



**Skyline  
College**

## Agenda

**Monday, November 25, 2024**

2:15 – 4:30 pm

District Board of Trustees Room,  
3401 CSM Drive, San Mateo, CA, 94402

[Zoom Link for Guests](#)

(Zoom Meeting ID: 836 0403 3730)

### Governing Council Officers 2024-2025

**Dave Eck**

2024-2025 DAS President

**Kate Williams Browne**

2024-2025 DAS Past President

**Todd Windisch**

2024-2025 DAS President-  
Elect

**Lisa Palmer (Fall 2024)**

District Curriculum Committee  
Chair

**Sarah Harmon**

District Teaching & Learning  
Committee Chair

**Chris Collins**

Distance Education Advisory  
Committee Chair

**Gampi Shankar**

Cañada College AS President

**Monica Malamud**

Cañada College AS Vice President

**Beth LaRochelle**

College of San Mateo AS  
President Designee

**Daniel Keller**

College of San Mateo AS Vice  
President

**Cassidy Ryan**

Skyline College AS President

**Jessica Truglio**

Skyline College AS Vice President

**Meetings of the SMCCCD Academic Senate are open to all members of the District community and public.**

## 1. Opening Procedures

No.	Agenda Item Title and Detail	Presenter	Time	Action
1.1	<b>Call to Order</b>	Eck	1	Procedure
1.2	<b>Roll Call and Introductions</b>	Browne	1	Procedure
1.3	<b>Adoption of the previous meeting's minutes</b> <ul style="list-style-type: none"> <li><a href="#">October 14, 2024 Minutes</a></li> </ul>	Eck	1	Action
1.4	<b>Adoption of today's agenda</b>	Eck	1	Action
1.5	<b>Public Comment: Questions and comments on non-agenda items</b> <ul style="list-style-type: none"> <li>In addition to sharing comments during the meeting, anyone is welcome to submit comments on non-agenda items in writing before the meeting.</li> <li>If you would like to pass along a written comment, please email your representative or the District Academic Senate President (<a href="mailto:eckd@smccd.edu">eckd@smccd.edu</a>). Please share any written comments at least one day in advance to help ensure that your message is received in time for the meeting.</li> </ul>	Public	5	Information

## 2. New and Ongoing Senate Business

No.	Agenda Item Title and Detail	Presenter	Time	Action
2.1	<b>District Senate Annual Goals and Workgroups</b> <ul style="list-style-type: none"> <li>Follow-up on the discussion of District Academic Senate annual goals from the October 14, 2024 meeting (agenda item 2.5).</li> <li>The draft goals and suggested workgroups are on the first page of <a href="#">Potential District Academic Senate goals for 2024-2025</a></li> <li>This agenda item seeks to finalize annual goals and appoint any necessary workgroups. We will also review whether</li> </ul>	Eck	15  (start ≈ 2:25pm)	Action

	there is a need for any District Academic Senate workgroups to support local Academic Senate’s goals.			
2.2	<p><b>Tenure-track Faculty Interview Process</b></p> <ul style="list-style-type: none"> <li>• <b>Background:</b> Human Resources has restricted almost all first-level tenure-track faculty interviews to zoom only since the Covid-19 pandemic. But there hasn’t been any official changes to the faculty search procedures.</li> <li>• This agenda item will discuss tenure-track faculty hiring searches, with an emphasis on different options for the modality of first-level interviews. District Academic Senate plans to make a recommendation on this topic in its December 9 meeting.</li> <li>• The following document has been prepared to help review possible pros and cons of the different modality options: <a href="#">Faculty Interview Process Options for Discussion</a></li> </ul>	Eck	25  (start ≈ 2:40pm)	Discussion
2.3	<p><b>Feedback on DTLC Guidance on Plagiarism and AI</b></p> <ul style="list-style-type: none"> <li>• <a href="#">District Teaching and Learning Committee (DTLC) Guidance on Plagiarism and AI</a> draft</li> <li>• This agenda item will review the draft and discuss the feedback collected thus far from local senates on the draft guidance.</li> <li>• Plan is to adopt final draft of this guidance at our December 9th meeting.</li> </ul>	Harmon & McVean	15  (start ≈ 3:05pm)	Information, Discussion
2.4	<p><b>Digital Center Memorandum of Understanding (MOU) with State Chancellor’s Office</b></p> <ul style="list-style-type: none"> <li>• During the 11/20/2024 Board of Trustees meeting, our District has agreed to sign <a href="#">a Founding Partner MOU</a> with the State Chancellor’s office to explore joining the <a href="#">Digital Center for Innovation, Transformation, and Equity</a>.</li> <li>• Discussion of the MOU and how faculty can participate in the District’s exploration of this Digital Center opportunity.</li> </ul>	McVean	15  (start ≈ 3:20pm)	Information, Discussion

