

Academic Senate of College of San Mateo



Tuesday, April 8, 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

Officers	
President	Todd Windisch
Vice President	Daniel Keller
Secretary	Yvette Butterworth
Treasurer	Stephen Heath (2:57)

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 / Simon Htet (neither present)
Academic Support & Learning Technologies / Library	Matt Montgomery
Academic Support & Learning Technologies / Library	Wesley Hingano (absent)
Business/Technology	Hellen Pacheco
Business/Technology	Kimberly Salido (left 3:20)
Creative Arts/Social Science	Leighton Armitage
Creative Arts/Social Science	Maggie de Vera (absent)
Kinesiology/Athletics/Dance	Kajari Burns (absent)
Kinesiology/Athletics/Dance	Sarah Artha Negara (absent)
Language Arts	Mick Sherer (absent)
Language Arts	Robbie Baden (absent)
Math/Science	Wendy Whyte
Math/Science	Beth LaRochelle
Counseling	Emily Cotla (absent)
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 (2:38)</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	<p>Adoption of Today's Agenda (Adjustment to include 3.1 Nominations to Floor & Ratification of Ballot and removing 3.2 Local GE revision from Curriculum Committee. Motion Leighton Armitage & 2nd Kimberly Salido. 10 Yes. 0 No. 0 Abstain.)</p>	President / Facilitator	~2:32pm 2 min	Action
1.3	<p>Adoption of Consent Agenda (Motion to approve the Consent Agenda by Beth LaRochelle & 2nd Matt Montgomery. 10 Yes. 0 No. 0 Abstain.)</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"> ○ February 11, 2025 ○ March 11, 2025 	President / Facilitator	~2:34pm 5 min	Action
1.4	<p>Public Comment (Wendy Whyte mentioned the 3-year cycle for the participation of the Commencement only two in the Math and Science Division didn't want to make the change.</p> <p>Makiko Ueda shared that a speaker is coming on Wed., 4/16 to share his story in coming from 22 years of incarceration and is now a PhD student.</p> <p>Matt Montgomery read the following statement:</p>	Public	~2:39pm 6 min	Information

	<p>I would like to make a public comment in response to acting VPI Danni Redding Lapuz's statement at the end of the March 25th Academic Senate meeting regarding the addition of a ZTC librarian at CSM.</p> <p>First and foremost, I want to make it absolutely clear to my faculty colleagues that the CSM Library did not in any way shape or form attempt to circumvent the resource request process. CSM Library faculty did not ask for an additional librarian, nor have we expressed a need for additional faculty support in the Library.</p> <p>The acting VPI never attempted to discuss, coordinate, or communicate with CSM Library faculty about the need for additional ZTC support, or to find out if the Library already has any existing ZTC initiatives in place. For the record, we have adjunct librarians who are doing OER and ZTC work on campus, and who may have been interested in this assignment had the opportunity to apply for the position been made known to them. Additionally, we have a full-time librarian whose job description specifically calls out OER, ZTC, and other open access resources, as well as another full-time librarian who worked on the ZTC grant last year to help CSM develop a ZTC degree pathway with the Film Studies Department. In other words, this was a process with zero discussion or input from CSM Library faculty.</p> <p>CSM Library faculty respect the resource request process, value transparency, and are committed to participatory governance at CSM. We have no interest in participating in back-channel hiring of full-time or part-time faculty.</p> <p>Thank you for your time.</p> <p>)</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 limited to 1-2 minutes to accommodate everyone 			
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2. Standing Agenda				
No.	Item / Description	Presenter(s)	Time	Action?
2.1	<p>Presidents' Report (The latest Plenary packet was released last week and Todd will be going through it to seek any comments needed. See asccc.org/resolutions-process to view yourself. There are 24 pages of resolutions. Resolutions can be added through April 10th.</p> <p>DAS hasn't had a meeting since 3/24. The next meeting is at Skyline next week.</p> <p>IPC is tomorrow 4/9. Chancellor and Vice Chancellor will be there for a Strategic Planning report for the District.</p> <p>No updates for the BOT. There was a showing from Maggie's Addiction studies program and we will probably hear more about that.)</p> <ul style="list-style-type: none"> • ASCCC Resolutions for Spring Plenary • District Academic Senate (DAS) • Institutional Planning Committee (IPC) & Accreditation • Board of Trustees (BOT) • 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) ○ Technology Committee (1 faculty member appointed by Senate) 	Todd Windisch & Daniel Keller	~2:45pm 5 min	Information
2.2	Curriculum Committee Chair Report (Jeremy Wallace was absent and there was no update.)	Jeremy Wallace	~2:50pm 3 min	Information

