

Academic Senate of College of San Mateo



Tuesday, November 11, 2:30pm - 4:30pm

Building 10-468

1700 W. Hillsdale Boulevard, San Mateo,
CA 94402

Zoom

<https://smccd.zoom.us/j/85146915715>

Meeting ID: 851 4691 5715

<i>Officers</i>	
President	Daniel Keller
Vice President	Rene Anderson
Secretary	Yvette Butterworth
Treasurer	Makiko Ueda

<i>Standing Senate Committee Chairs</i>	
Curriculum Committee	Malathi Iyengar
Distance Education Committee	Jennifer Howze-Owens
Committee on Teaching & Learning	Rene Anderson

<i>Division & Student Representatives</i>	
Student Representative	Ameer Dababo (absent)
ASLT / Library	Matt Montgomery (Zoom)
ASLT / Library	Wesley Hingano
Business/Technology	Susan Khan
Business/Technology	Kimberly Salido
Creative Arts/Social Science	Lee Miller
Creative Arts/Social Science	Maggie de Vera (absent)
Kinesiology/Athletics/Dance	Kajari Burns (absent)
Kinesiology/Athletics/Dance	Mike Marcial (absent)
Language Arts	Tim Maxwell
Language Arts	Robbie Baden
Math/Science	Wendy Whyte
Math/Science	Beth LaRochelle (absent)
Counseling	Emily Cotla
Counseling	Jennifer De La Cruz (2:37)
Enrollment Services and Support Programs	Daniel Rhyne

1. Opening Procedures				
No.	Item / Description	Presenter(s)	Approx. Start Duration	Action?
1.1	Call to Order (2:32) <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>	President / Facilitator	~2:30pm 2 min	Procedure
1.2	Adoption of Today's Agenda (President Keller announced that there were two cancellations from the original agenda and thus there were a couple of changes, one of which was a discussion about the new Websmart by Todd Windisch. In addition, there is a typo on the Agenda Item numbering, as it skips from 3.1 to 3.4 which was unintentional. The motion was made by Malathi Iyengar to accept the agenda & a 2nd was made by Lee Miller. Roll Call Vote. 9 Yes. 0 No. 1 Abstain.)	President / Facilitator	~2:32pm 3 min	Action
1.3	Adoption of Consent Agenda (There were no items on the consent agenda today. Lee Miller noted that we have not approved minutes for a while, and asked why. Secretary Butterworth acknowledged that she is two minute records behind.) <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>	President / Facilitator	~2:35pm 0 min	Action
1.4	Public Comment (Tim Maxwell announced that tomorrow, Wednesday, 11/12, 1:30-2:45ish, in the Bayview Dining Room is the Writer's Ruckus where students receive 5 minutes to share their writing. Writing includes fiction, poetry, memoirs, and more. In addition to great writing, there will be food at the end. Robbie Baden also shared the students who are presenting in the Writer's Ruckus: He will send an email. Lee Miller said that Diane Papan (State Assembly Member for San Mateo area; District 21) will be coming to his class to visit on Mon., 12/1 10-11am. Susan Khan said Tuesday, 11/25 is due date for the January 9th Flex Day proposals. Their theme is about building the culture of assessment, which is a very broadly defined theme. She explained that this could mean assessing how well students are doing or	Public	~2:35pm 10 min	Information

