

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

Officers	
President	Todd Windisch
Vice President	Daniel Keller
Secretary	Yvette Butterworth
Treasurer	Stephen Heath (2:48)

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

Division & Student Representatives	
Student Representative	Anthony Pena Vasquez / Simon Htet (both absent)
Academic Support & Learning Technologies / Library	Matt Montgomery (Zoom)
Academic Support & Learning Technologies / Library	Wesley Hingano (absent)
Business/Technology	Hellen Pacheco (Zoom)
Business/Technology	Kimberly Salido
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
Language Arts	Robbie Baden
Math/Science	Wendy Whyte
Math/Science	Beth LaRochelle (Zoom; left and returned)
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 (2:34)</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 (Motion to accept agenda Beth LaRochelle & 2nd Emily Cotla. Roll call vote. 14 Yes. 0 No. 0 Abstain.)</p>	President / Facilitator	~2:32pm 2 min	Action
1.3	<p>Adoption of Consent Agenda (Wendy Whyte wants to pull the Equity syllabus statement and the resolution in Support of International Students from the consent agenda. Motion to approve consent agenda with those two items removed made by Beth LaRochelle & 2nd by Kimberly Salido. Roll call vote. 14 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"> ◦ 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 	President / Facilitator	~2:34pm 5 min	Action
1.4	<p>Public Comment (Beth LaRochelle would like to thank Todd Windisch for the 2 years of leadership. Jeramy Wallace would like know more about the verbiage in the Facilities Presentation from earlier in the semester to tear buildings down to do</p>	Public	~2:39pm 6 min	Information

	<p>renovations. The concern is the library, since it is an iconic building and Jeramy feels that we need to further engage in conversations about this issue. Todd Windisch added a little context that there must be money from the state since we don't have the money to complete the reservations on our own and thus the state needs more information before it is approved. Todd said that he will seek out more clarification.)</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 			
2. Standing Agenda				
No.	Item / Description	Presenter(s)	Time	Action?
2.1	<p>Presidents' Report (Plenary approvals are linked below. Highlights from plenary are the credit for prior learning and the removal of the distinction between adjunct and full-time faculty to just call all simply faculty.</p> <p>Tarana Chapple sent Todd an announcement for a ZTC Coordinator position that is or will be going out to all faculty. The position will be a one-year, grant funded position, and will offer 0.6 FTE release. Todd will send it out to all faculty soon.</p> <p>DAS was yesterday, Mon., 5/12. A resolution was passed clarifying the DAS's stance on dual enrollment evaluations. DAS also approved a survey that will be sent out to participants who served on hiring committees this semester. Mick Sherer asked about travel funding for interviews and whether it was approved. Todd confirmed that the funding was approved and the survey will include questions about the funding. Daniel Keller add that Todd Windisch was given the gavel as DAS President.</p> <p>IPC is continuing their work on the Climate Survey and the EMP at the meeting Wednesday, 5/14. The facilities update was also given in the IPC meeting previously in the semester.</p>	Todd Windisch & Daniel Keller	~2:45pm 5 min	Information

	<p>There are no updates from the BOT. Todd believes the next meeting is Wed., 8/14.</p> <p>There were no further updates from DPGC where board policies and administrative procedures are approved. Since it is the end of the semester there is nothing new happening and the committee is finishing work from previous meetings.</p> <p>)</p> <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) 			
2.2	<p>Curriculum Committee Chair Report (Jeramy Wallace said that last week, they approved a lot of 2A common course templates which include Economics, History, Art History, and a couple of others. They also approved their new GE handbook since the committee updated the GE requirements last fall. The handbook includes descriptors of the areas and what is required to get a course approved in each area. Jeramy noted that to get a course approved in an area it has to meet three requirements compared to the one they previously needed to meet for approval. Today Jeramy received the approval of the CalGTC courses from the December submissions, except for a few Communications courses which are now in appeal. There will also be reciprocity between our district schools and how that will be handled. Another thing that was discussed was piloting phased deadlines for modifications of courses in the coming year. This process is intended to alleviate some of the pressure of getting updates completed over a few month period. He detailed which courses would be going first, then coming next, and then in the following Spring.</p> <p>This was Jeramy's last update as Committee Chair and he thanked the Senate for his time as a part of the Senate and leadership in the college and District. He encouraged others to step into these roles.)</p>	Jeramy Wallace	~2:50pm 3 min	Information
2.3	<p>Distance Education Committee Chair Report (Last Wednesday, 5/7, was the final meeting of the semester and they recapped and reminded everyone on the regular and</p>	Jennifer Howze-Owens	~2:53pm 3 min	Information

