

Cañada College Academic Senate Minutes

March 14, 2024

1:00pm – 2:50pm

Location: the Faculty Teaching and Learning Center and Lounge (Cañada Bldg 9-154)

Additional location: 605 W Capitol Expressway, San Jose, CA 95136

[Zoom option for guests](#) (Meeting ID: 841 7462 5171)

In attendance: Kim Lopez, Chialin Hseih, Anniqua Rana, Kathleen Sullivan-Torrez, Ana Miladinova, Gampi Shankar, Leonor Cabrera, Ludmila Priscecar, Katie Schertle, Nada Nekrep, Gerardo Pacheco, Salumeh Eslamieh, Kristina Brower, Dave Eck, Sumathi Shankar, Nick Carr, Sarah Harmon, Patty Hall, Allison Hughes, Alison Field, Aricka Bueno, Doniella Maher, Elizabeth Terzakis, Michael Hoffman, Dr. Zarur, Brandon Enriquez, Elijah McKenzie

Meetings of the Academic Senate are open to all members of the public.
Materials are posted on the meeting page of the [Academic Senate website](#).

No.	Item/Topic	Presenter	Time	Action
1	Call to Order	Eck	1:03	Procedure
2	Introductions	Eck	1	Information
3	Adoption of Consent Agenda Motion: LC Second: LP	Eck	1	Adopted

4 - Consent Agenda

- All items on the consent agenda may be approved by unanimous consent of the Academic Senate members present. Consent is established by the absence of objection.
- During the consideration of the consent agenda, anyone can request a tabled item to be brought onto the regular agenda (see 9.0 at the end of the agenda for the tabled items).
- Prior to approval, there must be reasonable time allowed for any Senate member or guest to ask questions about a particular item.
- Any person may request that an item be removed from the Consent agenda to be discussed in the order listed as part of the regular Senate Business.

4.1 02/22/2024 Minutes

4.2 02/26/2024 Minutes (Special Meeting)

4.3 **Speaker Honorarium – Olga Perez for ESL 912 - \$100**

- For several semesters, a former ESL student, Olga Perez, has visited ESL 912 to share her expertise as a successful business owner of [Wyloly printing company](#). Olga and her husband built this company from the ground up, starting with \$200 in a tiny corner of their apartment. In her lecture, she shares her mistakes, successes, tips and resources for opening a business (something many ESL students are interested in doing). She has also

	volunteered her printing services for numerous Dreamers Club and class projects. This semester, I would like to acknowledge her contributions with this honorarium.			
4.4	ASCCC Spring 2024 Plenary Registration Fee <ul style="list-style-type: none"> Gampi Shankar: \$575 			
5 - Public Comment				
5	<p>Questions/comments on non-agenda items</p> <ul style="list-style-type: none"> In addition to sharing comments during the meeting, anyone is welcome to submit comments on non-agenda items in writing before the meeting. If you would like to pass along a written comment, please email your representative or an Academic Senate officer, such as (canacademicsenate@smccd.edu). Please share any written comments at least one day in advance to help ensure that your message is received in time for the meeting. <p>Sarah Harmon: Textbook Affordability Report is posted to the AS website. Next meeting: March 19th, 1 – 2 pm Lezlee Ware: Looking for more people to joining the Black Students Matter committee. Many important items are on the table. DE is distributing the application.</p>	Public	5	Information
6 - Senate Business				
6.1	Adoption of Regular Agenda <ul style="list-style-type: none"> The order of the regular agenda items may be approved by unanimous consent of the Academic Senate members present. Consent is established by the absence of objection. Presenters may request an item to be withdrawn during the adoption of the regular agenda. 	Eck	1	Lisa: motion Gampi: second Agenda Adopted
6.2	Child Development Center Coordinator Faculty Position <ul style="list-style-type: none"> March 6, 2024 Child Development Center Update Presentation at PBC Powerpoint slides for new position presentation at November 16, 2023 PBC meeting; recording of presentation available on PBC's Request for Personnel webpage 	Lopez, Prisecar, Brower, & Santos	15 (start ≈ 1:10pm)	SE: Moved to support GS: Second Unanimous with one abstention, Gerardo P.