2.3	Distance Education Committee Chair Report (There was no official update from the Distance Education Committee today. There will be a Flex Day workshop on the Regular and Substantive Interactions workshop. There was no meeting because last week was Spring Break.)	Jennifer Howze-Owens	~2:53pm 3 min	Information
2.4	Committee on Teaching and Learning Chair Report (The committee hasn't met since last Senate on 3/24. The Flex Day schedule was just posted and Susan asked that everyone please RSVP. The SLO assessment coordinator is working on putting together student focus groups for IOL assessment. Todd Windisch said that there may be a request for funding from Senate on the IOL work.)	Susan Khan	~2:56pm 3 min	Information
2.5	Student Representative Report (There were no student representatives present.)	Anthony Pena Vasquez / Simon Htet	~2:59pm 3 min	Information
2.6	Other Officer & Liaison Reports (There were no updates at this meeting from any of the liaisons.) <ul style="list-style-type: none"> ● CSM Faculty Dual Enrollment Liaison: Leo Cruz ● ASCCC CTE Liaisons: Christy Baird & Beth LaRochelle ● ASCCC OER Liaison: Jennifer Howze-Owens ● ASCCC Rising Scholars Faculty Liaison: Wesley Hingano ● ASCCC Legislative & Advocacy Liason: 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?

3.1	<p>Academic Senate Elections, Nominations from Floor, and Ratification of Ballot (This agenda item was moved until after item 3.3 since we were ahead at 2:50pm.</p> <p>Todd introduced Arielle Smith, the Past President of Academic Senate, indicating that she is here to represent the Nominations Committee. Emily Cotla who is the other member of the committee could not be present today.</p> <p>One nomination each for President and Secretary were made via the internet. Arielle Smith is hoping that there will be some from the floor today. The ballot will be live tomorrow through April 18. Announcement will come to Senate on April 22nd. President Daniel Keller and Secretary Yvette Butterworth have been nominated.</p> <p>Todd called for nominations from the floor. President had no further nominations (it was clarified that 1 point of release time is offered for this position). Vice President currently has no nominations (0.4 points of release time, which is 6 units of release time). Daniel Keller spoke to the tasks of Program Review and he feels that the release time is excellent for the tasks that need to be done. No nominations were made for VP. There can be special elections for vacancies. Secretary (0.2 release time, which is 3 units of release time) currently has a single nomination. The Secretary is responsible for Senate notes. There were no further nominations. Treasurer (0.2 points of release time, again 3 units of release time) and manages the bank account and paying adjunct for their time as well as negotiations with the office of the President for more pay. Stephen Heath spoke to the duties and said that the biggest time spent is Finance Committee meetings, and writing checks for scholarships. Todd said an extra task will be the Senate Dues drive and managing payment of adjunct faculty members for Senate committee membership. There were no further nominations.</p> <p>Since there are two vacancies, Todd and Daniel will look into the process of garnering further nominations.</p> <p>Arielle clarified that nothing else needed to be done to move the process forward, and that with the following vote, she can ask Val to move forward with launching the voting.</p> <p>Motion to approve the ballot with the two names was made by Beth LaRochelle & 2nd</p>	Arielle Smith & Emily Cotla	~3:05pm 10 min	Action
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	<p>by Susan Khan. 10 Yes. 0 No. 0 Abstain.</p> <p>Clarification was made on release time by Susan Khan so Senate members can share out. Makiko Ueda asked about release time for counselors. Todd suggested discussing the release time for the counselors with Arielle Smith since she was the President and is a counselor. Beth LaRochelle asked about participation and how we are going to infuse the pool for committees. She also wonders how we can get part-timers interested and wondered if compensation could be offered. Part-timers could benefit from Treasurer and Secretary positions, but the higher release times would be difficult because they couldn't be compensated for those hours. Todd suggested reaching out to faculty who have not served before. Daniel Keller feels that this is a good time to be involved because many people feel that they can't effect changes that are happening. Beth feels that Senate has brough fresh perspective to her job. A discussion initiated by Wendy Whyte about the lack of participation and whether there wasn't a contractual obligation for participation in committees. Todd reminded the Senate that there is a difference between committee participation and leadership. Hellen Pacheco lamented the in-person requirement of Senate; unfortunately that can't be effected said Todd.)</p>			
3.2	<p>Local General Education (GE) Revisions from Curriculum Committee (This item was removed during the Agenda approval since Jeramy Wallace is absent.)</p>	Jeramy Wallace	~3:15pm 30 min	Information

