



ACADEMIC SENATE

Meeting Minutes

August 28, 2018
 Rm. 18-206
 1700 W. Hillsdale Blvd.
 San Mateo, CA
 2:30 – 4:30 pm
[Website](#)

Executive Committee 2017-2018

Jeremy Wallace
President

Peter von Bleichert
Vice-President

Rosemary Nurre
Treasurer

Daniel Keller
Secretary

Executives Present

Name of Officer	Executive Committee Role
Rosemary Nurre Peter von Bleichert Jeremy Wallace Daniel Keller	Treasurer Vice-president President Secretary

Senators Present

Name of Senator	Division
Tabitha Conway Steve Heath Tatiana Irwin Vincent Li Minu Mathur Tim Maxwell Stephanie Roach Liz Schuler Kevin Sinarle Christopher Smith	ASLT Business and Technology CASS Business and Technology CASS Language Arts ASLT Professional Development Counseling Math Science

Others Present

Name	Representing
Mondana Bathai Charlene Forntera David Laderman Madeleine Murphy Leigh Anne Shaw	ASCSM Math/Science Past president CAC District Academic Senate

Opening Procedures

Item	Presenter	Time	Details	Action/ Information/ Procedure
Approval of today's agenda	President	2:40	Additions to agenda: we need to approve the hiring committee for Dean of Language Arts; the tenure committees for Kinesiology; and the Guided Pathways committee appointments Agenda changes and agenda approved	Procedure
Approval of past minutes	President		Jeremy noted that we do not approve the minutes with a vote unless we need to make changes. The May 2018 minutes were approved with no changes.	Action
Public Comment	Public	2:40	Shari Bookstaff, professor of biology at Skyline, shared her work with a non-profit program she has started, "Lifetime of Impact." The goal is to help health professionals better connect with patients—to focus on relationships based on empathy. She has been talking at colleges in our district, but feels that she should be connecting more directly with students and nursing programs to make more of an impact. You can find more information about the program and book speakers at this link: http://momentofcarelifetimeofimpact.com/about-us.html Stephanie Roach gave out a flyer and informed us that we now have access to free <i>Wall Street Journal</i> memberships for faculty, staff, and students through the library. If you already have a paid account, contact Stephanie—you can discontinue your membership and then sign up for a free account. You can also get access to the Washington Post and New York Times the news databases on the library web page. Important note: Rosemary brought lemon bars, and they are awesome!	Information

New Senate Business

	Item	Presenter	Time	Details	Action (Motion/Resolution)/ Information//Discussion
1	President's report	President	3:00	We should discuss whether ASGC should play a larger role in the program review process. One of the biggest complaints we've heard about program review is that nobody looks at it—or, even if they do look at it, they don't act on the suggestions. Rosemary said that the process can	Information

				<p>be very frustrating—when you feel you have a valid request, even about building or classroom safety, but it seems to be ignored. This is particularly frustrating given that the district does have money. The assessment group, professional development, and equity groups will all be playing a role, but senate traditionally has not. Senate might be able to hold a retreat and go through the program reviews to participate more actively.</p>	
2	Vice president's report: Guided pathways	Vice-president	3:10	<p>Guided pathways now includes several different groups--the steering committee, professional development, and student voices--and the committee now has a full-time director. They are still looking for more faculty participation. There will be a lot of professional development in September. Please join if you can.</p> <p>Tatiana requested a list of understaffed committees. It would be nice to know what groups really require more participation.</p>	Information
3	ASCSM Update	Mondana Bathai, President of ASCSM	3:15	<p>Welcome to our new ASCSM president, Mondana Bathai.</p> <p>ASCSM, in collaboration with the Year One promise foundation are collaborating with Spark Point and the bookstore to begin a food pantry event on the CSM campus. The food pantry will be held in the bookstore from 11/14 beginning at 11:30. Volunteers will be very helpful. Please spread the word.</p>	Information
4	Committee Reports	Madeleine	3:20	<p>College Assessment Committee: Madeleine spent a lot of the summer putting together workshops that will help faculty deal with questions on assessment. There will be workshops on ways to assess your program as well as ways to do more interdisciplinary work. They are also putting together a handbook to clarify the process.</p> <p>This approach to assessment is moving away from the methods of quantitative research, which had been implicit in the way we approach SLOS:</p>	Information

