## Governing Council Officers

**2017-2018**

- **Kate Williams Browne**
  - President
- **Jesse Raskin**
  - Vice President
- **Terry Chang**
  - Secretary
- **Tiffany Schmierer**
  - Treasurer
- **Leigh Anne Shaw**
  - Past President

## Committee Chairs

- **Adam Windham/Jessica Hurless**
  - Curriculum Co-chairs
- **Carla Grandy**
  - Educational Policy Chair
- **Amber Steele**
  - Professional Personnel Chair
- **Ronda Wimmer**
  - CTE Liaison
- **Jesse Raskin**
  - Guide Pathways Liaison

## Ex-Officio/Non-voting Representatives

- **Eric Brenner**
  - AFT Rep
- **Michele Haggar/Christina Trujillo**
  - Classified Senate
- **Amirah Tulloch/Kristen Ersando**
  - ASSC Rep
- **Nathan Jones**
  - SEEED
- **Tiffany Schmierer**
  - AS Rep to Design Team

## Division Representatives

- **Bianca Rowden-Quince**
  - ASLT
- **Dick Claire/Dan Ming**
  - BEPP
- **Melissa Komadina/Kwame Thomas**
  - Counseling
- **Danielle Powell/Nathan Jones**
  - Language Arts
- **Amber Steele/Gabe Saucedo**
  - KAD
- **Paul Bridenbaugh/Mustafa Popal**
  - SSCA
- **Denise Hum/Nick Kapp**
  - SMT
- **[vacant]**
  - Global LPS

## Opening Procedures [2:10]

<table>
<thead>
<tr>
<th>Item</th>
<th>Presenter</th>
<th>Time</th>
<th>Details</th>
<th>Action/Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call to order</td>
<td>President</td>
<td>1</td>
<td>Call to order at 2:20 (Short of quorum)</td>
<td>Procedure</td>
</tr>
<tr>
<td>Roll/Introductions</td>
<td>Secretary</td>
<td>1</td>
<td>Quorum is 9/16 voting members</td>
<td>Procedure</td>
</tr>
</tbody>
</table>
| Voting: Terrence Chang, Mustafa Popal, Kate Williams Brown, Nick Kapp, Ronda Wimmer, Dick Claire, Jessica Hurless, Paul Bridenbaugh, Bianca Rowden-Quince, Danielle Powell, Tiffany Schmierer
Nonvoting: Jaquelin Honda, Lori Slicton, Christian Almaguer, Kristen Ersando, Marv Steinberg, Suji Venkataraman, Nicole Porter, Filipp Gleyzer, Eric Brenner, Jennifer Taylor-Mendoza, Leigh-Anne Shaw, Tom Broxholm, Ray Hernandez, Rika Fabian, John Ulloa |
| Consent agenda                    | President | 0    |                                              | Action             |
| Adoption of today’s agenda        | President | 1    | Skip without quorum                         | Action             |
| M: /S:                            |           |      |                                              | Action             |
| Adoption of previous meeting      | Secretary | 1    |                                              | Action             |
| minutes                           |           |      |                                              | Action             |
Honda: There are three surveys being deployed Monday 03/05/18. Student voice (campus climate survey for students) survey starting next week. Employee voice survey also coming out also 03/05/18. Applied to be Chronicle Education’s top 100 places to work. Survey will come out soon. Kapp: Separation between community colleges and four-year universities? Honda: One category Popal: How long are surveys? Honda: 10 – 12 minutes.

Slicton: Concerns about current dean position for Social Sciences / Creative Arts. Had a double assigned dean. Applied for a hiring committee. Hired a new interim dean. New dean has impeccable credentials, but no experience with education. Browne: Administrative hiring is done differently from faculty hiring. What’s the composition of screening committee for administration? Kapp: Mix of faculty and administration. Slicton: Not much information given. Claire: Doesn’t fall in our 10 + 1. Usually VPI appoints interim deans. Kapp: Historically, administration has been good at including faculty input. Brenner: Not so much for interim positions. Slicton: We need a strong dean with all the changes that are occurring this semester and soon. Brenner: Cañada had an open forum about having too many interim deans for too long. Specifically lack of communication. Browne: Ask about issue during division meeting tomorrow.

