

# CSM ACADEMIC SENATE MINUTES

Feb. 14, 2017  
2:30 – 4:30 PM

## MEMBERS PRESENT

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President	David Laderman
Vice President	Kathleen Sammut
Treasurer	Rosemary Nurre
Secretary (Interim)	Stephanie Roach (absent)
Academic Support and Learning Technologies	Allie Fasth
Creative Arts/Social Science	Steven Lehigh (Absent)
Creative Arts/Social Science	Margaret Kaluzny
Language Arts	Jon Kitamura
Language Arts	Mick Sherer
Library	Stephanie Roach (absent)
Math/Science	Ellen Young
Math/Science	Wendy Whyte
Business/Tech	Steve Gonzales (Absent)
Business/Tech	Vincent Li
Kinesiology/Athletics/Dance	Mikel Schmidt
Student Services	Jacqueline Gamelin

## OTHERS ATTENDING

Leigh Anne Shaw, District Academic Sen. President	Laura Demsetz, Creative Arts and Social Science
Dan Kaplan, AFT	Teresa Morris, Library, COI
Stephen McReynolds, ASCSM	Raymond Kaupp, Director of Workforce Dev.
Teeka James, Language Arts/AFT	

## **I. ORDER OF BUSINESS**

David Laderman called the meeting to order at 2:34 pm

### **1. Approval of the Agenda (January 31, 2017) and Draft Minutes (November 22, 2016)**

#### **Agenda**

Rosemary moved to approve the agenda, and Jacqueline Gamelin seconded the motion. The agenda was approved. Everyone voted in favor.

#### **Minutes:**

Rosemary Nurre moved to approve the minutes, and Allie Fasth seconded the motion. The minutes from the Jan. 31, 2017 meeting were approved. Everyone voted in favor.

### **2. Public Comment (2 minutes per)**

Stephen McReynolds asked about the acting head of library advisory committee? David Laderman responded: The Library committee is still in flux.

## **II. INFORMATION ITEMS**

### **1. President's Report**

#### **a. Representative Senate conversion update**

Elections results—the faculty approved a conversion to a representative senate.

David explained that the by-laws need to be officially amended and printed in the faculty handbook and that we are now technically an academic senate, not a governing council.

Each college has now voted to make this change, and colleges are taking to opportunity to discuss two things: 1) The entire faculty body is now more dependent on actual senators to make issues and concerns heard. Senators now represent their respective divisions and votes on by-law changes do not depend on all-college votes. Senators continue to be responsible letting other faculty know about substantive changes/issues. 2) The colleges are discussing how to streamline and make more transparent the work of committees, especially in terms of appointments and workload.

In line with other colleges, the CSM academic senate minutes will now presume that all senators present have voted “yes” on approval/action items. Notes will only be made to mark abstentions and “no” votes.

#### **b. IPC Update: Jan. 23<sup>rd</sup>.**

David explained that there was a significant discussion about international students and that the college wants to create a task force to collect info and talk through the issues—including classroom impact and access to classes—related to the high volume of international students. The cabinet is aware of and wants to address faculty concerns. The cabinet wants to continue embracing the success embracing the program. The cabinet acknowledges that the program took off before all related issues were understood or addressed.

David explained that he is probably going to be part of the task force/committee, invited others to participate, and acknowledged that it will be necessary to reach out to deans to ensure dean and faculty participation.

Kathleen Sammut noted the importance of including a representative from counseling on the task force.

Jacqueline Gamelin noted that by participating on the committee faculty may be sending a mixed message to the college about workload. She noted that such an important committee could possibly compensate faculty with release time.

David noted that there will be no IPC meeting this coming Friday. The next meeting will be in early March.

David also explained that IPC discussed the merging of BSI with both DIAG committees. The three committees have been merged into the Education Equity Committee, which will be chaired by Jeremiah Sims. Jon Kitamura noted that the LA Division had concerns about the difficulty of the entire new committee finding times to meet. Stephen McReynolds noted that Jeremiah said that there will only be two full committee meetings a semester and most work will be done by smaller sub-committees. David will check on how committee will work.

David also explained that IPC discussed the Assessment Cycle for Learning Communities: there were questions about when communities should report to IPC. There will be more info to come—the IPC did express interest in having communities checking in on a regular basis.

### **c. DAS Update**

Leigh Anne Shaw spoke about the Board of Trustees interest in sitting in on local senate meetings.

Leigh Anne wants to resend survey on review observation forms. Received 30 responses in the fall. Survey will come out again this spring.

David asked Stephen M. about student position on current evaluation forms. Stephen reiterated that the students want to wait until negotiations are finished, and are open to providing some feedback on the forms.

CSM Senate discussed of how to make clear next steps for updating and revising faculty evaluation forms. Teeka James explained that revision of faculty evaluation forms has become part of contract negotiations and will have to continue after negotiations are complete.

David noted that Cañada faculty are interested in having a media streaming server that allows faculty to access and give students access to streaming media for classes. A proposal will be brought to district. Look for updates from David.

DAS continued discussion of text book costs: there is a flex day session coming in March at Cañada. The session will focus on text book cost reduction. The Cañada Bookstore has created an inclusive access program. Cañada flex day organizers are considering making this flex discussion available online to include district in discussion.

