

Cañada College Academic Senate

1:00pm – 2:50pm

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

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

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

Agenda 02/22/2024

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

No.	Item/Topic	Presenter	Time	Action
1	Call to Order	Eck		Procedure
2	Introductions	Eck	1	Information
3	Adoption of Consent Agenda	Eck	1	Action
4 - Consent Agenda <ul style="list-style-type: none">All items on the consent agenda may be approved by unanimous consent of the Academic Senate members present. Consent is established by the absence of objection.During the consideration of the consent agenda, anyone can request a tabled item to be brought onto the regular agenda (see 9.0 at the end of the agenda for the tabled items).Prior to approval, there must be reasonable time allowed for any Senate member or guest to ask questions about a particular item.Any person may request that an item be removed from the Consent agenda to be discussed in the order listed as part of the regular Senate Business.				
4.1	02/08/2024 Minutes			
4.2	Substitute for KAD Academic Senate substitute <ul style="list-style-type: none">Need faculty substitute			
4.3	Counseling Division Evaluation Committee <ul style="list-style-type: none">Sarah AranyakulGlorida DarafshiLorraine Barrales-RamirezChris RicoJenna French			
4.4	KAD Division Evaluation Committee <ul style="list-style-type: none">Erik Gaspar			

	<ul style="list-style-type: none"> Ana Miladinova Third faculty member 			
4.5	SciTech Division Evaluation Committee <ul style="list-style-type: none"> First faculty member Second faculty member Third faculty member 			
5 - Public Comment				
5	<p>Questions/comments on non-agenda items</p> <ul style="list-style-type: none"> In addition to sharing comments during the meeting, anyone is welcome to submit comments on non-agenda items in writing before the meeting. If you would like to pass along a written comment, please email your representative or an Academic Senate officer, such as (canacademicsenate@smccd.edu). Please share any written comments at least one day in advance to help ensure that your message is received in time for the meeting. 	Public	5	Information
6 - Senate Business				
6.1	Adoption of Regular Agenda <ul style="list-style-type: none"> The order of the regular agenda items may be approved by unanimous consent of the Academic Senate members present. Consent is established by the absence of objection. Presenters may request an item to be withdrawn during the adoption of the regular agenda. 	Eck	1	Action
6.2	<u>Community College Survey of Student Engagement (CCSSE)</u> <ul style="list-style-type: none"> National survey that will be sent to students between March 1 and April 30. Students are more likely to respond if they receive announcements and reminders from faculty and staff During this agenda item, suggestions will be shared on how to do inform students as well as some of the promotional materials (and incentives) we are developing to promote response to the survey. 	Engel	5 (start ≈ 1:10pm)	Information

6.3	<p><u>Community College Faculty Survey of Student Engagement</u></p> <ul style="list-style-type: none"> National survey that elicits information from faculty about their perceptions regarding students' educational experiences, their teaching practices, and the ways they [students] spend their professional time—both in and out of the classroom. 	Engel	10	Information, Discussion
6.4	<p>Syllabus Checklist</p> <ul style="list-style-type: none"> New draft of syllabus checklist This agenda item will seek any additional feedback and approval on a syllabus checklist for general faculty use This agenda item follows up in item 6.12 from our December 7th meeting 	Hughes	10 (start ≈ 1:25pm)	Action
6.5	<p>Sharing Syllabi in WebSchedule via WebSmart</p> <ul style="list-style-type: none"> How to use WebSmart in order to upload syllabi, draft syllabi, or website link with past syllabi to WebSchedule Discussion of benefits and considerations for faculty who use this feature 	Malavade	10 (start ≈ 1:35pm)	Information, Discussion
6.6	<p>Student Learning Outcome/Program Learning Outcome Updates</p> <p>Helpful links:</p> <ul style="list-style-type: none"> Link to Assessment SLO/PLO TracDat Guide and Login Nuventive TracDat Contact webpage for SLO questions 	Roscelli	5 (start ≈ 1:40pm)	Information
6.7	<p>Update on Banking of Courses Due to Lack of Offering</p> <ul style="list-style-type: none"> Discussion of most recent District proposal to automatically bank courses that have not been offered within the last two years unless a program justifies maintaining the courses 	Palmer	10 (start ≈ 1:45pm)	Information, Discussion

