Cañada College Academic Senate
Minutes
1:00pm – 2:50pm
Location: the Faculty Teaching and Learning Center and Lounge (Cañada Bldg 9-154)
Zoom option for guests (Meeting ID: 825 6639 9062)
In attendance: Gampi Shankar, Sarah Aranyakul, Monica Malamud, Lisa Palmer, Dave Eck, Ana Miladinova, Ellen Young, Ritu Malhotra, Richard Schulke, Adriana Lugo, Salumeh Eslamieh
Guests: Jessica Silver-Sharp, VPI Chialin Hsieh, Ruth Jimenez, Sarah Harmon, Doug Hirzel, VPI Kristy Lisle, Doniella Maher, Anniqua Rana

Agenda 2/27/2025

No.	Item/Topic	Presenter	Time	Action
1	Call to Order	Shankar	1:02	Procedure
2	Introductions • Welcome and thank you for attending.	Shankar	2	Information
3	**Adoption of Consent Agenda** **Motion: Lisa** **Second: DE** **No objections; agenda adopted**	Shankar	1	Action

4 - Consent Agenda
- All items on the consent agenda may be approved by unanimous consent of the Academic Senate members present. The absence of objection establishes consent.
- Before approval, reasonable time must be 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.
- For appointments, Faculty names being nominated are **highlighted**

4.1	Minutes 2/13/25
4.2	**Planning and Budgeting Committee – Faculty Representative** IPC representative to PBC: Erik Gaspar/Lisa Palmer and [also shared with Karen Engel] • Erik Gaspar (*Will attend:* March 19, May 7, and May 21) • Lisa Palmer (*Will attend:* March 5 and April 16)
4.3	**Instructional Planning Council Vacancies**

	• Librarian Representative: <mark>vacant</mark> (replacing Diana Tedone-Goldstone until end of Spring 2025 semester). Jessica Silver-Sharp will try to recruit • At-large Representative: <mark>vacant</mark> Spring 2025 semester substitute [Hughes on leave]				
4.4	**Academic Senate Faculty Representatives – Appointments to Current Vacancies** **ASLT**: Academic Support and Learning Technologies: **Carlos Luna**				
4.5	**Medical Assisting Faculty Screening Hiring Committee** • **Ritu Malhotra (Medical Assisting, Discipline Expert)** • **Elsa Torres** • **Leonor Cabrera** • **Althea Kippes** • Alex Kramer (Division Dean)				

5 - Public Comment

5.1	**Questions/comments on non-agenda items** • SH: Next week is Open Education week (always first week of March). Friday, March 7th there will be SKY presentation on AI. Check the website for more events. • EY: March 10th: deadline for SP Flex proposals; theme of accessibility and disability justice • JSS: AFT has negotiations beginning at 1 pm tomorrow; all welcome to observe. Negotiations every Friday. • Ruth Jimenez is interim DRC director; DRC will be doing Flex presentations	Public	5	Information

6 - Senate Business

6.1	**Adoption of Regular Agenda** Hyla: motion Lisa: second	Shankar	1	Adopted
6.2	**Spring Plenary in Irvine, California 4/24 - 4/26)** President is going. AS covers registration; other PD funding necessary for the rest of the expenses. • Considerations for future actionable agenda item: How can we encourage senators/faculty to	Shankar	1:16	Discussion

	engage even more actively, such as by serving in academic senate? Would the senate consider setting aside some funds for future plenary events? • DE: We will be electing a new VP and P; if someone is interested, this would be a beneficial event. Recommends that AS support them. • HL: Recommends applying for PD funding first. • MM: AS has healthy balance • SA: Our membership is declining so funds are likely to decrease, too. Interested people should apply for PD. We should consider doing a student scholarship. • MM: If we only generate $3000/year, carrying a $12K balance is excessive. • GS: Should we put on the next agenda a discussion of how to allocate our monies? • SA: We could have an end-of-year party.			
6.3	**Undocumented Students – Check-In on Support and Resources** • MM: Our district has many resources; see links [Undocumented Community Resources](#) and [Red Know-Your-Rights Card](#) • JSS: On other college and district websites, there is more information and guidelines for faculty (private/non-private spaces; "know your rights" workshops for students and "legal observer training" for faculty/Classified) • DE: Agrees; thinks that Cañada's AS should endorse CSM's resolution • GS: District level is more efficient • College of San Mateo Academic Senate's [Resolution in Support of Undocumented Students](#)	Malamud	1:25	
6.4	**Services Program (FSE) - Program Improvement and Viability (PIV) Committee – Process Updates** • AS approved extension until end of Spring-25 • [PIV Website for more information](#) • Next steps and timelines: next (perhaps final)meeting Thursday, March 6 @ 1pm	Eck	1:31	Information

