3:48	Currently working on a final version. Have gone to IPC & MCCDC to get feedback from faculty and staff. Will meet with more constituent groups and staff in Spring. Hoping to provide more frequent updates in Spring. Much of this work revolves around inequities. Students were quite engaged in discussion of Guided Pathways. Should consider GE cluster association with success and aptitudes. Would like to share scale of adoption report in future visit.	Information
	ADA accommodations	Wendell Doman	4:05	The information requested appears reasonable and necessary. Would be good to have HR come and present. What sort of experiences have occurred? Have Lori come and present before Senate, as well. Having an Ombudsperson would be reasonable as a resource. What is the District policy now? Having an Ombudsperson would be valuable, for any issue, in Senate. Conversation with Mike Claire regarding having a safe place or person to present concerns.	Discussion Will ask to have Lori Slicton and HR visit to talk with Senate
	Board Policy reivew		4:18	Item 3: Suggest changing to "payments are made in 10 or 12 annual payments depending on faculty preference".	

Final Announcements and Adjournment

Item	Presenter	Time	Details	Action/ Information
Announcements				
Next meetings				

Adjournment				