

College of San Mateo Academic Senate Meeting Minutes
Tuesday, December 5, 2017, 2:30-4:30pm
Location 18-206

Members present: <ul style="list-style-type: none">● Peter von Bleichert● Colby Nixon● Rosemary Nurre● Jeff Flowers● Stephanie Roach● Margaret Kaluzny● Mick Sherer● Allie Fasth● Kevin Sinarle● Beth LaRochelle	Others present: <ul style="list-style-type: none">● Colby Riley● Charlene Frontiera● Paul Hankamp● David Laderman● Laura Demsetz● Heidi Diamond● Ashley Phillips● Diana Bennett● Leigh Anne Shaw
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1. Business items

- a. Approval of Agenda -- Moved by Rosemary Nurre, seconded by Kevin Sinarle. All voted in favor, and the agenda was approved.
- b. Approval of Minutes (November 28, 2017)
 - i. Correct typo in spelling of Stephanie Roach's name on page 3.
 - ii. Amendment to discussion of adjunct faculty equity
 - iii. Table approval of the minutes until the next meeting. This will give time to Senators to review the proposed changes to the minutes.
- c. Public Comments:
 - i. Paul Hankamp, Distance Education Coordinator while Erica Reynolds is out. On her return, the two will continue to partner on a range of related projects including accessibility and Curricunet. He will also serve on DEETC & DIAG committees. Paul is attending various meetings around campus, and will offer open office hours in the DGME lab in building 10. This is to provide support for Canvas.
 - ii. Library has extended hours Monday-Thursday of this week and next week. Please let students know the Library will be open until 10pm on those days. Coffee, tea, and snacks will be available.

- iii. Thursday, 10-12 in Bayview in Building 10, College 1 students will be presenting their poster projects about Trevor Noah's book *Born a Crime*.
- iv. Integrative Science Center - Building 36-110; Extended hours this week and next week.

2. Information Items

- a. ASCSM Update, Colby Riley, ASCSM President: No report.
- b. Standing Committee Reports
 - i. COI: - no update
 - ii. LAC: - no update
 - iii. CAC: - no update
 - iv. CAE: Ellen Young has finalized agendas for Flex Days in January. Please share the schedule with your Division.

3. Action Items

- a. Equity Resolution
 - i. Reminder this document is designed to raise awareness rather than outline a specific course of action.
 - ii. Commentary on the phrase "widespread inequities" in the first resolved statement. This phrase doesn't refer to specific data, and is open to interpretation in more than one way. For example, it leads to questions such as: How widespread is it? Is it a fact that systemic obstacles exist at CSM? Or is this more generally a statement that should be directed to education systems. Some said that the word "widespread" doesn't specify the degree of the problem, but indicates that the problem is present in a number of places across the system. The statement isn't specifying that a group is intentionally being targeted, and the word "widespread" signals a sense of urgency about the problem. But it could begin to suggest that most or all faculty/staff are contributing to the problem, when that may or may not be true. Perhaps the words at CSM could come out so the problem is focusing more on the wider social problem. However, this could be too broad to lend urgency to our responsibility to actively seek solutions and examine our practice here at CSM. Ultimately, the important

idea is that it impacts entire populations of students. Studies do show that groups are affected. **Agreed: Amend the statement, removing the word “widespread”** so long as urgency is expressed by changing other language (see below).

- iii. Commentary: Is the final whereas and first resolved too similar? “Acknowledgement” is a passive term, but it is still important to acknowledge the problem. **Agreed: Change it to a more active phrase. “commits to eliminating systemic obstacles that exist....”**
- iv. Commentary: Last resolved doesn’t identify specific policies, and so it may be useful to change the language to more generally review policies. **Agreed, change it to read “to direct the review and if necessary, the creation and amendment of policies”**
- v. Commentary: Policy and funding should be treated in separate resolved statements. Because the Board of Trustees does not create policy, the wording needs to be adjusted. **Agreed: Separate the third resolved statement and change wording as follows: “Resolved, the CSMAS urges the SMCCC BoT to continue to provide, and as necessary, increase funding for CSM’s...”**

Rosemary Nurre moves to approve with the Resolution with amendments as noted. Allie Fath seconds her motion. All voted in favor to approve the Resolution.

- b. Academic Senate Secretary: Daniel Keller, Language Arts
Mick Sherer moved to approve Daniel Keller as the new Secretary. Rosemary Nurre seconded his motion. All voted in favor.

4. Discussion Item: Strong Workforce, Diana Bennett

- a. Next funding cycle is in February. Last year we received \$700,000+ and this year we expect to receive more. However, allocations have not yet been released.
- b. This funding is targeting development of middle skill jobs, in order to fill the gap.
- c. A timeline, application form, and allocation & activity overview have been completed, and were handed out during the meeting.
- d. Application requires a short summary, that is 2-3 sentences long. Assessment information is also required. Ashley Phillips can assist with providing some types

of data. Additionally, budget details are required, and support can be provided for successfully filling out this aspect of the application.

- e. All information will be available on a website. Contact Diana Bennett and Ashley Phillips with questions.
- f. There will be an ad hoc committee to review all submissions. A rubric will be developed, and then feedback provided to those whose submissions were not accepted. If your proposal was rejected last year, you are encouraged to resubmit if the need is still present. More transparency will be added to the process this year.
- g. The plan is for this to become a standing agenda item, so that updates can be communicated to faculty. Appreciation was expressed for the commitment transparency in the process and willingness to communicate regular progress updates.

Meeting adjourned at 4:00 pm.

Minutes by Stephanie Roach with assistance from Peter von Bleichert

The next meeting is scheduled for Tuesday, January 23, 2018, 18-206, at 2:30 pm