



ACADEMIC SENATE

Meeting Minutes

Executive Committee 2019-2020

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

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		Business
Stephen Heath		Business
Tim Tulloch		Athletics
Tim Maxwell		LAD
Chris Smith	P	Math-Science
Beth LaRochelle	P	Math-Science
Stephanie Roach		ASLT
Tatiana Irwin	P	CASS
Minu Mathur	P	CASS
Diana Huaraz	P	ASCSM
Teresa Martin	P	Curriculum Committee
Liz Schuler	P	PD Coordinator

Others Present

Name	Representing

Opening Procedures

Item	Presenter	Time	Details	Action/ Information/ Procedure
Call to order	Arielle Smith	2:34		
Roll/Introductions				
Adoption of today's agenda	Arielle Smith	2:35	Change faculty pay period for a future meeting: APPROVED	Procedure
Adoption of past minutes	Arielle Smith	2:36	Change spelling of UMOJA: APPROVED	Procedure
Public Comment	Arielle Smith	2:38	none	

New Senate Business

	Item	Presenter	Time	Details	Action (Motion/Resolution)/ Information//Discu sion
1	President's Report	Arielle Smith	2:39	Sustainability committee is reconvening. Currently no district faculty reps on search committee, looking for a one, Jeremy is offering to do so. Suggested one rep from each campus. Have been asked to put-forward names for reps. All 3 campuses have passed resolution to research new academic calendar. Will discuss in January, to look at a resolution on manager evaluations. District Plenary has been moved to April 2020	Information/discussion
2	ASCSM Update	Diana Huaraz	2:52	No updates	
3	Standing Committee Reports	Liz and Teresa	2:53	Email has been sent and responded to by some. Looking for conversational topics for future FLEX activities.	Information
4	Other informational updtas		2:54	None	
5	Action Items				
	Distance Education committee		2:55	Move from IPC to senate. IPC supports change. Structural/budget support to support DE, will that happen through senate interaction? Emphasis toward senate directing DE. May be a good idea to reevaluate committee structure. Discuss getting more faculty involved in committee participation. Currently no mechanism to encourage participation and attendance of committee.	Information/discussion Action to approved moving DE to purview of Academic Senate
6	Discussion Items				
	Board policy - Mission	Arielle Smith	3:04	Change 'basic skills'; foundational learning opportunities consider different term for 'computational' Currently no address of equity. 'occasions' – change to opportunity, perhaps	Discussion

				Update current language around diversity to modern terminology used in job description for the district. Update both preamble and bullet-point.	
	Philosophy and purpose		3:20	Consider changing 'citizenship'; civic participation Accreditation standards may have changed since statement was made. 'intelligent support'; consider changing to 'thoughtful' Identify source of code Developmental education; at 'F' – life-long learning 'd' Foundational education 'Educational programs and resources for the community'	discussion
	Absence policy for students		3:33	No consistent or specific absence policy. Students claim to experience extenuating circumstances and no resource for documenting these circumstances. Will affect catalogue. A clear process appears necessary for the benefit of students and instructors. Would like to see a connection to student services. Give the ability to appeal decision to have a student be dropped from class. Policy does not cover DE. <ol style="list-style-type: none"> 1. Baseline rec. for absences 2. place responsibility on student to drop 3. Piece for DE 4. Process for appeal 5. Section on extenuating circumstances 6. Encourage communication Recommendations for best practices	Discussion
	Class waitlist		4:17	Pilot having # of open seats showing on classes. Once a course begins, open availability disappears	discussion

Final Announcements and Adjournment

Item	Presenter	Time	Details	Action/ Information
Announcements				
Next meetings				
Adjournment				