			<p>in this traditional approach, assessors gather data and see what it reveals. But this approach seems both onerous and insignificant—faculty and staff have been gathering data on every single class and entering the data in Tracdat, where it generally disappears without further discussion. The reality is that the data often does not reveal anything we didn't already know. What we really want is information about things like achievement gaps, or how interdisciplinary work might help improve student learning.</p> <p>The goal of the new changes is to make program assessment less time-consuming and more meaningful.</p> <p>For example, to assess a program, we might have surveys at the end of the term: students could simply fill out a survey through Canvas—something that just asks them, at the end of the term, what they feel they learned based on the SLOs. This would tell us what students feel confident about—even though it won't quantify learning.</p> <p>Madeleine noted that ACCJC may not be happy with these changes. For example, we may still be required to gather data on courses. Furthermore, this does not mean that we have “ditched” Tracdat—yet. We aren't sure if ACCJC may still require the quantitative data. But we may not need it going forward. If people find that it is useful, we may still be using it, but we hope to have more flexibility.</p> <p>These changes, such as the survey, will not take place for this upcoming program review. This is something for the future.</p> <p>Ideally, we should move forward on this for future reviews—we could start embedding the surveys this semester.</p>	
6	Hiring Committees		Administrative hiring committees approved.	Action
6	Peer Evaluation		Kinesiology: approved	Action

7	Tenure Review		3:40	<p>Request to add Laura Demsetz as a non-voting administrative member to the engineering committee.</p> <p>All committees approved with one abstention</p>	Action
8	Institutional Committee appointments		3:40	<p>Approval of the guided pathways and the appointment of Jon Kitamura to the International Education</p> <p>All institutional committees approved</p>	Action
9	2018-2019 Academic Senate Goals		3:45	<p>We briefly reviewed six goals listed on the handout Jeremy sent through email.</p> <p>Tatiana requested an additional goal: we should discuss creating an ethnic studies requirement for the AA/AAT degree. We discussed how this might change the student graduation requirements—it would not necessarily involve an entirely new course requirement. It could be something on the model of the informational competency requirement, which is added to existing courses. It would not necessarily add a burden for students. Mondana noted that ASCSM is strongly in favor of this goal.</p> <p>Vincent asked if this requirement could affect our competitiveness—if students see it as another burden that we impose, something that isn't transferable, why wouldn't they just elect to take classes at another college?</p> <p>The goal, however, is not to add to students' existing graduation requirements. Instead, the individual majors could add this rather than the entire college changing the degree program. Rosemary said that we have to be careful about adding a requirement no matter how we go about it—it could affect classes we currently offer.</p> <p>Stephanie suggested we could treat this as something to explore rather than a goal to accomplish at this point.</p> <p>Regarding goal number four: Peter would like to add "improve the classroom physical environment."</p> <p>Tim suggested another possible goal—should we expand off campus offerings? We may be able to existing infrastructure in areas such as Half Moon Bay. Canada is currently doing this with local</p>	

				<p>high schools, not for concurrent enrollment but for night ESL courses for students who cannot make it to campus. Tim mentioned a senior center that was interested in hosting creative writing courses.</p> <p>We could add this to number five or number two--off-campus offerings could be a way to improve retention through early college.</p> <p>Jeremy will re-type the goals and send them out for a vote at the next meeting.</p>	
10	Adjunct equity		4:20	<p>Jeremy would like to include adjuncts in the conversation about adjunct equity. Before we start talking about adjunct equity, ASGC could host a forum for adjuncts—something like an all-college meeting. We discussed whether it would be appropriate to have administrators present at such a meeting. The general consensus seems to be that adjuncts would likely feel more comfortable discussing their concerns without administrators present.</p> <p>Rosemary noted that we need to remember our role as a senate—the 10 +1. We are not the union, so discussion of issues of compensation, for example, would not be appropriate. Jeremy suggested that we could include AFT in the forum, but Rosemary noted that this would likely make the discussion go well beyond senate’s purview.</p> <p>Jeremy will begin planning the forum with these points in mind.</p>	

Final Announcements and Adjournment

2018-19 Academic Senate Goals

1. Research, discuss, and make recommendations regarding enrollment caps, minimum class size, and student contact ratios.
2. Strengthen faculty purview over the implementation of Guided Pathways and Dual Enrollment/Early College.
3. Collaborate with adjunct professors to advocate for greater professional equity.
4. Partner with administration and District Academic Senate to acquire updated classroom technology and other instructional materials and to improve the physical classroom environment.
5. Work with administrations to increase short-course and other flexible scheduling course offerings, including off-campus courses.
6. Continue to promote a culture of educational equity through professional development and feedback on program review.
7. Explore options for an ethnic studies graduation requirement for AA and AA-T degrees.