Meetings of the Academic Senate are open to all members of the public. Materials are posted on

	even what type of assignments are used to assess students. Reach out to Susan with questions. Daniel Rhyne said that the personal counseling staffing has been cut. In 2024-2025, three adjunct positions were cut and one full-time position was added. This means that 60 hours were cut and only 30 hours added back in. This semester one adjunct and 8 intern counselors have been cut. He said that is a cut of 2700 hours in student interaction time for personal counseling. This announcement came the week after one of our students tried to jump off a building, making it rather tragic timing. Personal counseling is now being told that funding must be taken from a mental health grant and no longer be funded in Fund 1. The idea to redirect the costs to a grant, when the college was already funding the counselors through Fund 1 is supplanting the funds and an email has been sent to the Chancellor's office with that grievance. If the college can't offer a competitive rate they are going to lose the eight positions and not have anyone to come back and fill them. One of the personal counseling adjunct faculty members was able to interact with 400 students in individual sessions and facilitated 100 group sessions in the past year. A group session typically has around ten students, so the group sessions mean reaching approximately 1400 students in addition to the 400 individual interactions. Wendy Whyte asked about the breakdown for pay for these individuals and Daniel clarified that it is 3 hours of office work and 15 hours of direct work with students per week. Lee Miller asked if the Senate could make a resolution in support of Personal Counseling and Daniel said that it would be nice. Tim Maxwell added that the English department's dean announced that 40% of their summer classes will be cut. She said that there was a decision to cut from summer to avoid other cuts to the schedule. There was some internal alarm, that was not meant to be public comment in response to this announcement and President Keller reminded the Senate that there is a Budget discussion on the Agenda today and that perhaps questions to the VP during that portion of the Agenda might be appropriate.) • 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	Presidents' Report (President Keller has been working on the website as he said he would during our last meeting. He had indicated that it was difficult to find past resolutions and planned to organize the website so that the past resolutions were easier to find. He should be done by the end of the week. ASCCC Plenary: President Keller brought booklets back for more information on what is done at the Plenary. He again invited anyone who would like to attend next Spring to reach out as there are funds to send one additional person along with the Senate President. Once it is more formal as to which resolutions were passed, President Keller will post it to our Senate website. Makiko Ueda had asked President Keller to stay abreast of the counseling items; all curriculum resolutions were not controversial and passed. The opposition to on-line test proctoring was controversial. The ASCCC was committed to oppose on-line test proctoring, and to discourage its use, but it is not banning it as the ASCCC doesn't have that power. The margin by which this resolution passed was small, and there was acknowledgement that some programs really need proctoring despite the issues that exist with programs like Proctorio. The Dual Enrollment resolution passed to establish strong governing policies; some of the same things that we brought up at our campus were part of the discussion. Malathi mentioned that even the definition of Dual Enrollment was under discussion. A resolution encouraging the government to develop Protection protocols for faculty experiencing threats was approved. Inclusive access is automatic billing and there is an objection and a desire to make sure there is an opt-in/opt-out for all students. ASCCC voted on whether Pickle Ball would be a college sport. It failed mostly because it is not the purview of the Senate to decide what is and is not a college sport. President Keller sent out a total summary for all when it is available.) • Report on ASCCC Fall 2025 Plenary	Daniel Keller	~2:45pm 5 min	Information
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2.2	Curriculum Committee Chair Report (The 3 chairs have been given an SOP for courses that have not been taught or offered in the last 3 years. The chairs were told to notify the faculty that their courses will be deactivated unless a petition is filed. Banking is no longer allowed; a course is only active or inactive. The chairs feel that this mandate shouldn't just be accepted, but instead should be approved by the faculty and should be pushed up by faculty and not pushed down from the District. Malathi is working to notify the faculty because she wants to make sure that no courses are deactivated without faculty knowledge. She'd like a conversation to occur at Senate about this issue. Lee Miller asked about what would happen if a course is deactivated; his specific question related to whether if a class were cut that affected a degree if the degree would then need to be modified as well. Malathi read from the SOP that any required courses for the completion of any degree or certificate that haven't been taught in the last three years would be sent to the appropriate Division Dean for discussion in regards to the potential for completion of the effected degrees or certificates and as appropriate the potential for inactivation of a program. The plans would require completion for students already in the program, potential course substitution, and future course replacement. Lee followed up by questioning elective classes that might be cut. Malathi said that an exemption form would need to be filed for electives that hadn't been taught in the last three years. The ADTs will have to be updated as electives are deactivated. Lee is worried as a single member department where he has to teach the core classes and doesn't often have the time to offer the electives. Robbie Baden asked if there was any more details on how the exemptions will be reviewed. There is no criteria given and the exemptions will be reviewed in the first spring meeting of the TCC and final recommendations made for course inactivation. Wendy Whyte wants to know if there are any divisions effected more than others. She is wondering if there is an issue based on timing and fitting which involve the cancellation of classes. Malathi said that this isn't for cancelled classes, and that there doesn't seem to be any targeting. Malathi feels strongly that the 10+ 1 says that faculty should be in charge of which courses should be inactivated. Lee wanted to know if the list had to do with classes that faculty have previously been contacted and asked to make a decision and perhaps didn't answer the request. Lee feels that this is indeed a case of faculty purview. The number of years used to be 5 years before deactivating, then they reduced it to 3 years, and soon it will be reduced to 2 years. Malathi doesn't know the rationale about the time frames. President Keller said that the issue might stem from students seeing courses that might not be offered and they may be "waiting" for those courses. Malathi	Malathi Iyengar	~2:50pm 3 min	Information
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	welcomes discussion and a future resolution on this topic. She said that these decisions will be coming down. There was a substantial amount of concern expressed and President Keller promised that this will be an Agenda item for an upcoming meeting.)			
2.3	Distance Education Committee Chair Report (CSM DEAC met Wednesday, 11/5. Recap: Summarized items from the meeting were sent to President Keller and included in the Friday, 11/7 AS Faculty Newsletter: - Regular and Substantive Interaction (RSI) - You can use the Canvas Student Interactions Report to systematically ensure alignment with the ACCJC Quality Continuum Rubric. and the commitments in your RSI Plan. Check for Predictable and Regular Engagement: Quickly scan the "Last Student Interaction" column to confirm every student has received a personal communication within the regular timeframe you promised in your Communication or RSI plan. Ensure Timely and Substantive Feedback: Monitor the "Ungraded Assignments" column. Keeping a low number of assignments for each student demonstrates that students are receiving timely, personalized feedback. Proactive Support: Sort the report by current score or last student interaction date to easily identify students who need support. The included message icon allows for quick, individualized outreach, fulfilling the RSI requirement for promptly and proactively engaging with students when needed. - Syllabus and RSI Labs December 8: 10 am to Noon December 9: Noon to 2 pm - AI CoPs & Workshops Sign up to get emails about workshops here November 7 - Getting Started on AI Tech Tools November 13 - AI in Canvas	Jennifer Howze-Owens	~2:53pm 3 min	Information