Browne: Looking to change reports after spring break. Also looking to roll out bylaw changes. A few important changes. Elections will occur at the division level to select division representatives. Hurless: Adjunct faculty comes from adjunct body, but PT or FT can serve as a division representative

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Treasurer’s Report
Standing Committee Reports
- Curriculum:
  Hurless: Chipping away. March 7 and 21 meeting are large. Looking to review material for Fall 2018.
- Ed Policy
### Organization Reports

<table>
<thead>
<tr>
<th>Organization Reports</th>
<th>Reps</th>
<th>Time</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ersando: Planning Women’s History Month for March. Looking to plan a networking event at the end of the month. Looking for participants for networking event.</td>
<td>ASSC</td>
<td>10</td>
<td>Information</td>
</tr>
<tr>
<td>Rownden: Specific industries? Ersando: No specific categories. Almaguer: Planning walk out on Mar. 14th from 11:00 – 2:00.</td>
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### Division Reports

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Bridenbaugh: Art show up until March 16th. Features women artists from Bay Area. Humanity through Student Art Fund. Looking to buy student art to fill walls. Rowden: Celebrating open education week. Faculty and student events all week long.</td>
<td></td>
<td>10</td>
<td>Information</td>
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</tbody>
</table>

### New Senate Business [~2:50]

<table>
<thead>
<tr>
<th>Item</th>
<th>Presenter</th>
<th>Time</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment &amp; Classes</td>
<td>Taylor-Mendoza</td>
<td>30</td>
<td>Discussion and information about enrollment policies, practices, and faculty dialogue &amp; questions.</td>
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<tr>
<td></td>
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<td>Browne: Had discussion about class cancellations, which raised a lot of questions.</td>
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<td></td>
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<td>Mendoza: Looking to work together. Focus on student success.</td>
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<td>Claire: Policy started in 80’s pushed by one trustee. The way it was administered then was that we could work classes with high enrollment with classes of low enrollment. Also, quantity doesn’t always yield quality. Over the years, policy has been administered differently between colleges and between divisions. Most colleges follow same strategies (working high and low enrollment). Browne: Value joint effort at looking at balancing issues. Usually there would be conversations between deans and faculty about enrollment of classes. Also, classes generally had a week or two to see if class would fill. Students also had more time to pay fees. These procedures didn’t seem to happen this spring. Has</td>
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</table>
something changed? What criteria are used for class
cancellations? Mendoza: At CSM, cancel courses below 20
students within 2 – 3 weeks (discussed deadline ahead of
time). Could negotiate for certain courses (core courses, new
courses). Each division would meet with leadership about
class cancellations. Broxholm: Clarification about
negotiation. Mendoza: Particular for seminar style course
where course size is smaller. Shemierer: Studio art classes
are small. Caps should be specialized for each class size.
Mendoza: Have to look into what determines maximum size.
Broxholm: Look at cap size more since one answer doesn’t fit
all. Mendoza: Emphasis on load. Most efficient. Chancellor
has been adamant about load and efficiency. Shaw:
Cancellations can decimate programs when classes in a
sequence are cancelled. ESL students face significant barriers.
Due to cancelled classes, ESL students enroll at CSM.
Fabian: Hope that institution is value driven. Such as
diversity, social justice. Is there a way to incorporate those
values into policy? Make special provisions for classes that
include these topics. Mendoza: Sometimes things happen
that shouldn’t happen (miscommunication with counselors).
What can we learn to avoid future issues? Brenner: Message
from district level? Decisions shouldn’t be budget driven.
Mendoza: VPs have encouraged presidents and chancellors to
talk more about funding. Just because funding source
changed...we still have a financial responsibility. At Skyline,
we have FTS goals. Efficiency is tied to full-time faculty.
Slicton: Funding is tax revenue based. Dean has usually
taken broad view, looking at division load rather than course
load. Efficiency should also look at how well we can help
students complete their degrees. Mendoza: Has policy been
brought to the district? Shaw: There is leeway built into the
policy. Mendoza: Talk about number of courses offered.
Popal: Opportunity to reflect on redesign. Look at
policies...what they were...what they are...what they should be.
Enough leeway in current policy that we can still enforce
policy in according to redesign. Rowden: Impact on students.
What is the communication to students? Students have to
struggle to maintain financial aid. Mendoza: Not fair to
adjunct faculty. Continuously offer courses that are
consistently getting cancelled. How do we get these courses
without impacting students and faculty. Claire: Chancellor
are interested in efficiencies. That tends to drive course
cancellations. Mendoza: Chancellor and Board members
have talked about efficiencies and load. Ersando: These are
big questions. Change won’t be quickly. Why don’t we start
looking to fix things now? Students already buy materials,
then class gets cancelled. Institute warm hand-offs.
Cancellation process can be really frustrations. Maybe have
have groups talk to students to encourage them to keep going
on. Almaguer: Fourth semester here. Didn’t have issues first
3 semester...but had issues this semester. Course was changed
with a different professor without any notification. Broxholm: 525 was set by state chancellors office. If you maintain this efficiency, then you’re “breaking even.” How can we fulfill mission statement if we’re cancelling statements? Need to revise policies to increase flexibility. Wimmer: Current class load is low because there has been in transition. Maybe issues like transition are taken into account. No communication. When classes do get cancelled ... “Go enroll in another section.” Students are forced to take online courses. Some students don’t want to take online courses. Success and retention rate of online courses is lower. Browne: I don’t think we done, but we’ve started to unpack the issue. We’ll have to figure out next steps. Mendoza: Excited ... will continue to work on the issue. There’s been instability in the VPI office. We have an opportunity to have some stability. Deans are doing collaborative scheduling. See opportunities and stability.