	substantive contact rubric so that the committee could share out around the campus the details of new rubric and its use as we approach our accreditation visit in the Spring. An email went out last week to Divisions and Deans concerning professional development training activities available over the remainder of the semester and during the summer.)			
2.4	Committee on Teaching and Learning Chair Report (The committee last met on Monday, 4/28. During the meeting they discussed the ILO assessment event that will happen in the Spring 2026. The plan to focus on one ILO per year and pair that with a celebration for the students ending their time at CSM. The committee was unanimously in favor of removing PD from CTL and creating a new committee with more discussion to occur in the Fall with regards to a name for the new committee.)	Susan Khan	~2:56pm 3 min	Information
2.5	Student Representative Report (None)	Anthony Pena Vasquez / Simon Htet	~2:59pm 3 min	Information

2.6	<p>Other Officer & Liaison Reports</p> <p>(Stephen Heath, the Senate treasurer, provided an update on the Senate's available funds. The Senate currently has \$2977 in our account after the pay out of the scholarships. He reminded us that at the beginning of the semester we had around \$6000 in our account. The project to relaunch Senate dues has been approved to move forward without a formal vote, and work is being done on the logistics such as a form to send to faculty so they can contribute. The plan is to launch this semester or on opening day in the fall. The dues drive will increase the money in our account and allow us to offer more support to students and for other support to our campus.)</p> <ul style="list-style-type: none"> • CSM Faculty Dual Enrollment Liaison: Leo Cruz • CSM CCN Coordinator: Beth LaRochelle • 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?
2.1	<p>Confirm Special Election: Vice President & Treasurer (As we know from previous meetings that we had a special election for the last two outstanding officers. Mick Sherer confirmed the elections on behalf of the Teller's Committee. Details 33 Rene Anderson & 34 Makiko Uedo 1 write in for each office were also presented.)</p>	Tellers Committee	~3:05pm 5 min	Action

2.2	<p>Dual Enrollment Update (Leo Cruz provided a presentation on Dual Enrollment. The presentation contained data for Fall 2024 and Spring 2025. It will be linked on the Senate website (here is a URL as well https://docs.google.com/presentation/d/1gZtugBVnqT-jklJxoTaxnxGgiT_HwXD_4MDMMObSy34/edit?slide=id.g358037b6b93_0_5#slide=id.g358037b6b93_0_5). The Canada and Skyline websites both have more information than CSM's with regards to faculty and partner teachers teaching dual enrollment sections and terms, and that is something that CSM plans to improve on their website. Carissa Cardenas will update the Senate as those improvements are made.</p> <p>Carissa shared information about an event that was held for CSM counselors and high school counselors. This event allowed the counselors to connect and get an understanding of their roles and what the students need in terms of resources and support. This was the first since COVID. The plan is to have this event annually. There were 6 high schools present to provide input on how to best support the students. Carissa shared that it was nice to get the feedback and provide a space for interaction. Carissa noted that the Middle College program was also included in the event.</p> <p>If anyone would like any more information, please contact Carissa Cardenas.</p> <p>Todd Windisch asked if there will be any expansion of the Dual Enrollment offerings in the new year. Leo got the impression that there won't be any expansion at this time. He heard the same said at Skyline. Todd had heard the same things. Based on the demographics, Todd wondered if Leo saw any trends. Carissa said that the trends are analyzed as the semester ends, so perhaps in the Fall she can share the trends noticed during this year. Mick Sherer wanted to know about matriculation to CSM after taking a dual enrollment class. Carissa said that she doesn't believe she has any information, but will ask the pertinent person.</p> <p>Todd thanked Leo for his work this past year and looks forward to Carissa's work with Senate next Fall.)</p>	Leo Cruz; Carissa Cardenas	~3:10pm 10 min	Information
-----	---	----------------------------------	-------------------	-------------

