

Academic Senate of College of San Mateo



Tuesday, September 10, 2024
2:30pm - 4:30pm

Building 18, Room 206
1700 W. Hillsdale Boulevard, San Mateo,
CA 94402

<https://smccd.zoom.us/j/85134096982>

Meeting ID: 851 3409 6982
Phone: +1 669 444 9171

Officers	
President	Todd Windisch
Vice President	Daniel Keller (Zoom)
Secretary	Yvette Butterworth
Treasurer	Stephen Heath (Late 3:03)

Standing Senate Committee Chairs	
Curriculum Committee	Jeramy Wallace (absent)
Distance Education Committee	Jennifer Howze-Owens
Committee on Teaching & Learning	Susan Khan

Division & Student Representatives	
Student Representative	Anthony Pena Vasquez (absent) Replaced by Simon Htet
Academic Support & Learning Technologies / Library	Matt Montgomery
Academic Support & Learning Technologies / Library	Wesley Hingano (absent)
Business/Technology	Hellen Pacheco
Business/Technology	Kimberly Salido
Creative Arts/Social Science	Leighton Armitage
Creative Arts/Social Science	Maggie de Vera
Kinesiology/Athletics/Dance	Kajari Burns (absent)
Kinesiology/Athletics/Dance	Sarah Artha Negara
Language Arts	Mick Sherer
Language Arts	Robbie Baden (absent)
Math/Science	Wendy Whyte (absent)
Math/Science	Beth LaRochelle
Counseling	Emily Cotla
Counseling	Brandon Williams
Enrollment Services and Support Programs	Makiko Ueda

1. Opening Procedures				
No.	Item / Description	Presenter(s)	Time	Action?
1.1	<p>Call to Order (2:30 quorum was reached and the meeting was called to order) <i>Senate meetings shall require a quorum of the membership to vote on action items. A quorum for a meeting of the Senate and all Senate committees shall consist of 50% plus 1 of the committee's voting faculty members.</i></p>	President / Facilitator	2	Procedure
1.2	<p>Roll/Introductions (For the first 10-15 minutes a fun activity was planned by the Senate President Todd Windisch. Everyone present engaged in the activity and walked around meeting and greeting fellow Senators people present.)</p> <ul style="list-style-type: none"> Icebreaker activity 	Secretary	13	Procedure / Discussion
1.3	<p>Adoption of Today's Agenda (Motion Beth La Rochelle & 2nd Leighton Armitage. Roll Call Vote: Jeremy Wallace, Jennifer Howze-Owens, Susan Khan, Simon Htet (Present for Student Representation on Zoom), Matt Montgomery, Hellen Pacheco, Wesley Hingano, Kimberly Salido, Leighton Armitage, Magnolia DeVera, Kajari Burns, Sarah Aratha Negara, Mick Sherer, Robbie Baden, Wendy-Whyte, Beth LaRochelle, Emily Cotla, Brandon Williams, Makiko Ueda. Those not present have strike through. 14 Approved, 0 Nay, 0 Abstained)</p>	President / Facilitator	2	Action
1.4	<p>Adoption of Consent Agenda (Wendy Whyte wished to have the equity statement pulled because she has re-written it. Vote to approve with removal of equity. Motion Beth La Rochelle & 2nd Emily Cotla. Roll Call Vote: Jeremy Wallace, Jennifer Howze-Owens, Susan Khan, Simon Htet (Zoom), Matt Montgomery, Hellen Pacheco, Wesley Hingano, Kimberly Salido, Leighton Armitage, Magnolia DeVera, Kajari Burns, Sarah Aratha Negara, Mick Sherer, Robbie Baden, Wendy-Whyte, Beth LaRochelle, Emily Cotla, Brandon Williams, Makiko Ueda. Those not present have strike through. 14 Approved, 0 Nay, 0 Abstained)</p> <p><i>All items on the consent agenda may, by unanimous vote of the Academic Senate members present, be approved by one motion after allowing for Senate member questions about a particular item. Prior to a motion for approval of the consent agenda, any Senate member, interested student, citizen, or member of the staff may request that an item be removed from consent to be discussed in the order listed, after approval of remaining items on the consent agenda.</i></p>	President / Facilitator	5	Action

