



Governing Council Officers 2023-24

Arielle Smith
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 Shankar
Cañada College AS Vice President

Todd Windisch
College of San Mateo AS President

Daniel Keller
College of San Mateo AS Vice President

Lindsey Ayotte
Skyline College AS President

Cassidy Ryan
Skyline College AS Vice President

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

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	1	2:16 pm	Action
1.2	Roll/Introductions	Clerk	1	Jessica Truglio for Cassidy Ryan; Absent: Daniel Keller	Procedure
1.3	Adoption of today's agenda	President	1	Shifts in order of agenda: 4.1 early and 3.2 later M: Eck, 2d: Windisch	Action
1.4	Adoption of the minutes of previous meetings	President	1	August 2023 Minutes M: Ayotte; 2 nd : Eck Passes unanimously	Action
1.5	Consent Agenda	Smith	1	District Faculty Equivalency Committee Appt. of David Locke [CSM]; Leonor Cabrera [Can] M: Windisch; 2 nd ; Shankar approve Consent Agenda Passes unanimously	Action
1.6	Public Comment	Public	5	No public comment	Information

2. Standing Agenda (35 minutes)

	Item	Presenter	Time	Details	Description
2.1	Campus reports	Senate presidents	15	Senate presidents and others will briefly share critical, non-agenda items. Skyline: Curriculum alphabet soup and issues discussion; AI discussion with varying perspectives, including Student view; Timely Warning notice was sent out 10 pm & incident happened 5 pm, Faculty need more training Canada: Upcoming item Employee access to Canvas shells [bookstore commenting on course files], dual enrollment handbook draft [D Chan]; Annual Goals brainstorm.	Information

				CSM: Upcoming mtg, ongoing President Search, inviting Chancellor at next As mtg; . ASCCC form on Nursing faculty qualifications; SWF funding for special projects; grant received for Redesigning Equity Lab for faculty release time to work on course revisions.	
2.2	Standing Committee Reports	DCC DTL	10	Standing committee chairs will briefly share critical items. DTLC: Intro/orientation; now working with Handbook; updates for Mini-conference on AI, etc will be moved to District Flex Day in January, will also have related issues for Classified. DCC: Has not met yet; will be discuss more toward District alignment and the two laws' implementation.	Information
2.3	Presidents' Report	President Past President	10	President and Past President will briefly share district-wide information. <ul style="list-style-type: none"> • Potential wording change on Chancellor's Search. Procedures/process. Plan to discuss changes at BOT mtg • BOT Request for Study Session on Participatory Governance. • Curriculum as ongoing DCC discussion 	Information

3. New Senate Business (35 minutes)

	Item	Presenter	Time	Details	Description
3.2	BOT	Holober Smith	40	<p>Discussion on recently BOT-approved changes in the Chancellor's hiring procedures; Smith introduction</p> <p>John Pimentel- on Zoom- add my perspective is to make sure I understand the real concern is. What is the practical concern; some were in the last selection. Richard said some of the things that I agree on- participatory governance is very important part & not the only decision we need to make. What does the participatory governance contribute to the process? We all want the best possible Chancellor, looking forward to working with you to find the best one. If the screening committee sends forward a set of candidates, the Board should have the flexibility to do the next right thing and - now appointing an Interim and then re-starting the procedure. Need then to build more trust.</p> <p>Richard Holober- in the room; we are all here for students to have opportunities for higher education; actual BOT-approved selection process. Reference made to 10+1 which he does not believe it applies here. Did ask C Bell to send document CA Ed Code how local boards have all the power to govern. Participatory governance should be stakeholder to have a lot of input. We answer to the voters. its a best practice that in CCCs is made law that brings forward to the board the recommendations. It is advisory to the Board, give it a lot of weight. Chancellor- the Board sets the search process – fair and open. If you don't like it, bring forward your concerns and propose a change. We on the BOT think that it is best practice to Allow for the option to allow for the Board to develop their own procedures</p> <p>Ayotte- appreciate be able to have conversations; BOT is audience members as swimming around in a fishbowl. Starting to see what you are saying, the changes as written sounds like the assumption</p>	Discussion