2.3	<p>Revised Program Review Forms for Fall 2025 Implementation (The only revision will be the Student Services form. The form is based on Canada's form. The faculty form won't change. Nuventive will be where the information for program review will be input, whereas in the past it may have been TracDat. Everything will now be done in Nuventive. The faculty form will potentially be updated later as the need is found after use.</p> <p>Daniel shared the program review forms. He showed that the forms from Canada are what are being adopted for Student Services and the Faculty form won't be changed until there is more time to see how Nuventive works. Todd said that the only people who will see changes are those who are in Student Service programs. Mick Sherer asked about whether these forms have been vetted across a couple of different groups. A concern is that some groups might have to fill two sections out and he hopes that there aren't duplicated questions that would be mandatory. Daniel Keller noted that in the past the faculty and student services were using the same forms and answering some of the questions, those which pertained, which wasn't the best. The new forms will be better for the Student Services as they are more specific. Todd Windisch said that in the Fall 2025 the target for Program Review will be to train the faculty to use Nuventive who are scheduled for Program review first. Makiko Ueda asked if the committee had tried using the system. Daniel said that they haven't yet tried the system, but feels the system is clear and easy to use after looking through it. Brandon Williams asked about sharing the forms and Todd said he will share them on the Senate website. Emily Cotla asked whether both forms would be needed for counseling where both Student Serves and Academics are targeted. Todd said that SLO's and SAO's won't be part of the Program Review.</p> <p>Makiko also had a question about the Program Review schedule in the Consent Agenda. She'd like a request to move the Wellness and Health Center to Fall 2027. Todd said that can be changed and Daniel said that he will remove those from the timeline.</p> <p>Mick said that should there be any concerns from the Student Services side. Brandon wanted to know who has seen these forms and gotten feedback from. Todd said the form has been seen by the Program Review Committee and Student Services Management Counsel. Todd added that there has been interest in changing the form</p>	Daniel Keller	~3:20pm 15 min	Action
-----	--	---------------	-------------------	--------

	<p>during the last year so the Program Review Committee has been to many different spaces to discuss changes. Matt Montgomery commented that with only seeing this form today, whether approval today would lock things into program review for the foreseeable future. Todd and Daniel clarified that this is a start and that we should expect to be able to change things by further discussions and votes in Senate as we feel necessary. Todd emphasized that a yes vote today is simply to allow discussion and changes to occur over the summer without check-in and approval with the Senate as the changes are made.</p> <p>A motion was made to approve the forms so that work can be done over the summer with Nuventive by Susan Khan & 2nd by Kimberly Salido. A roll call vote gave: 12 Yes. 0 No. 1 Abstain.)</p>			
--	---	--	--	--