- This agenda item seeks Academic Senate’s support for hiring a Coordinator for the Child Development Lab Center.
- The goal would be to hire a faculty member who could start by Fall 2024 semester, giving the new faculty member an opportunity to inform the design of the new Child Development Center.
- [Coordinator presentation](#) shared during the meeting

See PPT posted to AS website

KL: This position came through the resource process in the fall. Since we didn’t have BoT approval for the CDC, the president didn’t approve it at that time. The BoT approved it in February, so now we can move forward. It’s in all of our plans.

Since it’s modular, it’s a 6-month construction process. We’re hoping to open in F 25.

KB: We need the coordinator to get the facility furnished, teachers hired, facility licensed, guidelines, policies for staff, meet with families. It might be free for families that qualify.

KL: We’re planning to use Strong Workforce funding for the first few years, not Fund 1.

KB: Students will be doing apprenticeship.

GP: Will it be a regular faculty contract?

KL: Yes, but we will need to fund the coordinator over the summer.

GP: Will it be inclusive? Will it be run by the college?

KL: We look at this as an extension of our academic program. It will be part of the ECE program.

SE: SKY’s center is much more regulated, and the ratio of staff/faculty/community members/student need is assessed and maintained.

Lud P: At CSM only 25% of need is accommodated.

There is definitely a need. We will partner with SKY.

NC: How many children will be served?

Lud P: Full capacity will be approx. 70, depending on the ages of children.

KB: There will be a coordinator (director) overseeing everything as well as a master teacher in each classroom. The ideal would be infant, toddler, and pre-K

	<p>room, but that can be more expensive. It also depends on community need. The coordinator will have to assess these issues. The builder has knowledge of the building requirements.</p> <p>GS: Do we have a plan for maintaining the program over time?</p> <p>Lud P: See May 2023 BoT presentation for revenue structures. 50% comes from federal, state, and local funds. The Board made a commitment to support it as they do SKY and CSM (\$200K each). Also, the college will be contributing \$150 –200K. 72% is classified salary; 23% coordinator; operational expensive is the remainder.</p> <p>KB: The other coordinators have applied for and received grants for additional expenditures.</p> <p>GP: How will the position be funded over time?</p> <p>KL: Strong Workforce can be used for 3-4 years; then the expenses will be moved into Fund 1.</p>			
6.3	<p>Academic Senate Election Committee for Secretary and Treasurer Positions</p> <ul style="list-style-type: none"> The Election Committee shall consist of at least two Senate members who represent different divisions and who are not running for Senate office. <p>The responsibilities of the Election Committee shall be to:</p> <ul style="list-style-type: none"> establish an election timeline, solicit and collect names of nominees, create, distribute, collect and count the ballot, announce election results. <p>This agenda item is to approve at least two Academic Senate Governing Council members to form an election committee for the Secretary and Treasurer office positions.</p> <p>Volunteers: Gampi and Dave Eck</p>	Eck	5	Motion: Eck and Gampi Unanimous