		• March 7: Report will go to IPC, which will offer feedback on March 21st • GS: Probably won't come to AS for action until April			
6.5		**Request to support a District Senate task group to evaluate the adoption of a software platform for faculty tenure and evaluation process** • PDFs are clumsy; sometimes the fields get cut off • Lisle has worked at institutions that have evaluation software • Requesting permission to form an investigative group; write RFP; demos; survey of users; make sure it has desired components. • It would reduce the administrative burden • It would record institutional memory • It is already on the district prioritization list but last. If there is interest, it can move up. • Would provide improved communication and auto-nudges • Automatic/quick feedback • Could be isolated from AI • Tenure is anxiety provoking; this could reduce anxiety • Permissions could be set to create safety for faculty • See sample systems in the presentation below • LP: This doesn't seem like the time politically to be putting personal information online. • Ana: training will require time/work; we have platforms that are not at all user-friendly • MM: If documents aren't accessible, it seems like the process failed in a particular office. Rather than replacing people with software, train people. • HL: Volunteers to be on the committee. Will advocate for DocuSign. It has reminders and signatures. • JSS: Whenever there is a new training, the district doesn't explain how adjuncts can get paid. Also, software is often not functional for faculty with vision challenges. Perhaps there is way to help division assistants without fully automating. • Lisle: The district could use Canvas to build it and then it would be an ongoing course in Canvas. • Lisle: If it's no easier, then it wouldn't serve the purpose.	Lisle (Interim-VPI Skyline)	1:35 pm)	No Action

	- DM: Identify the issues and then find the resolutions. If awareness of timelines is the issue, then maybe we need to clarify our eval process. Wouldn't want the system to hold on to history, such as concerns that were later rectified. Any system must allow flexibility and changeability. The current system allows for flexibility with consent of evaluator/evaluatee. - GS: In his experience developing software, security is always the last consideration. We need a lot more information. - Lisle: The goal is to reduce staff workload. Recognizes that tenure review is faculty purview. She can't read the documents. We need more consistency across the portfolios; can people see the feedback? - AM: Perhaps we could fix the system we already have. AM and LP: Should we create a taskforce to make our current system more efficient? DE: the current system is time-consuming and doesn't work well No general support for another taskforce; no vote [Presentation on the Tenure Software System](#) [Proposal to Evaluate Tenure Software System](#)			
6.6	**Workforce Violence Prevention Plan** - MM: A law was passed requiring us to have a WVPP by July 1st. As of July 2024, SMCCD has a [Workplace Violence Prevention Plan](#), as required by California state regulation ([SB553](#)). - Related: Cañada's [Safety Committee Discussions in Sept-2024 Meeting](#) - Goal of SB553: proactively recognize likelihood of tensions and make changes to ameliorate/avoid them - JSS: The plan presented to the union differs from the plan that was published. Administrative chairs of each safety committee have been collecting feedback on safety issues. "Discipline" is stipulated in the plan but it is neither described nor included in our contract. Employee rights aren't included. Legal protections? Leaving the scene? Getting support for a restraining order?	Eck / Malamud	2:10	Information

	Online reporting forms are not linked in the plans. Disconnects between policy and some of the issues that faculty have encountered. Should we call a meeting (not a webinar but a Q&A) with HR to discuss? Or should we create an AFT/AS survey of faculty to elicit questions about the plan? • AM: Do we have a data file of incidents? • DE: The plan requires a incident log • JSS: The incident database gives only cursory information • JSS: The plan doesn't explain how to get the log of incidents. • JSS: There will be a redacted incident list. • MM: Ask HR to present this on Flex. • DE: We could do it on Flex. • EY: We could do a Cañada-only Flex session. DE will help.			
6.7	**Discussion on Academic Freedom** Background Resources • BP 6.35 Academic Freedom and AP 6.35.1 Academic Freedom • ASCCC Fall 2020 Position Paper on Academic Freedom: Protecting the Future of Academic Freedom During a Time of Significant Change • **Proposed actions**: 1) Draft a resolution in support of the AFT union to make academic freedom part of the union contract and 2) recommend that District Academic Senate appoint at least one faculty member to work with AFT members who are working on an academic freedom proposal and that David Eck be at least one of those Academic Senate representatives. LP: Motions to approve the two actions above MM: Second Unanimous vote	Eck	2:19	Approved
6.8	**OER/ZTC Transitions – Staffing for position** • Grant funded • Still gathering input on job requirements, title, etc.	Rana	2:25	Discussion

