

Humanities and Social Sciences Division Committee Reports and Updates

Committee representatives, please include updates below ahead of the division meeting.

Steps to take:

1. Include your division report below under the appropriate meeting heading. (Committees are listed in alphabetical order.)
2. At the division meeting, you will have up to two or three minutes to share out, if you need the time.
3. Please let James know a week to two weeks ahead of time if you have an item to agendize as a division discussion topic. If you aren't sure, consult with James. And to plan well ahead, you might consider contributing an agenda item to any of the regular monthly meetings by semester or even year.

**SEE MEETINGS BELOW BY DATE BEGINNING WITH THE MOST
RECENT MEETING**

	HSS Division Meeting, Friday, May 2, 2025, 12:00 to 2:00 PM Participatory Governance Committee Reports
Announcements, 10 minutes	
Academic Senate:	-Election for Vice President of Academic Senate is open until end-of-day this Wednesday, May 7. Please vote!

	-We are accepting email nominations for Academic Senate President until May 7. And also from the floor during the May 8 meeting. -There is a District Academic Senate survey on our regular academic calendar. Please complete it! If you would like any changes to our usual copy and paste calendar, then definitely complete it! -Comprehensive Program Review questions have been updated. There will be some significant revisions starting this Fall 2025 semester. You can see the changes in the April 10 Academic Senate meeting. -We will be considering one or more resolutions during next week's meeting: 1) a resolution that District Academic Senate will be considering on Dual Enrollment evaluations, 2) a resolution in support of our Undocumented Students that we discussed earlier in the semester but this is pending on whether we've had enough time to collaborate with our Undocu Center.
Curriculum Committee:	1) We reviewed and approved 246 CORs on the regular review cycle this year; thank you everyone for all of that effort. 2) At our meeting yesterday, we added DE addenda to all of the CORs currently lacking them. This will allow those courses to be taught online temporarily in the case of an emergency. 3) We elected our new co-chairs for the 2025-2027 academic terms. Please congratulate Adriana Lugo and Camille Kaslan. 4) Yesterday we approved the proposals to deactivate the FSE and ETE (Early Teacher Education) programs. 5) We have been learning about the district teach out process and working with deans and faculty to plan teach outs for deactivated programs. 6) Common Course Numbering Phase II (A) is getting underway and courses in that phase will be updated and approved by the end of October.

Distance Education Advisory Committee:	IMPORTANT REMINDER: • All faculty teaching online (ASYNCR and SYNC), please review the attached Regular Substantive Interaction (RSI) "Cheat Sheet." This revised template provides a helpful checklist with specific applications in Canvas. • Asynchronous and synchronous courses <i>will be</i> reviewed in the upcoming accreditation cycle. Accreditation reviewers will visit courses at random to confirm our college is in compliance. • If you have any questions about compliance or would like support and direct assistance, please contact Nada Nekrep (nekrepn@smccd.edu) or Erica Reynolds (reynoldse@smccd.edu). They can meet with you individually or you may visit them during weekly scheduled office hours, if this time works for you: RSI Office Hours Every Tuesday, 11 am - noon <u>via Zoom</u> Meeting ID: 819 8244 2822 Passcode: 888753 <i>Nada Nekrep will be available by appointment during the summer.</i> May 2025 May 6, 1-2 pm via Zoom Conversations with Colleagues- Beyond Compliance: Elevate Your Online Teaching with the RSI Checklist Organizer/Presenter/Facilitator: Nada Nekrup and Erica Reynolds Virtual: Zoom at https://smccd.zoom.us/j/81394268417 Description: This session introduces the RSI Checklist, a practical tool designed to help online faculty easily assess and strengthen the use of Regular and Substantive Interaction in their courses. While essential for meeting upcoming accreditation requirements, the checklist goes beyond mere compliance. It supports creation of dynamic, engaging, and student-centered online learning environment. By offering a range of strategies to enhance instructor-student interaction, encourage active participation, and improve overall course quality, the checklist empowers instructors to engage with students so that they feel seen, supported, and inspired to succeed. Agenda: Provided at meeting Intended Audience: All faculty
Equity and Antiracism Planning Council:	

Instructional Planning Council:	
Planning and Budget Council:	
Technology Committee:	We did not meet since the last division meeting
Safety Committee: (Danielle Pelletier)	
DIVISION UPDATES	
American Federation of Teachers (AFT):	Negotiations Updates: https://aft1493.org/aft-1493-recent-updates/ <u>Sign up to join us at a future negotiation session!</u> Our next negotiation is May 2, 2:30 pm-5:30pm.
Honors:	1. Honors Contract Completion Forms due Fri. May 16 before midnight 2. April Newsletter - See fun pics and important due dates 3. Honors Transfer Program Growth and Success plus Exciting Honors Student Transfer News!

Equity:	
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	HSS Division Meeting, Friday, April 11, 2025, 12:00 to 2:00 PM Participatory Governance Committee Reports
Announcements, 10 minutes	

Academic Senate:	At yesterday's Academic Senate meeting, we passed revisions to the comprehensive program review questions: Proposed Updates to Comprehensive Instructional Program Review Questions At Monday's District Academic Senate meeting (April 14), we will be considering whether to survey faculty about our Academic Calendar. If you would like to suggest questions, please send them before Monday or come to the meeting. And if the survey goes out, please complete it. The District office is in the process of creating a new District Strategic plan; updates can be seen on the Strategic Planning website, which includes a feedback link. We have heard critical feedback about the new WebSchedule interface. The critical feedback has been forwarded. Please keep in mind that it is not feasible to revert back to the old WebSchedule, as it is no longer a supported platform. We have heard questions about Chancellor Moreno's April 9 all-faculty email "Faculty Guidance re: Potential Federal Law Enforcement Activities on Campus" ○ The guidance was provided based on questions from faculty as to whether they can lock a federal agent out of the classroom. The answer is no, as the faculty may faces legal charges of obstruction. ○ It is still true that faculty are not allowed to give consent to access a classroom, but faculty also cannot physically prevent an officer from accessing a space. ○ Faculty should still seek to escort any Federal officers to the College President's office or ask Public Safety to do so. ○ Faculty are encouraged to attend a "Know Your Rights" workshop if they haven't already.
Curriculum Committee:	1) Thank you for getting CORs on the regular review cycle for 2024-25 submitted. The final deadline was yesterday. 2) Thank you, as well, to John Perez and Dave Eck, from our division, who have volunteered to serve on CCN discipline taskforce committees this summer (3 hour Zoom; \$150). It would be great if we could nominate folks from history, ESL, political science, art history, music, psychology, and sociology, as well. Nominations are due 4/15, so let Lisa know ASAP if you are interested. 3) There will be no curriculum meeting on 4/17, due to Flex day, but there will be a special curriculum/common course numbering

	hands-on work meeting on 4/24 (1:10 - 2:30 in the FTLC) for faculty to get help getting started with the Phase II templates and anything else curriculum related. 4) If there is a CCN survey for your discipline, please participate here: https://www.asccc.org/common-course-numbering-ccn-development-and-faculty-engagement#OpenSurveys Surveys close April 15th
Distance Education Advisory Committee:	No meeting since last update due to Spring Recess. Please see February notes.
Equity and Antiracism Planning Council:	
Instructional Planning Council:	
Planning and Budget Council:	

Technology Committee:	Please review the following website and provide feedback -They want to know if the website is missing things critical to teaching that a new faculty member needs to teach (full and adjunct). Review the website and see if there is anything missing and feedback our division would like to provide about the website. Overview Faculty Teaching and Learning Cañada College Reviewed Scribe -we have a free version available and trying to see if we want more than 2 licenses. Contact Lindsey if you want to demo -Does division want a Demo?
Safety Committee: (Danielle Pelletier)	Here is the survey for faculty, staff , and students to complete regarding the experience of the Violent Intruder Drill: https://smccd-czqfp.formstack.com/forms/lockdown_barricade_drill_survey From Karen Pinkham re: facilities: (paraphrased) Please submit a Facilities Work Order so facility issues can be tracked. Once submitted you will receive a notification that the work order was submitted and you will also get notified once the work has been completed. At that time you can have the option to approve or deny if the work wasn't performed to your satisfaction. Having things in our system really helps us track what is happening in the classrooms. Below is a link to access the work order system, request keys, report emergencies, etc. https://canadacollege.edu/adminservices/facilities.php I'm getting reports that the elevator in Building 3 is still out of service. I'll bring this to Ludmila and our next Safety Committee Meeting on 4/24. In the meantime, here is an explanation from

Karen Pinkham (copied directly from the email response she sent me) regarding the elevator in Building 3:

On 3/25 we were informed that Kone our elevator provider admitted to ordering the wrong part. We had been waiting for weeks for the part. They ordered the correct part with a lead time of 4-6 weeks on 3/25. This was very disappointing to us as we had expected to have the elevator back in service. On 3/7 the Kone supervisor was on site to complete an inspection. We are actively working with the state and our service provider to finally get the permits for all elevators on the campus. The state was behind after COVID but are now active again and responded to our request to have the elevators inspected. The Building 3 elevator was granted an extension for the permit until 5/21 because of the lead time on the part given this is a really old elevator. I really wish I had something more positive to report as this whole situation has been incredibly frustrating for all of us.

At this point, we realistically expect the elevator to be back in service by mid-May.

The District has been beyond disappointed with KONE's service and response times during the current agreement. For the record, the District notified Kone that we will NOT be extending their current contract for next fiscal year. In and developing a new RFP, the District has revised and strengthened expectations for performance of elevator service providers. The bid for an elevator service providers is posted and active right now.

Here is a link to the Safety Committee webpage:

<https://canadacollege.edu/safetycommittee/index.php>

Added from 4/24 Safety Meeting:

Safety Committee info sheet:

<https://www.canadacollege.edu/safetycommittee/2024-25/safety-committee-information-sheet-spring-2025.pdf>

Link to the slides from the Public Safety Flex Day session are available on the Safety Committee website. Jason Wendt is

	happy to take this show on the road and come to a Division or Department meeting and give a 15-minute or 30-minute presentation and answer questions. Ben 'Zara Minkin and Vince Garcia are working on creating a centralized list/website of building captains and emergency services. Link coming soon. Here's a poster that should be posted around campus on what to do if Immigration Services came onto campus and here it is: https://smccd.edu/undocu/Immigration%20Enforcement%20Flyer_1_21_25.pdf
DIVISION UPDATES	
American Federation of Teachers (AFT):	1. Contract negotiations https://aft1493.org/category/recent-updates/?link_id=4&can_id=18774466d6302a0456a2bb5b9f441d88&source=email-aft-1493-bargaining-report-6&email_referrer=email_2690141&email_subject=aft-1493-bargaining-report 2. Attend negotiations sessions https://docs.google.com/forms/d/e/1FAIpQLSevWT7cyHN6UiFcd446t-QJOdzL3lh3NNqZdmQvQvGxtGBI4Q/viewform?link_id=1&can_id=18774466d6302a0456a2bb5b9f441d88&source=email-aft-1493-bargaining-report-6&email_referrer=email_2690141&email_subject=aft-1493-bargaining-report 3. Attend the April 30th board meeting

Honors:	4 of our Honors students did a phenomenal job presenting at the Western Regional Honors Conference in Denver last week. The Honors Transfer Program is growing! We are making Honors records: 140 Honors students - which marks our consistent growth 78 Honors Contract Proposals this academic year- the highest ever - Increase of Honors Contract proposal completion rates from 66% to 76% and 80% for IDST 150 students (in 2023-2024) 17 proposals submitted to BHC-the most ever! 11 students/8 presentations accepted to BHC at UC Berkeley on April 26. If you'd like to attend, here's the registration and payment/funding information: https://docs.google.com/document/d/1Ka72riu_f1eM9vLq5DOHGzryzXw6TD_8mBF4Lhi0Amg/edit?usp=sharing BHC presenters are practicing at the Honors Research Showcase today. 22 students are presenting, organizing, and MCing at the showcase including two honors art students exhibiting their work and 6-7 honors alum sharing their experiences at Stanford, UC Berkeley, UCLA, San José State Honors, and U of Michigan! For more updates on Honors, please see the division Google doc and HTP March Newsletter
Equity:	

	HSS Division Meeting, Friday, February 7, 2025, 12:00 to 2:00 PM
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	Participatory Governance Committee Reports
Announcements, 10 minutes	https://docs.google.com/document/d/1-95jMZJFFWPfHo7WqVLynxzN0-gLXZcRd0Epjlb23c/edit?usp=sharing
Academic Senate:	-The Spring 2025 ZTC Adopter cohort is still accepting applications. Applications will close on Sunday, 9 February, at 11:59pm. -State Academic Senate will visit District Academic Senate this Monday, February 10 (around 2-3pm). They will be facilitating activities and discussion about faculty leadership. -District Senate is broaching the topic of academic freedom and the possibility of it being included in our faculty contract. This will likely be discussed this semester at our local Academic Senate.
Curriculum Committee:	Welcome to our new articulation officer, Trang Luong, who comes from CSM and has already jumped in with both feet to ensure that we're meeting state mandates such as ABs 928 (Associate Degrees for Transfer) and 1111 (Common Course Numbering) as well as taking care of all of our regular articulation issues. At the CC meeting yesterday, we discussed and approved Funeral Service Education (FSE) catalog language changes, pre-vetted by the FSE faculty and program director, so that even as FSE continues to undergo the PIV process, we're conveying accurate information to students and not running afoul of Ed Code or the American Board of Funeral Service Education (ABFSE) regulations. Lisa is Cañada's new CCN (Common Course Numbering) coordinator, working with colleagues at CSM and SKY to ensure that our district creates and sustains an effective process for implementing CCN revisions. The first

	meeting was last week, during which we assessed lessons learned last semester and plans for creating a backwards timeline to comply with Phase II, the templates for which we're expecting any day, and then for Phase III, F 25/SP 26. Faculty who work on CCN updates are eligible for up to 3 hours of pay, at the special rate, for each COR they modify. This is retroactive to F 24, as well. Time sheets should be sent to the office of the VPI. Curriculum on the review cycle continues to come in; please remember to check the curriculum review cycle to ensure that any courses up for review this academic term are reviewed and updated as necessary. Lisa will be terming out of the chair position at the end of the semester so will be sending out a request for nominations for faculty interested in becoming the next curriculum chair. Please let her know if you have any questions.
Distance Education Advisory Committee:	The following staff are standing in for Alison Hughes while she is on maternity leave: • Jenni McGuire (mcguirej@smccd.edu) – Available for instructional design support. Calendly appointments • Erica Reynolds (reynoldse@smccd.edu) –Regular Substantive Interaction (RSI) review support, with weekly office hours. Calendly appointments • Terri Hannon (hannont@smccd.edu) – Collaborating with Lindsey on the Faculty Teaching & Learning website. Send suggestions for resources and guides. All online faculty should ensure they are meeting new RSI requirements for accreditation. RSI Training Info For support: • Drop in office hours Tuesdays 11-12 at this link: https://smccd.zoom.us/j/87059093578?from=addon Meeting ID: 870 5909 3578 • Erica Reynolds (see contact above) Do you have specific training needs? Let DEAC know. These topics were all briefly noted: 1. Distance Education (DE) Handbook Revision: First draft expected by Spring 2025, with Academic Senate approval in Fall 2025. Updates will include WebSMART 9 changes. 2. WebSMART 9 Implementation: Launching in March 2025 for Summer

