

COLLEGE OF SAN MATEO ACADEMIC SENATE

AGENDA

Tuesday, March 14, 2023, 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.

I. Order of Business, 2:30 – 2:40

- 1. Approval of the Agenda**
- 2. Draft Minutes, Feb 28, 2022**
- 3. Public Comment (2 minutes per)**

II. Information Items, 2:40 – 2:55

- 1. President's Report** (ASCCC visit, Program Review reminder, DAS updates, bylaws review)
- 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, 2:55 – 3:10

- 1. Hiring Committee Appointment**
 - a. Ombudsperson
 - Patrice Reed-Fort - Counseling
- 2. Academic Senate by-laws changes**
 - a. Vacancies
 - b. CTL

IV. Discussion Items, 3:10 – 4:30

- 1. Non-instructional Faculty Workgroup update – Teresa Morris (10 minutes)**
 - 2. Bookstore updates (Textbook adoption, inclusive access, announcements) – Laura Brugioni (15 minutes)**
 - 3. DRC information on course materials – Carol Newkirk-Sakaguchi (10 minutes)**
 - 4. Copy and Post – Arielle Smith (5 minutes)**
 - 5. Equivalency Process review – Arielle Smith (10 minutes)**
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Next meeting: April 11, 2023

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)**