	<ul style="list-style-type: none"> ● Approval of faculty appointment(s) ● Draft minutes from previous meeting(s)... <ul style="list-style-type: none"> ○ May 15, 2024 			
1.5	<p>Public Comment (Matt Montgomery announced the workshops in the library on Library Basics. They will be offered today, Tues., 9/10, Wed., 9/18 at 9:30am and Mon., 9/23 at 10am and 2:45pm. Another series of workshops on setup of the New York Times access through the library will be held Tues., 9/24 at 10am and 12pm, and on Mon., 9/30 at 10am and 2pm, and again on Thurs., 10/3 at 2pm. Matt brought a flyer or offered to email details to any interested parties. Todd Windisch said that he would include it in the faculty newsletter on Friday.)</p> <p>A question arose about since Alex Kramer left, who is following up with the evaluation of the Interim from Maggie de Vera. Beth LaRoche said that is a great point. Todd cautioned that we did not want to get into details of this topic in Public Discussion, but that the note has been made and can be brought up at a later time as requested.)</p> <ul style="list-style-type: none"> ● Questions/comments on non-agenda items 	Public	5	Information
2. Standing Agenda				
No.	Item / Description	Presenter(s)	Time	Action?
2.1	<p>Presidents' Report (DAS was yesterday, Mon., 9/9. A couple of things came up. One was a 20-person waitlist. There were some discussions that it had come from DAS, but it was not discussed in DAS</p>	Todd Windisch & Daniel Keller	5	Information

and it wasn't a faculty led project. The DAS want to make sure that if there was pressure to change wait-lists due to the drive behind it they want to make sure that everyone knows it wasn't faculty led.

Chris Collins the District PD Coordinator gave DAS an update on plans for this year and a reminder about Flex Day, which we will hear more about in the CTL update. Proposals for Flex Day are due by the end of the week.

DAS passed the resolution on Title IX that we passed at CSM. A work group will be formed to make sure that all colleges are on the same page.

A dual enrollment update was provided. Our Senate will be getting an update from our Dual Enrollment Liaison, Leo Cruz, on 9/24. Todd Windisch provided a summary to DAS about the partner teacher evaluation process which will start this fall. Remember that partner teachers are high school employees, not district employees, who are teaching our courses in the high schools. These teachers are slated to be evaluated this fall. In the past there has been an issue because they haven't been evaluated on the same cycle as CSM instructors and that has been resolved and they are now on the same evaluation cycle starting this fall. In addition, there is a new administrative procedure to check the minimum qualifications for a dual enrollment high school partner teacher. Previously the dean would just check the minimum qualifications of a teacher, but now there must be a faculty member asked to check.

The class cancellation guidelines were discussed in length. David Eck drafted a survey about the new class cancellation policies and it was edited in DAS yesterday. It will be sent to all faculty to get opinions on the class cancellation policies that are being proposed. Just for clarification, if we don't approve the new guidelines, the policy will revert to a cap of 20 students, but won't go back to 10. Nov. 4 is the deadline for the decision. David Eck said that the survey should be out by Friday, 9/13 and get responses by 10/4 so there can be feedback to DPGC in order to give feedback prior to the November deadline. Todd encouraged everyone to look for the survey and to encourage participation in your divisions.

District IT priorities list was also reviewed. It had been brought to DAS attention that here were faculty led projects that were in limbo because there was no back end tech support.

There were some of the concerns about updates to our systems to make projects such as the California Virtual Campus and curriculum updates such as non-credit courses possible. DAS discussed this with Carrie Mitchell at the district office and received more insight into the process. The VPSS of each campus ranks and then the priorities are made from the combined rankings. With over 40 projects on the list, with compliance issues prioritized first, the faculty led projects just seem to never make it to the top of the prioritization. Todd advocated to our VPSS for prioritization of faculty projects and asked other Senate reps to do the same.

During the next DAS meeting they will be setting the DAS goals.

From IPC the main take-aways were: IPC may begin having meetings twice a month instead of just once per month so that IPC can be more actionable. A second topic was the proposal of combining the Accreditation Oversight Committee with the IPC, since the representation is similar and the IPC is the only place on campus that students, faculty, staff, and administration come together. Any feedback on either of the two mentioned changes are welcomed; Todd is one of the IPC representatives and he can bring any feedback.

BOT will happen on Wed, 9/11. David Eck said they will be discussing and district budget.

DPGC has not met since our last meeting. Todd will bring back the mission statement for us to review after the last meeting. The information is on the [DPGC website](#) if you wish to look at it in advance.