6.4	<p>Discussion of Secretary and Treasurer Positions Responsibilities and Reassignment</p> <ul style="list-style-type: none"> ● I am recommending to for the Secretary position to retain its 0.2 (3 unit) FTE of reassigned time, but to redirect the 0.2 (3 unit) FTE of reassigned time from the Treasurer’s position to the Academic Senate President’s position. This would give the Academic Senate president’s position 0.8 FTE of reassigned time or the president could redirect the time to a different position. ● On this proposal, since the Treasurer’s position would no longer have reassigned time, the position’s duties would revert back to only what is specified in Article V, Section 5 of the Academic Senate’s bylaws. ● Proposed duties for Secretary and Treasurer positions (Fall 2024-Spring 2026) ● This agenda item is an opportunity for Academic Senate to give feedback on the proposed change in Senate officer reassigned time. It is an action item in case the Senate would like to recommend a alternative option to the Senate president’s proposal. <p>DE: proposing .8 president; .4 VP; .2 Secretary + Treasurer</p> <p>LP: Secretary could do the treasurer functions; the president spends many many hours of work so should get funded for that time.</p> <p>GP: The amount of time allocated to the treasurer is reasonable.</p> <p>SE: CSM has full release for the AS president</p> <p>DE: Is attending SKY’s AS to find out their current release time</p> <p>KS: Impetus?</p> <p>DE: Last spring I had to teach 3 classes to get full load. It’s extremely stressful.</p> <p>KS: The primary reason is to more adequately support the president?</p> <p>DE: Yes, but it’s also for a more reasonable allocation of time.</p>	Eck	5 (start ≈ 1:30pm)	<p>Lisa: Motion to approve the re-allocation of time from the treasurer to the president</p> <p>Gampi: second Motion carried with one nay: GP</p>
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	Doniella: The colleges make decisions based on what they need and how they function best at a given time.			
6.5	<p>Distance Education Plan</p> <ul style="list-style-type: none"> ● Presentation DE Plan ● DE Strategic Plan 2024-27 (draft) ● Seeking feedback on draft distance education plan <p>Nada: Please offer feedback by the end of March if not sooner, so the team can incorporate it.</p> <p>AR: This plan will be guiding DE meetings, as well.</p> <p>DE: For the DE plan, are any of these trainings linked to IEPI plans?</p> <p>AR: Yes. We are ensuring that all of these trainings are aligned and integrated. That initiative is giving us feedback on how these plans fit together and where there are gaps.</p>	Co-chairs DEAC: Nada Nekrep and Anniqua Rana	5 (start ≈ 1:35pm)	Information
6.6	<p>Technology Plan</p> <ul style="list-style-type: none"> ● Presentation Tech Plan ● Technology Plan 2024-27 (draft) ● Seeking feedback on the draft technology plan <p>Allison Hughes: Please put feedback on the document.</p> <p>LC: What about technology help for faculty in the evenings? We had it at the beginning of the semester, but now cameras aren't working anymore.</p> <p>AH: They would like feedback; what needs do you have? Please comment on the plan.</p> <p>LC: IT are coordinated by the district rather than the college. Promises have been made but lack of follow up. Two cameras currently don't work, so we can't teach. Can the committee put pressure on the district IT?</p> <p>AH: IT is coordinated by the district but we have a local, Cañada committee. Please put your feedback on the plan.</p> <p>DE: Where do we put the feedback in the plan?</p> <p>NN: Anywhere.</p> <p>DE: Near the top.</p>	Co-chairs Tech Comm: Nada Nekrep and Anniqua Rana	5	Information

6.7	Professional Development Plan <ul style="list-style-type: none"> ● Presentation PD Plan ● PD Plan 2024-27(draft) ● Seeking feedback on draft professional development plan 	Co-chairs PDPC: Jacky Ip, Ellen Young, Anniqua Rana	10 (start ≈ 1:45pm)	Information
6.8	Continued Discussion of Future of Local Degree Requirements, Including Lifelong Learning and Self-Development <ul style="list-style-type: none"> ● Materials from the February 22nd agenda item: <ul style="list-style-type: none"> ○ 1) District Curriculum Chair memo Changes to Lifelong Learning/Lifelong Understanding/Self-Development/Career Development/Kinesiology Associate Degree General Education Area, ○ 2) Gloria Darafshi presentation on Changes to Lifelong Learning/ Self Development General Education Area ● This agenda item will discuss whether there is consensus around one of the particular options in the District curriculum chair memo. <p>AM: The district survey outcome was a recommendation for option 3, “Self Development” as a graduation requirement in addition to physical education, add 3 units.</p> <p>NC: Daily physical activity improves educational outcomes. College is the last opportunity for developing good habits. Only 5 – 15% of adults in the U.S. so appropriate phys ed. Colleges across the state are looking at this. Also, at the state level, there is a discussion of bringing it back.</p> <p>DE: The UC and efficiency are at the core. If you add self development as a local requirement, students may use CalGETC.</p> <p>NC: Many students begin with a KAD course.</p> <p>SE: 3 units?</p> <p>AM: Yes.</p>	Palmer	15 (start ≈ 1:55pm)	Discussion

