

## *Academic Senate of College of San Mateo*



Tuesday, April 9, 2024  
3:10pm - 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>	Arielle Smith

<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>	
<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>	Kimberly Salido
<b>Creative Arts/Social Science</b>	Leighton Armitage
<b>Creative Arts/Social Science</b>	
<b>Kinesiology/Athletics/Dance</b>	
<b>Kinesiology/Athletics/Dance</b>	
<b>Language Arts</b>	Evan Kaiser
<b>Language Arts</b>	Mick Sherer
<b>Math/Science</b>	Wendy Whyte
<b>Math/Science</b>	Beth LaRochelle
<b>Counseling</b>	Leo Cruz
<b>Counseling</b>	Emily Cotla
<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="#">Draft Minutes from 2.27.24 for Approval</a></li> <li>● <a href="#">Draft Minutes from 3.12.24 for Approval</a></li> <li>● <a href="#">Resolution on Terminology Changes Regarding Academic Standing</a></li> <li>● <a href="#">Approval of faculty appointment(s) to...</a> <ul style="list-style-type: none"> <li>○ Hiring committees</li> <li>○ Other Campus Committees</li> </ul> </li> </ul>	President / Facilitator	5	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	Presidents' Report	Todd Windisch &	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>● 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)</li> <li>● Scholarship Committee Update</li> <li>● ASCCC: <ul style="list-style-type: none"> <li>○ <a href="#">Resolutions</a></li> <li>○ <a href="#">Spring Plenary, April 18-20 in San Jose</a></li> </ul> </li> </ul>	Daniel Keller		
2.2	Curriculum Committee Chair Report	Jeramy 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 & Liaison Reports	Stephen Heath, Yvette Butterworth, Leo Cruz & ASCCC Liaisons	2	Information
<b>3. Senate Business</b>				
<b>No.</b>	<b>Item / Description</b>	<b>Presenter(s)</b>	<b>Time</b>	<b>Action?</b>
3.1	Input on 27-28 Academic Calendar	Susan Khan & Todd Windisch	15	Discussion
3.2	By-Laws Review Part 3	Todd Windisch	30	Action
<b>4. Closing Procedures</b>				
<b>No.</b>	<b>Item / Description</b>	<b>Presenter(s)</b>	<b>Time</b>	<b>Action?</b>

4.1	<b>Final Announcements</b> <i>President or facilitator elicits final announcements about upcoming deadlines, events, scheduling changes, etc.</i>	President / Faciliator	1	Information
4.2	Adjourn	President / Facilitator	1	Procedure