



Meeting Minutes

February 23, 2021

Zoom Meeting ID: 442 779
680

1700 W. Hillsdale Blvd.
San Mateo, CA
2:30 – 4:30 pm

[Website](#)

Executive Committee 2020-2021

Arielle Smith
President

Peter von Bleichert
Vice-President

Rosemary Nurre
Treasurer

Daniel Keller
Secretary

ACADEMIC SENATE

Executives Present

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

Senators Present

Name of Senator	Division
Joseph Nguyen	ASCSM
Yvette Butterworth	Math/Science
Michelle Beatty	Math/Science
Malathi Iyengar (she/ella)	CASS
Vincent Li	Business
Steve Heath	Business
Kevin Sinarle	Counseling
Sunny Martin	Counseling
Gil Perez	Student Services
Lia Thomas	ASLT
Todd Windisch	LAD

Others Present

Name	Representing
Teresa Morris	Curriculum Chair

Liz Schuler Tabia Lee Christopher Walker David Lau Laura Demsetz Kathy Sammut Chris Smith	PD Coordinator/CTL DE Coordinator Faculty Faculty/AFT rep Dean, CASS Faculty Faculty
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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: We continue to operate without a contract and it is incredibly frustrating. If you can, please send the letter to the board that the union has asked us to fill out.</p> <p>David Lau, our new union representative, introduced himself and shared a link to the letter mentioned above. He will be attending senate meetings as a liaison. Remember to support the union's efforts to get letters to the board by noon tomorrow, before the meeting. So far, we have about 120 faculty members who have sent letters. David also reminded us to reach out to our union reps even if we don't have an issue that seems like a serious grievance—questions about the MOU, for example would be appropriate.</p> <p>Yvette, Guided Pathways update: This semester marks the start of our next phase which involves putting our plans into action. The first meeting of student focus groups is coming up tomorrow. We will be implementing the focus groups next fall, and we will be going to work with our academic and career communities, helping students to manage the system.</p>	Information

			Malathi: There was a proposal to set up a system where students could add themselves to the waitlist after the semester has started (rather than emailing the professor). Can we get an update on this proposal?	
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New Senate Business

	Item	Presenter	Time	Details	Action (Motion/Resolution)/ Information//Discussion
1	President's Report	Arielle	2:50	<p>a. Full-time temporary positions:</p> <p>Yesterday, the district senate passed a slightly modified version of the full-time temporary faculty resolution. The main modification concerned the recommendation to convert FTT positions into regular full-time positions. Doing this without going through the hiring process is probably not legal. So we have modified that to make a request to have all FTT positions to go through the regular hiring process before being converted to full-time status. Peter noted that FTT will be given credit for one year of service if they are hired to full time positions.</p> <p>Arielle noted that pretty much all of our hires this year are converting FTT into tenure track. CSM will probably be the best situated in the district to have all of our FTT converted by fall.</p> <p>Rosemary: it's great that we are making this change, but we should also be sure that any FTT hires will not go against the number of hires a department is given for a year. Also, a reminder that this is happened because everyone fought for it. This shows that we can actually accomplish things if we work together.</p> <p>Thanks to Peter, Rosemary, and Lee for doing a lot of work to make this happen.</p>	Information

				<p>Peter also thanked Leigh Anne Shaw at Skyline for helping to write the resolution.</p> <p>b. Class modality</p> <p>District senate also voted to make an official recommendation to the board to offer summer and fall remotely. Aaron is going to be presenting the updated memo to the board tomorrow to get more information on the types of courses that are being recommended for in-person.</p> <p>The board is also considering some of the developmental classes as “hard to deliver”—English 105, ESL, developmental math.</p> <p>Athletics has even more stringent conditions than other departments for returning because of NCAA requirements—weekly testing, pod limitations, and many other things that athletics have to implement to allow them to return to campus.</p> <p>c. Presidential candidate forums</p> <p>We have our presidential candidate forums next week. Faculty are strongly encouraged to attend, but the meetings will also be recorded.</p> <p>Today in senate, we will be talking about what questions we will ask. The goal is to get questions banked since they all go together. There is also a plan to do two more surveys—for non-instructional faculty and students—to create further questions for the forums.</p>	
2	ASCSM Update	ASCSM Joseph	2:50	ASCSM has met with members of the Truth Initiative from Skyline, who also addressed the last senate meeting. They are focusing on making all campuses in our district smoke-free.	Information