	2025 registration; DE Handbook will include related faculty/student guidance. 3. QOTL_Training: A new self-paced QOTL Essentials (QOTL-E) course will be available for new faculty. More info. 4. Classroom Technology Guidelines & QR Code System 5. RSI & Accreditation: RSI review set for early 2026; discussion on aligning training with Skyline and CSM. 6. Accessibility Compliance: ACMM initiative underway; new accessibility standards take effect in April 2026, with talks of hiring a district accessibility specialist. 7. Multimodal teaching and training/ compensation 8. Cañada College Emergency Instructional Continuity draft Plan Instructional Continuity Quick Guide
Equity and Antiracism Planning Council:	
Instructional Planning Council:	
Planning and Budget Council:	
Technology Committee:	Topics discussed 2/5/25: 1. Reviewed data of technology loan program by item (Chromebook/laptop, hotspot, Calculator) and demographic (race/ethnicity, age, gender) - a. To learn more about the program: Technology Services Library Cañada College 2. Reviewed Institutional Self-Evaluation Report (ISER) standards regarding technology - 3.9 (still to review 3.10) 3. Reviewed Tech support Resources -see below Tech Support Resources ● General Tech Support: Submit a request

	● Instructional Tech Support (Faculty & Students): Contact Support ● Student Technology Loan Program: Learn More ● Bilingual Workshops for Students (Learning Center) ● Free Student Printing: More Info ● Bilingual Tech Support (Learning Center): Visit the Learning Center  Need Help? If you're experiencing technology issues, whether in the classroom or with student tools like Canvas or email, the Tech Team is available: · In-person: Learning Center (Monday–Friday) · Online: Contact the Tech Team
DIVISION UPDATES	
American Federation of Teachers (AFT):	- February AFT Membership Meeting on Wednesday, February 12 at CSM from 2:30-4:30 pm - Negotiations start today! - We will need you! Attendance at Board Meetings and Negotiations sessions help the district know that we are engaged and support our negotiators. Reach out to me, Salumeh or Monica if you are interested.
Honors:	Please the January HTP Newsletter for updates: https://canadacollege.edu/honorsprogram/newsletter.php The Cañada College Honors Transfer Program (HTP): ● Held the Bay Area Honors Research Symposium (BHC) Proposal Writing Workshop led by Professor Sarah Harmon on Jan. 28. The deadline for student BHC proposals is Feb. 17. See: https://bayhonors.org/present/ for more information. ● Provided the first spring 2025 Faculty Learning Program (FLP) Honors Pod session on Jan.29. *The Honors Pods focus on faculty supporting students in Honors Research. Presenters Ray Lapuz and Rebekah Taveau shared results and resources from last semester's Honors Pods and a representative Honors student story. All Honors faculty and prospective Honors faculty are welcome to join the next session Feb. 27 in FTLCL 9-154, 3-5pm.

	Is proud to share that Honors students Tuong Van Do, Alice Gottlieb, Amanda Isabel Molina Lopez, and Gugulethu Ndlovu have been invited to present their Honors research at the Western Regional Honors Conference (WRHC) in April. Several of their Honors mentors were part of the FLP Honors Pods last semester.*
Equity:	

	HSS Division Meeting, Friday, December 6, 2024, 12:00 to 2:00 PM Participatory Governance Committee Reports
Announcements, 5 minutes	

Academic Senate:	Faculty Interview Process Questions for Discussion - Academic Senate will be making a recommendation on the process for interviewing tenure-track faculty searches. December 6th updates: - At our December 12th meeting, two of our agenda items is 1) discussion the faculty interview process that our division discussed in November. If you care greatly about the topic, then I'd encourage you to attend and participate in the Senate discussion. Here are the poll results from our division on the topic. This was the poll that I shared in the November meeting. 2) We will also be discussing new faculty position requests at our December 12th meeting. If you want to contribute to the discussion, please come! - At District Academic Senate on December 9th, we will be considering District Teaching and Learning Committee (DTLC) Guidance on Plagiarism and AI.
Curriculum Committee:	
Distance Education Advisory Committee:	Nada Nekrep to provide updates in meeting.
Equity and Antiracism Planning Council:	
Instructional Planning Council:	

Planning and Budget Council:	
Technology Committee:	Perusal and Lucid demos in meeting.
DIVISION UPDATES	
American Federation of Teachers (AFT):	AFT Local 1493 September Membership Meeting Wednesday, December 11, 2:30-4:30 p.m. (Closed Session to follow 4:30-5) MULTIMODAL Join us in person at Skyline (5-134) and on Zoom at bit.ly/aft1493mm 12/11/24 Agenda items: New Executive Director: Chet Lexvold Contract Articles Committees Sunshine statement to be presented at the board meeting Support for Undocumented Community
Honors:	Honors Transfer Program Update for Dec: Please see Newsletter: https://canadacollege.edu/honorsprogram/docs/newsletter/newsletter_http_nov_2024_final_nov26.pdf Honors Contract Completion forms due Dec. 10 before midnight: here: https://canadacollege.edu/honorsprogram/contract-seminar.php We successfully completed the Honors Pods through FLP. Faculty exchanged ideas on how to effectively support Honors Contract students complete quality Honors Contract Projects on time. They were compensated for their time with Honors Contract students and in the pod. Let Rebekah Taveau know if you'd like to join in the spring!
Equity:	See EAPC and Connect and Reflect, Facilitated Community Building

	HSS Division Meeting, Friday, November 1, 12:00 to 2:00 PM Participatory Governance Committee Reports
Announcements, 5 minutes	
Academic Senate:	<u>Faculty Interview Process Questions for Discussion</u> - Academic Senate will be making a recommendation on the process for interviewing tenure-track faculty searches. December 6th updates: - At our December 12th meeting, two of our agenda items is 1) discussion the faculty interview process that our division discussed in November. If you care greatly about the topic, then I'd encourage you to attend and participate in the Senate discussion. <u>Here are the poll results from our November division meeting discussion of the topic</u>. This was the poll that I shared in the November meeting. 2) We will also be discussing new faculty position requests at our December 12th meeting. If you want to contribute to the discussion, please come! - At District Academic Senate on December 9th, we will be considering <u>District Teaching and Learning Committee (DTLC) Guidance on Plagiarism and AI</u>.
Curriculum Committee:	December 6, 2024 Update: Curriculum voted to maintain the lab requirement for our local degrees. Curriculum voted to maintain the requirement for earning a "C" in the Golden Four courses, in our local degree. Lisa will be terming out of chairing curriculum at the end of SP 25. If you're interested in throwing your name in the hat, please let her or Maureen know. It's a crucial role and also a really invigorating

	one because you get to work with faculty and administrators across the college and district. Gloria Darafshi is retiring at the end of this semester; Trang Luong, who is currently a counselor at CSM, will be taking on articulation at Cañada.
Distance Education Advisory Committee:	RSI Training and Compliance All faculty teaching online encouraged to attend upcoming training sessions or access asynchronous resources to ensure they meet RSI (Regular and Substantive Interaction) requirements. Allison Hughes and Nada Nekrep will present at the Academic Senate on November 14 to gather additional feedback and outline the support needed for RSI compliance across campus. Faculty are encouraged to review their courses in alignment with the new ACCJC RSI rubric before the accreditation review. Flex Day: Regular and Substantive Interaction presentation Upcoming Academic Senate presentation (11/14) Program Review Input- DE-Program Review.docx Faculty and DEAC members are asked to provide feedback on the DE Program Review at IPC on November 22. Promotion of POCR Website Faculty are encouraged to familiarize themselves with the new POCR website for resources on online course review, accessible through the Faculty Teaching and Learning site. QOTL-E Course Awareness and Access The QOTL-E course will be shared with deans to ensure new faculty or those needing immediate Canvas orientation can access the course. QOTL Program Departments like EOPS and Promise are encouraged to explore using the QOTL-E course for staff training to enhance their Canvas skills and support for students. Professional Development Pathways Feedback District DEAC Workgroup Participation: Members involved in the new district DEAC workgroup on professional development pathways will aim to harmonize pathways across campuses while allowing flexibility for unique program needs. Faculty are invited to share thoughts on certification pathways and ways to better align training options across the district. Newsletter and Broader Campus Communication Information on the QOTL-E course, POCR website, and RSI updates should be included in the President's Newsletter and other campus communications to increase awareness and encourage participation.
Equity and Antiracism	

Council:	
Instructional Planning Council:	
Planning and Budget Council:	
Technology Committee:	Lindsey and Alison will come do a demo of Lucid; want more demos during division meetings? Let Julie and James know.
DIVISION UPDATES	
American Federation of Teachers (AFT):	AFT Bargaining Survey 2025-2028
Honors:	HTP Oct. Newsletter posted here FLP Honors Pod Meeting Nov. 21 2-4pm 13-334 and Zoom https://smccd.zoom.us/j/84650150776 - all who are supporting honors students doing research for Honors Contracts or Honors classes are welcome to attend. If you are supporting or interested in supported students with Honors Contracts, come find out about relevant PD and compensation.
Equity:	

HSS Division Meeting, Friday, October 4, 2024, 12:00 to 2:00 PM

Participatory Governance Committee Reports

Announcements, 5 minutes

Academic Senate:

1) The Instructional Planning Council and Academic Senate plan to form a workgroup for updating Program Review questions. If you would like to improve how program review engages equity concerns or have any other ideas for improving the program review questions, please consider joining the workgroup. Email me (eckd@smccd.edu) or Gampi Shankar.

2) Thank you to everyone who completed the District Senate Survey on class cancellation guidelines! The Board Policy and Administrative Procedure are up for second review at District Participatory Governing Council this Monday, 2:15-4:30pm. You can join by going to DPGC's [meetings page](#).

3) If you would like Academic Senate to take up any projects, please send me suggestions (eckd@smccd.edu). Here are [last year's Academic Senate goals](#).

Curriculum Committee:

1. We have moved our meeting time to 1:10 - 2:30, to allow time for people to get to the meeting after other commitments.
2. We are discussing which courses should go in the new Area 7 (Personal Development) for the local degree. Please join us at our next meeting 10/17/2024) if you have thoughts.
3. Please ensure you are doing COR updates as on the [curriculum matrix](#). They have been slow to come in this year. Focus on updating textbooks and updating the DE addendum, for which we have revised instructions.

	4. Check the curriculum website for resources to help (new CC handbook; DE addenda instructions, etc.)Cañada Curriculum Committee Webpage
Distance Education Advisory Committee:	1. Please check out DEAC's Envisioning Excellence: Cañada College Distance Education Strategic Plan Want to share your priorities for DEAC this Fall? You can do so here: Link for responses 2. During accreditation, ACCJC will take a random sampling of online courses and check Regular and Substantive Interaction (RSI) with the "Quality Continuum Rubric for Distance Education" • More info here • Workshops on aligning to the rubric should be coming soon. Check with Nada Nekrep for questions.
Equity and Antiracism Council:	
Instructional Planning Council:	
Planning and Budget Council:	
Technology Committee:	We had demos of the following and an interesting discussion about why different software/ apps needs to be vetted by ITS DEMOS: SCRIBE https://scribehow.com/ (for making guides; district has not vetted, but

	has a license for a similar platform Tango) LUCID https://lucid.co/ (cool collaboration tool; can replace Jamboard; we all have licensed use; find it in your Canvas in the left side course navigation menu. If you don't see it there, you might have to go to Settings > Navigation and Enable Lucid (whiteboard) to be able to access the link there.) PADLET https://padlet.com/ (cool collaboration tool; has new video feature; can replace Flip; still only have access free; no district license yet)
DIVISION UPDATES	
American Federation of Teachers (AFT):	
Honors:	Honors is back to pre-pandemic (and higher) numbers in membership, enrollments, and contract proposals and growing! If you students are interested in UCLA: tell them to do honors: UCLA TAP data: 7 Honors (TAP) students applied to UCLA 6 were admitted: 86% TAP admittance rate-6 from our division! 52 non-Honors (non-TAP) students applied to UCLA 10 non-Honors (non-TAP) students admitted: 21% admit rate 25 Social Science Students applied but only the 6 honors students got accepted.
Equity:	

HSS Division Meeting, August 12, 2024

Participatory Governance Committee Reports

Announcements, 5 minutes
total:

Academic Senate:

Curriculum Committee:

Distance Education Advisory
Committee:

Equity and Antiracism
Council:

Instructional Planning
Council:

Planning and Budget Council:

Technology Committee:	
DIVISION UPDATES	
American Federation of Teachers (AFT):	
Honors:	

	HSS Division Meeting, May 3, 2024 Participatory Governance Committee Reports
Announcements, 5 minutes total:	
Academic Senate:	As Katie Schertle shared via email, our division representative position is vacant for next week. Also, we may have a second special academic senate meeting before the end of the Spring semester. So our last meeting is May 9, 1-3pm. And we may have a special meeting on May 16, 2:30-3:30pm, May 23,

	1-2pm, or May 23, 2-3pm. Other updates: we are expecting an Academic Senate Vice President vacancy at the start of the Fall semester, because David Eck will likely be shifting over to District Academic Senate President. If you are interested, be sure to discuss scheduling possibilities with Dean Carranza. At our final meeting, some items that are coming up: ● Resolution concerning Title IX improvements, ● Discussion and possible recommendation for or against the most recent draft Class Cancellation/Maximum Board Policy and Administrative procedure, ● Draft resolution on the Gaza conflict that an Academic Senate workgroup has been developing since the April 25th Academic Senate meeting, ● Update on future of Theatre Arts program Also, here is a list of resolutions that were adopted at Spring 2024 statewide Academic Senate plenary
Curriculum Committee:	Bob Lee's term on the Curriculum Committee will end this semester. Please consider volunteering to take his place in the fall.
Distance Education Advisory Committee:	● Proposed District DEAC Bylaws ● New schedule: 45 min + 45 min back to back with Tech Committee ● Working on roles for both committees
Equity and Antiracism Council:	

