

COLLEGE OF SAN MATEO ACADEMIC SENATE

AGENDA

Tuesday, February 12, 2019, 2:30 p.m. to 4:30 p.m.

Location: 18-206

All members of the campus community are welcome to attend ASGC meetings.

Meeting called to order: 2:40; Meeting Adjourned: 4:30.

Guests: Leigh Anne Shaw SMCCS AS President; Laura Demsetz, Dean; and Mike Holtzman, VPI; Karen Schwartz, Trustee; Dina Tedone-Goldstone, Canada College Library, Liz Schuler ESL; Professional Development Coordinator, ASLT

In Attendance:

Jeremy Wallace, AS President

Peter von Bleichert, AS Vice President

Rosemary Nurre, Treasurer, Accounting

Mondana Bathai, ASCSM

Teresa Morris, Curriculum Chair

Kevin Sinarle, Counseling

Minu Mathur, CASS

Tim Maxwell, Language Arts

Beth LaRochelle, Dental Assisting

Christopher J Smith, M&S

Stephen Heath, Accounting, Business & Technology

Stephanie Roach, Library

I. Order of Business, 2:30 – 2:40

1. Approval of the Agenda - **approved**
2. Draft Minutes, January 22, 2019 - **approved**
3. Public Comment (2 minutes per) -

II. Information Items, 2:40 – 3:00

1. President's Report

- a. Program Review Analysis – would like assignment teams be ready to discuss at next AS meeting
- b. Personal Statements/Scholarship Applications – Faculty should be aware that this student activity/requirement is coming up on the calendar, faculty should be available to assist and coach students in need.
- c. District Participatory Governance Committee
- d. Academic Senate Scholarships – Discussion of value and number of scholarships to be awarded.

2. Vice President's Report

- a. Guided Pathways

PVB Program Mapping is being done using Business as a model to see what a student journey looks like from beginning to end. GP team met with Career Ladders and created a Counseling team to help with Program Mapping.

CSM is doing all the right GP initiatives, programs and programs already, but GP needs to tie it all together into

a cohesive program.

GP committee feels as though they are moving from planning to implementation

Spring '20 expect to roll out Program Maps.

Instead of a move to create Meta-Majors, GP committee expect Meta-Majors will fall out of Program Mapping. Program Mapping should include the schools our students are transferring.

GP team thinks more participation the better, so the invitation is always out to attend the meetings.

3. ASCSM Update, Mondana Bathai, ASCSM President

Recently funded active minds club – awarded funding to go attend meetings. Hope to visit Wash DC to meet representatives.

4. Standing Committee Reports – no reports except CC

a. Curriculum Committee, Teresa Morris, Chair

CC will cancel 2nd March (28) Meeting but still expect to be able to get through the business.

b. Library Advisory Committee, Jesenia Diaz and Sarah Mangin, Co-chairs

c. College Assessment Committee, Madeleine Murphy, Chair

d. Center for Academic Excellence Committee, Liz Schuyler and Arielle Smith, Co-chairs

III. Action Items (2:50-3:00) – approved with question about Math & Science member - resolved

1. Hiring Committees – Nursing

2. Spring 2019 Peer Evaluation Committees – Language Arts, Math/Science

IV. Discussion Items, 3:00 – 4:30

1. Textbook Task Force (Laura Demsetz) (30 minutes)

Handouts provided. Goal is to get student voice and create faculty awareness of OER.

Task Force Update: March 6 FLEX day will be a hands on event to explore OER resources compared to previous FLEX day activities that were informational. Several Task Force members will be attending regional OER meeting – one session will be what works and what does not. ASCCC is providing a series of webinars on OER. We need to see the variety of things that are being experimented with. Very often devil is in details of implementation.

Resources: There has been spotty development of resources. One size does not fit all: different resources will work or not work for different disciplines. TM: OER sometimes are not adequate.

Accessibility: KS – Going forward accessibility is a concern, some resources have built in readers others will depend on DSR

Costs: Open and Hard copies free vs cost. Need to consider per semester cost for all options. GP will consider adding this Data on textbook cost via program. Can find cost at bookstore website.

RN: Div Asst asks for no cost courses so they can be published– but that is not always possible. Inclusive access is \$44, considering everything provided it is a good value.

LD: more data – Cost per major is going down – data from scholarship information and lowest cost option.

JW: can books and cost be in WebSchedule? Maybe, but lead time makes it hard to pull off. MH: can be done at other colleges, at least no cost note.

