



**ACADEMIC SENATE**

**Meeting Minutes**

May 12, 2020  
 Zoom Meeting ID: 442 779 680  
 1700 W. Hillsdale Blvd.  
 San Mateo, CA  
 2:30 – 4:30 pm  
[Website](#)

**Executive Committee 2017-2020**

Arielle Smith  
 President

Peter von Bleichert  
 Vice-President

Rosemary Nurre  
 Treasurer

Daniel Keller  
 Secretary

**Executives Present**

Name of Officer	Executive Committee Role
Peter von Bleichert Rosemary Nurre Daniel Keller Arielle Smith	Vice-president Treasurer Secretary President

**Senators Present**

Name of Senator	Division
Yvette Butterworth Wendell Doman Tatiana Irwin Vince Li Sunny Martin Tim Maxwell Kevin Sinarle Lia Thomas Tim Tulloch Chris Smith Stephen Heath	Math/Science Language Arts CASS Business Counselling Language Arts Counseling ASLT Athletics Math/Science Business

**Others Present**

Name	Representing
Teresa Morris Liz Schuler Laura Demsetz Lale Yurtseven Alex Guiriba Allie Fasth	Curriculum Committee PD Coordinator/CTL CASS Dean DE Coordinator GP GP

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**Opening Procedures**

Item	Presenter	Time	Details	Action/Information/Procedure
Approval of today's agenda	President	2:35		Procedure
Approval of past minutes	President	2:38		Procedure
Public Comment	Public	2:40	<p>Rosemary: A regular reminder that faculty are still working without a contract. Rosemary is looking forward to the day she will not have to bring this up. Mike Claire did say that he hopes we will be able to finalize the contract soon.</p> <p>Lia: the library has been meeting to figure out what services they will offer during the summer and the fall. We want some services to be open for students and staff, but we are trying to be sure that we have a safe way of having faculty at the library. Everything still seems a little up in the air.</p> <p>Tim Maxwell: KQED is going to be doing a show on students whose graduation plans have changed radically-- one of our students will be talking about his experiences graduating. Unfortunately, the visit to campus had to be postponed, but the show will air later in the year.</p> <p>Chris: We should thank Kevin and all of the staff working in the DRC—they have really been helping us far beyond just telling us what the accommodations are.</p>	Information

**New Senate Business**

	Item	Presenter	Time	Details	Action (Motion/Resolution)/Information//Discussion
1	President's Report	Arielle	2:50	<ol style="list-style-type: none"> <li>Update on the faculty peer evaluation guidance committee: we requested applicants a month ago. We can now announce that we have appointed Teresa Martin from biology to take over as faculty elect for a year; she will lead</li> </ol>	Information

				<p>the committee when Rosemary rotates off.</p> <p>2. President's search timeline: Mike Claire is soliciting our feedback for the timeline of the search for a new CSM president. Kim Lopez will remain in her interim role until the search and hiring committees complete their work. Mike wants to know if it would be more appropriate to carry out the full search and hiring committee process during the fall or spring. Some of that is going to be dependent on whether we are remote or not for fall, but we should receive notice about that this week. If we can't do it live, should we?</p> <p>The majority feel that we should wait until next spring rather than hold the process during the fall term when we will not be on campus.</p>	
2	ASCSM Update	ASCSM	2:50	No representative present	<b>Information</b>
3	Standing Committee Reports	<p>Teresa</p> <p>Liz</p>	2:50	<p>a)Curriculum Committee, Teresa Morris, Chair</p> <p>The last meeting of the year is on Thursday. All are welcome. You should have received the district's note about the distance education waiver for the fall term. Teresa will be sending out more information soon—to give us a sense of what the fall term might look like in terms of deadlines for DE addendums for the spring.</p> <p>b)Teaching and Learning Committee, Liz Schuler</p> <p>Since our last meeting, we have made the decision to have an online flex day for the fall. As a result, we have been able to get our keynote speaker back. We are also hoping to get a student panel for the opening day, focusing on what they did and did not miss about being on campus for face-to-face classes during this semester.</p>	<b>Information</b>

