



ACADEMIC SENATE

Meeting Minutes

Executive Committee 2017-2018

3/10/2020
 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

Daniel Keller
Secretary

Executives Present

| Name of Officer | Executive Committee Role |
|---------------------|--------------------------|
| Arielle Smith | President |
| Peter von Bleichert | VP |

Senators Present

| Name of Senator | Division |
|--------------------|--------------|
| Yvette Butterworth | Math/Science |
| Wendell Doman | LAD |
| Tatiana Irwin | CASS |
| Vincent Li | Bus & Tech |
| Sunny Martin | Counseling |
| Minu Mathur | CASS |
| Tim Maxwell | LAD |
| Kevin Sinarle | Counseling |
| Christopher Smith | Biology |
| Lia Thomas | Library |

Others Present

| Name | Representing |
|------------------|--------------------|
| Heidi Diamond | Bus & Tech |
| Hillary Goodkind | PRIE |
| Teresa Morris | Curriculum |
| Erica Reynolds | Canvas Tech |
| Liz Schuler | PD Coordinator/CTL |
| Mike Holtzclaw | VPI |

Opening Procedures

| Item | Presenter | Time | Details | Action/Information/Procedure |
|---------------|-----------|------|---------|------------------------------|
| Call to order | President | 2:38 | | Procedure |

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|----------------------------|-----------|------|---|-------------|
| Roll/Introductions | Secretary | - | Peter von Bleichert recording minutes | Procedure |
| Adoption of today's agenda | President | 2:41 | Moved (Sunny Martin), second (Wendall Doman) One change to the agenda – replacing Rose Negrete with Alex Guiriba as a faculty member for the SPWD Dean committee | Action |
| Adoption of past minutes | President | 2:43 | Moved (Chris Smith), second (Vincent Li) | Action |
| Public Comment | Public | 2:49 | Tatiana Irwin posits that the move to Canvas puts undue/uncompensated workload on adjuncts. | Information |

New Senate Business

| | Item | Presenter | Time | Details | Action (Motion/Resolution)/ Information//Discu sion |
|---|-----------------------|------------------|------|---|--|
| 1 | President's Report | Arielle Smith | 2:52 | Continuity of instructions plan re: COVID-19, challenge of online courses (pedagogy) for certain disciplines. Min. contact hours (Teresa). Like blanket DE addendum, can we relieve instruction hours? (Example: Santa Rosa/Yuba fire storm. What happens when structures no longer available? All ITS systems will be operational. DE training needed for Canvas/Zoom (Chris Smith). Fact is we are behind our sister colleges. LAD retreat (Tim Maxwell). Flex Day can be used for disaster footing. Training is always available (Liz Schuler) with our technologists. DAS President tasking us: Attendance should be recorded in a way that is digitally accessible. FYI, Canvas will create an attendance assignment (100 points). Can be disabled. DAS president is asking faculty to not drop any students during this time. Info. centralized with chancellor/DAS president. Arielle will only echo their policies in weekly email updates. | Information |
| 2 | ACSM | Diana Huaraz | 3:13 | Events being cancelled. | Information |
| 3 | PD | Liz Schuler | 3:15 | Flex Days, compensation for adjuncts, process for equipment, etc. for future flex days. Keynote Zoom. We should stream/record sessions. | Information |
| 4 | CSM Ed Advise | Erica Reynolds | 3:18 | Substantial contact policy being constructed. Consortium invited to participate, self-assessment form. | Information |
| 5 | Equivalency Committee | Arielle Smith | 3:20 | Building Inspection Equivalency Moved (Wendall), second (Tim). PASSED. Unanimous. | Action |
| 6 | Hiring Committee | Arielle Smith | 3:22 | Moved (Wendall), second (Kevin). PASSED. Abstention (Peter von Bleichert). | Action |
| 7 | EMP | Hillary Goodkind | 3:25 | Review of EMP process. Implementation of strategic priorities. Evaluation: Audits and Formative Process. Create impact. Each initiative is sequential, there is a lead, and each year builds sequentially. Plan being updated. Alumni tracking – Equifax, LinkedIn | Information |

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|---|----------------|---------------|------|--|------------|
| 8 | Program Review | Arielle Smith | 3:44 | Would like to discuss/have ready for next meeting Working groups to discuss PR. We will act on it next time, we will continue to have discussion around the timeline and classroom facility review. | Discussion |
|---|----------------|---------------|------|--|------------|

Final Announcements and Adjournment

| Item | Presenter | Time | Details | Action/ Information |
|---------------|------------------|-------------|----------------|--------------------------------|
| Announcements | - | | | |
| Next meetings | - | | | |
| Adjournment | Arielle Smith | 4:36 | | Adjournment |
| | | | | |