

COLLEGE OF SAN MATEO ACADEMIC SENATE AGENDA

Tuesday, May 10, 2022 2:30 p.m. to 4:30 p.m.

Location: Zoom:

<https://smccd.zoom.us/j/88004493814?pwd=TUNFTzRiMDN3Yk9aRjNwSTMsS3JGQT09>

Meeting ID: 880 0449 3814 Passcode: 447416

Call in using: 1-669-900-9128 US (San Jose)

All members of the campus community are welcome to attend ASGC meetings.

Agenda

I. Order of Business, 2:30pm – 2:40pm

- 1) Approval of the Agenda
- 2) Approval of Minutes (April 26, 2022)
- 3) Public Comment (2 minutes per)

II. Consent Agenda 2:40-2:45pm

- 1) Resolution: Brown Act, Ongoing proclaimed state of emergency relating to the novel coronavirus causing the disease known as COVID-19.

III. Information Items, 2:45pm – 3:15pm

- 1) President's Report
 - a) Announcements and updates (IPC, DAS, DPGC)
 - b) CSM Faculty Professional Development committee – Senate rep
 - c) Call for participation - Textbook Affordability Taskforce
 - d) Fall AS Presidency (August – October 2022)
 - e) Update on B14/B17 HVAC issues
- 2) ASCSM Update, Andrea Morales – ASCSM President
- 3) Standing Committee Reports
 - a) Curriculum Committee, Christopher Walker, Chair
 - b) Committee Teaching and Learning, Liz Schuler/Madeleine Murphy
 - c) Distance Education Advisory Committee, Jennifer Howze-Owens
 - d) OER Update, Lia Thomas

IV. Action Items

- 1) Committee Approvals – Selection

V. Discussion Items, 3:15 – 4:30pm

- 1) Proctorio Listening Tour Update – DEAC/ Jennifer Howze-Owens 3
- 2) Enrollment update - Mike Holtzclaw 3:30 – 4pm
- 3) Bylaws update – Curriculum Committee proposal

Next Meeting

- Next meeting: May 24, 2022
- **Location:** Zoom, 2:30 p.m.

Future Discussion Topics (Needs updating)

- OER/ZTC faculty coordinator position – bylaw update (May 10, 2022)
- Class cancellation guideline/document (April 2022)
- Dual Enrollment – minimum qualifications – equivalency procedure (Spring 2022)
- Excused Absence guidance for faculty handbook (April 2022)

- Webschedule icon/new and developing definitions (May 2022)
- Proctored exams – discussion (May 2022)
- Bookstore privatization (possible Spring 2022)
- Student parking fees (May 2022)
- Academic Senate process for faculty appointments on institutional committees (clarification) Fall 2022

2021 - 2022 Senate Goals – Approved

1. Enrollment and course cancellations - AKA Strategic Enrollment Management practices
2. OER ZTC - Structure for supporting faculty
3. Dual Enrollment - Focus on qualifications and evaluation process consistency
4. Curricular alignment across the district - Assign to Curriculum Committee for mid-year update.

Zoom ground rules:

- Mute your microphone if you aren't talking.
- Use the chat function for questions, comments, or to get our attention. Please say your name before you speak.
- Please write your name into the chat as you enter (it is our record of attendance).

Meeting documents

Proposed resolution: Brown Act, Ongoing proclaimed state of emergency relating to the novel coronavirus causing the disease known as COVID-19

- **WHEREAS**, on March 4, 2020, the Governor proclaimed pursuant to his authority under the California Emergency Services Act, California Government Code section 8625, that a state of emergency exists with regard to a novel coronavirus (a disease now known as COVID-19); and
- **WHEREAS**, on June 4, 2021, the Governor clarified that the “reopening” of California on June 15, 2021 did not include any change to the proclaimed state of emergency or the powers exercised thereunder; and
- **WHEREAS**, as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to California Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution in the state Legislature; and
- **WHEREAS**, the continued local rates of transmission of the virus and variants causing COVID-19 are such that meeting in person would present imminent risks to the health or safety of attendees of public meetings;
- **NOW, THEREFORE, BE IT RESOLVED** that there is an ongoing proclaimed state of emergency relating to the novel coronavirus causing the disease known as COVID-19 and as a result of that emergency, meeting in person would present imminent risks to the health or safety of attendees of in-person meetings of this legislative body within the meaning of California Government Code section 54953(e)(1).