				<p>DEAC has completed our self-study activities and we drafted a resolution in support of the CVC OEI that was then forwarded to senate. Some members still expressed some reservations about the student services component. We are on the March senate agenda for further discussion. Please email Lee or Arielle if you have questions about the CVC OEI process.</p> <p>Our next DEAC meeting is March 3 from 12-1. All are welcome to attend.</p>	
5	Action Items		3:05	None	Action
6.	Discussion items	Chris Smith	3:05	<p>a. OER Week and Common Course Mgmt. advisory board – Chris Smith</p> <p>OER—open education resources—is a way to ensure that student have access to course materials for no cost (not “low cost,” which is still in the schedule of courses). Every semester our faculty can designate their course as Zero Textbook Costs (ZTC), which means students will see a little logo in the schedule.</p> <p>There will be a district announcement sent out regarding OER week, dedicated to discussing issues related to ZTC and OER. There will be a live discussion with panelists from all three colleges and the opportunity to ask questions.</p> <p>A few issues more faculty should be aware of: there are free resources are available for many courses, and a few faculty at CSM are using self-created material that could be shared. What we are really looking for this year are materials that could be shared across colleges or across the district.</p> <p>There are also public resources available, such as Libretext, a clearinghouse for all open-ed material. The site allows faculty to put free materials together and gives us a</p>	Discussion

place to deposit new material. A lot of faculty already have material already that could be shared.

They will also be sending a request for applications for faculty projects and for reviewers: last year there were 24 projects approved.

Chris answered a few questions about OER:

Malathi: faculty may have resources they have put together for only our classes that are zero cost for our students—but if we share it with the whole campus, is it still fair use?

Chris: there is often some confusion about what “fair use” really means. If links are available through our library, that counts as open material.

Teresa: if it is through the library, it is fair use. But if it is not through the library, that is not guaranteed.

Lia noted ZTC does include college library and teacher-created material. OER is material that has been created to share, while public domain is material that has an expired copyright. ZTC refers to the cost to students, while OER refers to distribution rights, so they aren’t exactly the same.

Chris: part of the goal is to reduce confusion. there have been people who don’t know what ZTC means even though their courses are listed, and some faculty who didn’t know their courses were listed at all.

Laura: if there are questions in this group there are definitely questions from faculty outside of this group, so getting the information out is extremely important. It might be worth having a flex day activity devoted to these issues.

		Arielle		<p>b. Questions for President Candidate Forums</p> <p>We had an open discussion and worked in breakout rooms to come up with some possible questions for the CSM presidential candidate forums , which are scheduled for next week. This is just an open discussion: the actual planning meeting is on Thursday. We will be getting the list together based on questions from our respective groups. Some groups were able to come up with prospective questions:</p> <ul style="list-style-type: none"> • <i>Considering the ways in which understandings of equity, diversity, and inclusion have changed over the past decade or so - becoming much more critical, nuanced, and complex - how would you approach making equity-related changes as a leader while also managing push-back from established professionals who are attached to programs and discourses rooted in outdated understandings of equity?</i> • <i>Many faculty are frustrated that administrative hiring is increasing while faculty hiring is flat or decreasing. Further, the college continues to spend more than half of its budget on non-classroom activities. What will you do to improve faculty morale and correct this imbalance?</i> • <i>Describe an experience where not using the shared governance process resulted in a worse outcome. How do you get new voices involved who have not been present?</i> 	
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- *How do you get more faculty involved in committee work?*
- *What areas do you see that we need to improve on/increase our efforts to address inequities at the college?*
- *How do you see your role supporting faculty in the face of restructuring of programs/departments, especially when it comes to state and federal requirements? (i.e. AB705)*

Arielle will be forwarding this to the working group meeting Thursday this week.

- c. Academic senate executive committee changes

Members of the senate executive committee met last week to discuss some changes to the duties and term limits. We have not modified or looked at these roles in some time, but we do now do get more release time to support senate, so we are able to move around the responsibilities. There have been no term limits for any of the roles other than president and vice-president, but we will be proposing a limit of four terms for secretary and treasurer. Arielle will share further details and possible changes to the by-laws at the next meeting.

Meeting adjourned at 4:20