2.4	<p>Revised SLO/SAO Assessment Program for Fall 2025 Implementation (Please see the informational packet for more details.</p> <p>In March, the committee began forming a work group to revise the SLO assessment schedule. They wanted to allow the programs to decide what to prioritize in their assessment, so that all programs would not need to be assessed each time. The committee also wanted to be able to complete an inquiry process, which will be the purview of CTL. CTL will be building an application process for this type of assessment.</p> <p>Todd Windisch said there isn't really anything new in this packet that hasn't been previously discussed, but wanted to make sure that the direction of work is made clear as he leaves his work as Senate President. The packet shows the timeline. Below is a snapshot of the plan:</p> <table><tr><td>Overview</td><td>SLOAC</td><td></td><td></td><td></td><td></td></tr><tr><td>Message to faculty requesting assessment calendars for each instructional program</td><td>Academic Senate President, SLOAC</td><td>Aug 18</td><td></td><td></td><td></td></tr><tr><td>Identify programs for Fall 2025 Nuventive Pilot (one program per division)</td><td>Research Inquiry and Institutional Effectiveness Manager, SLOAC</td><td>Aug 18 - Aug 29</td><td></td><td></td><td></td></tr><tr><td>Visit division meetings to raise awareness of SLO assessment program & assessment calendars (due Nov 15)</td><td>SLOAC, CTL</td><td>Aug 18 - Sep 30</td><td></td><td></td><td></td></tr><tr><td>Creation and approval of Opt-In Inquiry Project Application</td><td>SLOAC, CTL</td><td>Aug 18 - Sep 30</td><td></td><td></td><td></td></tr><tr><td>Call 2025 Nuventive Pilot Group Kick-Off meeting w/ Nuventive demo</td><td>Research Inquiry and Institutional Effectiveness Manager, SLOAC</td><td></td><td>September</td><td></td><td></td></tr><tr><td>Message to programs in 25-26 Program Review cycle about opt-in inquiry project opportunity w/ application and invitation to Flex Day info session (due Nov 3)</td><td>Academic Senate President, SLOAC</td><td></td><td></td><td>Oct 1</td><td></td></tr><tr><td>Flex Day: 25-26 Program Review Participants Opt-In Inquiry Project Info Session</td><td>SLOAC</td><td></td><td></td><td>Oct 8</td><td></td></tr><tr><td>Flex Day: Fall 2025 Nuventive Pilot Support session</td><td>SLOAC</td><td></td><td></td><td>Oct 8</td><td></td></tr><tr><td>Due date for opt-in inquiry project opportunity</td><td>Academic Senate President, SLOAC</td><td></td><td></td><td></td><td>Nov 3</td></tr><tr><td>Review & approval of opt-in inquiry project applications</td><td>CTL</td><td></td><td></td><td></td><td>November</td></tr><tr><td>Due date #1 for assessment calendars</td><td>Academic Senate President, SLOAC</td><td></td><td></td><td></td><td>Nov 15</td></tr><tr><td>Nuventive training for programs identified on assessment calendar as assessing SLOs in</td><td>Research Inquiry and Institutional</td><td></td><td></td><td></td><td>Nov 15 - 30</td></tr></table> <p>This process should not add work, instead, it should just be reporting on the work being done. Jennifer Howze-Owens asked about the feasibility of presenting all this to everyone at the August Flex. Todd feels that he has built a share-out into the plan and believes it will be possible to share in August, especially since this is a pilot in the Fall 2025. Jennifer is concerned for CTL, and Todd feels that guidance and support from Senate, PRIE, and the Office of Instruction is necessary for success. Todd feels that</p>	Overview	SLOAC					Message to faculty requesting assessment calendars for each instructional program	Academic Senate President, SLOAC	Aug 18				Identify programs for Fall 2025 Nuventive Pilot (one program per division)	Research Inquiry and Institutional Effectiveness Manager, SLOAC	Aug 18 - Aug 29				Visit division meetings to raise awareness of SLO assessment program & assessment calendars (due Nov 15)	SLOAC, CTL	Aug 18 - Sep 30				Creation and approval of Opt-In Inquiry Project Application	SLOAC, CTL	Aug 18 - Sep 30				Call 2025 Nuventive Pilot Group Kick-Off meeting w/ Nuventive demo	Research Inquiry and Institutional Effectiveness Manager, SLOAC		September			Message to programs in 25-26 Program Review cycle about opt-in inquiry project opportunity w/ application and invitation to Flex Day info session (due Nov 3)	Academic Senate President, SLOAC			Oct 1		Flex Day: 25-26 Program Review Participants Opt-In Inquiry Project Info Session	SLOAC			Oct 8		Flex Day: Fall 2025 Nuventive Pilot Support session	SLOAC			Oct 8		Due date for opt-in inquiry project opportunity	Academic Senate President, SLOAC				Nov 3	Review & approval of opt-in inquiry project applications	CTL				November	Due date #1 for assessment calendars	Academic Senate President, SLOAC				Nov 15	Nuventive training for programs identified on assessment calendar as assessing SLOs in	Research Inquiry and Institutional				Nov 15 - 30	Todd Windisch	~3:35pm 15 min	Action
Overview	SLOAC																																																																																	
Message to faculty requesting assessment calendars for each instructional program	Academic Senate President, SLOAC	Aug 18																																																																																
Identify programs for Fall 2025 Nuventive Pilot (one program per division)	Research Inquiry and Institutional Effectiveness Manager, SLOAC	Aug 18 - Aug 29																																																																																
Visit division meetings to raise awareness of SLO assessment program & assessment calendars (due Nov 15)	SLOAC, CTL	Aug 18 - Sep 30																																																																																
Creation and approval of Opt-In Inquiry Project Application	SLOAC, CTL	Aug 18 - Sep 30																																																																																
Call 2025 Nuventive Pilot Group Kick-Off meeting w/ Nuventive demo	Research Inquiry and Institutional Effectiveness Manager, SLOAC		September																																																																															
Message to programs in 25-26 Program Review cycle about opt-in inquiry project opportunity w/ application and invitation to Flex Day info session (due Nov 3)	Academic Senate President, SLOAC			Oct 1																																																																														
Flex Day: 25-26 Program Review Participants Opt-In Inquiry Project Info Session	SLOAC			Oct 8																																																																														
Flex Day: Fall 2025 Nuventive Pilot Support session	SLOAC			Oct 8																																																																														
Due date for opt-in inquiry project opportunity	Academic Senate President, SLOAC				Nov 3																																																																													
Review & approval of opt-in inquiry project applications	CTL				November																																																																													
Due date #1 for assessment calendars	Academic Senate President, SLOAC				Nov 15																																																																													
Nuventive training for programs identified on assessment calendar as assessing SLOs in	Research Inquiry and Institutional				Nov 15 - 30																																																																													