Instructional Planning Council:	
Planning and Budget Council:	
Technology Committee:	May Update: Based on our new Technology Plan, how do you feel about the priorities for Fall24? (See activities pg 7) Please add priorities or stress priorities you feel are most important here: Document for feedback
DIVISION UPDATES	
American Federation of Teachers (AFT):	
Honors:	

Participatory Governance Committee Reports

Representatives may submit reports

Academic Senate:

NOTE: Due to a personal schedule conflict, I cannot attend the remaining meetings as H&SS Rep. If anyone is interested in attending as rep for our

	division, please contact David Eck. Agendas and Meeting Minutes: https://www.canadacollege.edu/academicsenate/meetings.php
Curriculum Committee:	• Please make sure SLOs on syllabi match the SLOs on Curricunet. (Don't forget to remind adjunct faculty to do this as well.) • If your Course Impact Report on Curricunet happens to impact other disciplines outside your discipline, please reach out to those faculty members to let them know.
Distance Education Advisory Committee:	
Equity and Antiracism Council:	
Instructional Planning Council:	
Planning and Budget Council:	
Technology Committee:	April Update: Anyone interested in joining a taskforce for the creation of a recording studio on campus please reach out to the Technology Committee If you are a student or staff member experiencing technology issues, the LC Tech Team is here to help! We can assist in your classroom or with student issues like Canvas or email. The Tech Team is available in person at the Learning Center Monday through Friday, or fill out a ticket at www.tinyurl.com/LCtechteam. Hablamos Español Tech Team video resources: https://tinyurl.com/LCTechvid and in español https://tinyurl.com/tallerdetecnologia

	Reminder about technology purchasing guidelines: - Once funding is identified: ITS Purchasing Request - Formstack Software Purchase Procedure Checklist for Software Purchase Submittal ITS Purchase Request Form
DIVISION UPDATES	
American Federation of Teachers (AFT):	
Honors:	May 3: Please see the May HTP Newsletter - check out the fall Honors Course list. New: English 110 Honors and History 202 Honors! We had a successful well attended Honors Research Showcase last Friday -thanks to all who participated! We are off to the Bay Honors Consortium with our student presenters tomorrow! Honors Contract Faculty: Please make sure your Honors Contract student gets your approval on their final project and submits their Honors Completion Form by finals week May 20. You will then get a copy and receive an email asking you to click on a button to approve or not approve the project (See: https://canadacollege.edu/honorsprogram/contract-seminar.php). Stay tuned for Honors Pods in the fall. Ray Lapus and Rebekah hope to present at Flex. English Faculty: Can we visit your classes briefly to share information about the Honors Transfer Program and Honors Courses? Please fill out this

	form is you would like a short visit: https://smccd-czqfp.formstack.com/forms/short_honors_transfer_program_class_visit ----- March Updates: Three Cañada College Honors students successfully presented at the Western Regional Honors Conference in Long beach last Friday, March 29: Arya Shadan, "The Protest of Literature: The Voices of the Contemporary Iranian Revolution as Representative of a Comparative Literary Analysis" Konatsu Okita, "Psychology of Eating Habits: Comparison between Japan and America" Mikael Cheng, "Calculus Decolonized" Thank you Professor Eslamieh and Taveau for supporting and accompanying the students.  The Cañada College Honors Research Showcase is April 26: https://events.canadacollege.edu/day/date/20240426
Human Behavior and Culture Interest Area:	
Art, Design, and Performance Interest Area:	

HSS Division Meeting, March 1 , 2024 Participatory Governance Committee Reports	
Announcements, 5 minutes total:	
Academic Senate:	Thursday, February 8, 2024 Meeting 6.5 Class Maximums and Class Cancellations District Workgroup · Discussion item: concerns about the current drafts of the Board Policy about Guidelines for Class Cancellation and the Administrative Procedure Guidelines for Class Cancellation. (See docs on the Senate website – Agenda – links.) 6.6 BD&W Dean hiring committee nominations still being considered. · Question re: the wisdom of including non-tenured or part-time faculty members on hiring committees. It should be up to the individual vs. Non-Tenured/Part Timers’ comfort and their awareness of the history of this issue.

6.7 District-wide Dual Enrollment and Minimum Qualifications/Equivalency – Matters of Concern

- Discussion re: intentional hiring of high school teachers for dual enrollment who don't have min quals. Interim chancellor has initiated an immediate audit of the practices related to dual enrollment.

Thursday, February 22, 2024 Meeting

6.2 Community College Survey of Student Engagement (CCSSE)

- 20-minute online survey, one for students and one for faculty. Links will be sent in an email. Duration of survey: Monday, February 26 through April 5th. New questions in the survey include modalities of course offerings. Not all students are eligible to take the survey (under 18, lower-level ESL students).

6.4 Syllabus Checklist

- Allison Hughes presented a new draft of the syllabus checklist for feedback. Motion to approve draft (with name change to "Syllabus Guide") did **not** pass.

6.8 District Memo on Lifelong Learning and Self-Development (GE Area E) Requirement and Future of Local Degree Requirements

- ***Faculty members need to look at the AS agenda for this item to read the description of the issue and look at the links.***

6.9 Bookstore Managers – Canvas "Work Flow"

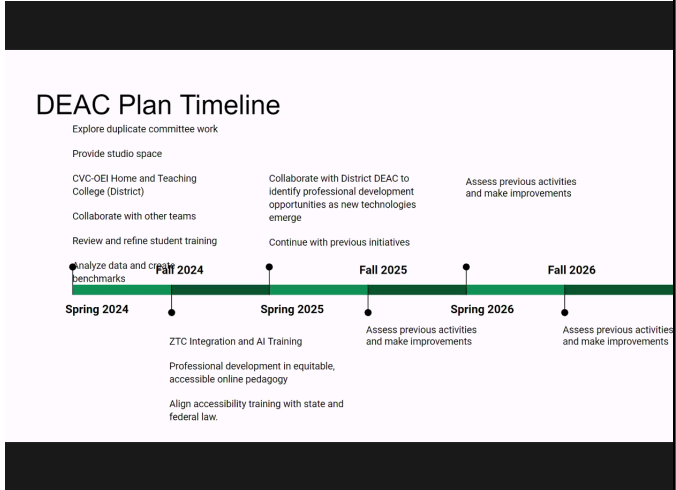
- Aaron McVean: Students with problems with inclusive

	access/OER links embedded in Canvas are directed to the bookstore for assistance. Therefore, bookstore managers need to have access to Canvas. Bookstore managers only use this access after being approached by students for help.
Curriculum Committee:	
Distance Education Advisory Committee:	
Equity and Antiracism Council:	
Instructional Planning Council:	
Planning and Budget Council:	
Technology Committee:	
DIVISION UPDATES	
American Federation of Teachers (AFT):	Many folks may have received an email about incorrect retro pay. The District is working to correct this. The contract allows them to request correction to their paychecks and get a correction within 5 working

	days. You can suggest that they send the following email in reply to Lisa Standridge (standridgel@smccd.edu), the payroll manager who emailed them about errors in their retro. AFT Member Meeting Wednesday, March 13 2:30-5: This will be a multimodal meeting. Join us in person at Skyline 5-135 (Center for Transformative Teaching and Learning) or on Zoom at bit.ly/aft1493mm.
Honors:	
Human Behavior and Culture Interest Area:	
Art, Design, and Performance Interest Area:	

HSS Division Meeting, February 2 , 2024 Participatory Governance Committee Reports	HSS Division Meeting, February 2 , 2024 Participatory Governance Committee Reports
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Announcements, 5 minutes total:	
Academic Senate:	Please see AS meeting minutes for detailed information about all meeting topics and discussions. https://www.canadacollege.edu/academicsenate/meetings.php The Next Academic Senate meeting will take place on Thursday, January 25 from 1:00 to 2:50 p.m. in Building 9, Room 154 and on Zoom.
Curriculum Committee:	The next CC meeting will be held 2/15 at 1pm in 9-154 and on Zoom. For those revising course outlines this semester, please make sure your DE addendum is updated to current requirements.
Distance Education Advisory Committee:	DEAC meetings occur on the first Wednesdays of the month starting 2/7. Either in person (13-337) or on Zoom https://smccd.zoom.us/j/8123790 The start time may change. Please see the DEAC web page for meetings and times and agenda and minutes. https://canadacollege.edu/deac/meetings.php Thanks to John Perez for sharing this from the 2/7 mtg:

	 DEAC Plan Timeline Explore duplicate committee work Provide studio space CVC-OEI Home and Teaching College (District) Collaborate with other teams Review and refine student training Analyze data and create benchmarks Collaborate with District DEAC to identify professional development opportunities as new technologies emerge Continue with previous initiatives Assess previous activities and make improvements Spring 2024 Fall 2024 Spring 2025 Fall 2025 Spring 2026 Fall 2026 ZTC Integration and AI Training Professional development in equitable, accessible online pedagogy Align accessibility training with state and federal law.
Equity and Antiracism Council:	
Instructional Planning Council:	
Planning and Budget Council:	
Technology Committee:	Technology Plan 2024-27 (Please review and add comments by March 1) Advancing Innovation: Cañada's Technology Plan 2024-27 Presentation Web updates for Technology for students. If your program has a lab or tech support for students, please make the information available online. You can request assistance here: https://www.canadacollege.edu/marketing/requestform.php. The Technology Committee will be compiling this information for students. Paper Cut Printing: https://its.smccd.edu/setting-up-papercut-on-your-computer/ For support, please submit an IT request: https://helpcenter.smccd.edu/requestform/

DIVISION UPDATES	
American Federation of Teachers (AFT):	AFT will begin reopener negotiations covering three specific areas. The reopener negotiations occur outside the regular contract cycle and will cover 1) the workload point system pilot for full-timers 2) part-time healthcare and 3) faculty evaluations. First negotiation session: Feb 29. Survey on workload point system pilot (for FT only, excluding first-year FT who have not yet developed a point plan): https://www.surveymonkey.com/r/ZJXF9J5 Survey on part-timers' healthcare priorities (for PT only): https://www.surveymonkey.com/r/ZC6PXLX AFT reps will also be holding a Zoom forum to discuss faculty members' experience with the workload point system pilot. The forum will take place Friday, February 9, from 2 to 3:30 p.m. at this Zoom link: https://us02web.zoom.us/j/7052173089?omn=87169488150 Whether or not you plan to attend the forum, please be sure to share your thoughts in the survey.
Honors:	See Feb. Honors Transfer Program (HTP) Newsletter: https://canadacollege.edu/honorsprogram/docs/newsletter/newsletter_htp_february_final.pdf Faculty who worked with honors students/honors contract students last fall semester or spring semester: ● Please encourage your students to apply to the Cañada College Honors Research Showcase (due date April 1): See: Proposal flyer ● You are invited to the Cañada College Honors Research Showcase event on April 26 (event info. Linked here). Lunch will be provided so please RSVP by 4/21. ○ Presentations will take place in 13-330-332 10am-12pm and 1-2pm. Registration and lunch will take place in 13-334.

Human Behavior and Culture Interest Area:	
Art, Design, and Performance Interest Area:	

**HSS Division
Meeting, January
12 , 2023**

**Participatory
Governance
Committee Reports**

Announcements, 5 minutes
total:

Academic Senate:

Highlights from the December 7, 2023 meeting:

The primary action item at this meeting revolved around new faculty hiring. Academic Senate voted unanimously to relay to President Lopez that all seven FT positions are necessary and valuable to the college and they should all be funded; however, if it is not possible to fund them all, AS recommends that President Lopez use the following prioritized list of the seven FT faculty position requests to determine which positions will be filled:

1. Medical Assisting Faculty
2. Electronic Resource Librarian
3. Shared EOPS/NextUP/Promise Counselor
4. Coordinator for Child Development Lab Center
5. Promise Scholars Academic Counselor
6. Assistive Technology Specialist

	7. Umoja Academic Counselor Please see AS meeting minutes for detailed information about all meeting topics and discussions. https://www.canadacollege.edu/academicsenate/meetings.php The Next Academic Senate meeting will take place on Thursday, January 25 from 1:00 to 2:50 p.m. in Building 9, Room 154 and on Zoom.
Curriculum Committee:	
Distance Education Advisory Committee: (Danielle Pelletier)	DEAC meetings occur on the first Wednesdays of the month @ 12:30-1:15pm starting 2/7. Either in person (13-337) or on Zoom https://smccd.zoom.us/j/81237904248?pwd=dGt6WIRLQkZTc05uVGJsQUNjTCtuUT09
Equity and Antiracism Council:	
Instructional Planning Council:	
Planning and Budget Council:	
Technology Committee:	

DIVISION UPDATES	
American Federation of Teachers (AFT):	
Honors:	Honors December Newsletter <i>Congratulations to the 16 students who completed their Honors Research Contracts in fall 2023! Thank you to the professors who mentored them!</i> BHC Presentation Proposal Writing Workshop Wed. Jan. 24 at 3pm in 9-257A or via zoom. See details and RSVP here. Cañada College Honors Research Showcase Presentation Proposal Due March 22nd. Students apply here. Cañada College Honors Research Showcase April 26. See details here.
Human Behavior and Culture Interest Area:	
Art, Design, and Performance Interest Area:	

HSS Division Meeting, December 1 , 2023

Participatory Governance Committee Reports

Announcements, 5 minutes total:

Academic Senate:

Highlights from the November 9 meeting:

- AS voted to approve two faculty replacement requests, Art Studio and Ethnic Studies.
- Additionally, Ronda Chaney was appointed as the at-large faculty representative to the Equity and Antiracism Planning Council to

	replace Leonor Cabrera, who is stepping down to serve on the Curriculum Committee. ● Regarding the proposed new MESA Director position, AS spent the past two weeks considering the two options (faculty vs. non-faculty) for this position that were presented at our last meeting and came to the conclusion that it is in the best interests of our student population to support a non-faculty member hire for this position. AS voted unanimously to recommend this option. Please see AS meeting minutes for detailed information. https://www.canadacollege.edu/academicsenate/meetings.php NOTE: There was no second meeting in November due to the Thanksgiving holiday. The Next Academic Senate meeting will take place on Thursday, December 7 from 2:45 to 4:35 p.m. (following the Curriculum Committee).
Curriculum Committee:	New ethnic studies class (ETHN 130: Introduction to Latinx Studies) submitted by Daniel Elkan approved and program revision: adding 130 to the Ethnic Studies local degree. Our next meeting is 12/7 from 1-2:30 in 9-154 Meeting will be held via Zoom for those

	who wish to attend virtually (non-voting members only) Zoom link: https://smccd.zoom.us/j/81895170769
Distance Education Advisory Committee:	One exciting happening is Spring Training! Here is a flier with all the info for QOTL 1 and 2. Check it out! For QOTL 2, you choose a class to work on. DEAC is working on this logic model: https://smccd-my.sharepoint.com/:p:/g/personal/rana_smccd_edu/EUO1yAp9QL9IuhCcK5thuWYBiFUpEBLMcs5VM_MubZgwXkA?e=EIHNE8
Equity and Antiracism Council:	
Instructional Planning Council:	
Planning and Budget Council:	
Technology Committee:	
DIVISION UPDATES	
American Federation of Teachers (AFT): ● All-faculty union social on Friday, December 8, 3:30-6pm at Cañada Vista ● Regular AFT meeting Wednesday, December 13 ● We need to know the best ways to communicate with you. Prefer social	

media? Want to see more on our website? Rely on our newsletter? Or don't use any of these? Let us know by taking our communications survey at bit.ly/aft1493commssurvey	
Honors:	
Human Behavior and Culture Interest Area:	
Art, Design, and Performance Interest Area:	

HSS Division Meeting, November 3, 2023

Participatory Governance Committee Reports

Announcements, 5 minutes total:

Academic Senate:

At the **October 12 meeting** Interim Chief Diversity Officer and Ombuds Dr. O'KenZoe Selassie presented information regarding the services the Office of the Ombuds offers and how it functions and expressed a preference for changing the name to "Office of Collaborative Resolution" or "Office of Conflict Resolution." At the **October 26 meeting**, the Academic Senate voted to approve Marcos Chacon, a tenure-track faculty member, as a member of the Personal Counselor Hiring Search Committee; the vote included one "no" vote. Also, Doniella Maher was approved unanimously to be a part of a new Class Maximum Work Group. Please see AS meeting minutes for detailed information. <https://www.canadacollege.edu/academicsenate/meetings.php>

Curriculum Committee:

At our last meeting, we discussed implementation of AB928, aka the new CalGETC pathway and the changes that will be made to course numbers and descriptions to all CID courses in the California community college system (pushed out to 2027). The most recent meeting (11/2) was changed to a workshop for faculty to work with the chair and curriculum specialist.