For participation calls please see below. Todd will be serving in the interim for the Safety Committee, and Beth LaRochelle also attends for the AFT, so she can fill the Senate in if Todd misses. Maggie asked what the Safety Committee entailed and when it meets because she may be interested. Todd pointed Maggie to the chair Gerardo Rivera and David Crafts provided a little bit more information on the committee as well. David added that the committee discusses any safety related initiative, everything from facilities to policy on our emergency response protocol.

Daniel Keller had no further updates.)

- District Academic Senate

	<ul style="list-style-type: none"> ● Institutional Planning Committee ● Board of Trustees ● District Participatory Governance Council (DPGC) ● Calls for Participation: <ul style="list-style-type: none"> ○ Institutional Planning Committee (1 faculty member appointed by Senate) ○ Safety Committee (1 faculty member appointed by Senate) 			
2.2	<p>Curriculum Committee Chair Report (Jeremy Wallace was not able to attend today, and sent an update to Todd. The committee will be discussing Phase I Common Numbering templates. Jeremy sent an email this morning to all faculty in those division effected by the first round of common course numbering with more details, so if your division is effected keep an eye out for updates from Curriculum Committee. Todd believes the effected departments were English, Political Science, Psychology, and maybe Communications. The committee will also be discussing CSM GE Area 2, which is mathematics. Todd didn't have details, but Yvette Butterworth added that it might have to do with the Statistics class because that is where the common course numbering is starting for mathematics and there is disagreement across the state because they want to change the common numbering to start with STAT instead of MATH which many feel will cause confusion since community colleges don't typically have Statistics departments. Yvette wasn't sure if that was the discussion, but that was a possibility. Jeremy also noted that the committee will begin its search for the next Curriculum Chair. We don't know if he is going to be off, but we do know that he is District Chair, so perhaps the search is planning for transition.)</p>	Jeremy Wallace	3	Information
2.3	<p>Distance Education Committee Chair Report (The committee met last Wed., 9/4 for the first time this semester. There was a discussion of goals. Like Senate, the committee orders their goals and makes a prioritization list. One priority is of course AI and hopefully will have a Flex day presentation on the subject or another. Jennifer also shared a summary from QOTLY 1 & 2 from the summer: 23 in one & 10 in two from CSM and there has been about 80-90% completion for those that joined. They were given a budget for this year and it looks like they will have the funds for to do more QOTLY training this year, both for Fall and for Spring. They didn't think they'd get funding. There is a self-paced training with a \$300 stipend offered for completion. This training is required for accreditation. All new faculty are required to take regular and substantive contact training. Make sure to remind divisions of the requirement of RSI training.)</p>	Jennifer Howze-Owens	3	Information

2.4	Committee on Teaching and Learning Chair Report (The committee hasn't met since last meeting. The next meeting is on Mon., 9/23. During that meeting they'll finalize goals and finalize revisions to the Institutional Learning Outcomes. Final Flex day schedule approval will also be done. Planning for Flex day on October 9 th is underway and proposals by this Fri., 9/13. Susan has had discussions with the new President and Cabinet about more advanced planning future Flex days and to have more of an overarching plan for flex days.)	Susan Khan	3	Information
2.5	Student Representative Report (No report from the new student representative, Simon Htet)	Anthony Pena Vasquez	3	Information

