



Minutes
 Monday, December 11, 2023
 2:15 – 4:30 pm
 SMCCCD Board Room
 3401 CSM Drive, San Mateo, CA, 94402
<https://smccd.zoom.us/j/86868987052>

Governing Council Officers 2023-24



Lindsey Ayotte
 2023-2024 DAS President

Kate Williams Browne
 2023-2024 DAS Past President

Vacant
 2023-2024 DAS President- Elect



Sarah Harmon
 District Teaching & Learning

Jessica Hurless
 District Curriculum Committee Chair

David Eck
 Cañada College AS President

Gampi Shankur
 Cañada College AS Vice President



Todd Windisch
 College of San Mateo AS President

Daniel Keller
 College of San Mateo AS Vice President

Jessica Truglio
 Skyline College Pres Designee

Cassidy Ryan
 Skyline College AS Vice President

Meetings of the SMCCCD Academic Senate are open to all members of the SMCCCD community.

1. Opening Procedures (10 minutes)

	Item	Presenter	Time	Details	Description
1.1	Call to order	President Ayotte	1		Action
1.2	Roll/Introductions	Clerk Browne	1	All in attendance, with Ryan & Truglio virtually Additional Attendees: A. McVean & M Moreno	Procedure
1.3	Adoption of today's agenda	President Ayotte	1	M: Eck, S: Keller; Harmon, Eck, Shankar, Windisch, Keller, Truglio, Ayotte, Browne	Action
1.4	Adoption of the minutes of previous meetings	President Ayotte	1	M: Eck, S: Keller; Harmon, Eck, Shankar, Windisch, Keller, Truglio, Ayotte, Browne, Ryan	Action
1.5	Public Comment	Public	5	[at end of mtg]. Fraudulent Registration has kicked up again, though increased enrollment is still legitimate. Be sure to communicate to faculty to drop non-active students at the beginning of the term. \$300 million in potential financial aid fraud in SMCCCD. Predominantly ONL[synch & non-synch].	Information

2. New Senate Business (55 minutes)

	Item	Presenter	Time	Details	Description
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2.1	ASCCC Fall Plenary Update	President Ayotte, Ryan, Windisch, Eck	10	Very few voted down Great to network with people, fun times were had by all Session on CCCCCO 2030 Goals. New Chancellor Sonya Christian in attendance & collaborative tone. Optimistic and interesting in larger session chats, full of constructive commentary. Spring Plenary in San Jose April 18-20	Information
2.2	DEAC proposal to become a Standing Committee under DAS	Rowden-Quince, Reynolds	15	9 votes /unanimous YES	
2.3	Faculty Collegiality Statement Task group	President Ayotte	10	At the November DAS meeting, DAS approved the collegiality statement. Next step is the creation of a task group to work on investigating and implementing the asks outlined in the approved collegiality statement. Create the Task Group today: first spring meeting is Feb 12, bring recommendations at March 11 meeting. M: Windisch, S: Keller Discussion: T. Windisch, R. Anderson, V. Estrada [all CSM], D. Tedone-Goldstone [Can], J. Truglio [Skyline] need to ask for AFT membership. 9 votes/unanimous YES	Discussion/Action
2.4	DAS Spring Meeting Locations	President Ayotte	10	A conversation regarding the meeting location of DAS meetings for the Spring 2024 semester. Discussion: Windisch in favor; Eck requests Feb @ District, March @ Canada, April @ Skyline, May @ CSM 9 votes/unanimous YES Local Presidents are asked to secure location and communicates that in time for meeting announcement.	Discussion/Action
2.5	District Sustainability Committee	President Ayotte	10	Appoint a DAS member to serve on the District Sustainability Committee The call that went out to all faculty, no interest. They plan to meet the 1 st Thursday every other month 1/18, 3/7, 5/9 from 2:00-3:30 or 2:30-4. Responsibility: to organize the Earth Day event in April M: Todd S: Ryan Todd Windisch is voted unanimously YES	Discussion/Action