David and Leigh Anne noted that Sandra Stefani Comerford will to come to DAS to discuss Guided Pathways at future meeting. Leigh Anne's impression is that all colleges want to start discussing this with faculty. The program is designed to work on helping students on goals and eliminating unneeded credits, possibly through "meta-majors," which are general areas of study to help students to focus before identifying an exact major. Rosemary asked if there is any interest in reinvigorating faculty advisor roles. David noted that we should bring this up with Sandra. CSMAS discussed general concerns that this could be a redundant program—we already have numerous Counseling services for students. Leigh Anne noted that there is data that these programs increase retention and success. Dan Kaplan noted that Guided Pathways is funded by the state chancellor's office, and there is quite of bit of money available. Kathleen Sammut expressed concern that the GP program's interest in eliminating extra credits might oversimplify student's academic needs and interests—students may individually have a real reason to have extra credits. David noted that the program may not be the best option for all students.

DAS discussed Board Policies. 3.15. The Minimum Quals policy will become two policies: one for equivalency to min quals and one for FSAs. There will be an effort to make both processes clear, distinct, and clearly distinct.

DAS discussed a DE policy (6.27). Language will be circulated soon.

The District agreed to give each academic senate an increase from 12 to 15 units of release time to be distributed among committee members (traditionally 6 have been given to the President and 6 have been given to the COI Chair)

DAS continues to discuss the faculty senate handbook.

**2. ASCSM Update, Stephen McReynolds, Vice Chair, ASCSM**

Rise UP: Had a meeting on campus. They did not publish that meeting.

Two students will serve on the international student task force.

Stephen noted that David and the CSMAS should share info on how students could be involved in the implementation of a possible media streaming service implementation for classes across the district.

**3. Standing Committee Reports**

a. Committee on Instruction, *Teresa Morris, Chair*

No report.

b. Library Advisory Committee, *Teresa Morris (Tim Maxwell has resigned as Chair, committee will need a new chair)*

No report. Teresa will notify of any updates.

d. College Assessment Committee, *Madeleine Murphy, Chair*

No report.

e. Center for Academic Excellence Committee, *Theresa Martin, Chair*

No Report.

**III. DISCUSSION ITEMS**

a. Funding AS Scholarships

David asked about how to continue/improve fundraising. Rosemary noted that there are \$4000 (approx.) in the AS budget and that faculty dues were recently raised to \$50. She also noted that there are roughly fifty faculty who contribute to the scholarship fund through automatic deduction and that part-timers make up a higher percentage of those who have signed up for automatic deductions.

Mikel asked about possible businesses contributions for the scholarship fund. Rosemary noted that these are supposed to be faculty funded scholarships and that the AS shouldn't fundraise in conflict with the CSM Foundation. Rosemary also noted that direct contributions to AS are not tax deductible, unlike donations to the Foundation. Stephen asked if AS could partner with the veteran's groups by providing a veteran targeted scholarship and soliciting supporting from groups like the VFW and Legion of Honor. He also asked if we could partner with student groups who already have outside fundraising relationships. Vincent and Rosemary discussed the possibility of reaching out to spouses and interested parties who work for businesses that match charitable donations. Laura Demsetz noted that we need to send a fundraising reminder to faculty

now, after the rush of the beginning of the semester. Rosemary noted that we need funds for other expenses as well.

David committed to sending out an email about donating to the scholarship fund and about spouses taking advantage their companies' matching programs for charitable giving.

David also noted that AS will need a third scholarship committee member.

a. Textbook Cost Strategies Discussion:

David shared concerns that lowering textbook costs is really a district initiative, and mentioned a possible flex activity around reducing costs. Laura Demsetz noted that the Inclusive Access Program (Cañada) is coming to CSM as well. David noted that AS should get senates and bookstore people together to discuss options. He again mentioned the possibility of the Cañada flex session being available to all campuses.

b. Post-election College Concerns:

Vincent spoke about what his specific obligations are if ICE shows up to his classroom. Leigh Anne noted she has had first-hand experience with Homeland Security agents entering her classroom and detaining a student.

Wendy responded to Vincent's question, stating that faculty should follow law enforcement instructions and cooperate with agents.

Jacqueline clarified that a signed warrant requires that you cooperate with an agent. A subpoena does not have the same weight. Jacqueline asked if we could see what a signed warrant actually looks like.

Jon noted that Puente teams have discussed actions around ICE presence on campuses and that Jackie Santizo has information about what students should do when ICE shows up—faculty should check and ask to see signed warrant. Students should not say anything.

Dan noted that there are two resolutions from the Board that are available, and faculty might want to look at those.

There was general concern that the District should send out a policy or specific set of instructions.

Wendy noted that current ICE activity is no different than previous/pre-election semesters. She also noted that faculty has an obligation to protect student privacy.

Jacqueline noted that the District is reviewing the information that we do keep about our students.

Dan noted that there is a Board discussion about what student information we are required to keep.

Kathleen asked about ICE's point of contact. She wanted to know if ICE will need to contact campus security?

David and Leigh Anne said that they will ask about specific policies and recommended actions from the district concerning how faculty should respond to ICE presence on campus or in their classrooms.

Upcoming:

David announced that we should anticipate Danni-Redding Lapuz, International Student Program coordinator, to attend an upcoming meeting.

He mentioned that future discussion items will include enrollment cap issues, and that he is considering inviting Sandra or other people. Mick suggested that we first have a faculty discussion of enrollment caps, then invite administration into the discussion. David agreed.

Kathleen noted that she wrote and advocated for caps while writing curriculum at Cañada.

Wendy asked if AS can we get data on how enrollment caps are affecting classrooms. How much time it takes for a teacher to do things like grading, setup, organizing, and then compare that to enrollment.

Dan explained that there used to be a document in each division office that had classroom limits based on fire code. When previous Deans had been notified of fire code violations, classes had been cut down.

Meeting Adjourned at 4:25.

Date and time of next meeting: Tuesday, February 28, 2017.

Minutes prepared by Mick Sherer with assistance from David Laderman