2.6	<p>Other Officer (Treasure: Stephen Heath let Todd update from last week’s meeting with the President to discuss the three Academic Senate budgets. The three budgets are for adjunct participation, professional development, and state membership dues. Dues for Senate to the state have been paid. There may be a little cut in the PD budget, but the President feels there should be funds for one person for Fall and Spring to attend Senate events, and Todd can get his funding through the District, which means that Emily Cotla should be able to attend plenary with Todd this fall, and if it doesn’t come through, there is always the traditional PD funding process that can be accessed. We have had wonderful adjunct participation, which is exciting, but that means the budget will fall short since we are projecting \$22K and we received approval last year for \$10K in funding. The President will guarantee the \$10K that we were given last year which will carry our needs through Fall, but we may not get an augmentation to the funds and there may need to be conversations about Spring. In terms of payment for adjuncts, make sure to send timesheets to Todd Windisch and Stephen Heath. If anyone is on another Senate committee, send your timesheet to their chair, as well as Todd and Stephen. Stephen is managing the spreadsheet on payout so we don’t go over budget. Jennifer Howze-Owens asked about the time sheets with the updated chair signature instead of the Dean signature. There is a signature for the Dean on time sheets, and there is no Dean for Senate committees, and we are hoping to have a new time sheet with a Committee Chair signature. The new timesheet is forthcoming to avoid confusions. There may be a short delay in the pay from August due to the issue that caused confusion with the President since he wasn’t aware of the policy in Senate committees being signed by committee chairs. Jennifer brought up the issue with a double classification of some people as Classified as well as Adjunct faculty. The President is looking into the matter.</p> <p>Secretary: Nothing to report from Yvette Butterworth.)</p> <p><u>& Liaison Reports</u></p> <ul style="list-style-type: none"> • CSM Faculty Dual Enrollment Liaison: Leo Cruz (None.) • ASCCC CTE Liaisons: Christy Baird & Beth LaRochelle(None.) • ASCCC OER Liaison: Jennifer Howze-Owens (Jennifer was invited to participate in the Instructional Administrators Counsel this morning. All the deans and Carla Grandy as well as Danny Redding-Lapuz were there to receive an overview for the needs on the open educational resources and ZTC projects that are happening. Jennifer especially wanted to update everyone with regards to the bookstore 	Treasurer, Secretary & Faculty Liaisons	5	Information
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	<p>adoption form for ZTC since it has been a headache in the past and they are trying to work through an update of that form. Jennifer has only a small part in that and she has been giving her feedback to others related to the project in different offices and administrative levels. The form is being sent the Monday, 9/20, Jennifer believes and usually comes from Laura to the Division Assistant. Jennifer wants to remind everyone that they need to fill that form out as soon as possible. The form has been updated. Sarah Artha Negara said that she wasn't sure that she had submitted the form and wondered if there was any way to check. Jennifer said that the confirmation emails will be sent automatically in this form.)</p> <ul style="list-style-type: none"> ● ASCCC Rising Scholars Faculty Liaison: Daniel Keller (None.) ● ASCCC Legislative & Advocacy Liason: Emily Cotla (None.) ● ASCCC IDEAA Liaison: Makiko Ueda (None.) ● ASCCC Part-time Faculty Liaison: Maggie de Vera (None.) 			
3. Senate Business				
No.	Item / Description	Presenter(s)	Time	Action?

3.1	<p>Title IX Update (On Mon., 9/9 Todd Windisch, Maggie DeVera, Sarah Artha Negara, David Crafts, and Beth LaRoche held their first Title IX work group meeting and it was very successful. David Crafts is the Dean of Enrollment and the Title IX coordinator. Since David, pronouns they/them, held the role of Title IX coordinator at another institution, it seemed natural that they take on the role at CSM.</p> <p>David will be giving us a brief overview since we may not all know the details and current state of Title IX. The 1972 Higher Education Act brought forth Title IX based on 37 words, “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.” It was originally associated with sports programs and in particular women’s sports. More recently it has come to be about gender accessibility and not just for students, but also for employees, both inside and outside the classroom. Most institutions have a robust Title IX program, as we do. David works closely with Andres Wolf in Athletics, Gil Perez in Personal Counseling, Carol Newkirk-Sakaguchi in the DRC, and Claudia Menjivar with financial aid, Shannon Cooper with the LGBTQ Pride Center, and they’ve made room for a student rep. Each school has a similar setup. They work together with Mwanaisa Sims, the Distric Director of Civil Right and Compliance, who is also well versed in legal matters. David’s office is known as the Title IX office, but there are a bunch of state bills that guide the process which sometimes make it impossible for David’s office to handle, so sometimes the job is handed off to Admissions and Records or Mwanaisa Sims. The SB 493 bill states that anywhere that the CSM campus is represented there must be sanctions, but that can’t be the Title IX coordinator’s job as they can’t step outside the actual physical location of the campus. As our society has grown and we now understand the spectrum of gender and sexualtiy that exist Title IX has changed. As of 8/1/24 new sex based discrimination has been incorporated to include members of the LGTBQ community. There are six areas that are covered by Title IX: Quid-Quo-Pro, Sex-based discrimination, Hostile Environment, Sexual assault (per Clery Act), Dating Violence (per VAWA), Domestic Violence (per VAWA), Stalking (per VAWA) which is the most often reported, and Retaliation.</p> <p>As the administration of the nation changes, policies change, and the landscape of Title IX changes. In 2020, DeVos and Trump changed and rolled back many policies. In 2024, new policies from Cardona and Biden were rolled out and some of the changes were rather</p>	David Crafts	15	Information
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<p>significant. One of the things that the changes brought forth are for pregnant students. Others are LGBTQ students and employees. There are many states that have injunctions or Amicus briefs that prevent the 2024 regulations from being enacted. California has some Amicus briefs that are limited to specific school districts. There were three lobbying groups Moms for Liberty, Female Athletes United, and Young America’s Foundation that led a fight to have these new regulations reversed based on two arguments. One argument was that the definition of discrimination should not include sexuality and gender identity because these regulations were meant to help women and they should only help protect women. The other argument was the impact the definitions could have on college and university athletics with the recognition of trans athletes. We can move forward with the new policies at CSM, at least at this time. The sexual gratification portion of the law has been removed, so intent doesn’t need to be discussed in those cases.</p> <p>Everyone needs to know that everyone except personal counselors, doctors and nurses, and our Ombuds person, must report to David Craft as the Title IX coordinator if something is witnessed or if there is direct knowledge of any of the behaviors. If there is even a question that something may have been inappropriate, then the incident needs to be reported.</p> <p>A report is made by going to the website or by calling David Craft. Process: Receive Report, Complainant and Respondent Outreach, Intake, Support Measures, Determination Process, Formal Investigation, Determination, Appeal.</p> <p>Questions: Beth LaRochelle wants to know about the Violence Against Women Act and whether it is for men as well. David said that this has to do with the opening up for negotiation. Sarah Artha Negara wanted to know about pregnant people and whether all pregnant people are considered disabled or if these are just so in a high-risk pregnancy. David explained that the DRC would be called in to determine whether a pregnancy would be considered a disability, but there are other circumstances where Title IX could come into play for a pregnancy. Sarah asked that we could put this on a future agenda. Wendy Whyte wants to know about the non-biased attorney and what that meant. David explained that this is an outside attorney who is brought in, and the report is turned over and they do the investigation and then return their findings to the District.</p> <p>We reached time.)</p>			
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Meetings of the Academic Senate are open to all members of the public. Materials are posted on the meeting page of the Senate website.

