



SMCCCD Academic Senate

Recommendation for Fall 2020 Course Modalities

Date: May 13, 2020

To: SMCCCD Board of Trustees

CC: Mike Claire, Interim Chancellor, SMCCCD

Dr. Aaron McVean, Vice Chancellor, Educational Services and Planning

Diana Tedone-Goldstone, President, Cañada College Academic Senate

Dr. David Eck, Vice President, Cañada College Academic Senate

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Dr. Peter von Bleichert, Vice President, College of San Mateo Academic Senate

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Jessica Hurless, Chair, District Curriculum Committee

Nick DeMello, Chair, Distance Education Advisory Committee

Leigh Anne Shaw, Past President, SMCCCD Academic Senate

From: Jeramy Wallace, President, SMCCCD Academic Senate

Subject: SMCCCD Academic Senate Recommendation for Fall 2020 Course Modalities

On Monday, May 11, 2020, the San Mateo County Community College District (SMCCCD) Academic Senate convened to discuss its recommendation for the course modalities for Fall 2020. In light of the uncertainty caused by the novel coronavirus, SARS-CoV-2 (widely referred to as COVID-19) and in anticipation of the San Mateo County Department of Health's stringent requirements for health screenings and sanitation for the campuses, the SMCCCD Academic Senate recommends the following to the SMCCCD Board of Trustees:

- I. All Fall 2020 lecture courses be converted to a fully online modality;
- II. "Hard-to-convert" courses remain face-to-face, if necessary, according to the following five criteria:
 - i. **External licensing requirements:** courses that are part of a program with external licensing requirements (other than ACCJC & WASC) which mandate face-to-face in-person learning (e.g. nursing, dental assisting, fire technology, medical assisting, emergency medical technician, police, automotive, cosmetology, etc.)
 - ii. **Safety:** courses that have safety requirements that preclude operation and monitoring from a distance (e.g. chemistry and microbiology labs, etc.)
 - iii. **In-person Assessment:** course outline of record (COR) includes learning activities that must be observed and assessed in person (e.g. kinesiology, yoga, internships, fashion, visual art, etc.)

- iv. **Instructional equipment and classrooms:** courses that require students to use equipment, materials, or physical space that cannot practically be accessed nor duplicated in a remote or virtual environment (e.g. science labs, digital media, photography, etc.)
 - v. **Live performance:** course outline of record includes a requirement of a live student performance or demonstration (e.g. dance, music, drama, orchestra, etc.)
- III. The district prioritizes programs in “Essential Infrastructure Sectors of Healthcare and Emergency Services”;
- IV. Considerations be made by administration for students and faculty who are in at-risk groups or who care for individuals in at-risk groups, so that these individuals do not need to choose between work/school and safety;
- V. Class sizes be significantly reduced for online courses since the majority of the district’s professoriate will be new to online teaching and learning and for in-person courses in order to comply with social distancing and other safety precautions;
- VI. Administration work with faculty to immediately convert appropriate courses, as described above, to an online modality so the District can communicate these changes to students before the end of the Spring 2020 term and so the faculty can start making preparations for the Fall 2020 semester

It goes without saying that these are extraordinary times that demand proactive, courageous, and equity-minded leadership. As a District, we must respond to this pandemic in a way that ensures the safety of our students, faculty, staff, and administrators but also maintains the integrity and rigor of its academic programs.

The District Academic Senate has been closely engaged in conversations with the District, local administration, and members of the faculty on the above recommendations and in developing guidance documents, policies, and trainings to meet these unprecedented challenges. Indeed, it is shared governance - the collaborative decision-making by the administration, the academic senates, the classified senates, and the student senates – that will help the District navigate these troubled times. In the spirit of collegial consultation, the District Academic Senate asks the SMCCCD Board of Trustees and Chancellor Claire to adopt the above recommendations.