### College Redesign Design Team Leads

<table>
<thead>
<tr>
<th>College Redesign</th>
<th>Design Team Leads</th>
<th>20</th>
<th>GE National conference report; update on Guided Pathways grant; Meta Majors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Popal: Meta-Majors and names. Names were beta tested with feeder high schools and ASSSC. Have gone to the cabinet. Hurless: Travelling around the state to share experience. Make sure meta majors are discussed during division meetings. Meta-majors is more of a marketing piece. Doesn’t change division structure. Helps group similar degrees and certificates. Marv: Bring career days to other schools. Powell: There are career days here. A lot of programs get highlighted. Ersando: Sample size is important. Not all high schools are the same. Powell: Going out with an outreach coordinator ... will help add to program. Browne: Counseling is now reaching out to programs to build pathways. Kapp: We do participate in outreach. Shaw: Reach out to departments with programs that don’t result in a degree. Suppose student is interested in business, might not see anything about English preparation. Popal: Equity is a constant focus of redesign. Steingberg: Getting out faster ... do they comprehend everything? Hurless: Time isn’t a measure of comprehension. Redesign isn’t an attack on comprehension. Popal: How do we become more effective without sacrificing comprehension. Wimmer: What is the number based on? Take students that don’t want to complete a degree into account? Hurless: Students identify themselves as transfer or degree or certificate.</td>
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### Focus: Faculty/Staff Equity

<table>
<thead>
<tr>
<th>Focus: Faculty/Staff Equity</th>
<th>Browne Chang</th>
<th>5</th>
<th>Equity Training Series begins project proposals.</th>
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<tbody>
<tr>
<td>Browne: Group project for ETS. Propals are welcome. Chang and Browne looking bring equity lens to Academic Senate.</td>
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### SMT Division Faculty Evaluation Committee

<table>
<thead>
<tr>
<th>SMT Division Faculty Evaluation Committee</th>
<th>Hernandez</th>
<th>5</th>
<th>Carina Anttila-Suarez (Biology) AJ Bates (Chemistry) Stephen Fredricks Mathematics)</th>
</tr>
</thead>
</table>

**Info**

**Comment:** Get in, get through, get out on time.
Schmierer: On behalf on Hernandez  Browne: This is the committee put forward.

M: Claire/ S: Popal
Passes unanimously aside from abstention from Chang

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<tbody>
<tr>
<td>Adjournment</td>
<td>M: Wimmer</td>
<td>1</td>
<td>M: Wimmer /S: Claire</td>
<td>Action</td>
</tr>
<tr>
<td>Next Mtg Th 3/15/18</td>
<td></td>
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<td>Adjourned 4:04</td>
<td></td>
</tr>
<tr>
<td>Suggested Agenda items:</td>
<td></td>
<td></td>
<td>Minutes submitted by: Terrence Chang</td>
<td></td>
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</tbody>
</table>

TOTAL 101