Distance Education Advisory Committee: Danielle Pelletier
(pelletierd@smccd.edu)

- **DEAC** is preparing for program review, so the big question is HOW CAN DEAC IMPROVE (both big picture and little things...)
 - HOW CAN DEAC IMPROVE?
 - HOW CAN DEAC BETTER SUPPORT TEACHERS AND STUDENTS?
- Addressing Equity Gaps
 - Closing the equity gap within accessibility
 - Supporting training for students on basic use of technology (Canvas, email, WebSmart, etc.) through workshops. Including Spanish language workshops. Computer literacy.
 - Increasing bandwidth and internet access to our students
 - More funding for hotspots, need for staffing support in Library.

- Technology space accessibility to students - possibly related to lab list for students that tech committee is working on, study spaces/hubs also
- Regarding study spaces/hubs, we briefly discussed perhaps creating student hubs in classrooms in building 13 that aren't being used during certain blocks of time.
- **Please email me any ideas/input/thoughts/suggestions about any of these points and I'll bring them to the next DEAC meeting! All comments welcome!**

Equity and Antiracism Council:

Instructional Planning Council:

Planning and Budget Council:

Technology Committee: Ami Smith

Continued to work on bylaws, began conversation regarding overlapping issues between DEAC and tech committee, in process of requesting information from divisions/programs regarding computer labs (see link below), software in the labs, hours, etc. Discussed concerns that were brought up in prior HSS meetings (wifi, option to opt out of hi-flex room, Crescon interface update). Faculty should use online IT request forms when experiencing Wifi connectivity issues in the classroom,

Does HSS need an in-person overview of technology and a representative to do Q&A?

[Technology for Students at Cañada College.docx \(sharepoint.com\)](#)

DIVISION UPDATES

American Federation of Teachers (AFT), Doniella Maher/Salumeh Eslamieh:

As many of you know, last week AFT negotiators reached a [Tentative Agreement](#) (TA) for a faculty contract covering July 2022 through June 2025. The agreement is tentative because it has not yet been ratified by AFT members or adopted by the Board of Trustees.

On Wednesday's special membership meeting, our Executive Committee voted to recommend that members vote yes and ratify the Tentative Agreement. EC will be issuing a rationale for their recommendation next week, so stay tuned.

AFT negotiators will be holding two contract forums for members to discuss the TA and ask questions:

- one Contract Forum **today (Friday, November 3rd) from 3:30 to 5 p.m.** on Zoom at bit.ly/aft1493mm
- one Contract Forum during our regular AFT Membership Meeting the following **Wednesday, November 8th, from 2:30 to 5 p.m.** on Zoom at bit.ly/aft1493mm. We will hold the Contract Forum at the beginning of the Membership Meeting, starting close to 2:30.

The ratification vote will follow Wednesday, Nov. 15th through Friday, Nov. 17th, using a secure online election platform provided by ElectionRunner.com. We will give more details about voting next week.

Do note that you must be an AFT member to vote, so if you are currently not a member and want to participate in the ratification vote, you must sign up by Monday, Nov. 13th, by 11:59 p.m. (sign up at <https://leadernet.aft.org/webform/san-mateo-community-college-federation-teachers>)

Honors:

Congratulations!!! and thank you to **Michael Stanford** for his expert mentorship of honors student Samuel Trumble, his Honors Contract student!!

Samuel Trumble earned second place for his research and invited poster presentation at the National Collegiate Honors Convention in Chicago and won the Sloane Prize for Undergraduate Research!

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Samuel's work, The Trickster Archetype in North America was also published in [Thinkyou?!](#) Thank you Sarah for all her work on the publication of Thinkyou?!



Samuel's article can also be viewed at this QR code:

[The HTP October Newsletter](#) ([August - September HTP Newsletters](#))

Human Behavior and Culture Interest Area:

The HBC Interest Area continues to sponsor excellent speakers and helpful workshops which support students enrolled in HBC. Please remind your students to accept their HBC enrollment invitation if they haven't already done so.

Art, Design, and Performance Interest Area:

**HSS Division Meeting,
December 1, 2023**

Participatory Governance Committee Reports	
Announcements, 5 minutes total:	
Academic Senate: Highlights from the November 9 meeting: ● AS voted to approve two faculty replacement requests, Art Studio and Ethnic Studies. ● Additionally, Ronda Chaney was appointed as the at-large faculty representative to the Equity and Antiracism Planning Council to replace Leonor Cabrera, who is stepping down to serve on the Curriculum Committee. ● Regarding the proposed new MESA Director position, AS spent the past two weeks considering the two options (faculty vs. non-faculty) for this position that were presented at our last meeting and came to the conclusion that it is in the best interests of our student population to support a non-faculty member hire for this position. AS voted unanimously to recommend this option. Please see AS meeting minutes for detailed information.	

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DIVISION UPDATES	
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Honors:	
Human Behavior and Culture Interest Area:	
Art, Design, and Performance Interest Area:	

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HSS Division Meeting, November 3, 2023

Participatory Governance Committee Reports

Announcements, 5 minutes total:

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Instructional Planning Council:

Planning and Budget Council:

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[The HTP October Newsletter](#) ([August - September HTP Newsletters](#))

Human Behavior and Culture Interest Area:

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Art, Design, and Performance Interest Area:

HSS Division Meeting, October 6, 2023

Participatory Governance Committee Reports

Announcements, 5 minutes total:

Academic Senate:

Curriculum Committee:

The CC had a presentation from our VPI on a proposed change to the requirement for Cañada's associate degrees from "either 12 units or 50% of the units applied to the major, whichever is fewer, must be completed at Cañada" to "either 12 units or 50% of the units applied to the major, whichever is fewer, must be completed at one of the three district colleges."

- CSM has made this change. Skyline was waiting on Cañada's decision.
- Discussion involved the lack of clarity on the impact on enrollment for certain major programs if students are no longer required to fulfill this unit requirement at Cañada.
- Both HSS reps voted No, but the proposal was approved.

HSS faculty whose courses are up for curriculum revisions and review will be notified of the due dates and updates to the DE language requirement.

Overall, we're doing a great job getting changes and approvals in on time!

Distance Education Advisory Committee: Danielle Pelletier
(pelletierd@smccd.edu)

- DEAC bylaws are finished!
- Check DEAC out here: <https://canadacollege.edu/deac/index.php>

- We talked about redundancy in yesterday's meeting. Some noticed that there is redundancy between these 3 committees: Tech, DEAC, and PDPC.
 - The question is this: Would it be better to combine these 3 committees?
 - We'll be making/updating a running list of redundancies found this semester and perhaps pilot something in the spring. It needs to be approved by PBC, etc.
 - If you have any thoughts to add to this, email me, Anniqua, Allison or Nada.
- The AI conference will be in place of Flex Day in January. [AI Conference- https://smccd-czqfp.formstack.com/forms/session_proposal_mini_conference](https://smccd-czqfp.formstack.com/forms/session_proposal_mini_conference)
 - AI for equity was another thing that may be added to the categories.
- DEAC Strategic Plan-[themes](#) - *will return with updates in November*
 - IF there's another category you'd like to see included, let us know!
 - Email me, Anniqua Rana, Allison Hughes or Nada Nekrep.

Equity and Antiracism Council:

Instructional Planning Council:

Planning and Budget Council:

Technology Committee: Ami Smith

Continuing to work on the hi-flex room in building 13. Do faculty need additional training on Papercut? This year the technology refresh will concentrate on instructional labs. Still working on a list for students that reviews computer labs, software in these labs, where to get tech help, etc. If the technology committee does a survey this year are there any questions that faculty would like to include for a faculty, staff, or student survey? Are their technology tools that faculty would like this committee to look into?

Will need a HSS replacement for Spring 2024. Meetings are 2nd Wednesday of the month 12:30pm-2:00pm

DIVISION UPDATES

American Federation of Teachers (AFT), Doniella Maher:

See the link below to find out how much you can expect to pay for healthcare under the new contract:

https://docs.google.com/spreadsheets/d/1HC2UAFUBqV-m-PhnPL3_gSpKL3dos3Ns/edit?usp=sharing&ouid=115617679677184603002&rtpof=true&sd=true

Impasse filed by the district: On Sept. 13th we had a membership meeting to collect insights and perspectives from the membership and requested to meet with the district based on that conversation. The district refused any further regular bargaining sessions and filed for Impasse. We are awaiting the appointment of a state mediator. We have a plan for moving forward and will share more details in direct conversation during Flex or by appointment.

JOIN US ON FLEX DAY Oct. 11th , 3pm ([Register here](#)) We will update folks on the most recent developments in our contract negotiations and we will be engaging membership in a discussion about our future. We want you to attend this workshop so you can be part of this movement to create a more participatory, transparent, and democratic union. We will introduce AFT's new steward network and discuss how to become a steward yourself! Our union wants to create a more robust system of member engagement and participation, so you can make sure your department's perspective is represented in negotiations, advocacy and other things that the union does. We need YOU to make all of that happen. We start with the review of the current contract status as a context for this discussion. All faculty are welcome to attend!

REP NEEDED: An AFT rep is needed for the Campus Safety Committee. They meet once a month on Thursday afternoons and it's usually very efficient. Please let me know if you're interested.

UPCOMING UNION EVENTS:

1. **Oct. 11th, 3-4pm: Cañada AFT Flex session on contract negotiations and stewards. room 13-337 or via Zoom.** ([Register here for link](#))
2. **Cañada AFT Chapter Office Hours** will be held in **rm 16-207** or via [Zoom link](#) at the following. Bring confidential questions, complaints, musings or diatribes. Nothing too big or too small. We are here for YOU!!
 - Tuesday Oct. 10th 4pm-5pm
 - Wednesday Oct. 25th 3pm-4pm
 - Wednesday Nov 1st 3pm-4pm

Honors:

[Honors Priority Transfer Workshop](#) Thursday. Oct. 12 4-5:30 pm in 257A and on zoom (Workshop 4-5pm and Q & A and refreshments 5-5:30pm)

Human Behavior and Culture Interest Area:

The HBC Transfer Workshop held last Tuesday was a great success!

The Speakers' Series also hosted a former HBC student who shared his career success with students, and was well-received

Please send me any ideas about any of your former students who might be good candidates for the Speakers' Series

Art, Design, and Performance Interest Area: Our retention specialist, Diego Pagan, organized a talk in the campus career lecture series by the Redwood City artist and muralist Castro.

HSS Division Meeting, August 15

Participatory Governance Committee Reports

Announcements, 5 minutes total:

Academic Senate:

Curriculum Committee:

Distance Education Advisory Committee:

Equity and Antiracism Council:
Instructional Planning Council:
Planning and Budget Council:
Technology Committee:
DIVISION UPDATES
American Federation of Teachers (AFT), Doniella Maher: Interested in observing a negotiations session? Sign up here.
Honors: Honors Transfer Kick off IDST 150: Honors Research Seminar Honors Priority Transfer Workshop Thursday, Oct. 12 4-5:30 pm in 257A and on zoom (Workshop 4-5pm and Q & A and refreshments 5-5:30pm)
Human Behavior and Culture Interest Area: HBC Plans for Fall semester: HBC Transfer Success Workshop with Gloria Darafshi - September date TBA HBC Speakers Series: Sept. 20th October 25th - Alex Garcia (Canada and Cal grad) (If you have any former students or community partners you think would be a good candidate for the Speakers Series, please send your ideas to Autumn McMahon or Denise Erickson) Ideas for events (like last semester's mural documentary showing)? Please send your ideas to Denise. Career pages for each HBC discipline - stay tuned!

Art, Design, and Performance Interest Area:

Library staff visit resources and links shared

<https://acrobat.adobe.com/link/track?uri=urn:aaid:scds:US:292b5284-2b47-346e-94f7-a03c27ea6ade>

Here's the tech loan page if you need it:

<https://canadacollege.edu/library/technology-services.php>

Schedule a library session:

https://docs.google.com/forms/d/e/1FAIpQLSdZfY8LN-ReVp86NR-wRXRCbpyRM4Zegqzpnn56_Op6F4hwsW/viewform

Library resources for Faculty and staff:

<https://canadacollege.edu/library/forfaculty.php>

Additional benefits to library patrons

<https://www.cityofsanmateo.org/2468/Museum-Passes>

The 3 college libraries were also able to get passes for San Mateo parks for anyone interested:

https://caccl-smccd.primo.exlibrisgroup.com/permalink/01CACCL_SMCCD/dv53i5/alma991000886745605308

HSS Division Meeting, May 12

Participatory Governance Committee Reports

Announcements, 5 minutes total:

Equity and Antiracism Planning Council, Alison Field, coordinator (SP2023):
EAPC next meeting: 2:00 - 2:45 pm, May 16. Then we are looking ahead to a retreat on June 22. We are learning more about work already underway (e.g Cultural Center, Paying students for participation in participatory gov., bias incident education) and working to identify and prioritize goals and plans. Land acknowledgements & beyond sub-committee held a successful event, Nature Scavenger Hunt, week of April 24 – awesome photos & art of campus flora and fauna! This weekend: Stanford Powwow visit. Dream Center - [Migration graduation celebration](#) Sat. May 20 at Cañada.