	o November 14 - AI Policies in Your Syllabus Also shared were the QOTL1 February 9 and June 1 start date trainings and QOTL2 February 16 and the week after the week after Spring classes end. Lee Miller asked about the Turn-It In AI detection for Discussion Boards that was supposed to be available in the 4th quarter of 2025. Jennifer was unsure when it is coming. Jennifer said if it is coming through Instructure then it isn't something that Instructure always shares. Lee said that this is really important since AI generated responses for Discussion Boards is not really RSI. Jennifer adds that perhaps it is part of the update scheduled by Instructure for this week.)			
2.4	Committee on Teaching and Learning Chair Report (CAS and CAG and student reps are needed. It seems that Kinesiology also needs a representative. The meetings are on Zoom on the first and third Mondays from 3 to 4pm.)	Rene Anderson	~2:56pm 3 min	Information
2.5	Student Representative Report (Not present.)	Ameer Dababo	~2:59pm 3 min	Information
2.6	Other Officer & Liaison Reports (None) • CSM Faculty Dual Enrollment Liaison: • ASCCC CTE Liaisons: Christy Baird & Beth LaRochelle • ASCCC OER Liaison: Mohammed Akhoirshida • 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?
3.1	CTL: Program review and inquiry projects (CLT has been having robust conversations about assessment and program review. This has included the Great Read and assessment plan approved by Senate in May of 2025. In addition, there has been discussions around proposed FLEX day sessions including: what are SLOs/SAOs and how to write them, orientations for new and adjunct faculty, how do we assess our assessments, a showcase of department assessment projects. During a previous FLEX session Allie Fasth from Promise shared their SAOs and Natalie believes there is interest in hearing more about unique and innovative projects that may be happening in departments across campus. The committee also discussed how at other colleges they have certain dates set aside in their IPC or Curriculum committees where they highlight department program reviews via short presentation so the entire college stays informed. The committee has also discussed the faculty inquiry project rubric; Natalie discussed this more later. Friday, 11/14, all final submissions and mid-cycle reports following Dean feedback are due in Nuventive. Anyone who hasn't received feedback should reach out to the appropriate party as the method of providing the feedback was left to the Deans and VPs. There is a plan for a survey to be sent out to provide feedback about the new cycle of program review. In November the Academic Senate Prioritization of faculty positions will occur. Natalie will provide Senate with the list of faculty positions and Senate will be able to prioritize them at the next meeting. After the Senate provides their prioritization, those will be sent to the Deans and then to Cabinet for consideration. In addition, the prioritization will be discussed at IPC in a public forum on December 3rd. Finally, Cabinet discussions are scheduled to take place in December with the President's decision to be announced on January 9th. There is currently a plan to have PRIE send out some type of feedback form to gather information on the staggered submission deadlines and any general feedback about this program review cycle. Natalie indicated that faculty should be looking for that feedback form. The Great Read has been under discussion by the committee and they are hoping that	Natalie Alizaga, PRIE	~3:05pm 20 min	Information

