



**ACADEMIC SENATE**

**Meeting Minutes**

March 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

**Executives Present**

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

**Senators Present**

<b>Name of Senator</b>	<b>Division</b>
Michelle Beatty	Math Science
Yvette Butterworth	Math Science
Tatiana Irwin	CASS
Malathi Iyengar	CASS
Steve Heath	Business Technology
Vincent Li	Business Technology
Sunny Martin	Counseling
Joseph Nguyen	ASCSM
Gil Perez	Student Services
Lia Thomas	ASLT
Katherine Webster	Language Arts
Todd Windisch	Language Arts
Sunny Martin	Counseling
Kevin Sinarle	Counseling

**Others Present**

<b>Name</b>	<b>Representing</b>
Lizette Bricker	VP Student services
Francisco Gamez	Dean, Business Technology
Cynthia James	Cosmetology
Tabia Lee	DEAC
Teresa Morris	Curriculum
Michelle Mullane	CASS
Andria Nalls	Business Technology
Richard Rojo	District office
Liz Schuler	CTL/PD coordinator
Christopher Smith	Math Science
Christopher Walker	Math Science

Jeremy Wallace	DAS President
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### Opening Procedures

Item	Presenter	Time	Details	Action/ Information/ Procedure
Approval of today's agenda	President	2:35	Approved	Procedure
Approval of past minutes	President	2:38	Approved	Procedure
Public Comment	Public	2:40	<p>Rosemary: For over a year now, I have been making the same statement that we are still without a contract. It's a frustrating situation that makes us feel helpless. Steve added that he shares Rosemary's frustration: it shouldn't be just Rosemary saying this at every meeting. The contract situation presents challenges that we don't need right now.</p> <p>Tatiana: There will be a "Stop Anti-Asian Hate" workshop on March 23 from 3:30-5:00. (Information on flyer shared to the group)</p>	Information

### New Senate Business

	Item	Presenter	Time	Details	Action (Motion/Resolution)/ Information//Discussion
1	President's Report	Arielle	2:50	Since we did not have the district senate meeting, there is no president's report.	Information
2	ASCSM Update	ASCSM Joseph	2:50	CSM student government is involved in the "Stop Anti-Asian Hate" workshop that Tatiana told us about. Please share the event information.	Information
3	Standing Committee Reports	Teresa  Liz	2:50	<p>Curriculum committee: The committee continues to prioritize discussion and action to include Ethnic Studies in the local degree requirements. The current proposal is to re-arrange the E1 area of the local degree. The March 26th meeting is cancelled, but we will resume meeting on April 8<sup>th</sup>: All are welcome to attend. Details are available on the curriculum committee website.</p> <p>Professional development has been doing the "division roadshow" and getting some really good feedback that will help us going forward. We are playing around with synchronous and asynchronous sessions for the next flex day and we have extended the day so that people who</p>	Information

		Madeleine		<p>are teaching at night have other options. Note that we are <i>not</i> trying to suggest flex day requires most to attend for 12 hours</p> <p>Assessment: will come back on the 13<sup>th</sup> to share some information about the SLO coordinator position. Madeleine is working with Tiffany on the institutional learning outcomes project.</p>	
		Lee		<p>DEAC: We will be exploring flexible needs learning assessment. We are looking to figure out what our current faculty needs and wants are for support around hybrid, synchronous, and asynchronous learning: these are going to be a part of our future, so it is important that we get a sense of faculty needs.</p> <p>The DEAC policy group will be working on making some suggestions and recommendations about these modes of instruction.</p>	
5	Action Items		3:05	<p>1. <b>Committee Approvals:</b> As discussed in previous meetings, some members would like more information about who is being selected for the committees. We had more discussion this time about the make-up of the committees.</p> <p>a. Cosmetology: The committee composition is made up of three full time cosmetology faculty. We also added Vincent Li for an outside perspective. <b>Approved</b> (15 yes, one abstention)</p> <p>b. Promise Scholars Counselor: Hiring five positions. We did try to have two committees, but it was difficult to schedule. There are four counseling faculty and then two non-counselling faculty. Tatiana noted that the non-counselling faculty were all from the sciences, which could present a problem given that different divisions approach teaching and work with counselling differently. The non-counselling faculty were chosen by creating a list of faculty who have worked with the promise and dual enrollment programs—it was not</p>	<b>Action</b>

			<p>intentional that they are all science faculty. <b>Approved</b> (15 yea; one nay)</p> <p>2. Bylaws Revision – Article V (Election, Terms, &amp; Duties of Officers)</p> <p>We discussed the bylaws changes during the two previous meetings. See notes from those meetings for more context. <b>Approved</b> by all.</p> <p>3. CVC-OEI Resolution</p> <p>We discussed this resolution at the two previous meetings.</p> <p>We also discussed a few more concerns today, though Tatiana noted that the reservations we have now should be considered goals for problem-solving rather than serious concerns that would keep us from participating in the consortium:</p> <p>Rosemary and Todd both mentioned that some faculty in their divisions were worried about forcing too many classes online.</p> <p>Steve: I am still concerned about how this might affect students who cannot register or pay for courses in advance: will these classes get capped before these students can enroll?</p> <p>Malathi: we also need to make sure that we have resources for faculty. As online learning becomes more widespread and permanent, there may be different interpretations of what is and is not allowed, for example, with online copyright laws. We need the funding and resources to ensure that we can provide resources for our students that are free or low-cost. Skyline is supporting faculty by saying that the library will ensure there are resources for students, without faculty having to risk violating copyright law. They have a librarian dedicated to this task. This is going to become more important as we move to a broader scale, with students logging in from far away.</p> <p>Lee: I would add that we need to look at growing the entire team. We need a DE coordinator,</p>	
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accessibility specialist—but I think making this resolution will give us more momentum.