3.2	<p>Approval of Faculty Appointments to Permanent VPSS Search Committee (The background is listed on the handout, see below. There are 8 faculty on the nominations list; see the list below.</p> <p>Move to approve for each person on the list. Patrice Reed-Fort, Jesenia Diaz, Maggie Barrientos were on the Interim search committee.</p> <p>A motion to appoint Kevin Sinarle was made by Wendy Whyte & 2nd Maggie deVera. Discussion about his work with so many students and his work with DRC students called out by Wendy, Maggie and Beth LaRoche. Kevin is very aware of policies and procedures and unbiased in his opinions noted Beth.</p> <p>Susan wanted input about the pros/cons about having a member of the original search committee. Todd Windisch that he hadn't found a consensus either way, but there were concerns as to whether the same exact group could be as objective as if a new group with at least one member from the original group present might be.</p> <p>A vote was started to appoint Kevin, but after a few abstentions, the question was raised as to whether a discussion could be held about all the counselors and a discussion was begun. Brandon Williams wanted to nominate Patrice Reed-Fort because she is a part of the EOPS committee and works with first generation and low income students, and systematically disadvantaged students and she was also on the interim committee. He feels with EOPS being one of the oldest student success programs in student services that Patrice's role would be pivotal in he being on the committee. Maggie deVera 2nd the motion and echoed the sentiment. Jennifer Howze-Owens wanted to say how much the written support provided by Patrice means to her; she supports what Brandon has said.</p> <p>Any other names to go forward from counseling.</p> <p>Any other discussions.</p> <p>Maggie deVera said that Gil Perez is already on a hiring committee for the personal counselor so maybe not. Leighton Armitage believes that Gil is very level headed and has worked at CSM for a while, and has had positive experiences with him in the past so thought he would be good nominee.</p>	Todd Windisch	15	Action
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Beth LaRochelle thinks another good choice in from the faculty would be Maggie Barrientos because she reports directly to the VPSS.

Todd would recommend that we recommend two since we have 4. Thus far Patrice Reed-Fort, Kevin Sinarle, Gil Perez, and Maggie Barrientos. We need to narrow it down to 2, so the question is how to proceed. We were motioning to approve, but perhaps we were a little reversed in the order, so let's start fresh.

