

## *Academic Senate of College of San Mateo*



Tuesday, February 25, 2025  
2:30pm - 4:30pm

Building 19, Room 121  
1700 W. Hillsdale Boulevard, San Mateo,  
CA 94402

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

Meeting ID: 851 3409 6982

Phone: +1 669 444 9171

<i>Officers</i>	
<b>President</b>	Todd Windisch
<b>Vice President</b>	Daniel Keller
<b>Secretary</b>	Yvette Butterworth
<b>Treasurer</b>	Stephen Heath

<i>Standing Senate Committee Chairs</i>	
<b>Curriculum Committee</b>	Jeremy Wallace
<b>Distance Education Committee</b>	Jennifer Howze-Owens
<b>Committee on Teaching &amp; Learning</b>	Susan Khan

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

1. Opening Procedures				
No.	Item / Description	Presenter(s)	Approx. Start Duration	Action?
1.1	<p>Call to Order</p> <p><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	~2:30pm 2 min	Procedure
1.2	Adoption of Today's Agenda	President / Facilitator	~2:32pm 2 min	Action
1.3	<p>Adoption of Consent Agenda</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> <ul style="list-style-type: none"> <li>● <a href="#">Approval of faculty appointment(s)</a></li> <li>● Draft minutes from previous meeting(s)... <ul style="list-style-type: none"> <li>○ <a href="#">January 28, 2025</a></li> </ul> </li> </ul>	President / Facilitator	~2:34pm 5 min	Action
1.4	<p>Public Comment</p> <ul style="list-style-type: none"> <li>● Questions/comments on non-agenda items</li> <li>● If more than one public commentator is present, comments may need to be limited to 1-2 minutes to accommodate everyone</li> </ul>	Public	~2:39pm 6 min	Information

2. Standing Agenda				
No.	Item / Description	Presenter(s)	Time	Action?
2.1	Presidents' Report <ul style="list-style-type: none"> <li>● "Dear Colleague" letter follow-up</li> <li>● New <a href="#">Faculty Appointments webpage</a></li> <li>● District Academic Senate (DAS)</li> <li>● Institutional Planning Committee (IPC) &amp; Accreditation</li> <li>● Board of Trustees (BOT)</li> <li>● District Participatory Governance Council (DPGC)</li> <li>● Calls for Participation:               <ul style="list-style-type: none"> <li>○ Institutional Planning Committee (1 faculty member appointed by Senate)</li> <li>○ Safety Committee (1 faculty member appointed by Senate)</li> <li>○ Technology Committee (1 faculty member appointed by Senate)</li> </ul> </li> </ul>	Todd Windisch & Daniel Keller	~2:45pm 10 min	Information
2.2	Curriculum Committee Chair Report	Jeremy Wallace	~2:55pm 3 min	Information
2.3	Distance Education Committee Chair Report	Jennifer Howze-Owens	~2:58pm 3 min	Information
2.4	Committee on Teaching and Learning Chair Report	Susan Khan	~3:01pm 3 min	Information
2.5	Student Representative Report	Anthony Pena Vasquez / Simon Htet	~3:04pm 3 min	Information

2.6	Other Officer & <a href="#">Liaison Reports</a> <ul style="list-style-type: none"> <li>• CSM Faculty Dual Enrollment Liaison: Leo Cruz</li> <li>• ASCCC CTE Liaisons: Christy Baird &amp; Beth LaRoche</li> <li>• ASCCC OER Liaison: Jennifer Howze-Owens</li> <li>• ASCCC Rising Scholars Faculty Liaison: Wesley Hingano</li> <li>• ASCCC Legislative &amp; Advocacy Liaison: Emily Cotla</li> <li>• ASCCC IDEAA Liaison: Makiko Ueda</li> <li>• ASCCC Part-time Faculty Liaison: Maggie de Vera</li> </ul>	Treasurer, Secretary & Faculty Liaisons	~3:07pm 3 min	Information
<b>3. Senate Business</b>				
No.	Item / Description	Presenter(s)	Time	Action?
3.1	Faculty Tenure & Evaluation Software <ul style="list-style-type: none"> <li>• <a href="#">Proposal</a>: Create a Task-Group Through District Academic Senate Review of a District-wide Faculty Tenure and Evaluation Software System</li> <li>• <a href="#">Presentation</a></li> </ul>	Kristy Lisle	~3:10pm 20 min	Discussion
3.2	Academic & Career Communities (ACC) Update	Allie Fath, Ernesto Hernandez, & Alex Urbina	~3:30pm 20 min	Information
3.3	Student-Learning Outcomes Assessment Proposal <ul style="list-style-type: none"> <li>• Daniel: Nuventive updates from 2/20/25 workshop</li> <li>• Initial discussion of recommendations emerging from Academic Senate SLO Workgroup</li> <li>• Feedback from discussion used to finish fine details of formal SLO plan to bring back for further discussion and approval in March</li> </ul>	Todd Windisch & Daniel Keller	~3:50pm 35 min	Discussion

4. Closing Procedures				
No.	Item / Description	Presenter(s)	Time	Action?
4.1	Final Announcements <i>President or facilitator elicits final announcements about upcoming deadlines, events, scheduling changes, etc.</i>	President / Faciliator	~4:25pm 5 min	Information
4.2	Adjourn	President / Facilitator	N/A	Procedure