

## *Academic Senate of College of San Mateo*



Tuesday, November 14, 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>	
<b>President</b>	Todd Windisch
<b>Vice President</b>	Daniel Keller
<b>Secretary</b>	Yvette Butterworth
<b>Treasurer</b>	Stephen Heath
<b>Immediate Past President</b>	

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

<i>Division &amp; Student Representatives</i>	
<b>Student Representative</b>	Lianna Lim
<b>Academic Support &amp; Learning Technologies / Library</b>	Valeria Estrada
<b>Academic Support &amp; Learning Technologies / Library</b>	Susan Khan
<b>Business/Technology</b>	Hellen Pacheco
<b>Business/Technology</b>	
<b>Creative Arts/Social Science</b>	
<b>Creative Arts/Social Science</b>	
<b>Kinesiology/Athletics/Dance</b>	
<b>Kinesiology/Athletics/Dance</b>	
<b>Language Arts</b>	Rene Anderson
<b>Language Arts</b>	Mick Sherer
<b>Math/Science</b>	Michelle Beatty
<b>Math/Science</b>	Catherine Ciesla
<b>Counseling</b>	Leo Cruz
<b>Counseling</b>	
<b>Enrollment Services and Support Programs</b>	Makiko Ueda

1. Opening Procedures				
No.	Item / Description	Presenter(s)	Time	Action?
1.1	<p>Call to Order</p> <p><i>According to CSM Academic Senate By-Laws, "A quorum for a meeting of the Senate and all Senate committees shall consist of 50% plus 1 of the committee's faculty members."</i></p>	President / Facilitator	1	Procedure
1.2	Roll/Introductions	Secretary	1	Procedure
1.3	Adoption of Today's Agenda	President / Facilitator	1	Action
1.4	<p>Adoption of Consent Agenda</p> <p><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></p> <ul style="list-style-type: none"> <li>● <a href="#">Approval of minutes from October 10 meeting</a></li> <li>● <a href="#">Appointment of Diana Bennett to District Faculty Equivalence Committee</a></li> <li>● <a href="#">Appointment of Jeramy Wallace to District Class Min/Max Work Group</a></li> </ul>	President / Facilitator	2	Action
1.5	<p>Public Comment</p> <ul style="list-style-type: none"> <li>● Questions/comments on non-agenda items</li> </ul>	Public	5	Information
2. Standing Agenda				
No.	Item / Description	Presenter(s)	Time	Action?
2.1	<p>Presidents' Report</p> <ul style="list-style-type: none"> <li>● District Academic Senate update(s)</li> <li>● Institutional Planning Committee update(s)</li> <li>● Board of Trustees update(s)</li> <li>● District Participatory Governance Council (DPGC) <ul style="list-style-type: none"> <li>○ <a href="#">BP 8.11 District Budget</a></li> </ul> </li> </ul>	Todd Windisch & Daniel Keller	10	Information

*Meetings of the Academic Senate are open to all members of the public. Materials are posted on the meeting page of the Senate website.*

	<ul style="list-style-type: none"> <li>● Dual Enrollment update(s)</li> <li>● Campus calls for participation <ul style="list-style-type: none"> <li>○ Sustainability Career Center Faculty Mentor</li> </ul> </li> <li>● <a href="#">Fall Plenary &amp; Resolutions</a></li> </ul>			
2.2	Curriculum Committee Chair Report	Jeremy Wallace	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	Lianna Lim	2	Information
2.6	Other Officer & ASCCC Liaison Reports	Stephen Heath, Yvette Butterworth, & ASCCC Liaisons	2	Information
<b>3. Senate Business</b>				
No.	Item / Description	Presenter(s)	Time	Action?
3.1	OER/ZTC Grant Discussion/Implementation	Jennifer Howze-Owens	20	Discussion
3.2	Continued Program Review Improvement Discussion	Daniel Keller	20	Discussion
3.3	By-laws Review Part 1	Todd Windisch	20	Discussion
3.4	Tour of Building 19 with Acting President Richard Storti <ul style="list-style-type: none"> <li>● End meeting at 4:05pm; walk together over to Building 19 for a tour 4:10pm - 4:30pm</li> </ul>	Richard Storti	25	Information

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	4	Information
4.2	Adjourn	President / Facilitator	1	Procedure