Academic Senate, HSS rep, Kiran Malavade (SP 2023):

Curriculum Committee, HSS reps, Maureen Wiley & Salumeh Eslamieh (Fall 2023):

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2024):

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2023):

Last IPC meeting on 5/19 9:30am-11:30am via Zoom. Topics to be discussed include Academic Probation, Cal-GETC, the DRC, and POCR/DE updates. Thanks, all!

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

Technology Committee, HSS rep, Ami Smith (SP 2023):

Discussed technology refresh process. Second monitors have been added to several multimodal classrooms (to discuss which other classrooms may need a second monitor). All hiflex classrooms have been updated or will be by the end of the semester. Reviewed document to display technology support contact and hours <https://docs.google.com/document/d/1Z087EurEdL2pdMY3B0C5A5WEJ8uGGbyE/edit> , this document has since been placed in the classrooms (100+). It is of note that the technology support contact and hours document is still being updated and a revised version will be in the classroom by fall. Pope Tech is now operational within Canvas. Pope Tech is an accessibility guide/tool found near the save/cancel button when you are editing in Canvas. The icon looks like a "P"

DIVISION UPDATES

American Federation of Teachers (AFT), Doniella Maher:

1. Doniella Maher will be Cañada's new grievance officer.
2. Contract Campaign:
 - a. **Stay Informed**– Please watch [this short video](#) for an update on our faculty contract negotiations.
 - b. **Stay in the Loop**– Please use [this form](#) to give us your non-smccd email and cell phone number so we can reach you if need be. Negotiations may move very quickly over the summer, and we may need to get your input on how to move forward. The [video](#) explains more about why we really need this information.
 - c. **Touch Base on Tuesdays**– We will be sending an AFT Action Update every Tuesday by email to give faculty more information about our contract proposals and developments in negotiations over the summer. We will also post these messages to our [Instagram](#), @aft_1493, and our brand-new [Twitter](#), @aft_1493, so please follow us there.
3. Be sure to input all the work you are doing on your points chart. Faculty should not be restricted from exceeding points, but are encouraged to stay within the max points. Faculty should be paid for tasks (points) they are doing beyond their max points. Send feedback on the workload pilot point system to Steven Lehigh (lehigh@aft1493.org) and Marianne Kaletzky (kaletzky@aft1493.org)
4. AFT and the calendar committee heard faculty concerns and is working on ensuring finals week is during a single week (not a split week finals week)
5. **Sign our petition** to Interim Chancellor Moreno and the Board, asking them to show leadership by directing their negotiators to settle a fair faculty contract. You can find the petition at bit.ly/1493faircontract.
6. Here are the registration links for the unemployment office hours.

- Office Hours: Unemployment Help for AFT Members - 5/25 at 4 p.m.:
https://us02web.zoom.us/meeting/register/tZluc-CqrDgqE9WQ55HiodkDsx6BPzy_NHSf
- Office Hours: Unemployment Help for AFT Members - 5/26 at 11 am:
https://us02web.zoom.us/meeting/register/tZluc-CqrDgqE9WQ55HiodkDsx6BPzy_NHSf
- Both links to register are available on our linktree at linktr.ee/aft1493
- Please note that these office hours are for union members only, and I will be manually approving registrations after verifying that a registrant is in fact a union member. That means faculty should try to sign up at least a day in advance to make sure their membership can be verified and their registration approved. If faculty are not members and want to join, they can do so here:
<https://leadernet.aft.org/webform/san-mateo-community-college-federation-teachers> I receive the form immediately after they submit it.

7.

Guided Pathways:

Thank you to everyone who showed up to our March 7 HBC “Town Destroyer” event. The feedback was great! If anyone has any ideas about a similar event in the future, please let me know.

The focus for the second half of the semester is on the push to get all of our HBC students set with an SEP, and get them enrolled in classes for Summer and Fall by the end of this semester. More requests for faculty help are forthcoming!

Denise

HSS Division Meeting, April 7

Participatory Governance Committee Reports

Announcements, 5 minutes total:

Academic Committee for Equity and Success / Equity and Antiracism Planning Council, Alison Field, coordinator (SP2023):

The **new Equity and Antiracism Council (EAPC) pilot** had its first meeting of Feb. 28, so we are launched! (ACES no longer exists as ACES.) March EAPC meeting was delayed due to power outage so next meeting is a make-up meeting on April 11. These first two meetings are focused on members' orientation and team-building, so In April we will begin broader all-campus announcements about our meetings. [EAPC website](#) is live so more info. Is available there. We will also be at April 20 Flex for "EAPC Open House".

Academic Senate, HSS rep, Kiran Malavade (SP 2023):

There is a District Senate workgroup on the subject of course enrollment maximums and they have floated out a general process for class maximums, beginning with some general standards for types of classes and from there how disciplines can try to argue for differences to those standards. Here is the [draft policy](#) that the District Senate workgroup has created.

If you can make it to Academic Senate on Thursday (guests can still zoom in and fully participate as guests!), then please join us. You can also pass along any feedback/concerns you might have to David Eck and/or Kiran.

Curriculum Committee, HSS reps, Maureen Wiley & Salumeh Eslamieh (Fall 2023):

1) Course inactivation process has been moved to fall, to allow more time for faculty in different disciplines to discuss possible inactivations. 2) Thank you to faculty and deans for getting CORs on this year's cycle updated and reviewed. 3) Lisa sent out the 2/5 year COR review cycle yesterday, so faculty can plan ahead.

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2024):

Same as the last update: DEAC is discussing/progressing on the DE recertification process. Cañada and Skyline do not have any requirements. CSM is requiring every 3 years. Some issues are the amount of time it takes and compensation for the work. Contact David Reed and Nada Nekrep with any feedback and what you think are the best practices. DEAC is also in the process of examining and revising by-laws.

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2023):

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

Technology Committee, HSS rep, Ami Smith (SP 2023):

New HSS rep needed, reviewed spreadsheet on DE Gaps & Technology tools needed (programs such as padlet, Kami, Pope Tech) Demonstration of of the accessibility tool Pope Tech (<https://pope.tech/> this tool is used within Canvas when building/modifying a course). Continued updating bylaws and reviewing committee membership (specifically student membership). Discussed the need for an updated software database. Discussed evening technology support available via the Learning Center until 8pm daily using the following link for the fastest way to contact them as it is sent to multiple people at once <https://smccd-czqfp.formstack.com/forms/canadatechhelp>

Questions for HSS: Are there tools faculty would like to have added to the technology tools needed list? General technology related concerns that HSS would like to have discussed at the upcoming TC meeting?

DIVISION UPDATES

American Federation of Teachers (AFT), Doniella Maher:

- **Sign our petition** to Interim Chancellor Moreno and the Board, asking them to show leadership by directing their negotiators to settle a fair faculty contract. You can find the petition at bit.ly/1493faircontract. Once you've signed, please share the petition with colleagues and **anyone** you know who supports our campaign for fair faculty working conditions. Anyone can sign this petition, including students, friends and family.
- 2026-2027 academic calendar feedback request
- **The Contract Action Team (CAT)** work meeting is Friday at **4-5pm** for our regular strategy meeting at [this Zoom link](#). We will discuss outreach progress, CAT solidarity hours/events for February and integrate some outreach work time toward the end of the meeting too.
- **AFT 1493 Membership / Executive Comte. Meeting** Wed April 12th, 2:30 PM - 4:30 PM [at this Zoom link](#).
- **Cañada AFT Chapter Office Hours** will be held in **rm 16-207** or via [Zoom link](#) Wednesdays 11:30am-12:30pm. Bring confidential questions, complaints, musings or diatribes. Nothing too big or too small. We are here for YOU!!

- Wednesday Apr. 12th 11:30am-12:30pm
- Wednesday Apr. 19th 11:30am-12:30pm
- Wednesday Apr. 26th 11:30am-12:30pm

Guided Pathways:

Thank you to everyone who showed up to our March 7 HBC “Town Destroyer” event. The feedback was great! If anyone has any ideas about a similar event in the future, please let me know.

The focus for the second half of the semester is on the push to get all of our HBC students set with an SEP, and get them enrolled in classes for Summer and Fall by the end of this semester. More requests for faculty help are forthcoming!
Denise

Textbook Adoptions for Summer and Fall:

A reminder that book adoptions for Summer and Fall are due April 14th—and getting book orders in on-time is crucial to keeping costs as low as possible for students. This includes ZTC/LTC courses; materials that can be set up as print-optional need to be prepared ahead of time by the Bookstore, so early adoption of materials is crucial. You can find out more information on the [TAS Textbook Adoption](#) website.

If you are using Open Educational Resources (OER) and Zero-Textbook Cost (ZTC) methods, either for zero-cost or low-cost courses: Please contact Sarah Harmon (harmons@smccd.edu) with the list of materials that you’ll be using in addition to reporting your information to the Bookstore. (This is something we have to log so that it gets coded properly to the State Chancellor’s Office.)

Curious about participating in our Summer 2023 ZTC Adopter Program cohort? If you’re considering adopting or remixing zero-cost materials and would like support for this work, please submit your application for the [ZTC Adopter Program](#). Summer cohort applications are being accepted April 13-30.

HSS Division Meeting, March 3, 2023

Participatory Governance Committee Reports:

Announcements, 5 minutes total:

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022):

Academic Senate, HSS rep, Kiran Malavade (SP 2023):

Curriculum Committee, HSS reps, Salumeh Eslamieh (Fall 2023):

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2024):

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2023):

-March 17, 2023 9:30am-11:30am via Zoom- SAVE THE DATE

-Program Review Presentations (6-year cycle)

-Presenting Programs: Accounting & Business, Career Courses, Computer Business Office Technology (CBOT), & Paralegal

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

Technology Committee, HSS rep, Ami Smith (SP 2023):

DIVISION UPDATES: March 3, 2023
American Federation of Teachers (AFT), Doniella Maher:
Guided Pathways:

HSS Division Meeting, 02/03/2023
Participatory Governance Committee Reports: 02/03/2023
Announcements, 5 minutes total:
Academic Committee for Equity and Success, Alison Field, coordinator (SP2023): - New Equity and Antiracism Planning Council (EAPC) pilot is being launched this Spring. This Council is an evolution of ACES + our college Antiracism Task Force final recommendations (adopted in May 2021). Goal: to centralize our equity & antiracism work, and strengthen antiracism. - Currently in transition from ACES to EAPC & working towards first

EAPC meeting on Feb. 28. Academic Senate will be appointing faculty members next week. Please let Dave Eck or Natalie know if you are interested.

- For more info. See EAPC bylaws on the [ACES web page](#). Once the Council is launched, ACES as ACES will cease to exist.
- Last Fall, ACES voted to form a Task Force to address land acknowledgements and beyond to work this Spring. The Task Force hosted a Flex session (Jan 13) & got lots of great input / ideas for possible actions / commitments for the college to consider. Our next meeting is next week. Let Alison know if you are interested.

Academic Senate, HSS rep, Kiran Malavade (SP 2023):

Training Recertification Options for Faculty Teaching Online

District DEAC recommends that the three sister colleges adopt some type of recertification requirement (currently a recommendation at Cañada and Skyline & already a requirement at CSM). • **Discussion is needed in the areas of**

available recertification training choices, compensation, and the number of training hours required. Contact David Reed, Nada Nakrep with comments, feedback, concerns, or let me know and I will pass it along.

[Check out their slides here](#)

Curriculum Committee, HSS reps, Salumeh Eslamieh (Fall 2023):

Faculty with courses in need of updates: please get the reviewed and updated CORS in to the queue. If your courses are up for review/updates, you have received an email from Lisa Palmer.

Maureen Wiley is available to help with Curricunet questions.

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2024):
(From the official DEAC minutes - I was not in attendance.)

- QOTL:
 - QOTL 2 is offered this spring
 - QOTL 1 & 2 will be offered in the summer
 - See email from Nada Nekrep below:

Ready to enhance your Online Teaching and Learning?

Curious about the next level of QOTL?

Need to renew your Online Teaching Certification?

Realizing that online learning is here to stay?

Sign up for QOTL 2 (Quality Online Teaching and Learning 2) and improve your existing online courses! With every new semester, QOTL 2 has been continuously improved, based on the feedback from participating faculty. We are looking for your expertise to make it an even better experience.

QOTL 2 is facilitated in 100% asynchronous online modality & designed in “Choose Your Own Adventure” format. It is unique to you and your selected course, with additional hands-on guidance.

This Spring, the district is offering 2 cohorts to keep up with an increasing need for recertification. We warmly recommend that you sign up early as we expect the available spots to fill quickly. The dates are as follows:

- **Cohort #1: Monday 2/13/23 - Friday 3/24/23**
- **Cohort #2: Monday 4/3/23 - 5/14/23**

- New DEAC members:
 - KAD: Cassie Begley
 - Repping ASCC Senate: Student Trustee Lesley Ta
 - OER/ZTC rep: Sarah Harmon
- DEAC meeting time:
 - 12:30pm - 2pm first Wednesdays of the month:
 - Feb 1
 - Mar 1
 - Apr 5
 - May 3
- DEAC is still in the process of examining and revising its bylaws
- POCR (Peer Online Course Review) update: 3 courses are going through this process: BUS 100, MART 362, and COM____
- Spring conferences:
 - **Online Teaching Conference** June 21 - 23, Long Beach, CA
 - **InstructureCon** July 26 - 28, 2023, near Denver, CO
- NOTE: I, Danielle Pelletier, will do my best to attend the 3 remaining DEAC meetings, but it happens while I’m teaching (11:20am-1:35pm). This conflict will not occur next semester. Thank you!

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2023):

-March 17, 2023 9:30am-11:30am via Zoom- SAVE THE DATE

-Program Review Presentations (6-year cycle)

-Presenting Programs: Accounting & Business, Career Courses, Computer Business Office Technology (CBOT), & Paralegal

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

Technology Committee, HSS rep, Ami Smith (SP 2023):

-Update from last semester:

HSS question - Is the district planning to move to MS Teams? Answer: no, we're still using Zoom, but MS Teams is here and is an option in case of Zoom outages. Google meet is also an option but be aware that if you're not using the district G Suite version your data can be used by Google

Continuing to update bylaws and voting members

DIVISION UPDATES: 02/03/2023

American Federation of Teachers (AFT), Doniella Maher:

Still negotiating our contract, but pretty stuck. AFT reps are/will be reaching out to you with more details.