			<p>is that you don't trust the people chosen to serve on the committee; had the language said something like "in the event, the finalists will be rejected..."</p> <p>Holober- we want to & are required to do a search, an Open net, have a committee that does initial screening, those that have qualifications. Not a question of trusting the committee, establish basic rules to have confidential process.</p> <p>Eck- "fair and open" process; what the reasons given were: best practice, statewide norm, irregularities in the past. Hadn't heard that before. Sta Rosa, Peralta, Contra Costa. 1700 employees of the district do not know- concern that it disempowers people; also during the BOT mtg, when PPL being asked, only in one rare occasion was there an unusual situation. Pimentel's concern that 'not enough' candidates, was that the main reason?</p> <p>Windisch- Confidential process to the point that no one knows who had been selected by whom. Did a state-wide check. Of the 7 that provided language, none of them have specific language. give the BOT complete authority to choose. Do not want people to think it is illegitimate.</p> <p>Holober- did not just concoct it.</p> <p>Smith- To respond to it, no issue that the BOT has the purview. Not 10+1 to take it over, either. With the current wording, no way of knowing how that candidate is selected. Compromises the perspective and also for anything considering applying. Could affect the candidate pool. Hoping to get to process of consultation; willingness to revise the process. To ensure the company was getting enough candidates. Don't take away the legitimacy of the search committee process</p> <p>Pimentel- come to better language. Holober- I'm thinking quickly here, you are talking to us two. Modification gets to the consultation part. Might be a refinement to propose on Wed BOT mtg. perhaps if we drop the ideas that the BOT could ask for more candidates who had applied.</p> <p>Browne- concern both for the constituents within the system and outside in potential candidates to apply to work in our system, particularly with the Chancellor.</p> <p>Windisch- it simply says the Board can deal with consultation; suggest the BOT will come to committee, get more candidates forwarded.</p> <p>Truglio- systems issue. Look at step 1, our voice and then say there's a problem get taken away at step 2, BOT, where we don't have a say.</p> <p>Ayotte- this isn't just us being angry, it has been concerns from our constituents.</p>	
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3.1	DAS Leadership Planning	Smith	20	<p>Upcoming Resignation by President Smith; will submit resignation after the BOT approves the appointment to Acting Dean of Counseling. Refer to by-laws for guidance. Browne declined the offer of replacement, due to timing for ongoing students in classes; Eck declined due to consistency for leadership at Canada AS, new VP. Ayotte asked questions about the role Options: -Current DAS Senators and past AS presidents could be asked: none available now. -Could call for Special Election to any current or past Senator [DAS or local], with 30-day to call for election, prepare a ballot and conduct the election. -Idea: having for co-presidents; dividing up the responsibilities with the release time.</p> <p>Motion 5-minute recess: M: Ayotte, 2nd: Windisch Reopening: Lindsey Ayotte will take the Position pending the approval of Reassigned time and Skyline AS adjustments.</p> <p>Motion: D Eck Accept Ayotte appointment pending Dean approval 2nd; Windisch Passed with all Yes & Ayotte abstention.</p>	Information /discussion/ Action

4. Ongoing Senate Business (50 minutes)

	Item	Presenter	Time	Details	Description
4.1	Housing Board Faculty Representative	Marshall Smith	10	Update on Educ Housing Board faculty representative. Arielle sent letter to all faculty at the 3 housing to be returned by Friday 9/15; DAS has approved Alicia Aguirre for the year and then DAS will create a process for selection.	Info/ Discussion
4.2	Class Cancellation	Smith	10	Timeline and Task update on BOT Study Session on class cancellation minimums for local senate for faculty to participate in	Info /Discussion

	Minimum Study Session [Nov]			<p>faculty writing group of a Position paper, with a DAS member as well, Faculty Writing Group be no more than 2 faculty from each campus plus 1 DAS member; can get Work Pilot points, no re-assigned time. DTLC Chair Harmon volunteered for DAS; Eck requests that Union be invited into the writing group. AFT welcome to put out a call for additional participants; concerns have to be clearly identified and delineated. Truglio – what about students? Could be consulted Eck- timing is October work for end October in anticipation of Nov 8 BOT study session Hurless- question about class cancellation number [10? Other?] and about a survey. Harmon- request for DPCG info from last year. Also joining on Zoom are several faculty members, and officers of AFT.</p>	
4.3	Faculty Collegiality Statement	Smith	5	<p>Draft Academic Senate letter to be taken back to local ASenates. Smith drafted a statement based on all 3 colleges statements. First Read of statement: Windisch recommends splitting the actions into 2 parts; pending approval of letter, would need to add another task group; finding \$ resources [ex ASCCC] Morris: type out BiPOC Hurless: suggest re-ordering paragraphs; Smith will change for flow Next Steps: Smith will incorporate suggestions for edits and will send out updated copy to DAS to share locally and then return for DAS final approval.</p>	Discussion

5. Final Announcements and Adjournment – 5 minutes

	Item	Presenter	Time	Details	Description
5.1	Announcements	All	5	<p>Motion: Ayotte 2nd: Eck Unanimous vote.</p>	Information
5.2	Adjournment	Browne		<p>Upcoming Updates/Agenda Items</p> <ul style="list-style-type: none"> - DAS goals & task groups - DAS Faculty Collegiality Statement - Class Cancellation Minimum Position Paper Workgroup - District Committees 	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

Consent Agenda Items

- District Faculty Equivalency Committee
 - David Locke [CSM]