

Academic Senate of College of San Mateo



Tuesday, May 13, 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>	
President	Todd Windisch
Vice President	Daniel Keller
Secretary	Yvette Butterworth
Treasurer	Stephen Heath

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

<i>Division & Student Representatives</i>	
Student Representative	Anthony Pena Vasquez / Simon Htet
Academic Support & Learning Technologies / Library	Matt Montgomery
Academic Support & Learning Technologies / Library	Wesley Hingano
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
Kinesiology/Athletics/Dance	Sarah Artha Negara
Language Arts	Mick Sherer
Language Arts	Robbie Baden
Math/Science	Wendy Whyte
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)	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"> • Approval of faculty appointment(s) • Draft minutes from previous meeting(s)... <ul style="list-style-type: none"> ◦ March 25, 2025 • Resolution in Support of International Students ** • Resolution Recommending CSM Syllabus Hub • By-Laws Revisions to Move Professional Development to a New Committee under IPC • Program Review Staggered Schedule • Equity Syllabus Statement ** <p>**Removed from consent; placed at the end of the agenda; no time for discussion action; will be included on next Senate agenda as action items on substantive agenda</p>	President / Facilitator	~2:34pm 5 min	Action
1.4	<p>Public Comment</p> <ul style="list-style-type: none"> • Questions/comments on non-agenda items • If more than one public commentator is present, comments may need to be 	Public	~2:39pm 6 min	Information

	limited to 1-2 minutes to accommodate everyone			
2. Standing Agenda				
No.	Item / Description	Presenter(s)	Time	Action?
2.1	Presidents' Report <ul style="list-style-type: none"> • Approved resolutions at Academic Senate Plenary • District Academic Senate (DAS) • Institutional Planning Committee (IPC) & Accreditation • Board of Trustees (BOT) • District Participatory Governance Council (DPGC) 	Todd Windisch & Daniel Keller	~2:45pm 5 min	Information
2.2	Curriculum Committee Chair Report	Jeramy Wallace	~2:50pm 3 min	Information
2.3	Distance Education Committee Chair Report	Jennifer Howze-Owens	~2:53pm 3 min	Information
2.4	Committee on Teaching and Learning Chair Report	Susan Khan	~2:56pm 3 min	Information
2.5	Student Representative Report	Anthony Pena Vasquez / Simon Htet	~2:59pm 3 min	Information

2.6	Other Officer & Liaison Reports <ul style="list-style-type: none"> • CSM Faculty Dual Enrollment Liaison: Leo Cruz • CSM CCN Coordinator: Beth LaRoche • ASCCC CTE Liaisons: Christy Baird & Beth LaRoche • ASCCC OER Liaison: Jennifer Howze-Owens • ASCCC Rising Scholars Faculty Liaison: Wesley Hingano • ASCCC Legislative & Advocacy Liaison: Emily Cotla • ASCCC IDEAA Liaison: Makiko Ueda • ASCCC Part-time Faculty Liaison: Maggie de Vera 	Treasurer, Secretary & Faculty Liaisons	~3:02pm 3 min	Information
3. Senate Business				
No.	Item / Description	Presenter(s)	Time	Action?
2.1	Confirm Special Election: Vice President & Treasurer	Tellers Committee	~3:05pm 5 min	Action
2.2	Dual Enrollment Update	Leo Cruz; Carissa Cardenas	~3:10pm 10 min	Information
2.3	Revised Program Review Forms for Fall 2025 Implementation	Daniel Keller	~3:20pm 15 min	Action
2.4	Revised SLO/SAO Assessment Program for Fall 2025 Implementation <ul style="list-style-type: none"> • College of San Mateo SLO/SAO Assessment Plan Information Packet 	Todd Windisch	~3:35pm 15 min	Action
2.5	Facilities Master Plan Amendment	Marie Mejia, Michele Rudovsky	~3:50pm 15 min	Information
2.6	CSM Professional Development Committee Spring 25 Update	Teeka James	~4:05pm 15 min	Information

2.7	Q&A w/ Vice President of Instruction, Danni Redding Lapuz	Danni Redding Lapuz	~4:20pm 10 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	~4:30pm N/A	Information
4.2	Adjourn	President / Facilitator	N/A	Procedure