the reduced number of programs submitting program reviews will make the process less arduous. President Keller provided a rubric from 2021 that seemed to make the process less daunting by providing a rubric that can be used during the Great Read as well as in the feedback process. The plan for assessment was approved in May 2025 and they have been discussing how to implement the plan. The following is the draft of the rubric for assessment of the inquiry projects:

Components:

- **Project Title & Team:** Identify the faculty members involved and the main facilitator.
- **Abstract:** Provide a one-paragraph summary that serves as an introductory overview.
- **Purpose/Focus Question:** A concise statement describing the central issue or question regarding teaching or learning to be investigated (e.g. student engagement, culturally inclusive practices, outcomes assessment)
- **Background/Rationale:** Briefly explain the context and need for this inquiry, including how it supports college or department goals and aligns with CSM's Mission, Values, Priorities, and Institutional Learning Outcomes
- **Objectives and Outcomes:** State the intended outcomes, such as increased student engagement, improvements in teaching and learning, or creation of new instructional resources
- **Activities and Timeline:** Outline planned discussions, research, observations, or data collection, as well as how often the group meets.

There has been one assessment plan, from the Library, approved thus far. Natalie will create and present a training on how to put an assessment project into Nuventive. President Keller said that at Plenary, CSM has a reputation for successful change in program review. Due to the move from SLO assessment to a more meaningful look at data, has led to innovative solutions fostering student success such as Writing in the Endzone. Tim Maxwell added that the current English 105 focus group is another such a case of innovation and wanted to know if the group should add an application for this type of program assessment. Natalie said that this process is a formalization of what has been done and encouraged Tim and his group to submit their information so that what they are doing can be shared with the rest of the college. Matt Montgomery asked about the process for the Library because there isn't currently a way to upload inquiry projects in Nuventive. This problem has led to the need to work with Nuventive to add a place to input/talk about the inquiry process. Natalie said that there are many moving parts in getting everything set up during the first round in Nuventive. Makiko Ueda wondered how faculty and staff could provide feedback