	<p>with the inquiry process it is especially important to have support. Daniel suggested that we can link the SLO assessment through Canvas; Skyline already links through Canvas. The Canvas link is not from Assessment in the Canvas program, Skyline uses a different linkage. At CSM we haven't seen such before, and it might be a little scary. Emily Cotla asked if this is separate from Program Review. Todd said it is separate and a clarification was that this will be done on a yearly task. We haven't been assessing SLOs regularly and we need this assessment separately from program review. Program review will then reflect on the data. Susan Khan asked about the selection of the program pilots. Todd said there isn't a plan yet that is solidly but the plan is to select the programs that will pilot in August and then to reach out to those programs in September. They want to pick at least one from each division. In particular, Todd would like to choose programs that are already doing regular SLO assessment within program review.</p> <p>Susan also asked about SLOAC position posting. Todd said that we don't know and it will be released at some point with an unknown amount of release time. A conversation was had about the considerations that must be made in order to post the position.</p> <p>A motion to approve the SLO/SAO assessment plan was made by Susan Khan & 2nd Jennifer Howze-Owens. A roll call vote was taken with the following results: 12 Yes. 0 No. 0 Abstain)</p> <ul style="list-style-type: none"> • College of San Mateo SLO/SAO Assessment Plan Information Packet 			
--	---	--	--	--