	<p>DE: CSM doesn't require PE for graduation, but they have requirements that we don't have, so we need to reach consensus. How do we define self-development?</p> <p>NC: CSM emphasizes "athletics" over P.E.</p> <p>LC: How about a financial literacy requirement for the local degree?</p> <p>DE: Our consensus is for option 3.</p>			
6.9	<p>Two Board Policies Related to Degrees and Curriculum Under Review at District Participatory Governing Council</p> <ul style="list-style-type: none"> • Draft BP 6.26 Reciprocity of General Education and Graduation Requirements for the Associate Degree • New proposed Board Policy on Curriculum Alignment across the District • These Board Policies are expected to be up for action during the April 8th DPGC meeting, 2:15-4:30pm. <p>LC: We did this years ago with CTE. We had to change many aspects of the CORs.</p> <p>DE: Please share feedback with DE, who is our rep to DPGC.</p>	Palmer	10 (start ≈ 2:10pm)	Information
6.10	<p>Continued Class Maximums Discussion, Especially of the Draft Administrative Procedure</p> <ul style="list-style-type: none"> • Review of important changes to the proposed Administrative Procedure • Link to early March draft of Administrative Procedure 6.04.1 Guidelines for Class Cancellation. This file is a Cañada Academic Senate copy of the draft--share comments directly on the file. • [For background, here is the early March draft of the Board Policy 6.04 Guidelines for Class Cancellation.] • This agenda item is seeking feedback on the administrative procedure to bring back to the District workgroup. <p>DM: This policy is still being developed. Changes:</p>	Maher	15 (start ≈ 2:20pm)	Discussion

<p>Classes may now be cancelled ten business days before the beginning of the semester, not twenty. That's an improvement.</p> <p>Matrix of # of students has been added. DM still thinks 50% is too high especially because there is no difference between f2f and online.</p> <p>The intention is to try to increase enrollment.</p> <p>Organization has been made chronological.</p> <p>ET: We get so many students who don't enroll until after classes have started. We could increase enrollment the first week, but won't have the option if classes are already cancelled.</p> <p>DM: We added in to the BP the intentional consideration of anti-racism, but there are many important courses in which students enroll later.</p> <p>ET: If mini-mesters are the alternative, that probably won't be an effective option for late-enrolling students.</p> <p>DE: Language courses have consistently late enrollment; will/does the policy reflect that?</p> <p>SE: If courses are 50% full 2 days before the beginning of the semester, the class is probably going well and will increase. 50% is an effective class size.</p> <p>KS: If we didn't have many students adding late, we wouldn't have a late add policy, but we do. There is a need.</p> <p>DE: There is a late add guideline in the policy.</p> <p>LC: Admitting late add students is student-centric. This policy of course cancellations will be the opposite.</p> <p>SS: If students are dropped for non-payment or other issues and then they try to return, what will happen?</p> <p>DM: If it ever reaches 50%, the class will run.</p> <p>KB: Online courses fill quickly. On campus courses take longer to fill. If students find out that on-campus courses are being cancelled, fewer will try coming back in person.</p> <p>DE: We should give a number that is as low as we can go rather than a percentage. A number makes more sense to students. Class cancellations always benefit asynchronous. Moreno advocates being efficient and strategic. Let's be strategic with scheduling.</p> <p>LC: Business is growing because the coordinator is selective and strategic about class scheduling. Other departments may be less flexible, which may be part of the problem.</p> <p>GS: Scheduling is a forecasting exercise. Cancellation is a recognition that forecasting failed.</p>			
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	<p>DE: The policy recognizes the need to offer latitude for new and experimental courses.</p> <p>SS: Class maximums haven't been discussed yet. Post AB 705/1705 students need much more support. Class size of 40 is too high.</p> <p>DM: Agreed. There is a draft that incorporates class size reduction, but the task force hasn't discussed those elements yet. That document should be on the previous minutes and open for feedback.</p>			
6.11	<p>Palestine Resolution</p> <ul style="list-style-type: none"> • This agenda item concerns the ongoing violence in Gaza. • Palestine resolution passed by Skyline's Academic Senate at its March 7th meeting. <p>MH: A ceasefire resolution was presented at the Redwood City City council. Many Cañada students were represented. Acknowledging that the U.S. is funding a military that has destroyed numerous universities and killed many faculty. He advocates drafting and approving our own resolution.</p> <p>Student: It's interesting to see how students at the college are coming together to support things that they believe in.</p> <p>DE: Has the Cañada ASSC drafted a resolution?</p> <p>HM: It's in process and there is support. What is the faculty going to do?</p> <p>ET: I support passing a resolution. Suggested making a briefer resolution and focus on things we can accomplish, so we can get results. We now have a chapter of Students for Justice in Palestine (SJP); MH is the faculty advisor.</p> <p>Student: core organizer for SJP; resolution was voted down by city council. Neighbors have lost 43 family members; students on campus are afraid to speak up. People are being traumatized collectively by this live genocide. Has had to drop classes because of the trauma. You don't have to be Palestinian or Muslim to care. Our voice is all we have. It's our duty as Americans to stop this genocide. Biden and the Congress aren't listening. We need to put pressure on our leaders.</p> <p>DE: The SKY resolution is not only symbolic; it calls for some specific actions.</p> <p>Dr. Zarur: She was an author of the SKY resolution and is available to answer questions.</p>	Hoffman	15 (start ≈ 2:35pm)	No action at this time