2.5	<b>District Strategic Planning Process – Updates</b> <ul style="list-style-type: none"> <li>• Update from second District IEPI visit.</li> <li>• Update on next actions in the District Strategic Planning Process</li> </ul>	McVean	15 (start ≈ 3:35pm)	Information
2.6	<b>Highlights from Academic Senate of California Community College (ASCCC) Fall 2024 Plenary</b> <ul style="list-style-type: none"> <li>• Discussion of Grade Renewal resolution and related session</li> <li>• General notes on some other resolutions</li> <li>• Complete list of <a href="#">resolutions passed at the Fall 2024 ASCCC Plenary</a></li> </ul>	Windisch	5 (start ≈ 3:50pm)	Information
2.7	<b>Update on Board Policy 6.04 and Administrative Procedure 6.04.1 on Class Cancellation Guidelines</b> <ul style="list-style-type: none"> <li>• During its 11/20/2024 Board of Trustees meeting, the Board supported the most recent drafts of BP 6.04 and AP 6.04.1 Class Cancellation Guidelines. You can see these drafts near the end of the <a href="#">Vice Chancellor McVean’s presentation for the meeting</a>.</li> <li>• You can watch the meeting recording <a href="#">on the Board of Trustee’s website</a> (the item starts at the 2 hour, 23 minutes into the meeting).</li> <li>• Brief update on the Board’s deliberation and discussion.</li> </ul>	Eck	5 (start ≈ 3:55pm)	Information

### 3. Standing Agenda Items

No.	Agenda Item Title and Detail	Presenter	Time	Action
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3.1	<b>Campus Reports</b> <ul style="list-style-type: none"> <li>• Senate presidents and others will share information about important non-agenda items.</li> <li>• Tentative order for today’s meeting: 1) Cañada College, 2) Skyline College, and 3) College of San Mateo</li> </ul>	Senate Presidents	10 (start ≈ 4:00pm)	Information
3.2	<b>Standing Committee Reports</b> <ul style="list-style-type: none"> <li>• District Curriculum Committee</li> <li>• District Distance Education Advisory Committee</li> <li>• District Teaching and Learning Committee</li> </ul>	Palmer, Collins, Harmon	10 (start ≈ 4:10pm)	Information
3.3	<b>Presidents’ Reports</b> <ul style="list-style-type: none"> <li>• President and Past President will briefly share district-wide information. <ul style="list-style-type: none"> <li>○ <b>Update on Regular Calendar Planning for 2028-29 academic year.</b> According to <a href="#">CA Ed Code 79020 (Holidays and Observances)</a>, we are only able to close of specified holidays. Since Indigenous Peoples Day is not called out in Ed Code, we cannot close under this holiday. There was an ASCCC resolution passed at Fall 2024 Plenary that called for adding an officially recognized Native American Holiday (113.02F24).</li> <li>○ <b>Update on Compressed Academic Calendar topic:</b> the February Board Study Session will focus on the topic of a compressed academic calendar</li> <li>○ <b>Institutional Effectiveness Partnership Initiative (IEPI) second visit</b> occurred on November 18.</li> </ul> </li> </ul>	Eck, Browne	5 (start ≈ 4:20pm)	Information

#### 4. Final Announcements and Adjournment

No.	Agenda Item Title and Detail	Presenter	Time	Action
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4.1	<b>Agenda Requests for Future Meetings</b> <ul style="list-style-type: none"> <li>• Opportunity to request agenda items for future District Academic Senate meetings.</li> <li>• Agenda requests can also be made by emailing the District Academic Senate President, Past-President, or President-Elect. Email requests should be made at least one week before a DAS meeting.</li> </ul>	Eck, Browne, Windisch	2	Information
4.2	<b>Upcoming Events, Important Dates, Matters of Public Interest</b>	Eck	3	Information
4.3	<b>Meeting Adjournment</b>	Eck	1	<b>Action</b>