

Academic Senate of College of San Mateo



Tuesday, August 22, 2023
2:30pm - 4:30pm

Building 18, Room 206
1700 W. Hillsdale Boulevard, San Mateo,
CA 94402

<https://smccd.zoom.us/j/85134096982>

Meeting ID: 851 3409 6982

Phone: +1 669 444 9171

<i>Officers</i>	
President	Todd Windisch
Vice President	Daniel Keller
Secretary	Yvette Butterworth
Treasurer	Stephen Heath
Immediate Past President	Arielle Smith

<i>Standing Senate Committee Chairs</i>	
Curriculum Committee	
Distance Education Committee	Jennifer Howze-Owens
Committee on Teaching & Learning	Susan Khan

<i>Division & Student Representatives</i>	
Student Representative	
Academic Support & Learning Technologies / Library	Valeria Estrada
Academic Support & Learning Technologies	Susan Khan
Business/Technology	
Business/Technology	
Creative Arts/Social Science	
Creative Arts/Social Science	
Kinesiology/Athletics/Dance	
Kinesiology/Athletics/Dance	
Language Arts	Rene Anderson
Language Arts	Mick Sherer
Math/Science	Michelle Beatty
Math/Science	Catherine Ciesla
Counseling	Leonardo Cruz
Counseling	Alex Guiriba

1. Opening Procedures				
No.	Item / Description	Presenter(s)	Time	Action?
1.1	Call to Order <i>CSM Academic Senate by-laws state, "A quorum for a meeting of the Senate and all Senate committees shall consist of <u>6 of the committee's faculty members.</u>"</i>	President / Facilitator	1	Procedure
1.2	Roll/Introductions	Secretary	2	Procedure
1.3	Adoption of Today's Agenda	President / Facilitator	1	Action
1.4	Adoption of Consent Agenda <i>All items on the consent agenda may, by unanimous vote of the Academic Senate members present, be approved by one motion after allowing for Senate member questions about a particular item. Prior to a motion for approval of the consent agenda, any Senate member, interested student, citizen, or member of the staff may request that an item be removed from Consent to be discussed in the order listed, after approval of remaining items on the consent agenda.</i> <ul style="list-style-type: none"> ● Approval of make-up of tenure committees 	President / Facilitator	1	Action
1.5	Public Comment <ul style="list-style-type: none"> ● Questions/comments on non-agenda items 	Public	5	Information
2. Standing Agenda				
No.	Item / Description	Presenter(s)	Time	Action?
2.1	Presidents' Report <ul style="list-style-type: none"> ● Calls for committee participation: <ul style="list-style-type: none"> ○ CSM Safety Committee <ul style="list-style-type: none"> ■ Contact csmacademicsenate@smccd.edu with interest ■ Committee Chair: Anthony Djedi ● Castilleja Middle School will not be using our facilities per decision by Board of Trustees last spring ● Start collecting anecdotes from counselors (and other faculty) RE: impact of class 	Todd Windisch & Daniel Keller	5	Information

	<p>cancellations (between 10-20 students) on students' ability to transfer in a timely fashion - anyone want to be the point-person to collect these anecdotes?</p> <ul style="list-style-type: none"> State Chancellor's 2030 Vision plan : give feedback if interested 			
2.2	Curriculum Committee Chair Report	Curriculum Chair (TBD)	2	Information
2.3	Distance Education Committee Chair Report	Jennifer Howze-Owens	2	Information
2.4	Committee on Teaching and Learning Chair Report	Susan Khan	2	Information
2.5	Student Representative Report	Student Representative (TBD)	0	Information
2.6	Other Officer & ASCCC Liaison Reports	Stephen Heath, Yvette Butterworth, & ASCCC Liaisons	2	Information
3. Senate Business				
No.	Item / Description	Presenter(s)	Time	Action?
3.1	<p>Review College Midterm Report & Elicit Questions/Feedback from Faculty</p> <ul style="list-style-type: none"> College Midterm Report 	Kristi Ridgway & Monique Nakagawa	20	Discussion

3.2	<p>Important Information for New Senators RE: Senate’s purview & procedures</p> <ul style="list-style-type: none"> • Review 10 + 1 • Review CSM Senate by-laws & new Academic Senate website • Brown Act and required participation in Senate • Review Senate procedures (Robert’s Rules of Order, Revised) • Establish communication plan for each division • Establish official ASCCC liaisons to report critical informational updates 	Todd Windisch	30	Information
3.3	<p>Vote to Approve Teresa Morris as Acting Chair of Curriculum Committee</p> <ul style="list-style-type: none"> • Teresa Morris has agreed to run the first meeting of Curriculum Committee this Thursday, 8/24, at which point the committee will vote on a permanent chair 	Todd Windisch	2	Action
3.4	<p>Vote to Approve Maggie Barrientos (CDC/COUNS) to Serve on the Interim VPSS Hiring Committee</p> <p>Senate motion to amend agenda to approve and submit three names with recommendation to consider adding more than one faculty member to the committee:</p> <ul style="list-style-type: none"> • Jesenia Diaz COUNS • Patrice Reed-Fort (EOPS COUNS) 	Todd Windisch	2	Action
3.5	<p>Senate’s position on CSM President Search</p> <ul style="list-style-type: none"> • Does Senate want to take an official position on interim/permanent? • What should the President advocate for in meetings with the Chancellor? How many faculty on the hiring committee? Timeline? 	Todd Windisch	10	Discussion
3.6	<p>Discussion about Unstaffed Classes</p> <ul style="list-style-type: none"> • ENGL is having trouble staffing some classes and Writing Center units • Any other DEPT/DIV on campus facing similar struggles? • Possible solutions? Should Senate petition for more full-time faculty hires on Resource Requests due to increasing enrollment? 	Todd Windisch	5	Discussion
3.7	<p>Review Senate Goals Developed by Faculty at Flex Day Session (8/15): Refine, Prioritize, and Develop Action Plan</p> <ul style="list-style-type: none"> • Brainstorm of Senate Goals Developed by Faculty at Flex Day 	Todd Windisch	15	Discussion

4. Closing Procedures				
No.	Item / Description	Presenter(s)	Time	Action?
4.1	Final Announcements <i>President or facilitator elicits final announcements about upcoming deadlines, events, scheduling changes, etc.</i>	President / Faciliator	2	Information
4.2	Adjourn	President / Facilitator	1	Procedure
		Total Time: ~120 min		