		Lale		<p>We're also trying to keep everyone up to date on the online training for the summer—you will hear more details soon about some different options, including short courses to update skills and longer courses for faculty new to DE.</p> <p>c)Distance Education Advisory Committee</p> <p>The DE committee just had our last meeting for the term: we approved the regular and substantive contact policy. However, we may make minor changes when we review it again in fall.</p> <p>We will also continue to discuss some other concerns about the shift to online learning. For example, we are worried about academic integrity and hope to learn more about what tools we can use to ensure it. We also want to make sure faculty have access to online teaching tools and that these tools are effective. Zoom seems to be working fairly well, but faculty have noted that Proctorio doesn't currently work on phones or tablets—we will need to address this in fall.</p> <p>No other representatives were present for standing committee reports.</p>	
5	Action Items		3:15	<p><b>A. Committee Approvals (2)</b></p> <p><b>1. Accessibility Specialist Hiring Committee</b></p> <ul style="list-style-type: none"> <li>a. Tarana Chapple, ASLT Dean</li> <li>b. Kevin Sinarle, Counseling Faculty, DRC</li> <li>c. Chris Smith, Biology Faculty</li> <li>d. Judy Lariviere, Assistive Technology Computer Specialist, DRC</li> <li>e. Elnora Tayag, Director of Learning Commons</li> <li>f. Bryan Besnyi, District ITS</li> </ul> <p><u>Approved with one abstension</u></p> <p><b>2. Equivalency Committee – CIS</b></p> <ul style="list-style-type: none"> <li>a. Melissa Green – Faculty Chair, CIS Faculty, CSM</li> <li>b. Nick Langhoff – CIS Faculty, Skyline</li> <li>c. Bill Schwarz – CIS Faculty, Canada</li> <li>d. Ray Hernandez – Dean, Math and Science, Skyline</li> </ul>	Action

Approved

**B. Management and Academic Supervisors Evaluation Procedures**

We discussed the procedures at the last meeting and are now just voting to confirm. We had some further discussion about why these reviews are not public information. Laura pointed out that tenured faculty reviews are also not made public.

Approved with one abstention

**C. Faculty Leadership Proposal**

We discussed this briefly at the end of the last meeting. District-wide, there is a strong feeling that the amount of time required for faculty leadership of committees has increased—but there has not been commensurate release support. We have asked for a 2.0 release for faculty leadership as opposed to the current 1.0.

Currently, faculty leaders get 1 FTE to distribute between senate, curriculum and any subcommittees. Most of the subcommittees have release funded through individual division offices.

We specifically said that district funding is not sufficient.

Rosemary suggested we should continue to push for more time. It benefits all of us to have a wide variety of people who serve on committees—without this we lose a lot of diversity and value when only the same few people. But right now everyone is stressed between program review and curriculum updates, so it's hard to get people to serve.

These proposals are going to through the local senates and will be discussed at this week's district senate meeting.

Though several expressed pessimism that the requests for more time will be granted, Arielle suggested that with a new chancellor we may

				<p>have a better shot at getting things funded. Mike Claire has traditionally supported faculty leadership.</p> <p>All voted in favor of the current proposal.</p>	
6.	Discussion items		3:30	<p>a) COVID-19 –an ongoing discussion about our concerns</p> <p>Chris noted that the alternate grading system we are using during the spring term does not apply to students who are making up incomplete work from prior terms. However, there is an extenuating circumstances form available on the admissions and records website that may give faculty some flexibility.</p> <p>Tim Maxwell: We should still be concerned about student access to technology. Some students tried to get computers and access to a public hot spot, as was initial promised, but many have encountered difficulties</p> <p>Sunny: ITS was supposed to reach out to students, and are asking for tech to be returned by May 18<sup>th</sup>. When that is done, might be more hardware available?</p> <p>Arielle will look into these issues, as we'll likely have some of the same problems in summer/fall.</p> <p>Tim also noted some other concerns about the fall term:. Will there be food stipends, such as \$150 Safeway cards? What about faculty with classes that could be cut? We may be able to find faculty other assignments potentially, but this requires input from department deans and the VPI.</p> <p>b) SEM update – Laura Demsetz and Allie Fasth (15 min) Information about the SEM update is available through the slides presented at the meeting.</p> <p>c) Guided Pathways update – Allie Fasth (20 min)</p>	<b>Discussion</b>

Student feedback has now been incorporated into the new update. We have started with foundational practices. This year's Leading from the Middle is focused on Student Services.

Tatiana: The Bakersfield Program Mapper model may not necessarily help those that cannot navigate systems. We may need more focus on *how* to navigate, rather than on planning the navigation itself.

Allie: Navigation will be an important part of GP. The changes may not seem to simplify the current catalog—but the goal is not necessarily to simplify so much as to make the catalog come alive in a different way.

Tatiana: We may need more counselors—particularly if the new program does not simplify the content. If students rely on a potentially confusing mapping system, this could create new problems.

Allie: We can highlight that students should seek a counselor before using the mapping tools.

Meeting adjourned at 4:35