Motion Brandon Williams & 2nd from Jennifer Howze-Owens to appoint Maggie Barrientos & Patrice Reed-Fort. The motion failed in a roll-call vote with 7 yes, 2 abstentions, & 5 no's a tie breaker vote from Todd Windisch called fail.

A motion was made by Maggie deVera & 2nd Sarah Artha Negara to appoint Kevin Sinarle & Patrice Reed-Fort. Discussion occurred about the preference for number of counselors and faculty and if we could appoint anyone else. Yes: 9 No: 2 Abstain: 3

We have an option to add a third person, but then the president will choose.

Hellen Pachecho believes that Jesenia Diaz would be a good choice because she is passionate, informed, thorough, and kind. Hellen motioned and the motion failed to carry.

Brandon said that motion to add Maggie Barrientos because she directly reports to the VPSS. Matt Montgomery seconded. Emily Cotla added that the counselors are important because how much they are involved, but the problem is that there needs to be other perspectives and Maggie brings this other perspective especially from the point of view of child development. Jennifer Howze-Owens said that we also don't know who else there will be in the committee, so maybe this is a good idea as Emily stated. Mick Sherer said that the Child Development Center is really important and it needs to be in existence and Maggie has been an important role in keeping this service on campus. Brandon says that the services provided for parents is so important. Yes: 10 No: 2 Abstain: 2

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- President Manuel Pérez requested Senate to approve two faculty members to the Permanent VPSS Search Committee by e-mail on Thursday August 22, 2024
 - President Pérez specified in this request that he would like at least one of

	<p>the faculty members be Counseling faculty</p> <ul style="list-style-type: none"> • Academic Senate President Todd Windisch created a nomination form and sent out communications to faculty to self-nominate on the following dates with a deadline of Thursday, September 5, 2024: 8/23, 8/30, & 9/3 • Names of nominated faculty members with statements of interest linked here 			
3.2	<p>Proposal to Draft Resolution to Support Students Affected by Ongoing Conflict in the Middle East (We did not have time for this agenda item. We will move this to a future agenda.)</p>	Elinor Westfold & Robbie Baden	15	Discussion

3.5	<p>Q&A w/ President Manuel Pérez (Todd welcomed and introduced our new president, Manuel Pérez. He wants us to know that he is here for all of us who are here and for those who we represent. The President is originally from Sacramento, is a first generation student from a migrant and immigrant family, specifically migrant workers from Mexico. The President’s family followed farm work in Sacramento, Yolo, and Colusa counties of Northern California. The family was mixed status familia, because they had different levels of documentation. These experiences were what has influenced who Manuel is today and the way in which Manuel leads.</p> <p>Each of our Senate members introduced themselves and their departments.</p> <p>Wendy Whyte wants to know about enrollment and cuts in programs. She is thinking about how some of the old programs such as Horticulture and Architecture which are so important to this world today. Manuel says that he looks to the faculty to know what is coming from our community and how we may want to bring forth new policies. We can use these thoughts about how we can move forth into new programs or bring back past programs to reinvigorate our offerings. In terms of enrollment, we are getting stronger district wide and right here at CSM too. Stephen Heath brought up our attrition in leadership and wants to know if it is on Manuel’s radar on how to maintain our leadership. The Bulldogs 101 cohort is one of the ways that he feels will improve retention. Manuel feels that we need to strengthen the community outside just the faculty; we need to build community throughout the campus, and not just looking at the community as a whole and making everyone feel welcome and a part. Jennifer Howze-Owens wants to know about other ways to build pipelines for leadership and professional development. Manuel just came from a meeting that relates to this idea and is thinking about what that might look like in a next level. Maggie deVera wants to thank Manuel for the energy of empathy and engagement and the considerate manner in which Manuel operates. Maggie also wants to know how free college effects our budget. Manuel doesn’t feel it will make a difference on a day to day basis as it is a system change, but it will have ripple effects. There are partnerships being made so there doesn’t have to be fears of the ripple effect of budgeting.</p> <p>We have reached time. Thank you for Manuel for coming.)</p>	Manuel Pérez	25	Discussion
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4. Closing Procedures				
No.	Item / Description	Presenter(s)	Time	Action?
4.1	Final Announcements (None) <i>President or facilitator elicits final announcements about upcoming deadlines, events, scheduling changes, etc.</i>	President / Faciliator	1	Information
4.2	Adjourn (4:32)	President / Facilitator	N/A	Procedure