3. Ongoing Senate Business (25 minutes)

	Item	Presenter	Time	Details	Description
3.1	Curriculum Update	Hurless	25	DAS invites the District Curriculum Chair to share curriculum updates in preparation for what the Spring 2024 semesters holds. Share Screen on Slide Deck Current/Active from CCCCCO already to all College Curriculum Chairs. 1. ESS 23-022 8/30/23 implementation guidance for work experience education. # hours student needs to work for unit, no longer called 'coop education'. Needs Board policy & Admin procedures by 2/1/2024. For Fall 2024 catalog 2. ESS 23-41 Implementing new Associate Degree for Transfer placement requirement. Every student applying for transfer degree will be automatically onto ADT. They can opt-out. Must happen by 8/1/24.	

			<ol style="list-style-type: none"> 3. Revisions to Title V for Associate Degree requirements due 5/1/2024 4. Assembly bill 928. CALGETC curriculum submission guidance 11/28/23 due 6/1/2025. 5. AB 928 committee recommendations and AB 111 recommendations are moving forward. Could soon see revised courses in 2025-26 catalogue, maybe 5-6 courses that most students take, such as English, Math, Public Speaking, 6. Removing requirement of elementary Algebra as pre-requisites for course to be approved to meet Math competency 7. Clarifying definitions of course ‘completion’ and ‘satisfactory’ 8. Allowing districts to calculate GP solely on courses that satisfy degree requirements 9. Changes conditions for awarding the AD degree within a district rather than within college 10. Adding language re use of noncredit courses to fulfill credit requirements as for of credit for prior learning 11. Removing references to specific disciplines and adding language focusing on student competencies 12. Aligning AD course required with CAS-GETC pattern – from letters to numbers [Area A = Area 1] 13. Ethnic studies are BA-level courses? 14. Clarifying that student who haven awarded BA degree shall be deemed to have fulfilled the gen ed course requirements are fulfilled 15. Specifying student who intend to transfer shall be advices of limitations transfer institutions <p>Things to move on:</p> <ul style="list-style-type: none"> • No lifelong learning & wellness • Which courses do not have IGETC area? • When should we make the switch of local GE areas matching CAL-GETC areas? • When do we delete the CSU GE, IGETC CSU, IGETC UC certificates? • When do we create a CAL-GETC certificate? • When do w change the language on all the ADTs? • How do we get to automatic placement? • How do we develop opt-out? • Who decides calculation? <p>Wed 1/10/24 Curriculum Institute 10- am – 4 pm Faculty participation needed/invited Academic Senate Presidents Articulation Officers Counseling Faculty Curriculum Chairs Specialists including Aaron, Kerrie, Madelyn</p> <p>Ask is for full press participation and make the work align across all 3 campuses; we have one catalog for all 3 campuses.</p>	
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				<p>5-minute extension: M: Eck, S: Keller; approved</p> <p>Headache areas adding and CCC having responsibilities to inform students on transfer limitations. Grad Requirement can be general elective in their ADT degrees.</p> <p>Next steps: Get Local Presidents attends or gets someone from AS Exec or one other person [ex Counseling Faculty from Can & CSM]</p>	
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4. Standing Agenda (30 minutes)