	about the process. Natalie said that there will be a feedback form asking for information about the platform and new processes. Susan Khan asked about the deadlines and if they are tied to program review. She wondered if her program should begin thinking ahead and filling out information ahead of the actual deadlines. Natalie explained that there will likely be a one page form that faculty will be asked to fill out mid-review cycle, perhaps yearly or even by semester, to make sure that the faculty are putting together the necessary information for their next review cycle.)			
	3.2 and 3.3 are not missing as indicated by President Keller prior to the motion to approve the Agenda. This was a typo on the Agenda. The agenda items have been left as provided and not changed by the Secretary.			
3.4	Websmart: information/feedback on the latest updates (When coming into the position of DAS President Todd received a message from Carrie Mitchel informing him of the Websmart 8 de-activation and move to Websmart 9. Todd and Carrie discussed when to make the change. Todd advocated for the October 27th date with trainings planned ahead of the transition and office hours after the transition. One of the lessons learned was the need for videos for instruction ready to go at launch. This was the number one request since many were unable to attend trainings and cited inability to attend office hours. While videos are planned, Todd has not yet received a timeline on those. At this time there is a FAQ page that is serving somewhat the same purpose as videos, but obviously it is not exactly the same. Some of the know issues have already been taken care of and others are in progress. For instance, the issue with adding/dropping students at launch has been fixed. Todd has been getting emails from faculty who are experiencing difficulties, and he is fielding the questions as soon as he gets the emails. Todd knows about the issues with attendance sheets, this is one of the most frequently asked questions and they are working on a solution. Todd asked for any further feedback. Lee Miller feels that this new version is a downgrade and he wonders why we got a worse version when it is supposed to be an upgrade. Todd doesn't have an answer, and he feels this is a general problem with "upgrades." The idea is that this version gives us the same functionality as before, however he does feel it isn't as intuitive. Robbie Baden asked about the ability to see old rosters. Todd indicated that to get old rosters, the best thing now is to use Canvas or to go to your Division Assistance, but she will follow up on this topic with his team. Malathi Iyengar brought up the issue with emailing students. Todd said he has had success in helping faculty work through how to email students and briefly explained the process, however Yvette Butterworth and Rene Anderson expressed continued frustrations with the	Todd Windisch	~3:25pm 20 min	Information

	process, while Robbie Baden said that he didn't have any issues. Todd did explain that in the positive attendance area and hover over the students, you will get their email addresses. Rene asked about where to find dates of drop before the "W" deadline. Robbie Baden added that this is an incredible suck of time and that isn't fair to us as faculty. Lee Miller wants to know if there is another vendor available to look at instead of Websmart if this is the best that they can do and we are paying the same for this inferior product. Todd added that not only have more office hours been added, but Deans, Division Assistants, and others had a training last week, and if anyone needs some hands-on assistance these individuals may be able to offer addition assistance. He invited everyone to continue sending questions and concerns via email.)			
3.5	Academic Freedom: Update on contract negotiations and ways forward (Chet Levold was present to give us an update from the AFT. The AFT is at an impasse in negotiations with the District. It is still early in the process, but there will be a mediator assigned by the State to help the Union and District negotiate through mediation, which may be followed with fact-finding before the faculty would legally have the right to go on strike. Once a mediator is assigned mediations will be scheduled. In their last session prior to the declaration of impasse, the District refused to bargain on Academic Freedom because it is isn't a mandatory subject of bargaining. Since it is not a mandatory subject of bargaining, the Union can't bring this up in the impasse proceeding. Chet encourages everyone to come to tomorrow's (Wed., 11/12/25) in person AFT meeting at Canada; a Zoom link is also available. In addition to tomorrow's meeting, there will be upcoming water cooler talks; Chet will send out an email with information on Friday, 11/14 with dates and times. Chet also wanted to address a recent meeting cancellation between Chancellor Moreno and DAS President due what the District called a "blurring of lines" between Union and Senate activity. President Keller discussed the boundary between Senate and AFT. He said that we typically don't discuss things like negotiations on salary, but there are discussed between the Senate and AFT. President Keller also said that his participation at the rally is not a violation either since he is a faculty member and has the right to participate in those activities as such. President Keller discussed the cross-over at Plenary and was told that there was no reason to refrain from participating and discussing things that concern the faculty with AFT. Through a little research, President Keller discovered that only College of the Canyons has a work group under their Senate	Daniel (Tentative) Gil Perez AFT 1493 CSM Chapter Chair	3:45 ~20 min	Information