	Hoffman: Reach out if you want to work on this.			
7 - Regular Reports				
7.1	<p>President's report</p> <ul style="list-style-type: none"> In addition to the above BPs, the following two Board Policies are being discussed and will eventually be up for action. Please share any feedback you would like me to pass along: BP 2.31 - Speech: Time, Place, and Manner, BP 6.35 - Academic Freedom Proposed Program Review timeline for 2024-25. Let me know if you have issues with the proposed program review schedule. 	Eck	4	Information
7.2	<p>Treasurer's report</p> <p>Checking: \$6775.64</p> <p>\$5,</p>	Pacheco	1	Information
7.3	Curriculum Committee	Palmer	3	Information
7.4	Professional Development	Eslamieh	2	Information
8 - Other Reports, Meetings and Deadlines				
8.1	<p>Upcoming Events, Meetings, Deadlines, and Any Additional Comments on Non-Agenda Items</p> <p>Monday: <i>Chinatown Rising</i> is being screened</p> <p>Tuesday: Persian New Year celebration in the cultural center</p> <p>4-6 pm English Mixer in 5-333</p> <p>6 – 8 Screening of <i>Sanson and Me</i>, with the director</p> <p>April 2, 3 pm showing of "Israelism" in the cultural center</p>			
9 - Tabled Items				
<ul style="list-style-type: none"> These appointments were tabled during the October 26, 2023 Academic Senate meeting due to not having faculty to fill the vacancies. If you are interested in filling any of the vacancies, please email Cañada Academic Senate (canacademicsenate@smccd.edu) or your Senate representative at least one day before the meeting. You can also request a tabled item to go onto the regular agenda during the meeting when the consent agenda is under consideration. 				

9.0	<p>Participatory Governance and Education Master Plan (EMP) workgroup Vacancies – New Faculty Appointments or Reappointments</p> <p>Instructional Planning Council (IPC) - (First and Third Fridays, 9:30-11:30am, available via Zoom)</p> <ul style="list-style-type: none"> • At-large faculty representative: vacant <p>Distance Education Advisory Committee (DEAC) - (First Wednesdays, 12:30-2:00pm, available via zoom)</p> <ul style="list-style-type: none"> • Counseling: vacant <p>Safety Committee – (varied Thursdays [see the link for dates], 2:30-4:00pm, available via Zoom)</p> <ul style="list-style-type: none"> • Adjunct Faculty: vacant <p>Technology Committee - (second Wednesdays, 12:30-2:00pm, available via Zoom)</p> <ul style="list-style-type: none"> • “Division Representative”: vacant • “Division Representative”: vacant • “Division Representative”: vacant <p>Textbook Affordability Subcommittee – (fourth Tuesdays, 1:00-2:00pm, available via Zoom)</p> <ul style="list-style-type: none"> • ASLT Representative: vacant • Counseling Representative: vacant • KAD Representative: vacant • SciTech representative: vacant 			
10	Adjourn	Eck		Procedure

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Cañada College Academic Senate will record the votes of all members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.

Academic Senate for the 2023 – 2024 academic year:

- President: David Eck
- Vice President: Gampi Shankar
- Secretary: Lisa Palmer
- Treasurer: Gerardo Pacheco
- Adjunct Representative: Richard Schulke
- Curriculum Committee: Adriana Lugo/Kristina Brower/Maureen Wiley
- Professional Development: Salumeh Eslamieh
- Academic Support and Learning Technologies: Diana Tedone-Goldstone
- Business, Design & Workforce Division: Leonor Cabrera
- Humanities and Social Sciences Division: Katie Schertle
- Kinesiology, Athletics, and Dance: Ana Miladinova/Vera Quijano **[Apr. 11 & May 9]**
- Science and Technology Division: Sumathi Shankar
- Student Services/Counseling: Aricka Bueno