	Item	Presenter	Time	Details	Description
4.1	Campus reports	Senate presidents	15	<p>Senate presidents and others will share critical, non-agenda items. CSM- update on Fire Academy concern- not being cancelled; new contract that PD should come to ASenate what they approve each semester [sabbaticals]; visit from OER/ZTC initial conversation; JWallace re title 5 & GE changes; DKeller heading Program Review revision, researching how it's done elsewhere.</p> <p>Canada-Shout-Out to Bianca & Salome for new updates; final fall AS mtg to prioritize permanent faculty position requests; VPA recommends No new faculty due to \$ issue; estimate Canada deficit but many uncertainties; SB493 concerns how title IX is handled & recommendations for improvements, several asks would like Salome Eslamiah & Vera Quijano, Rika Fabian Yonemura to come to DAS in Spring; Instructional Designer syllabus template is an idea; Skyline Curriculum Committee has AS-approved set of required and recommended items in all syllabi; suggestion to bring to DAS</p> <p>Skyline-CTTL shared "Fostering Culture in Teaching" grant; task group on alternative grading options to support equity presented; request to have a stance of support for Palestinian students to be addressed; letter and presence from Acting President occurred at the last mtg- task group will be put together in January. Will likely go to DPCG re Board Policies and Admin Procedures.</p>	Information
4.2	Standing Committee Reports	DCC DTL	10	<p>Standing committee chairs will share critical items.</p> <p>DCC- Spring 3rd M of the month falls on holidays, so will move to 4th M of the month. Program of Study Inactivation discussion and Course Inactivation revisiting the procedure to finalize.</p> <p>DTL</p> <p>-Separate definitions that are partially ONL/synchronous, and fully ONL synchronous but share in Banner; are trying for one definition; then Banner renovations are happening over the break;</p> <p>-Need clarifying language re Multi-Modal modality, probably will be done by end of this term. May have a Student Rep soon: VP student senate leader has volunteered.</p> <p>-District Flex Day will include AI guidance. Can use headsets set up to laptops at 1:00 hour by Dean Hyla Lacefield. One session must be in-person and not available via zoom. On website, register & join. Without the join button, that has no Zoom.</p>	Information

				-There is a session in each Flex Day block. This conversation must be more than “I just don’t want the students to cheat.” How do we teach the students to understand, use, & avoid the AI tool?	
4.3	Presidents’ Report	President Ayotte, Past President Browne	5	President and Past President will briefly share district-wide information. We are tired! Let’s get through Finals Week. Thank YOU for finding people to serve and supporting each other.. Foundation Executive Director search will start in the Spring. The last BOT meeting is scheduled for this week. Big THX to Lindsey for stepping into DAS Presidency.	Information

5. Final Announcements and Adjournment – <5 minutes

	Item	Presenter	Time	Details	Description
5.1	Announcements	All	5	Upcoming Updates/Agenda Items Spring DAS meeting locations; and Spring redo the zoom link and PD form out to all faculty.	
5.2	Adjournment	President Ayotte	1	4:05 pm Adjourned	Action

Proposed District Academic Senate Goals 2023-24

- AFT-DAS workgroup on ‘non-instructional faculty’ language
- Class size determination process
- Faculty leadership development and recruitment
- District-wide curricular alignment (DCC)
- Guidance around AI (DTLC)
- Operational Procedures and Practice group
-Equivalency process

Long-term District Academic Senate Goals

1. **The “10+1” in Changing Times:** Continue to support faculty in responding to academic and professional matters in the current pandemic, in the recovery, and in future conditions (DTL)
2. **Cross-District Curriculum Alignment:** Implement a process for aligning curriculum across the District (DCC)

2023-24 Projects of Interest/Oversight [for reference]

1. **Faculty Evaluation Procedures:** DAS task group has completed work and revisions have been forwarded to AFT.

2. **Equity Minded Faculty Hiring:** EEOC is working on faculty hiring and District faculty have been involved.
3. **Academic Senate Alignment and Collaboration**
 - a. **Shared governance structures:** Discuss how each college approaches shared governance structures and processes
 - b. **Expand Noncredit Offerings:** Facilitate collaboration between the three local senates on noncredit offerings
 - c. **Enrollment Processes:** Advocate for changes to enrollment processes as developed by local senates
 - d. **Course scheduling and modalities:** Facilitate discussions on how each college is scheduling their courses and which modalities are being scheduled.
4. **Marketing:** Stay informed on the District's plan on a centralized marketing department and potentially take a position/make a recommendation.
5. **Fee Payment Policies:** Learn about payment policies for enrollment fees and investigate how these policies are impacting enrollments