2.5	<p>Facilities Master Plan Amendment (We returned to this item at the appointed time after covering 2.7 with Danni Lapuz Redding.</p> <p>Suniya at 360 Architects is here to make a presentation that will allow us to know about potential changes coming to our facilities due to the District Facilities Master Plan. The presentation is also being made across campus to various constituent groups to share the details. The purpose is to see if the plan written in 2022 is still accurate or if there needs to be additions, deletions, or changes. Here is an excerpt from the presentation to give an idea of what is being discussed:</p> <p>2022 FMP Identified the Following Needs (excludes projects already completed or underway):</p> <ul style="list-style-type: none"> - B9 Library Modernization/Replacement - B8 Gymnasium Modernization/Replacement - B7 Facilities Maintenance Center & Corporation Yard - Optimize Space for Campus Needs - Campus Wide Projects: Accessibility, Pedestrian Pathways, Landscaping, Wayfinding & Signage - Art Gallery - Turf Replacements <p>Since then:</p> <ul style="list-style-type: none"> - Address Legacy Buildings such as Arts Complex Modernization (Buildings 2, 3 & 4) - Address Maintenance Items (HVAC, Lighting, Signage, Planetarium Dome) - Address Infrastructure Items: Add Additional Chilling Capacity, De-couple Domestic and Fire Water - Technology Infrastructure Upgrades - Are we missing anything? <p>Some of the 2022 tasks are underway such as the turf replacements and the facilities maintenance center.</p> <p>Suniya would like to elicit feedback. Todd Windisch brought up the question about the Library upgrades from the public comments earlier in our meeting. He asked for further comment. Here is the detailed information on that question:</p>	Marie Mejia, Michele Rudovsky	~3:50pm 15 min	Information
-----	--	-------------------------------------	-------------------	-------------

	<p>In the 2022 FMP the Gymnasium (Building 8) and Library (Building 9) were identified as <u>modernizations</u> of the existing buildings. Since then changes in the building code, and revised interpretations by the state agency overseeing the California Community Colleges' construction projects (DSA), has shown that modernizing these existing structures is more expensive than building replacement facilities. Therefore these projects are now planned to be submitted as "Modernization/Replacements" where the Replacement Facility houses the exact same assignable square footage (the usable square footage of a building) as the existing building.</p> <p>The concerns have been heard about the Library and it is unknown whether the Library can be saved, simply due to the cost. The general rule of thumb, that can be disputed, is if the cost to modernize is more than 75% of replacement cost then the building in question must be demolished and replaced with new construction. Even if it isn't a state funded program, there is another agency called the DSA who could force the building to be replaced under certain circumstances. The decisions will be made when there is actual funding. Robbie Baden followed up with another question about the Library, wondering if the campus will be a part of the design process. Suniya said that the campus would be a part of the design process, with the stakeholders most impacted being included. Mick Sherer asked about the specifics of the details concerning the radio station that is also housed in the Library building. Suniya said that the State would consider the station.</p> <p>Kimberly Salido asked what is meant by Technology Infrastructure Updates. Suniya said that the tasks are mostly concerning the underlying infrastructure, but not focusing on the smart classroom part of the job, however that focus could be included as well.</p> <p>Makiko Ueda asked about final decision with respect to the student housing location. See the "x" on the map below for the location.</p>			
--	--	--	--	--



Please send feedback to Marie Mejia before the end of May.)

2.6

CSM Professional Development Committee Spring 25 Update (Teeka James brought a presentation for the Faculty PD Committee. This is not the new PD committee being formed under IPC. This is the annual report required to be shared. This committee funds individuals going to conferences as well as long-term projects.

The committee is made up of 3 AFT reps, an AS rep, an Administrative representation, and VPI. A few of the members are changing. Current committee membership is: Tatiana Irwin (History; AFT rep), Teeka James (English, Chair; AFT rep), David Laderman (Film; AFT rep), Elisha Polomski (Astronomy; Academic Senate Rep), Tarana Chapple (Dean; Administrative Rep.), Danni Redding Lopus (Interim VPI). The new committee will be Johnny Leon (Personal Counseling; AFT Rep), Kristi Ridgway (ESL; AFT rep), Elisha Polomski (Astronomy; Academic Senate Rep), Jeramy Wallace (English, Chair; AFT rep), Tarana Chapple (Dean; Administrative Rep.), Danni Redding Lopus (Interim VPI). The Senate will likely be appointing a member for their representation.