that meets as many times a month as our DEAC or CTL committees to discuss Academic Freedom. He also found that SF State and UC Santa Cruz also have committees on Academic Freedom that are a part of their Senates. President Keller would like to form an ad hoc, informal work group, that will meet under extreme circumstances should they arise. President Keller will send a message out inquiring if there is any interest in such a work group; the idea being that the work group wouldn't be a formal subcommittee of Senate, but rather like the AI workgroup formed a few years ago. Lee Miller added an anecdote about one of his classes, highlighting why it is extremely important to have Academic Freedom. Lee had a class where he offered extra credit for political activity. He was sent a cease-and-desist order from the District's Vice Chancellor of Human Resources. He contacted Kevin Mullen who was State Assemblyman at the time, who then contacted the Chancellor's Office and told them that he was prepared to introduce a bill in the legislature on those issues, so the District should back off. He posited if this had been a more controversial issue and asked us to imagine what further could have happened due to this lack of Academic Freedom, or even what could have happened if he didn't have the connection to the Assemblyman. Chet added that the district introduced a new argument in the last bargaining session saying that Academic Freedom was in the contract through Appendix G, which is the evaluations section. As Lee just pointed out, the Union pointed out that having it in the evaluations section isn't enough. Malathi Iyengar followed up as to why the District would not follow-up on this in negotiations. Chet said that it does have to do with the fact that Academic Freedom is not part of the 10+1 which doesn't make it a mandatory topic of bargaining, and in addition it is already in the contract, so this topic will not be allowed as a topic in the mediation process. Over the weekend, the Bay Area Faculty Association met. Our Union President, Rika, went to the meeting which was attended by other unions across the Bay Area who already enjoy Academic Freedom as a part of their contracts. The group plans to send a letter in support to our union achieving Academic Freedom in our contract. This doesn't guarantee any movement on the issue for our Union, but it does at least give us support in our requests. Susan Khan wanted to know more about the issue involving Todd Windisch's involvement in the "chanting." President Keller was unable to comment as he didn't have first-hand knowledge. Tim Maxwell made a comment about Dual Enrollment in relation to the 10+1 where			
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	the Union and the Senate both have active conversations; both parties are inextricable in their concerns with respect to this topic. Again, President Keller brought up the ad hoc committee and his intent to send an email to gauge interest. He also invited the potential for a formal subcommittee if interest exists. President Keller reminded the Senate that even in writing the section in the accreditation report on academic freedom, he found it difficult to find examples; he admits that this may be a reason that the District feels that there is no need to discuss it in negotiations. President Keller admits additionally that while it has never been a problem in the past that the current political climate lends credence to the current discussion. Malathi brought up an article by Jason Ferrieira, an Ethnic Studies professor from SF State. The article, called, "From College Readiness to Writing for the Revolution: Third World Activism at a Northern California Community College 1965-1969." Malathi the article to a termination of a CSM employee, Pat Sooni, who was a well-known Asian American activist hired as a CRP counselor. Pat's termination came weeks after participation in a GI peace march, which highlights the current concerns over Academic Freedom in today's political climate. This is a unique tie to the Ethnic Studies and historic issue of Academic Freedom at CSM, and Malathi wanted to share this story to further highlight the need for Academic Freedom in our contract.)			
3.6	Budget Q&A (Tim Maxwell brought up the 40% cut of the summer schedule, the ability to hire more full-time faculty, and the problem that the CSMs percentage of full-time faculty is low compared to the requirements set by the state. He brought up the student first approach claim from Chancellor Moreno, which he feels is must like the "America First" approach. Tim feels that this is a problem because it is using equity concerns as a reason to not fund education by not funding instructors and not meeting the 50% laws. Tim wants to know: Why are we reducing classes if we are students first? How will we improve our primary mission, which he believes is instructing students in the classroom, and not helping to serve the community in other ways than instruction? Why are we promising access and yet offering fewer classes? Gerardo said we are not only reducing expenses on instruction, but CSM is reducing expenses across the board in non-instruction areas as well. He said that there have been changes in the funding to the college that are affecting how we are using Fund One resources. He emphasized the changes not only in instructional budgeting but in non-instructional and operating expenses overall. Gerardo also said that CSM faculty load is not as high as other districts with 50% full-time faculty. Gerardo responded that the change is coming so that we can be consistent with these other districts. More was	Gerardo Ramirez VPAS	~4:05 25 min	Discussion