	• Non-faculty Position • Seeking faculty views • **Presentation Materials: OER-ZTC_Transitions** Anniqua Rana: longtime Cañada faculty member; current dean. • How do we institutionalize faculty work? • We have 9 pathways; far exceeding state requirement • We've saved students approx. $2.5M • The state will be sunsetting funding. • Recommendation: 2-year grant-funding program manager who continues to work with a librarian SH: Supports this recommendation. There will always be a faculty component (librarian). Much of the work is outside of faculty purview (Banner). JSS: Most librarians in the district don't have training in OER/ZTC, but that could be changed. MM: Is this FT? AR: Yes, FT, 2-years. Still working with HR on appropriate designation. Ex: MESA has a director (classified management) works with faculty support. GS: How does current system map to this proposal? AR: It will include what SH is already doing along with PRIE support as well as fundraising, as necessary. GS: Will it have an impact on reassignment time. AR: Yes; current reassigned time is .5 MM: The job description (consideration 2) indicates supporting faculty in developing courses. SH: District librarians have been working with faculty to develop OER resources, which will continue. This position is more about program mgmt. AR: This would follow the model of equity work that started out faculty driven and then became institutionalized/classified position. GS: We'll need to maintain strong links between this position and faculty. HL: "develop ZTC courses" is not that same as developing a course but rather transferring to OER/ZTC			

7 - Regular Reports

7.1	President's report	Shankar	2:41	Information

	• March: elections for President & VP of Senate • GS followed up on requesting alternate times for Unconscious Bias Training • March 1, 9 am at City College: non-credit curriculuum meeting • Read President Lopez's newsletter for information about federal "Dear Colleague" letter			
7.2	Treasurer's report • Checking: $7,533.64 • Saving: 5,035.30	Aranyakul	1	Information
7.3	Curriculum Committee • The list of courses for Common Course Numbering Phase III has been released • We're still waiting for the templates for Phase II courses • CORs on the regular review cycles have been coming in; thank you. Reminder: April 10th is the last day to submit for this academic year • At the March 6th curriculum committee meeting, we will be discussing high unit majors	Palmer	2:44	Information
7.4	Professional Development • March 1 deadline for longterm applications	Eslamieh	2:45	Information
8 - Other Reports, Meetings and Deadlines				

8.1	**Important Dates:**
	1. 3/13/2025 and 3/27/25: upcoming academic senate meetings
	2. 3/ 10/2025 (2:15): District academic senate meeting at Cañada
	3. 2/ 25 2025, SMCCCD Board of Trustees Meeting:
	    a. Congrats to our soccer team, 3rd in country, and CSM, 1st
	    b. Umoja students spoke to the value of the program
	    c. Our BOT re-affirmed their commitment to undocumented students
	    d. BOT affirmed that all of our programs are legal (Prop 209)
	    e. Next regular meeting: March 25, 2025			

9	Adjourn 2:45 pm	Shankar		Procedure

Per 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. *(1) Members recorded as absent are presumed not to have voted;*
2. *(2) the names of members voting in the minority or abstaining are recorded;*
3. *(3) all other members are presumed to have voted in the majority.*

Academic Senate for the (2024-25) academic year:
- President: Gampi Shankar
- Vice President: Monica Malamud
- Secretary: Lisa Palmer
- Treasurer: Sarah Aranyakul
- Adjunct Representative: Richard Schulke
- Curriculum Committee: <mark>VACANT</mark> (Role being covered by Lisa Palmer)
- PD: Professional Development: Salumeh Eslamieh
- ASLT: Academic Support and Learning Technologies: Carlos Luna
- Business, Design & Workforce Division: Hyla Lacefield
- HSS: Humanities and Social Sciences Division (and Past President): David Eck
- KAD: Kinesiology, Athletics, and Dance: Ana Miladinova
- STEM: Science and Technology Division: Ellen Young
- SS: Student Services/Counseling: Sandra Mendez