

# COLLEGE OF SAN MATEO ACADEMIC SENATE

## AGENDA

Tuesday, December 13, 2022, 2:30 p.m. to 4:30 p.m.

**Location: North Hall, Building 18, Room 206**

**Zoom:** <https://smccd.zoom.us/j/84421481644>, Meeting ID: 844 2148 1644

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

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### **I. Order of Business, 2:30 – 2:40**

- 1. Approval of the Agenda**
- 2. Draft Minutes, Nov 22, 2022**
- 3. Public Comment (2 minutes per)**

### **II. Information Items, 2:40 – 3:00**

- 1. President's Report**
- 2. ASCSM Update**, Andrea Morales, ASCSM President
- 3. Standing Committee Reports**
  - a. Curriculum Committee, Chris Walker, Chair
  - b. Committee on Teaching and Learning, Susan Khan & David Lau, Co-chairs
  - c. Distance Education Advisory Committee, Jennifer Howze-Owens
  - d. OER Update, Jennifer Howze-Owens

### **III. Action Items, 2:50 – 3:00**

1. Committee Appointments
  - a. Patrice Reed-Fort, Enrollment Sustainability & Growth Work Group
2. Peer Evaluation Committee
  - a. Language Arts: Rene Anderson, Teeka James, Todd Windisch
3. Evaluation Guidance Committee – 1 semester substitute
  - a. Makiko Ueda
4. Hiring Committees
  - a. VP of Instruction
    - Chris Walker - Math, Curriculum chair
    - Deborah Baker - Cosmetology
    - Julieth Benitez - Instructional Designer
    - Guillermo Cockrum - Business/Econ
    - Alternate: Arielle Smith - Counseling, Academic Senate President
  - a. Accounting
    - Stephen Heath – ACTG
    - Vincent Li – ACTG
    - Sarah Mangin-Hinkley – ENG
    - Francisco Gamez - Dean
  - b. ADMJ
    - Michael Brunicardi – ADMJ
    - Christy Baird – FIRE
    - Kim Salido – COSM
    - Michelle Schneider (classified staff) – PSC for ADMJ/FIRE
    - Francisco Gamez - Dean
  - c. Nursing
    - Natalie Waechtler – Nursing
    - Melinda Nguyen – Nursing
    - Beth LaRochelle - Dental
    - Janis Wisherop - Nursing Program Director

#### **IV. Discussion Items, 3:00 – 4:30**

1. Campus Climate Survey – Hilary Goodkind and Jennifer Taylor-Mendoza (15 minutes)
  2. Student Equity Plan – David Galvez (40 minutes)
  3. Course Cancellation Policy feedback – Carla Grandy (20 min)
  4. Committee Participation Policy draft – Arielle Smith (15 min)
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**Next meeting:** January 24, 2022

**Location:** 18-206 & Zoom, 2:30 p.m.

#### **2022-23 Goals**

1. Curricular alignment across the district (curriculum committee)
2. Create hiring and evaluation processes that ensure that dual enrollment courses meet same standards as courses offered by CSM (Jeremy, Rene, and Michelle)
3. Strategic enrollment management and course cancellation policies
4. Develop a process for program improvement and viability (curriculum committee)
5. Work with administration to establish department chairs (Jeremy and Keller)
6. Expand noncredit offerings (Todd, Yvette, and Jeremy)
7. Process for documenting release time (Arielle and Yvette)
8. Work with administration on expansion of Coastside course offerings (Todd)