Guided Pathways:

HBC Guided Pathways Update:

Save the dates:

1. HBC (along with ADP and Student Life) will be sponsoring a Library Spring Event for the entire community:
"Town Destroyer" - Screening of a New Documentary about George Washington High's Murals + Q&A with Filmmakers Alan Snitow & Deborah Kaufman

Tuesday, March 7th, 4:00-6:00 p.m., 3-148

Please come, and bring your students!

Also, please check out our most excellent Library Guide which provides lots of resources to prepare your students for the event. It also supports any assignments which you may wish to create.

Watch the 2 min. video trailer on the site - you will feel inspired!

<https://guides.canadacollege.edu/murals/DocumentaryTownDestroyer>

2. HBC Transfer Success Workshop with Gloria Darafshi

Tuesday., Feb. 28, 1:15-2:15

This excellent workshop helps your students prepare for Transfer, and helps you help them prepare!

12/2/2022 Division Meeting was Canceled.

HSS Division Meeting, 11/4/2022

Participatory Governance Committee Reports: 11/4/2022

Announcements, 5 minutes total:

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022):
We are continuing to work on future planning:

- Student Equity & Achievement Program (SEAP) Plan work continues. We will bring a revised final rough draft to PBC on Nov. 16 in anticipation of submitting to the state by Nov. 30. Still collecting input – [Link here to our Google doc where we are collecting feedback](#).
- We are also working on drafting Membership & Bylaws for proposed Equity & Antiracism Council pilot.

Academic Senate, HSS rep, Kiran Malavade (SP 2023):

[Draft Resolution on Pandemic Impacted Enrollment Data](#)

Curriculum Committee, HSS reps, Salumeh Eslamieh (Fall 2024):

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2024):

- In program review; looking at and revising bylaws
- Looking for faculty input regarding teaching multi-modal classes (however that looks for you).
- [Please add your comments to this google doc](#) or email me at pelletierd@smccd.edu. Thank you!
- These comments/suggestions/complaints will inform the next QOTL trainings.

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2024):

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

DIVISION UPDATES: 11/4/2022

American Federation of Teachers (AFT), Doniella Maher:

11/7

AFT's **Anti-Oppression Committee** is tabling on 11/7 Monday at 12:30-2pm at the **quad**. At the tabling, we will share information about [the committee's work for fair and transparent Title IX processes](#) for students and employees. We will have a short survey, as well as informational fliers. Please swing by and learn about what we can do for gender justice reality on our campuses!

10/26

Board Meeting was well-attended by the three unions in support of current contract negotiations.

11/9

Next AFT meeting is Wednesday, Nov. 9 from 2:30-4:30 and will include a negotiation update as well as a discussion about dual enrollment.

Zoom link: <https://us02web.zoom.us/j/7052173089>

Cañada AFT Chapter Office Hours will be held in **rm 16-207** or via [Zoom link](#) at the following times

- Nov 17th 3pm-4pm
- Dec. 1st 9am-10am
- Dec 15th 3pm-4pm

Guided Pathways:

HSS Division Meeting: 10/07/2022

Participatory Governance Committee Reports

Announcements, 5 minutes total:

Academic Committee for Equity and Success, Alison Field, coordinator (SP2023):
Two important things to announce: (1) we are working on the Student Equity and Achievement Program (SEAP) plan for 2022-2025. We need faculty input! This plan is quite specific, but it is also an opportunity for us to shape more expansive action plans for equity & antiracism at our college. Join us at Flex on Wed, 1-2:30 pm, also at councils, senates, etc... during Oct. (2) PBC will be voting (in Oct 19 meeting) on our [recommendation to pilot a new equity & antiracism college planning council](#) in Spring 2023.

Academic Senate, HSS rep, Kiran Malavade (SP 2023):
Faculty, please take a few minutes to look over the proposed [AS Goals](#) for the coming year and let me (or any other Senate member) know if you have any suggestions or priorities you would like the Senate to focus on. Senate will vote on the goals at the 10/13/22 meeting.

Curriculum Committee, HSS reps, Maureen Wiley (Fall 2022) and Salumeh Eslamieh (Fall 2024):

No update - CC did not meet.

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2024):
DEAC meeting 9/12/22:

- Introduced Nada Nekrep as new Faculty Coordinator of Online Instruction (DE Coordinator)
- Working with Sarah Harmon (OER/ZTC rep) where DEAC and OER/ZTC overlap

● **TRAINING:**

QOTL 1 - Fall 2022

- ● Dates: October 10 – November 22, 2022
- ● Sign Up Link:
https://smccd-czqfp.formstack.com/forms/smccd_fall_2022_quality_online_teaching_and_learning_qotl_course
- A description of QOTL 2:
 - <https://canadacollege.edu/onlineteaching/qotl2.php>

QOTL 2 – Fall 2022

- ● Dates: 9/26-11/7
- ● Sign Up Link will be sent via email to all who have completed QOTL 1 already.
- **QOTL will be offered each semester.**

SIMPL – Fall 2022

- ● Dates: TBA
- ● Sign Up Link: Coming Soon
- SIMPL was done for first time this past summer for fac with online/hybrid courses in summer or fall.
- Next round of this training is still TBD.

Instructional Design Position Update:

- Senate confirmation of committee members done, next step is to post the

position for 5 weeks

- Still working with fall timeline, complete hiring by early December

Notes from 10/5 Meeting:

- **DEAC Bylaws (Team)**
 - Reviewing template and updating - input from team to discuss next meeting
- **District DEAC:**
 - Discussing goals for 22-23
 - [Distance Ed Modality Definitions](#) - there is some non-alignment - review for alignment across district
- **QOTL:**
 - Reviewing and discussing QOTL training for faculty that is helpful, useful, immediately implementable, and scheduling-wise viable
- **POCR: (Peer Online Course Review)**
 - Choosing 3 classes or more to go through review

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2024):

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

Technology Committee, HSS rep, Ami Smith (TBD)

-Reviewed Class Pilot Software,

-Reviewed and updated TC bylaws and will vote on them in the next meeting

-Discussed potential to create an accessible overview of the on-campus labs & software

DIVISION UPDATES: 10/07/2022

American Federation of Teachers (AFT):

District and AFT reach agreements for a Fall MOU regarding provisions related to Covid-19: <http://aft1493.org/aft-1493-negotiations-update/#sep20-22>

Here's our AFT- Cañada schedule :

- Weds Oct. 12th 1pm-2pm: **AFT Flex session** (See [Flex Registration](#))
- Fri Oct. 14th 3:30pm-5pm: **Contract Action Team (cat) meeting** ([Zoom link](#))
- Weds Oct. 19th 12:30pm-2pm: **Celebrate and Strategize with AFT 1493 (con Tamales y Pan Dulce) as part of the Conversations with Colleagues** series in blg. 9 FTLCL (formerly CIETL) – Hybrid Event (link TBD)
- Weds Oct. 26th: **In-Person Action at the Board of Trustees meeting.**
 - 5pm pizza and sign making at AFT office in blg 1 at CSM,
 - 6pm march to board meeting.
 - Focused on winning paid parental leave and quality, affordable healthcare for part-timers
 - Plan to bring your kids! We will have activities for a variety of ages
 - Please be sure to RSVP at bit.ly/AFTOctober26RSVP so we know who's coming and can order enough pizza.
 - See complete set of bargaining proposals [here](#).
- Thurs Oct. 20th, 3pm-4pm: **Cañada Chapter Office Hour** for October (rm 16-207 or via [Zoom link](#))
- Wed Nov. 9th, 2:30-5:00pm: **AFT 1493 Membership Meeting** for November ([Zoom link](#))

Negotiations and Board Action: The AFT negotiating team is working hard at the table to settle the July 2022-June 2025 contract, but the District has been giving us NO's to a number of our proposals, including the following very important issues:

- Paid parental leave
- Quality healthcare plans for part-timers (to replace reimbursement)
- A clear process for faculty who need disability accommodations to be able to get them

To help us shift the tide, the AFT Contract Action Team is organizing a big **in-person action** at the Board of Trustees meeting on **10/26 (Wednesday)**. We will gather at 5:00 pm, eat pizza and make signs at the AFT office in CSM Building 1. Then, we'll march to the District office at 6:00 pm and fill the Board Room with our red AFT T-shirts and our signs. We need to let the Board know that these demands matter to faculty -- to all of us!

Bring your kids! We will have activities for a variety of ages!!

* Please be sure to RSVP at bit.ly/AFTOctober26RSVP so we know who's coming and can order enough pizza.

AFT Workload Pilot subgroup: The Executive committee has formed a working group to begin the process of gathering and processing data on Pilot workload points system. We plan to use the information and feedback from the two-year pilot to renegotiate the workload system in 2024. Please let me know if you'd like to provide specific input on how we might best utilize the first year of Workload Points data.

District Ad-Hoc Work-Group on Vaccine Mandates: Chancellor Mike Claire has agreed to form a district-wide work-group to make a recommendation to the board on Covid Vaccine Mandates. The work group will consist of three representatives each from faculty, classified staff, students, and administrator constituencies. District Academic Senate president Kathryn Browne and AFT 1493 president Monica Malamud jointly nominated three faculty members to

this work group, including EC member and Canada Chapter Chair Michael Hoffman along with two other faculty from CSM and Skyline. The meetings for this work-group have yet to be scheduled, but please send us your thoughts on vaccine mandates.

Questions about the Workload Pilot Points System? An updated FAQ on [the logistics of the Workload Pilot program can be found here](#).

Guided Pathways:

October Division Meeting Canceled: 09/09/2022

Program Review Work Session, Hosted by FTLC

Participatory Governance Committee Reports: 08/15/2022

Announcements, 5 minutes total:

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022):

Academic Senate, HSS rep, Kiran Malavade (SP 2023):
Curriculum Committee, HSS reps, Danielle Pelletier (SP 2022) and Salumeh Eslamieh (Fall 2024):
Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2024):
Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2024):
Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):
DIVISION UPDATES: 08/15/2022
American Federation of Teachers (AFT), Doniella Maher:
Guided Pathways:

Participatory Governance Committee Reports: 05/06/2022

Announcements, 5 minutes total:

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022): Last meeting for this academic year will be Tues May 10, 2:10-4:00 pm. ACES & Antiracism Task Force workgroup visited PBC this week for Part I of discussion about our proposal to merge equity & antiracism efforts. We go back to PBC later this month to solidify more details & specific next steps. Thanks to support from the District Council on Antiracism, a large contingent of folks (>70 people from across District, incl. 8 Cañada students!) will be attending [NCORE](#) (National Conference on Race & Ethnicity), May 31 - Jun 4.

Academic Senate, HSS rep, Katie Schertle (SP 2022): Gerardo Pacheco ran unchallenged for the position of Treasurer of the Academic Senate and will take that position this fall. There were no nominees for the position of Secretary of the Senate, but Monica Malamud volunteered at the last Senate meeting and will be taking the position this fall. The Senate voted to update the Adjunct Representative election process so that adjuncts can serve out their terms, even if they don't have an active teaching assignment in the subsequent semester. A task force has been created to make revisions to the faculty personnel request form in order to simplify the process; this group consists of Sarah Aranyakul, Sandra Mendez, Jessica Kaven, Natalie Alizaga, and David Eck. There have been lengthy and informative discussions (not action items) about such topics as changes to reporting assessment results on the Improve (TracDat) system, challenges to scheduling counseling appointments, ongoing needs of faculty and students regarding technology (especially in the evening), issues regarding Title IX reporting. Details can be found on the Senate website in the Agenda links: <https://www.canadacollege.edu/academicsenate/meetings.php>

Curriculum Committee, HSS reps, Danielle Pelletier (SP 2022) and Maureen Wiley (Fall 2022):
No update

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2022):

No update yet --coming soon

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2022):
To be added...

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

DIVISION UPDATES: 05/06/2022

American Federation of Teachers (AFT), Doniella Maher:

AFT Elections;

Please place your completed ballot in campus mail by end-of-day this Friday, May 13th. We will announce a new date and time for the ballot count—originally scheduled to take place this coming Monday—very soon.

If you check your campus mailbox and you still have not received a ballot by Monday morning, please let **Marianne** know by emailing kaletzky@aft1493.org. We can make arrangements to make sure that everyone wanting to vote receives a ballot.

Our **AFT May Membership Meeting will take place Wednesday, May 11 from 2:30 to 5 p.m.** at this Zoom link: <https://us02web.zoom.us/j/7052173089> We will update members on our very first negotiations session for our next contract, have further conversation on the Workload Point System, present a draft of our local's budget for the coming year, and discuss sending an AFT contingent to SF Pride in June. A full agenda will follow on Monday.

This coming **Thursday, May 12 from 3 to 4 p.m. we will hold a virtual Teach-In for SMCCCD students, faculty, staff, and community members.** The Teach-In is entitled "From Austerity to Prosperity: The Politics of Funding Education" and empowers attendees to imagine and organize for a more equitable budget in our District. **Please register at bit.ly/AFTTeach-In2022 to attend yourself and please share [this flyer](#) with your students.** If you would like paper flyers to distribute, please email Marianne at kaletzky@aft1493.org.

Guided Pathways: [Link](#)

- **Guided Pathways Inventories are finished!** Thank you to everyone who contributed. There is a wealth of great ideas here!

- **HBC Canvas Shell Update:**

Please send a request to Retention Specialist **Diana Espinoza-Osuna** espinozaosunad@smccd.edu to be added as an observer to our new Canvas shell. Check out all the excellent new pages created for us in ***Library Guides*** (thank you Diana Tedone and Valeria Estrada), ***Honors Opportunities*** (thank you Susan Mahoney), ***PTK*** (thank you Patty Hall), and ***Social Science Activities*** (thank you Ami Smith). I hope you will all consider contributing to our modules and pages about your programs as we develop this great avenue to connect with our students.

- **PLEASE** remember to put **Guided Pathways Human Behavior and Culture** in your **Fall 2022 Syllabi**. You are the frontline in helping to integrate the awareness of the opportunities of **HBC** into the culture of the college.

Participatory Governance Committee Reports: 04/08/2022

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022)

- ACES Flex workshop on Apr 21: **The beginning steps to student success, a syllabus workshop: Welcoming ALL Faculty and Staff collaboration.** Bring a Syllabus to work on! We will “workshop” some best practices, and get some input from staff and students about what works best for them.
- This month, ACES and the Antiracism Task Force are visiting Councils, Senates, and ASCC to share a **draft proposal for centralizing and merging equity & antiracism work** in a new college Council. We need your input! [Please comment on the proposal here \(through Apr 22\).](#) We hope to bring this to PBC for consideration on May 4.