Tatiana: I intend to vote yes on the resolution—I am excited about the possibility of collaborating with other campuses. But we should keep our current concerns in mind, even if they do not affect today's vote.

A few more concerns: how will our campus evaluate faculty and courses based on rubrics that might not be generated by our campus?

How will we maintain a degree of academic freedom when joining this bigger group? We have unique needs and unique faculty. I think we can both join this larger consortium and maintain our unique identity. I also hope that joining this group will give us more support for ZTC rather than the implementation of OER. I hope these concerns are not overlooked.

Malathi: The distinction between ZTC and OER is important: I got an email from someone saying they wanted collaborators for ethnic studies—but the person proposing it was someone with no background in ethnic studies. This seemed to be someone who wanted to create an online textbook, but we don't even use textbooks in ethnic studies.

**Approved by all.**

4. Program review document

We discussed the new document in the last senate meeting. What is being asked is the same, but the formatting is a little different. The new document also gets into a little more specificity in the planning section.

Tatiana: are we still thinking that we will be doing a broader analysis of what COVID has done? As we noted in the last meeting, it will be difficult to make points about programs as if these were normal times, but we also noted that we have learned from this experience and we would like to reflect on that.

Rosemary: we will also need guidance on how we are going to deal with the enrollment decline. It's unclear when enrollments will come back. Faculty are going to need guidance on how to

				<p>address the decrease. Rejiggering a program may not be the correct response given that we don't know how this will affect enrollment long term.</p> <p>Peter: can we pursue compensation for adjuncts and help for small departments working on these reviews? Can we also ensure that we get a feedback form and perhaps recommendations from administrators who have expertise around technology, equity, or other issues?</p> <p><b>Approved:</b> 14 yeas; one no; one abstention.</p>	
6.	Discussion items	Rich Rojo and Chris Smith (ITS)	3:20	<p>1. Faculty Gateway discussion</p> <p>Rich: Back in the summer, the district marketing department put together a set of resources for students called "Virtual Campus" that has since been launched. It is a place students can get a lot of information, including links to campus services and other information.</p> <p>After this summer, we began discussing if we could set something up that would be useful for faculty in the same way. That project has been moving on since the fall. We have been working with instructional technology, librarians, and faculty to figure out what would be most helpful.</p> <p>We have now "soft launched" it: It is online, but we have not made a formal announcement. Rich then gave us a review of what is on the site. <a href="https://virtual.collegeofsanmateo.edu/">https://virtual.collegeofsanmateo.edu/</a> <a href="https://faculty.smccd.edu/">https://faculty.smccd.edu/</a></p> <p>Chris: There are big plans in the future to use this for all of the tutorials on technology. Please give us feedback on anything you would like to see on the site or any areas that you think could be improved.</p> <p>2. Elections and announcements timeline</p> <p>Jeremy went over the bylaws including the make- up of the committee and explained how we will be able to have a secret ballot process: there will be a three person adhoc tellers committee to ensure that the results reported to senate are accurate.</p>	<b>Discussion</b>
		Jeremy			

		<p>Todd</p>	<p>Timeline: call for nominations: 4/13; certification of nominations: 4/27 ASGC meeting;</p> <p>The election will go from 4/28-5/10 results will be reported by the tellers at ASGC by 5/11</p> <p>Peter: Just wanted to tell everyone that I am not running for an officer position. I have served under two presidents, starting as secretary and becoming a VP. It's been a wonderful learning experience and I have met so many people that I would probably not have met otherwise. I encourage you all to consider it.</p> <p>Rosemary: I want to second that after being on the committee for over 20 years: it's a great opportunity.</p> <p>Jeremy: at the district level, we have probably the most faculty shared governance leadership in several years. The next year is going to be extremely important for instruction because we are entering into the recovery period for our campuses. It's going to be a very important transition period. Now is a very good time to serve.</p> <p>The nomination committee will be Jeremy and David Laderman— Jeremy asked for approval for David's participation</p> <p>We <b>approved</b> David Laderman's participation and the timeline.</p> <p>3. Class size faculty survey draft feedback</p> <p>Todd gave an update on the survey from the anti-oppression committee. As many are aware, some departments feel that the current class caps are too high to serve students, particularly online. So the purpose is to gather more information from faculty on class sizes and current class caps.</p> <p>Link to the draft survey:  <a href="https://docs.google.com/document/d/1g-sJHNXjvHX7XJEQHnRDKP4QHOivf10iDRRFH27kLM0/edit?usp=sharing">https://docs.google.com/document/d/1g-sJHNXjvHX7XJEQHnRDKP4QHOivf10iDRRFH27kLM0/edit?usp=sharing</a></p>	
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		Peter	<p>Rosemary supports surveying faculty, but raised concerns that faculty have not always been listened to in the past. Tatiana noted that a past taskforce was not able to even get administration to commit to transparency. Peter suggested that Todd share the survey with AFT.</p> <p>4. FT Temp Policy draft review: Due to time concerns, we will discuss this at a future meeting</p> <p>5. DAS Bylaws revision draft feedback</p> <p>You were sent the DAS bylaws revision via email. Please read through it and reach out to Pete and he will take it to the district level.</p> <p>Pete noted that the revised draft removes a lot of unnecessary language and defines different duties as well as making edits throughout. Also we are seeking compensation from the district for back payments to officers of DAS.</p> <p>Peter stressed that they are trying to promote diversity—specifically, to get more adjunct involvement. Compensation may encourage more participation, but Pete is also open to other ideas.</p>	
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