The funding is rolled over from year to year. This year the funds awarded has been approximately \$170,000 with around \$70,000 left.

A pattern is shown in divisions that use PD more than others.

Division	SUM of Short-Term Total	SUM of Short-Term Registration	SUM of Short-Term Subs	SUM of Short-Term Travel	SUM of Long Term Totals	People Funded	Projects Funded
ASLT	\$3,881.27	\$1,160.00	\$0.00	\$2,721.27	\$0.00	2	2
Business/Tech	\$7,327.25	\$2,039.00	\$1,064.10	\$4,224.15	\$0.00	6	6
Creative Arts/Social Sciences	\$2,106.52	\$400.00	\$0.00	\$1,706.52	\$19,426.03	2	2
Kinesiology/Dance	\$19,546.67	\$3,660.00	\$4,436.43	\$11,450.24	\$0.00	7	8
Language Arts	\$14,196.33	\$1,411.00	\$3,944.28	\$8,841.05	\$58,573.21	8	8
Math/Science	\$9,507.79	\$2,612.00	\$0.00	\$6,895.79	\$0.00	4	5
Student Support Services	\$29,836.55	\$13,027.91	\$0.00	\$16,808.64	\$0.00	17	20
Grand Total	\$88,010.25	\$24,804.91	\$9,444.81	\$53,760.53	\$77,999.24	47	52

The committee would like to encourage everyone to take advantage of short-term professional development.

Teeka James

~4:05pm
15 min

Information

There was a break-down in the system causing Part-Time faculty members to cancel short-term applications. An effort is being made to change the issue so that everyone is able to get timely approval and are able to attend their conferences.

Below are the lists was presented in the presentation for all the conference attendances that were funded for short-term funding and for the long-term projects.

Short Term Awards FY 24-25:

<i>Division</i>	FULL TIME	PART TIME	Grand Total
Business/Tech	\$8,935.12		\$8,935.12
Creative Arts/Social Sciences	\$0.00	\$2,106.52	\$2,106.52
Kinesiology/Dance	\$13,762.70	\$5,783.97	\$19,546.67
Language Arts	\$11,035.38	\$3,160.95	\$14,196.33
Math/Science	\$7,483.84	\$2,023.95	\$9,507.79
Student Support Services	\$27,097.27	\$2,739.28	\$29,836.55
Grand Total	\$72,195.58	\$15,814.67	\$88,010.25

There appears to be missing information from the ASLT, but there were no ASLT part-time recipients, but there was at least one full-time. The presentation may be available on the Senate Website for further review.

Short term projects were varied:

Short-Term Projects (FY 24-25)

- 2025 American College Counseling Association Conference
- 2025 ASCCC Academic Academy
- 30 Hour Katonah Yoga Training
- Academic Academy--AI and Higher Ed
- ACCCA 2025 Conference participation
- ACEN Conference
- AHSIE Best Practices Conference
- AMP: Lower & Upper Body
- Aotearoa New Zealand ECE Study Tour
- APAHE 2025 Conference
- APNA Annual Conference
- ASCCC Artificial Intelligence Conference
- ASEEES (Slavic, E. European, Eurasian Studies Conv.)
Presentation: "Lighting Fires Over the Tiaga: Symbolic Geographies of Siberian Hydroelectricity"
- Associated Writing Programs
- AWHONN California Conference
- AWP (Association of Writers and Writing Programs)
- California Intersegmental Articulation Council
- CAPED
- CCCAOE Conference
- CCCBCA State Conference
- CCCWBCA State Championship
- CCDA Conference
- Colegas 2024
- Conference on College Composition and Communication
- CSSO Conference
- D1 Volleyball Observation Opportunity (Stanford)
- Educating for Careers Conference
- Global Summer Institute of Music
- MHLA Fall Conference
- Fire Technology Directors Meeting
- Leading from the Middle
- MCM '24 Conference Presentation
- NAFSA Regional Conference 2024
- National Collegiate Honors Council
- NCORE 2025
- NFCA Convention
- Observation of MSU Volleyball Program
- Online Teaching Conference
- Popular Culture Association Conference
- Premiere Anaheim
- Primary Care 2024
- Society of Architectural Historian Conf.