Academic Senate, HSS rep, Katie Schertle (SP 2022):

Academic Senate Officer elections have begun.

Please self-nominate or nominate a colleague, with their approval. The faculty member elected will serve a two-year term. The term will commence Fall 2022 and continue through Fall 2024. Elections are open to all faculty. While the deadline is Thursday, April 28th at 2pm additional nominations may be taken during the April 28th Academic Senate meeting.

Once nominees are determined, if there is only one candidate for a position they may be elected by unanimous vote from the Academic Senate. If there are multiple candidates for a position, elections will commence May 2nd and remain open until May 11th with a winner being announced at the May 12th Academic Senate meeting.

We are seeking nominations for the following positions:

- Academic Senate Secretary (deadline Thursday 4/28, 2 p.m.)
- Academic Senate Treasurer (deadline Thursday 4/28, 2 p.m.)

Details for each position are included below. For additional information, please contact AS President David Eck (eckd@smccd.edu) and AS Vice President Natalie Alizaga (alizaganatalie@smccd.edu)

For the 2021-22 academic year, these positions included 0.2 reassigned time. These positions may continue to have reassigned time for the 2022-23 academic

year. This should be confirmed by the April 14th Academic Senate meeting

Curriculum Committee, HSS reps, Danielle Pelletier (SP 2022) and Maureen Wiley (Fall 2022):

- Next/last 2 meetings for the term are **April 22 + May 13 9:30a-11:30am**.
- Lisa stated that everyone's been doing a great job with reviewing classes. Thanks!

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2022):

- **Canada DEAC is currently examining its role at the College.**
 - Don't want to duplicate efforts with District DEAC
 - Lots of time must be dedicated to POCR (Peer Observed Course Review)
 - I've advocated for comprehensive teacher training (not just QOTL) that covers hands-on training (hard tech + pedagogical approach) to teaching in the different modalities
- **Next/last meeting of term: Thurs May 5 @ 3:00-4:30pm**
 - Zoom link - all are welcome to attend:
<https://smccd.zoom.us/j/83208579591?pwd=MIp5RnRDZllmQUtGUU5xNXBSTGpSZz09>

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2022):

Next IPC meeting is on Friday, 4/15 from 9:30am-11:30am via Zoom.

To view the presentation slidedecks from the Program Review Presentations (6-year cycle) held on 3/18, please see the meeting notes located on [IPC's webpage](#).

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

DIVISION UPDATES

American Federation of Teachers (AFT), Doniella Maher:

AFT is getting ready for contract negotiations and has started a contract campaign. Please fill out a “Count on Me!” Card: <https://bit.ly/3J1VjjG>

At our next meeting, we’re discussing dual enrollment and officer elections. If you would like to be an officer or nominate someone, please email Michael Hoffman and Doniella Maher.

There is an upcoming week of action around the contract which includes a flex day session.

Guided Pathways, Denise Erickson, HBC Faculty Lead

Guided Pathways HBC Report 4/8/22

1. **HBC Interest Area Canvas page** is up and running! If you would like visitor access to take a look, please ask Diana Espinoza (Success Team Retention Specialist). If you wish to make comments or additions, please contact Diana Espinoza or Denise Erickson (Success Team Faculty Lead).

2. **Last call:** Please don’t forget to contribute to the “**Ensuring Learning**” **Inventory**. One more reminder letter is coming from me, and the final due date to submit is April 14th. (The other Interest Areas have completed their inventories).

Also for inventories: Any events or guest speakers you have had for your classes this semester? I have the Social Science events (than you Ami), but if anyone else has something to add, please send it to me asap.

3. **First Year Experience:** We are re-creating the program, and building the first boat for August. But, this is just the beginning of crafting an effective sustainable FYE, and we are seeking faculty input. This is the best way to help our students start strong. Ron Andrade will be at our next meeting to talk to us and hear your ideas.

Participatory Governance Committee Updates: FEB?

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022)

1. ACES is holding “Roundtable Discussions” in response to equity-related matters that surface. Faculty are invited to raise/suggest topics.
2. As part of our equity work, we’ve formed a workgroup to start writing our new Equity Plan for 2022-2025. For now, we are just getting started with creating a Roadmap of existing efforts & recommendations. Please let me/us know if you have anything to add.
3. Our Equity & Antiracism Leadership Group is preparing to visit campus committees & councils with our recommendations for merging equity and antiracism efforts.

Mural project: coming very soon! We are working to finalize the last few details of the contract so we can start reaching out to students. Big thank you Chris Burns and the Library for putting together this [LibGuide](#). This is a great resource for curriculum development.

Academic Senate, HSS rep, Katie Schertle (SP 2022):

No time-sensitive items to report. Senate meeting minutes can be found at: [Meetings | Academic Senate | Cañada College \(canadacollege.edu\)](#)

Curriculum Committee, HSS reps, Danielle Pelletier (SP 2022) and Maureen Wiley (Fall 2022):

DJP: Last two meetings were canceled due to lack of agenda items.

**Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2022):
March 2022 Update (from 3/3 meeting):**

1. [CVC \(California Virtual Campus\)](#) Consortium meeting from 2/25
 - a. Link Canada classes to a virtual database so students from other colleges can register for classes on our campus (ex. Chemistry)
 - b. Canada has been making progress on this process (Nick DeMello)
 - c. [CVC Exchange Implementation Updates presentation](#)
2. **District DEAC:**
 - a. Discuss distance education modality terms - [see this document here](#)
 - b. [Distance Ed/Modality Guidance/Explainer Draft](#)
3. **Hyflex/Multi-modality Training (Tech + Pedagogy)** - This is new for everyone and the Distance Ed committee is considering how to create and disseminate training to include topics such as:
 - a. **Best Practices** (which we're figuring out as we go)
 - b. **Faculty feedback loop** - how's it going for faculty that are currently teaching in these modalities? What works/what doesn't work...
 - c. And more
 - d. **District DEAC:** Has a Task Force that's putting together training materials + with Kristen Denver, *Instructure* Instructional Designer
 - e. **QOTL Training (1 & 2)** offered every semester.
4. DEAC is **currently prioritizing budget needs**, one of which is for student assistants to help in hyflex/multi-modal classes.
5. If you're interested in a **tour/demo of a multi-modality classroom** (B23), contact me at pelletierd@smccd.edu. I'll send you a doodle poll. The goal is that **group tours** will be created.

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2022):

Instructional Program Review Presentations at IPC on Friday, March 18th
(*presentations start at 9am):

- Astronomy & Physics

- Biological & Health Science
- Computer Science
- Cooperative Education
- Chemistry
- Education & Human Development
- Honors Transfer Program

Come and support your colleagues. The meeting is held via Zoom.

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

American Federation of Teachers (AFT), Doniella Maher:

Please complete the Mask Survey that was sent out yesterday. We would like to have a sense of what folks are feeling.

Just a reminder that we are about to sunshine our negotiations topics, so please reach out if you have a recommendation.

March Meeting **Wednesday, March 9th, from 2:30 to 5 p.m.** at this Zoom link:

<https://us02web.zoom.us/j/7052173089>

All faculty are warmly invited to:

- hear about our upcoming contract negotiations
- discuss the [proposed academic calendar for 2024-2025](#)
- help us formulate a union position on [SB 893 \(Becker\)](#), a bill currently being considered by the California legislature that would allow SMCCCD to use general fund money towards the student cost of attendance.

Guided Pathways

This message is a follow-up to a request I made in our Division Meeting last December. As a

reminder: We have been tasked in Guided Pathways Priority #3 to *“Create an inventory of what is currently being done in classes across the college in documenting student learning beyond the transcript (portfolios of any kind, toolkits, capstone essays or projects, presentations, or other artifacts of learning) for transfer institutions and employers.”*

We are creating an inventory of “artifacts of learning” your students have when they finish your classes. This inventory may be used to explore ways to share perspectives with colleagues using similar strategies. This could lead to some very productive Professional Development and Faculty Learning opportunities.

Many thanks to those of you who have sent me your responses. They have been great. It is amazing to see the innovative work you are doing!

If the rest of you could each take just a moment to send a quick reply to this message letting me know what “artifacts of learning” your students have when they finish your classes, that would be wonderful. It can be as simple as a single word/s response such as “Portfolios” or “Capstone Assignments” or “Presentations”.

Thank you for your help! I am looking forward to hearing from you.

Participatory Governance Committee Updates: 10/01/2021

1. Academic Committee for Equity and Success, Alison Field, coordinator (SP 2022)

ACES Update - Alison:

We had our first committee meeting last week & began work to identify specific goals, priorities & activities for this year. Smaller workgroup meetings of ACES & college Antiracism Task Force are also ongoing as we work to develop recommendations for possible combined Equity & Antiracism Leadership Group. If you have any questions, concerns, new ideas, and/or anything else ACES related, please feel free to reach out!

2. Academic Senate, HSS rep, Katie Schertle (SP 2022)

- **Academic Senate Update:** 1) Senate is seeking faculty for the Cañada President Hiring Committee. Please see this morning's email from David Eck for details. 2) The next Academic Senate meeting is Thursday, October 14 at 2:10 p.m.

3. Curriculum Committee, HSS reps, Danielle Pelletier (SP 2022) and Maureen Wiley (Fall 2022)

DJP: Curriculum Committee meetings haven't convened the past month due to a lack of agenda items.

December Update:

From the Curriculum Committee Chair:

We appreciate the efforts faculty put into assessing the course/exam equivalency.

Many productive conversations took place, and it seems that we are on track to have the departments across the three campuses in agreement on these decisions.

Therefore the course/exam alignment will go into the fall 2022 schedule and be consistent across the district.

Thank you to all of the faculty who participated in these discussions.

November Update:

The CSUs have decided that community colleges must assess the course equivalency of student exam scores on AP, IB, and CLEP tests.

TASK: The District Academic Senate needs faculty to assess alignment between courses and IB, AP, and CLEP exams.

The deadline is November 11th (next Thursday).

Here are the disciplines from which we need input:

AP

Art History
Studio Art
Calculus
Computer Science
English Literature and Composition
Environmental Science
Human Geography
Physics
Spanish Language and Culture

IB

Chemistry
Economics

Geography
History
Spanish Language and Literature

CLEP

Biology
Calculus
Chemistry
Algebra
Trigonometry
American Literature
Literature (Analyzing and Interpreting)
English Composition
English Literature
Financial Accounting
Freshman Composition
History
Humanities (N/A?)
Information Systems and Computer Applications
Intro to Educational Psychology (N/A?)
Intro to Business Law
Intro to Sociology
Pre-Calc
Accounting
Macro Economics
Management
Marketing
Micro Economics
Spanish
Western Civilization (History)

Below are the links to the exams:

AP: <https://apcentral.collegeboard.org/courses>

IB: <https://www.ibo.org/programmes/diploma-programme/curriculum/>

CLEP: <https://clep.collegeboard.org/exams>

To access your CORs (Course Outlines of Record):

1. Log in to CurricUNET (user name is your email address without the @smccd; password is "changeme" unless you changed it)
2. Use the search field on the bottom left to find your department and CORs.

Contact Lisa Palmer (Curriculum Chair), Maureen Wiley, or Danielle Pelletier (HSS Curriculum Reps) with questions or for further assistance.

October Update:

October 14th is the deadline for curricular updates to courses for the Fall 2022 schedule. This includes articulation changes.

December update:

- **Faculty: Please complete the technology survey** sent to you via email (11/29) from Alex Claxton and the Technology Committee. Here is his email:

- Good afternoon Cañada faculty members,

We are conducting this survey on behalf of the Technology Committee to determine what needs and gaps exist around technology for instruction. Your responses will be kept confidential and the survey should take under 20 minutes to complete.

Follow this link to the Survey:

[Take the Survey](#)

Or copy and paste the URL below into your internet browser:

https://smccdsurvey.sjc1.qualtrics.com/jfe/form/SV_6PRUrvSXRq7evS6?Q_DL=IQwcEvaMbml04ZB_6PRUrvSXRq7evS6_CGC_A9HTwZ1ZB93Haal&Q_CHL=email

Please reach out to me at claxtona@smccd.edu with any questions.

- There is also a **student tech survey**. Please strongly encourage all your students to take this survey! Our goal is to reach as many students as possible. There will be a Global Announcement sent via Canvas for all users with the student link.
- The student link and survey is different from our faculty survey. Please feel free to share, and if you have any questions, send me a note perezj@smccd.edu. John wrote an announcement to students and you are welcome to use it:
 - Greetings!

The Cañada College Technology Committee is seeking your help to address technology needs for students. Please consider taking this [short survey](#) to help us better understand your technology needs. You may have seen a flyer when you logged into Canvas. Please only take the survey one time. If you are seeking assistance with technology, please visit the [Student Technology Resources page](#).

5. Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2022)

- **10/1/21 division meeting:**

- Approved out of cycle Faculty Professional Development Coordinator position. IPC recommended a name change to avoid confusion with the Faculty Professional Development Committee. IPC recommended naming this position Faculty Learning Coordinator and adding a Staff Learning Coordinator. Naming will be shared with both senates as well as with the Professional Development Planning Committee. Also stressed the need for a position focused on teaching a learning since this position no longer reflects the former CIETL position.
- Created a Reassigned Time Communication Workgroup to help with communication to the college regarding the process and due dates. More to come!
- All reassigned time applications are due by November 12th (for renewal, new and revised positions). Link to online application [here](#).
- Program review is due by October 15th (comprehensive, annual updates, & resource requests). Link to [program review webpage](#) for more information.

6. Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023)

7. AFT UPDATE

Start thinking about what you would like to see in the next contract! We have to introduce any issues we want to negotiate at the very beginning of the process.

We will start holding forums for feedback and will send out a survey later in the semester.

We're also working on a proposal for a Spring 2022 MOU. If you have any input, please contact/send it to Monica ASAP.

AFT October Membership meeting next Wednesday, 10/6, from 2:30 to 4:30 p.m.

The meeting will take place at this Zoom link: <https://us02web.zoom.us/j/7052173089>

-We will be discussing our work for safe campus conditions.

-We will also vote on the [proposed academic calendar for AY 2023-2024](#), which you can find here.