3.3	<p>Bringing Back Academic Freedom Discussion from 2/11/2025 (Cañada drafted a resolution while we have been in discussion. AFT will be negotiating this in their negotiations soon. If we can pass ours soon, then the AFT can use the three schools' Senate resolutions to support their negotiations.</p> <p>Time was given to read the draft resolution, see the link above.</p> <p>Todd asked for any input to add changes that would help any Senate members to support the resolution. We will bring the resolution back for a vote at the April 22nd meeting. Kimberly Salido clarified the task. Wendy Whyte clarified that this is the DAS appointing someone to be in the room during the bargaining sessions between the AFT and the District. Todd explained the situation and clarified the role of the individual. Beth LaRochelle added that some committees on campus have a faculty representative for AFT in the room during negotiations so that the District can see the viewpoint of the faculty representative. Beth feels that this is very important because faculty needs a voice in the room. Daniel Keller added that he has an upcoming meeting with two others and if there is anything that he'd take any feedback to these people he would be willing to present that information. Matt Montgomery said that he has been looking at some other contracts and noticed that many other colleges have a strong Academic Freedom statement in their contract and we are an outlier in that we don't have that statement. Beth added that when there is representation, there is a lot more power at negotiations. Susan Khan asked about the language differences and if Senate could use the language from AFT to include. Todd indicated that we can't have the exact language due to confidentiality issues, but we could have a general idea and send back our recommendations. Wendy wanted to know why a statement about Academic Freedom wasn't there already. Todd clarified that there is Board Policy, but these policies can be changed and the contract can't be changed which is why it is recommended that it be a part of the contract. The resolution has a definition and Wendy and Todd like that inclusion.</p> <p>Senate members should take this back to their divisions. Beth wanted to know what our request is so she can bring it to her division. Todd clarified that it would be the two resolves. Makiko Ueda wondered in terms of her division, this looks a little different and wonders if there needs to be adjusted for faculty that isn't classroom faculty. Todd suggested looking at the definition to see if her division can be</p>	Todd Windisch	~3:45pm 30 min	Discussion
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	<p>represented by that and if not then what can be added to the definition so Makiko's division is represented.)</p> <ul style="list-style-type: none"> Cañada's draft resolution: https://docs.google.com/document/d/19-ceN-s6jnGHxUs7FGek_hXR_AE0usB/edit?usp=sharing&oid=102730708633842937932&rtpof=true&sd=true Approve resolution at April 22 meeting? 			
4. Closing Procedures				
No.	Item / Description	Presenter(s)	Time	Action?

4.1	<p>Final Announcements (Jennifer brought up dues. She said that there is a flyer ready and she wants to know that the information is ready for discussion. Jennifer developed a form with assistance from Skyline who already has a nice form. She also had a discussion with Richard to figure out how to collect the dues. Todd wanted to know whether we should take this to the faculty at Flex Day or whether we should wait. We used to have dues, but the Business Office says that two years ago the deductions stopped. The Business Office would like the dues contributions to be once yearly rather than monthly. Todd wanted to make sure that everyone knows that dues are optional.</p> <p>Beth LaRoche wanted to know if Todd, Manuel (Pres.), or Daniel could introduce the idea of a dues drive. She says that she'd recommend the announcement of the names of the scholarship winners so the faculty can see how the money the donate will be spent.</p> <p>Todd introduced the winners today. A total of \$4000 was awarded this year. There were 3-\$500 awards for students who participated in academic support. The awards went to: Kerry Aguilar, Tao Chang, and Nishin Lee. There 5-\$500 for Community Service scholarships, where outside service was weighed a little heavier than on campus service. The awards went to: Jayden Nguyen, Joselyn Sayson, Mark Rios Lopez, Sandra Maria Rucker, and Bian Nguyen-Hui (these are my best guesses for the spelling of these student names).)</p> <p><i>President or facilitator elicits final announcements about upcoming deadlines, events, scheduling changes, etc.</i></p>	President / Faciliator	~4:15pm 5 min	Information
4.2	Adjourn (3:32)	President / Facilitator	~4:20pm	Procedure