The long-term projects came from the Creative Art/Social Sciences and Language Arts. The Music Department project involves designing interactive music software and was for a partial semester of release time. The Language Arts involved updated composition instruction and materials for multilingual students. This consisted of release time for one full semester in the Fall of 2025

Beth LaRochelle asked about the sticking place for the approval and whether it was with the deans or the President's office. She wanted to know, not to be upset at anyone in particular, but instead to allow others to be aware where an individual could take control and follow up for themselves if a bottle-neck should occur. Teeka clarified that it was really happening at the Business or President's office. The final release of approval was just too late in some cases, and stressed that the process just needs work, not that there was blame to be placed. Teeka said that the Business Office is over-extended and that is potentially causing problems. Jennifer Howze-Owens also spoke to a personal situation that occurred for herself and Hellen Pacheco. Both were approved to go to a conference which caused an issue in approval at the Business Office, that was cleared up through the President's office.)

--	--	--	--	--

2.7	<p>Q&A w/ Vice President of Instruction, Danni Redding Lapuz (We moved ahead to this agenda item after 2.4.</p> <p>Danni Redding Lapuz said that this year focused on instruction with the changes for the CalGETC, and the course numbering changes. She also acknowledged the large number of changes in the administration and the bookstore management, as well as changes in the EMP and ISER.</p> <p>Danni feels that there has been a lot of change, but it has been positive change taking us to where we want to be in the coming years. If there are any questions about what has occurred this year or what is coming please feel free to reach out to her.</p> <p>Todd Windisch asked about the Coastsides program. Danni said that the college hopes to see what works best at the facility and as data is available administration will know what works best in terms of offerings at the facility. During the summer the Coastsides facility will offer an art and ESL class. For Fall 2025 there will be ESL, Business, English, Fire Academy. There may also be a Film and Art class in the Fall. Things will build as more people become familiar with the facility from both the faculty and from the community. With the help of the community we will be successful.</p> <p>Danni asked professors, what our wishes for the next year might be to do for our students. Todd said as an ESL instructor he'd like to be able to meet the needs of all the students despite the resizing. Wendy would like to see a lot more full-time faculty to student ratios and more updated technology in the classrooms. Danni welcomed Wendy to join a taskforce headed by Tarana Chapple after she mentioned her tech needs. Todd mentioned that the work is already been done with reference to EMP. Danni also mentioned the district-wide AI work group has been formed and information will be sent out in the Fall. The work group is underneath the District Academic Senate. That group is also doing the work with the Digital Center of which CSM is a part and is chaired by Aaron McVean.</p> <p>Todd thanked Danni for the work she has done in her first year. Danni likewise thanked Todd for his leadership.</p> <p>Danni welcomed everyone to reach out and let her know questions, comments, and</p>	Danni Redding Lapuz	~4:20pm 10 min	Discussion
-----	--	---------------------	-------------------	------------

	concerns.)			
4. Closing Procedures				
No.	Item / Description	Presenter(s)	Time	Action?
4.1	<p>Final Announcements (Todd Windisch thanked everyone for the past 2 years as he has served as the Senate President. It was announced that one of our Senate representatives, Leighton Armitage, will be stepping away from his career at the end of the semester and will then be off to Japan to explore with his wife.)</p> <p><i>President or facilitator elicits final announcements about upcoming deadlines, events, scheduling changes, etc.</i></p>	President / Faciliator	~4:30pm N/A	Information
4.2	Adjourn (4:31)	President / Facilitator	N/A	Procedure