Cañada AFT Office Hours:

Thursday, Oct 7 from 9:30-10:30

Participatory Governance Committee Reports: 11/05/2021

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022)

- 1) We received guidelines from state Chancellor's office for the SEA (Student Equity & Achievement) Program Plan process & timeline, so will be working on that in conjunction with our own equity plans.
- 2) Last meeting we formed action-oriented workgroups "ALL (Action Learning Lab) ACES" in 3 key areas & are looking forward to digging in:
 - a) Instructional practice & learning.
 - b) Relationship, connection & community.
 - c) Support for students.
- 3) Equity & Antiracism Leadership Group is continuing to meet to make recommendations for merging (ACES/equity & Antiracism/TF).

Academic Senate, HSS rep, Katie Schertle (SP 2022):

- 1) New Title V information regarding Distance Ed is in the works. Please be on the lookout for email announcements.
- 2) Due to the AB 361 Resolution, the Academic Senate will be holding its meetings virtually for the remainder of this semester. The next Senate meeting is on Thursday, November 11 from 2:10 to 4:00 p.m. All Senate meeting dates, agendas, and minutes can be found with the Meetings link on the Academic Senate website:
www.canadacollege.edu/academicsenate/meetings

Curriculum Committee, HSS reps, Danielle Pelletier (SP 2022) and Maureen Wiley (Fall 2022):

We appreciate the efforts faculty put into assessing the course/exam equivalency.

Many productive conversations took place, and it seems that we are on track to have the departments across the three campuses in agreement on these decisions.

Therefore the course/exam alignment will go into the fall 2022 schedule and be consistent across the district.

Thank you to all of the faculty who participated in these discussions.

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2022):

- **OER** - DEAC discussed the importance of low-cost classes and materials. Some sources offered are these:
 - DEAC Sandbox
 - Pressbooks (limitations = “what happens on Pressbooks stays on Pressbooks”)
 - Libretext (seems better) - has maps that mimic textbooks
 - Textbook publishers: “Freemium” - bait and switch (free digital book, but they rope you in on the digital homework system, so you end up paying)
- **CVC (CA Virtual Campus)** - ready to have Canada classes uploaded onto online catalog: <https://cvc.edu/about-the-oei/>
- **Budget Request for:**
 - 2 FT tenure-track Instructional Designers (Skyline has 1 already)
 - 1 FT DE Coordinator
 - 1 FT Instructional Technologist
 - Right now, most work is patchworked together by various individuals (like Allison Hughes + Nick DeMello)
 - Faculty + Students aren't getting the support they need
 - Please vote at the AS meeting if you are a voting member for this budget request!
 - Also, please attend the next PBC meeting to request that these positions be funded!
 - It's about equity
 - It's about time

- We need to stay relevant / in existence in this competitive community college environment

- **Enhanced Tech Classrooms (not nec. “hyflex”) = Multi-Modal**

- [See this google doc for classroom list and](#)
- [Neat Board \(Zoom ready\)](#)
- \$30-40K classrooms
- Request from Dean if want a classroom, then work with ITS

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2022):

- Reviewed and provided feedback on comprehensive program reviews during today’s meeting
- Reminder: All reassigned time applications for new, renewal and revised positions are due by 11/12 via the online application (link to [IPC webpage](#) - see question 4 for link to application)

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

Additional Participatory Governance Committees to include?

DIVISION UPDATES November 2021

American Federation of Teachers (AFT), Doniella Maher:

Membership Meeting Wednesday, November 10th, from 2:30 to 5 p.m. We will meet at this Zoom link: <https://us02web.zoom.us/j/7052173089>.

Among other items, we will be talking about organizing for a safe return to campus this Spring. You can see a draft agenda for the meeting [here](#).

TBD:

AS/Textbook Affordability Subcommittee, Sarah Harmon:

- Shout out to the ESL folks--moving forward strongly with switching to OER/ZTC, trying to go 100% ZTC! Thanks for working on this!
- If you are using course materials that total under \$40 at the bookstore, or if you are using course materials that are free to students, then please make sure to let Sarah Harmon know, copying Joan Murphy. We need to get that information out to students via WebSchedule! (And Sarah needs to catalog that information.)
- [Open Pedagogy](#): How to open up your course so that students are sharing in the learning experience. Learners contribute to the course, not just consume the knowledge. It encourages community and collaboration, as well as sharing of resources, ideas, and power. Many folks are already dabbling in this. There are many ways to do this...would you be interested in learning more about this?

Participatory Governance Committee Reports: 12/03/2021

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022)

Our focus at the moment = smaller action-oriented working groups addressing 3 Key Areas:

1. *Instructional practice and Learning.*
2. *Relationship, connection and communities.*
3. *Support for students.*

We will not have a regular meeting in Dec. Instead we will be meeting in the smaller groups. Contact Alison for details / to join in (or check the ACES website).

Mural group update: we are meeting regularly and will be giving a short presentation to the BOT in January. The goal: a permanent outdoor mural.

Academic Senate, HSS rep, Katie Schertle (SP 2022):

1) District Senate's Teaching and Learning Standing Committee is updating guidance for the upcoming spring semester regarding interruptions in

instruction related to Covid (e.g. teachers or students testing positive, Zoom classes, absences) but also related to such events as power outages, fires, and so on. Updates will include guidance regarding syllabus information, Canvas requirements, discussions in class on the first day of instruction, etc. **2)** IPC is modifying its Program Review Rubric to eliminate the “overall program effectiveness” ratings. These changes will take effect in the 2022 - 2023 academic year. **3)** The next Senate meeting will be on November 9 from 2:10 to 4:00 p.m. via Zoom. Check your email for the link, which will also be available on the AS website: <https://www.canadacollege.edu/academicsenate/meetings.php>

Curriculum Committee, HSS reps, Danielle Pelletier (SP 2022) and Maureen Wiley (Fall 2022):

We appreciate the efforts faculty put into assessing the course/exam equivalency.

Many productive conversations took place, and it seems that we are on track to have the departments across the three campuses in agreement on these decisions.

Therefore the course/exam alignment will go into the fall 2022 schedule and be consistent across the district.

Thank you to all of the faculty who participated in these discussions.

Distance Education Advisory Committee, HSS rep, Daniel Pelletier (SP 2022):

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2022):

- IPC provided feedback on the Instructional Program Reviews that were up for comprehensive review (no feedback was given on annual updates or resource requests). IPC’s feedback can be found on the program review webpage (link to webpage [here](#); feedback is organized by department, just click on the program name).
- IPC will review all [reassigned time applications](#) on 12/3. It is

recommended that all application authors and their respective Dean/VP attend.

- ***Important Dates to Remember***

- **December 10th** - Informed by the feedback provided by IPC, the VPI will announce which proposals for reassignment, revision or renewal have been approved and denied.
- **February 18th** - Faculty reassignments will be determined (for the falling term starting Fall 2022)
- **End of February** - All appeals due (link to [IPC Appeal Process](#)).

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

DIVISION UPDATES: 12/03/2021

American Federation of Teachers (AFT), Doniella Maher:

Our next AFT Membership Meeting will take place this coming Wednesday, 12/8, from 2:30 to 5 p.m. at this Zoom link: <https://us02web.zoom.us/j/7052173089>. All faculty are warmly invited to attend.

Take the AFT Bargaining Survey to let negotiators know what issues matter to you

Share your priorities with AFT's negotiating team by taking our 5-minute Bargaining Survey, which you can do by clicking [this link](https://tinyurl.com/2sp5nzzf) (<https://tinyurl.com/2sp5nzzf>) The negotiating team will develop a set of opening proposals based on the survey responses, and we plan to begin negotiations for the next contract in early Spring 2022. **Please complete the survey by Friday, December 17th.**

You're invited: faculty conversation with Trustee John Pimentel

Please plan to join us for this conversation with John Pimentel on **Thursday, December 9th from 4-5 p.m. on Zoom**. Please be sure to RSVP by registering at [this link](#).

TBD:

Participatory Governance Committee Reports: JAN Flex

Announcements, 5 minutes total:

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022)

Academic Senate, HSS rep, Katie Schertle (SP 2022):

Curriculum Committee, HSS reps, Danielle Pelletier (SP 2022) and Maureen Wiley (Fall 2022):

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2022):

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2022):

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

DIVISION UPDATES: JAN Flex

American Federation of Teachers (AFT), Doniella Maher:

TBD:

Participatory Governance Committee Reports: 02/04/2022

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022)

Academic Senate, HSS rep, Katie Schertle (SP 2022):

Curriculum Committee, HSS reps, Danielle Pelletier (SP 2022) and Maureen Wiley (Fall 2022):

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2022):

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2022):

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

DIVISION UPDATES: 02/04/2022

American Federation of Teachers (AFT), Doniella Maher:

TBD:

Participatory Governance Committee Reports: 03/04/2022

Announcements, 5 minutes total:

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022)

4. ACES is holding “Roundtable Discussions” in response to equity-related matters that surface. Faculty are invited to raise/suggest topics.
5. As part of our equity work, we’ve formed a workgroup to start writing our new Equity Plan for 2022-2025. For now, we are just getting started with creating a Roadmap of existing efforts & recommendations. Please let me/us know if you have anything to add.
6. Our Equity & Antiracism Leadership Group is preparing to visit campus committees & councils with our recommendations for merging equity and antiracism efforts.

Mural project: coming very soon! We are working to finalize the last few details of the contract so we can start reaching out to students. Big thank you Chris Burns and the Library for putting together this [LibGuide](#). This is a great resource for curriculum development.

Academic Senate, HSS rep, Katie Schertle (SP 2022):

No time-sensitive items to report. Senate meeting minutes can be found at: [Meetings | Academic Senate | Cañada College \(canadacollege.edu\)](#)

Curriculum Committee, HSS reps, Danielle Pelletier (SP 2022) and Maureen

Wiley (Fall 2022):

DJP: Last two meetings were cancelled due to lack of agenda items.

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2022): March 2022 Update (from 3/3 meeting):

6. [CVC \(California Virtual Campus\) Consortium meeting from 2/25](#)
 - a. Link Canada classes to a virtual database so students from other colleges can register for classes on our campus (ex. Chemistry)
 - b. Canada has been making progress on this process (Nick DeMello)
 - c. [CVC Exchange Implementation Updates presentation](#)
7. **District DEAC:**
 - a. Discuss distance education modality terms - [see this document here](#)
 - b. [Distance Ed/Modality Guidance/Explainer Draft](#)
8. **Hyflex/Multi-modality Training (Tech + Pedagogy)** - This is new for everyone and the Distance Ed committee is considering how to create and disseminate training to include topics such as:
 - a. **Best Practices** (which we're figuring out as we go)
 - b. **Faculty feedback loop** - how's it going for faculty that are currently teaching in these modalities? What works/what doesn't work...
 - c. And more
 - d. **District DEAC:** Has a Task Force that's putting together training materials + with Kristen Denver, *Instructure* Instructional Designer
 - e. **QOTL Training (1 & 2)** offered every semester.
9. DEAC is **currently prioritizing budget needs**, one of which is for student assistants to help in hyflex/multi-modal classes.
10. If you're interested in a **tour/demo of a multi-modality classroom (B23)**, contact me at pelletierd@smccd.edu. I'll send you a doodle poll. The goal is that **group tours** will be created.

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2022):

- Instructional Program Review Presentations at IPC on Friday, March 18th (*presentations start at 9am):
 - Astronomy & Physics
 - Biological & Health Science

- Computer Science
- Cooperative Education
- Chemistry
- Education & Human Development
- Honors Transfer Program

Come and support your colleagues. The meeting is held via Zoom.

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

DIVISION UPDATES: 03/04/2022

American Federation of Teachers (AFT), Doniella Maher: Please complete the Mask Survey that was sent out yesterday. We would like to have a sense of what folks are feeling.

Just a reminder that we are about to sunshine our negotiations topics, so please reach out if you have a recommendation.

March Meeting **Wednesday, March 9th, from 2:30 to 5 p.m.** at this Zoom link:
<https://us02web.zoom.us/j/7052173089>

All faculty are warmly invited to:

- hear about our upcoming contract negotiations
- discuss the [proposed academic calendar for 2024-2025](#)
- help us formulate a union position on [SB 893 \(Becker\)](#), a bill currently being considered by the California legislature that would allow SMCCCD to use general fund money towards the student cost of attendance.

Guided Pathways

This message is a follow-up to a request I made in our Division Meeting last December. As a reminder: We have been tasked in Guided Pathways Priority #3 to *“Create an inventory of what is currently being done in classes across the college in documenting student learning beyond the transcript (portfolios of any kind, toolkits, capstone essays or projects, presentations, or other artifacts of learning) for transfer institutions and employers.”*

We are creating an inventory of “artifacts of learning” your students have when they finish your classes. This inventory may be used to explore ways to share perspectives with colleagues using similar strategies. This could lead to some very productive Professional Development and Faculty Learning opportunities.

Many thanks to those of you who have sent me your responses. They have been great. It is amazing to see the innovative work you are doing!

If the rest of you could each take just a moment to send a quick reply to this message letting me know what “artifacts of learning” your students have when they finish your classes, that would be wonderful. It can be as simple as a single word/s response such as “Portfolios” or “Capstone Assignments” or “Presentations”.

Thank you for your help! I am looking forward to hearing from you.

Participatory Governance Committee Reports:

Announcements, 5 minutes total:

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022)

Academic Senate, HSS rep, Katie Schertle (SP 2022):

Curriculum Committee, HSS reps, Danielle Pelletier (SP 2022) and Maureen Wiley (Fall 2022):

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2022):

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2022):

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

DIVISION UPDATES: 04/08/2022

American Federation of Teachers (AFT), Doniella Maher:

TBD:

Participatory Governance Committee Reports:

Announcements, 5 minutes total:

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022)

Academic Senate, HSS rep, Katie Schertle (SP 2022):
Curriculum Committee, HSS reps, Danielle Pelletier (SP 2022) and Maureen Wiley (Fall 2022):
Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2022):
Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2022):
Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):
DIVISION UPDATES:
American Federation of Teachers (AFT), Doniella Maher:
TBD:

TEMPLATE

HSS Division Meeting, DATE

Participatory Governance Committee Reports: DATE

Announcements, 5 minutes total:

Academic Committee for Equity and Success, Alison Field, coordinator (SP2022):

Academic Senate, HSS rep, Kiran Malavade (SP 2023):

Curriculum Committee, HSS reps, Salumeh Eslamieh (Fall 2023):

Distance Education Advisory Committee, HSS rep, Danielle Pelletier (SP 2024):

Instructional Planning Council, Jessica Kaven, Co-Chair (SP 2024):

Planning and Budget Council, HSS rep, Alicia Aguirre (SP 2023):

Technology Committee, HSS rep, Ami Smith (SP 2023):

DIVISION UPDATES: DATE

American Federation of Teachers (AFT), Doniella Maher:

Guided Pathways:

