



ACADEMIC SENATE

DRAFT Meeting Minutes

April 13, 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

Name of Officer	Executive Committee Role
Rosemary Nurre Daniel Keller Arielle Smith	Treasurer Secretary President

Senators Present

Name of Senator	Division
Michelle Beatty Yvette Butterworth Tatiana Irwin Steve Heath Kevin Sinarle Sunny Martin Joseph Nguyen Gil Perez Lia Thomas Katherine Webster Todd Windisch	Math Science Math Science CASS Business Technology Counseling Counselling ASCSM Counselling ASLT Language Arts Language Arts

Others Present

Name	Representing
Tabia Lee Liz Schuler Teresa Morris Madeleine Murphy Christopher Smith Paignton Howarth-Dunn Laura Brugioni	DEAC PD Coordinator Curriculum Chair SLO Coordinator Faculty Community Member Bookstore Manager

Michelle Mullane Paola Mora Paredes Jackie Santizo Jeremy Wallace	Faculty MCCDC MCCDC DAS President/Faculty
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Opening Procedures

Item	Presenter	Time	Details	Action/ Information/ Procedure
Approval of today's agenda	President	2:35	We made a minor change: Jeremy Wallace will be telling us about the elections announcement at around 3:45, later than originally scheduled. Approved: Rosemary. Second: Daniel	Procedure
Approval of past minutes	President	2:38	Approved: Rosemary. Second: Todd	Procedure
Public Comment	Public	2:40	<p>Rosemary: The union has finally come to an informal agreement with the district. We can be relieved, if not happy, that after two years we have a contract. But now we have one year to get a contract for the <i>next</i> three-year cycle. I would like the union to ask the district to work with us to ensure that we have a contract when we come back to work. That would be a show of good faith by the district to both faculty and staff: everyone should come back in fall '22 with a new contract rather than another 2 year wait.</p> <p>Tatiana: During a meeting of the professional development committee yesterday, it became clear that on one of the campuses there has been a lack of transparency. We would like to see more clarity and more accountability for the process.</p> <p>We would also like to see more opportunities for faculty who have completed professional development projects to share their work: this would help make the process more transparent—you would be able to see whose projects are being funded—and it would be great for those of us who would like to propose professional development projects to see examples of strong projects and proposals.</p> <p>Arielle: I have been having similar conversations about release time—developing a similar process to ensure that it is recorded somewhere. It will take some coordination with our webservices and marketing—we are going to have to coordinate across multiple places.</p>	Information

New Senate Business

	Item	Presenter	Time	Details	Action (Motion/Resolution)/ Information//Discussion
1	President's Report	Arielle	2:50	<p>District academic senate:</p> <p>The board will be having a discussion in closed session about the CSM president. We are hoping for an announcement by the end of the month.</p> <p>There was discussion on class size in conjunction with the survey from the Anti-Oppression committee. It may make sense for those in the class size subgroup to work with them.</p> <p>The board recently declined a position for the international education committee. Because we have some concern about the district's level of concern, DAS is also working on drafting a statement of support for the international ed committee.</p>	Information
2	ASCSM Update	ASCSM Joseph	2:50	<p>Elections for senate stated Friday, though we may have to extend them because we need more applicants. To get more students interested, we are posting videos from current members talking about their experiences.</p>	Information
3	Standing Committee Reports	Teresa Liz	2:50	<p>Curriculum: At our Thursday meeting, we approved the ethnic studies graduation requirement. We are implementing it a little differently than Skyline and Canada. This Thursday we will be talking more about the labels in the "E" category, which will need to be rearranged.</p> <p>CTL: We now have sent out the flex day schedule via email.</p> <p>We are offering social events such as the Bulldog Lounge by faculty request. We have also been working on the website to make it easier to showcase faculty professional development projects.</p>	Information

		Madeleine		<p>Assessment: On April 25 we are going to do our general ed activity with Promise Scholars—it will give students a chance to talk about what skills they feel they are learning and others they feel we need to focus on more. We will write this up and share the results.</p>	
		Lee		<p>DEAC: At our 4/22 flex day, we have multiple sessions from DEAC: our instructional technologists Marisol and Erica will be highlighting some of the student support services and learning communities that they have activated at CSM. There will also be a tools-focused drop-in time. I will be holding a flexible learning workshop looking at what people are doing and what is on the horizon.</p> <p>If you can, please fill out the flexible needs survey—we really need to hear from both adjuncts and full-time faculty. Our next meeting is May 5—this will be our final meeting of the year. All are welcome.</p>	
		Arielle		<p>A reminder: We have our ACCJC follow-up visit tomorrow. We are expecting the team virtually and have meetings signed up between 11:00-2:00.</p>	
5	Action Items		3:05	<p>1. Committee Approvals</p> <p>a. Instructional Designer Hiring Committee: <u>Approved by all</u></p> <p>b. MCCDC Personal Counseling Adjunct Hiring Committee: Note that we don't normally see adjunct hiring committees here, but this position supports MCCDC (Multicultural center and dream center) students and is a larger committee. <u>Eleven in favor; one abstention</u></p>	Action

6.	Discussion items	Madeleine	3:05	<p>1. SLO Coordinator position</p> <p>This is Madeleine's last semester as SLO coordinator, though she will be available to help with the transition in fall.</p> <p>Madeleine reminded us of the importance of this work: In accreditation, there is almost no standard that doesn't mention outcomes assessment, so we must have a process that involves defining, assessing, using the results to improve outcomes, and communicating what we are doing to our students and each other.</p> <p>Madeleine also gave us some background on how our approach to SLOs has changed over time. When she took the position, the process was a "total dogs' breakfast." Rather than substantive discussions of learning, the first faculty question was always "how do I log into TRACDAT?" followed by "what are SLOs for?" The sense that the process was a waste of time was widely shared at CSM and even at ACCJC. We have spent too much time collecting data to meet the mandate without actually following up with any changes to teaching or discussions of student learning.</p> <p>Our goal has been to take this process, make it our own, and make it serious. So now we have made some changes: most importantly, we want SLO assessment to be inquiry based, rather than just collecting data and waiting for an epiphany. We are focusing more on "small data"—starting with a question and then trying to find evidence that helps you learn something about the question. We need to keep improving!</p> <p>The coordinator supports discipline and service faculty; coordinates program review analysis; supports and organizes GE/ILO assessment; and communicates work throughout the college community.</p> <p>We all expressed gratitude to Madeleine for her work.</p> <p>The position starts in Fall 2021.</p>	Discussion
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		Chris Smith	<p data-bbox="691 197 927 226">2. OER Update</p> <p data-bbox="691 228 1130 359">Chris is serving as the OER liaison to the California Academic Senate. He will be addressing our district's board of trustees tomorrow night.</p> <p data-bbox="691 396 1211 527">Open Educational Resources is just a part of lowering the costs for our students—there are other ways, such as just lowering textbook costs, ZTC books.</p> <p data-bbox="691 564 1179 695">Chris shared slides with us focusing on how OER can help us find the best resources for students and clarifying some of the terms and policies.</p> <p data-bbox="691 732 1187 926">Clarity and consistency in using these terms is important. Currently, courses are listed in the schedule as “ZTC,” but Chris found that some CSM faculty did not realize their courses had been listed this way, and some did not know what the term means.</p> <p data-bbox="691 963 1208 1228">Our policies are also sometimes inconsistent with the language from the state. The legislature says that if you designate your course with ZTC, the materials must be “cost free.” The schedule in our district uses the term ZTC, but our definition is that the “course uses alternative methods including ZTC to eliminate textbook costs.”</p> <p data-bbox="691 1230 1211 1360">For OER, our definition says “low cost” rather than following state guidelines that say “no cost.” This creates confusion for students, faculty, and everyone else involved in book acquisition.</p> <p data-bbox="691 1398 1183 1562">We are also implementing these policies unevenly within the district: There is no one at CSM or Canada using low cost OER on the schedule, but in contrast, Skyline has many listed with that designation.</p> <p data-bbox="691 1600 1216 1764">Chris also shared data showing that students do make decisions based on text costs including not taking courses, or taking fewer courses, so it is extremely important that we try to adopt these policies and communicate them clearly.</p>	
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		<p>Paola Mora Paredes and Jackie Santizo</p>	<p>3. Undocumented Student Initiatives</p> <p>Paola and Jackie shared information about the services we have for undocumented students as well as about some updates.</p> <p>Jackie, the coordinator of the multicultural and DREAM center, shared some information about what these services do, including free legal services, scholar internships, scholarship guides, and direct services such as book support.</p> <p>They also told us about some gaps in our current services, such as a lack of mental health support and limited emergency funds.</p> <p>Recently California passed legislation providing additional support.</p> <p>Jackie and Paola shared information about how they have budgeted the money that was increased including their budget allocation.</p> <p>An important highlight: Nonresident students who are not DACA or AB 540 eligible often have the greatest need because they have been left out of programs benefitting other students; when they are charged nonresident tuition, they can't afford to take many, or sometimes any, classes.</p> <p>We are now discussing a district-wide, 6-unit nonresident tuition exemption (though it does not apply to international students). The exemption can make a great difference for this especially vulnerable student population. More faculty advocacy for this policy could make a significant difference.</p> <p>Arielle: We will talk more about a potential resolution supporting the exemption—ideally, we will have a draft statement ready to go in two weeks and then we can vote on it two weeks after that.</p> <p>Meeting adjourned at 4:25. We were not able to get to two items on the agenda, so we will discuss these next time: the update on the 5150 resolution and the NFI discussion.</p>	
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