LD suggest pilot one department post on website & link to webschedule and bookstore. Suggest bringing this back to Divisions and see if there is interest to get into WebSched.

Student Experience: JW: there was a complaint – purchased electronic text but faculty has zero tolerance for electronics in classroom. Academic Freedom. This should be a PSA from AS to let faculty and students know what electronics works or not in the classroom. Syllabus is not always available to student early.

When and where is this information available to students so they do not purchase full price when older edition is adequate?

LD – Ethnic Studies has tablets to load readings and must bring to class.

Suggestions: A study session to learn rather than only hear reports from bookstore about their low cost options. Each Discipline needs to learn about and explore available resources. Need to consider and learn more about students that do not have or have limited access to technology. Need to figure out what works and how to get message to students.

2. VPI Introduction (Mike Holtzclaw) (15 minutes)

Here just to say “Hi” and introduce self. Introductions all around. Gave short autobiography.

1st/only in family to attend college. Teaching: Bend OR 15 yrs. Move to Administration through involvement Fac Negotiations, Admin negotiations. Move to CA. Ohlone Dean of M&S, DVC, San Ramon College, College of San Mateo.

TM As we confront AB705, will there be financial support Prof Dev & otherwise.

MH: Things from the state are funded or underfunded or not funded. We are challenged with how to come up with funding from budget or do we support activities by applying for grant support. As an institution we have to decide what and how to support, particularly the things that faculty are uniquely positioned to carry out and implement.

TM: ESL did a self-study and came up with the need of hundreds of hours to implement expected changes to program.

Thinks the CSM mindset will get us to success.

MH sees difficulty for CC Student when cost of text is more than attending college

3. Full-time Temporary Hiring and Evaluations (75 minutes)

A lot of questions were raised without answers.

JW: DAS decided to take this on.

LAS: Full time temp is a concern at all three campus because FTT in an ambiguous situation. Need to look at hiring process to be consistent in district. Chancellor Galotolo wants a draft plan of what Faculty would like to see. He will then take to three presidents.

JW: Wants to know what will process look like for CSM. Handout of CSM policy and procedures.

Issues: Faculty need to be part of process. There are several categories that need to be defined and clarified and examined for overlapping definitions.

What are purposes of Term status – does time go to tenure if hired full time? Process seems to be ambiguous. What is the Hiring process? Evaluation process? Is there a transition to Full Time?

Hiring Process: LAS: need policy to address selection process, evaluation process and if tenure tracks are possible.

RN: Hiring pool – suggest that this be pulled from adjuncts. Is this choice a Dean with Dept lead responsibility? Or a full hiring committee?

LD: maybe a middle ground hiring committee – Dean + Disp expert.

JW: advise depts. to pull from adjuncts pool. LAS: problem if small pool. Can load of adj be expanded and for how long? What is SMCCD policy?

Evaluation Process: LAS: how are these people hired or appointed? Does this influence evaluation process?

RN: How many faculty fall into the FTT category? Evaluation should be as adjunct rather than full-time. Concern that person might feel as if position is or leads to FT. How many should be on eval committee? District policy is to recognize as tenure track. Can create committee overload.

One role of evaluation committee – first year to make sure ok with students, or wait second year to address tenure issues.

Transition to FT:

How do you or can you transition into tenure track? Is this a new hiring process or a back-door entry?

What is limit to temp time?

Example of a case of 4 year FTT eval as tenure track but with no tenure at end of 4th year.

Model: 1 year credit to TT from Non TT.

LD: Grant funded position hire should know limits to grant. Might not be position outside of grant supported. Is intent of grant to institutionalize funding? How do we respond to quickly to grant needs?

TM: hire should be clear as to position limitations and possibilities. If position does arise they should understand application process.

Suggestion to put tenure credit at end rather than beginning of tenure, because first year of tenure is so important.

Moving Forward: There is a Board policy for sub but not grant hires (FTT) - need to revise board policy on employment. Suggestion to district senate to define PT, FTT, Sub.

Determine when faculty input or not is necessary and consider the speed of decision process that may be necessary. Is hire sub or grant hire. Is hire emergency and with or without fac input to hire decision.

Next meeting: February 26, 2019

Location: 18-206, 2:30 p.m.

Future Discussion Topics

Program Review Analysis (2/26)

Draft ISER (3/12)

Adjunct Equity (3/12)

Dual Enrollment (3/26)

Classroom Technology

Educational Equity

Enrollment Caps

Social Justice Competency Requirement