discussed about the violation of the 50% law and other changes that might be made to alter these ratios. There was reference made to the equity-based programs student services and other programs that have been grant funded, and how those will how need to be adjusted. The secretary was not clear about what Gerardo was trying to communicate by raising these equity and grant funding issues. Jennifer asked about the funding coming from Business office. There are barriers to spending the funds that are requested. She wants to know how to find out where the issues are starting. Gerardo said to start with a discussion with Victorio. Gerardo said he can also be involved. Gerardo said that there is a great deal more scrutiny on spending because of the issues that have happened at the District level, which has caused some of the issues. Some of the pro-card issues caused a backlog of work, and they have solved many and now they are just shutting down use of the cards that are not in compliance. Gerardo can look at certain issues and allow the expenditures that are allowed. Robbie Baden asked about the 40% reduction of classes for summer. He also wanted to know about the load and reaching the 525 load that Dean Walker said was not possible last meeting. Gerardo said the goal is to increase load, but it is not going to stay as low it is in the 325 range. Robbie wants to know about the rumor of 20% cuts in the Spring. Gerardo said that bluntly they could have cut 100% of the summer courses because the summer school cuts would least impact the students that are “here to advance a specific degree target.” Gerardo seemed unconcerned with cutting summer classes since students taking summer courses are not students majoring in our programs, students who are just coming from somewhere else and taking a class so they save money or are advancing like students who take AP classes. Rene Anderson was shocked and said that half her summer classes are populated by such students. Gerardo agreed, saying that CSM is losing money on summer even though the students are paying full tuition. He reiterated that by cutting summer classes the college is least effecting students here to advance a specific degree target. He said we are spending more on summer courses than our sister colleges by \$500,000 to \$700,000. Gerardo seemed to indicate that this is because our classes don’t fully fill, so we end up spending more than the other colleges. Victoria Lin wanted to know about the ZTC marketing materials and if Jennifer had worked with Angela. She believes that it might be the vendor being used. Jennifer said			
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	that there are issues with being able to spend the money that the state has provided. President Keller wanted to know if we are touching Fund One to fund things like student housing? Gerardo said capital funds are covered by Fund Four. Last year 4 million was pulled from reserves to be used to cover capital projects, for use in the regular operational costs. Steven Lehigh disagreed with Gerardo about the Fund Four accounts and he said excess from Fund One was sent over to Fund Four, though there was some money put aside from bond money. Gerardo said that Steven was correct, but he added that there should be money set aside in to fund the extra projects.)			
4. Closing Procedures				
No.	Item / Description	Presenter(s)	Time	Action?
4.1	Final Announcements (There was no time for final announcements.) <i>President or facilitator elicits final announcements about upcoming deadlines, events, scheduling changes, etc.</i>	President /	~4:30pm 0 min	Information
4.2	Adjourn (4:32)	President /	~4:30pm	Procedure

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