6.8	<p>District Memo on Lifelong Learning and Self-Development (GE Area E) Requirement and Future of Local Degree Requirements</p> <ul style="list-style-type: none"> • Discussion of the February 8th memo from District Curriculum Chair Hurless via District Senate President Ayotte • Changes to Lifelong Learning/Lifelong Understanding/Self-Development/Career Development/Kinesiology Associate Degree General Education Area Memo • Discussion of the options for what Cañada (and the rest of SMCCD) should do with this topic as it relates to our local degree requirements 	Palmer, Darafshi	20	Information, Discussion
6.9	<p>Bookstore Managers – Canvas “Work Flow”</p> <ul style="list-style-type: none"> • This item follows up on item 6.7 from the September 14th Academic Senate meeting and item 6.6 from the September 28th Academic Senate meeting. • The agenda item will cover the purpose and minimal level of Canvas access by Bookstore Managers. • The topic will be discussed at District Academic Senate. 	Aaron McVean & Kurt Scholler	10 10 (start ≈ 2:15pm)	Information, Discussion
6.10	<p>Update Dual Enrollment Matters of Concern</p> <ul style="list-style-type: none"> • In light of the concerns about dual enrollment hiring of faculty, Interim Chancellor Moreno has drafted a suggested addition to AP 3.05.1, which deals with minimum qualifications: “For dual enrollment high school partner instructors, a three-member college committee shall review and approve Minimum Qualifications or deny with a referral to the Equivalency Committee (if applicable). The three-member committee includes a dual enrollment administrator, a discipline dean, and a discipline faculty member.” • During this agenda item, you are welcome to make suggestions on the above issue or any 	Eck	5	Information

	other recommended changes in administrative procedure around dual enrollment			
7 - Regular Reports				
7.1	<p>President's report</p> <ul style="list-style-type: none"> • CSM fund for part-time faculty to serve on Academic Senate committees. • Deadline to apply for college-wide coordinator applications are end-of-day Monday, March 4. There are four positions: 1) OER/ZTC coordinator, 2) Flex Day Coordinator, 3) Online Instruction Coordinator, 4) Dual Enrollment Coordinator 	Eck	4	Information
7.2	Treasurer's report	Pacheco	1	Information
7.3	Curriculum Committee	Palmer	3	Information
7.4	Professional Development	Eslamieh	2	Information
8 - Other Reports, Meetings and Deadlines				
8.1	Upcoming Events, Meetings, Deadlines, and Any Additional Comments on Non-Agenda Items			
9 - Tabled Items				
<ul style="list-style-type: none"> • These appointments were tabled during the October 26, 2023 Academic Senate meeting due to not having faculty to fill the vacancies. • If you are interested in filling any of the vacancies, please email Cañada Academic Senate (canacademicsenate@smccd.edu) or your Senate representative at least one day before the meeting. • You can also request a tabled item to go onto the regular agenda during the meeting when the consent agenda is under consideration. 				
9.0	<p>Participatory Governance and Education Master Plan (EMP) workgroup Vacancies – New Faculty Appointments or Reappointments</p> <p>Instructional Planning Council (IPC) - (First and Third Fridays, 9:30-11:30am, available via Zoom)</p> <ul style="list-style-type: none"> • At-large faculty representative: vacant 			

	<p>Distance Education Advisory Committee (DEAC) - (First Wednesdays, 12:30-2:00pm, available via zoom)</p> <ul style="list-style-type: none"> • Counseling: vacant • SciTech: vacant <p>Safety Committee – (varied Thursdays [see the link for dates], 2:30-4:00pm, available via Zoom)</p> <ul style="list-style-type: none"> • Adjunct Faculty: vacant <p>Technology Committee - (second Wednesdays, 12:30-2:00pm, available via Zoom)</p> <ul style="list-style-type: none"> • “Division Representative”: vacant • “Division Representative”: vacant • “Division Representative”: vacant <p>Textbook Affordability Subcommittee – (fourth Tuesdays, 1:00-2:00pm, available via Zoom)</p> <ul style="list-style-type: none"> • ASLT Representative: vacant • Counseling Representative: vacant • KAD Representative: vacant • SciTech representative: vacant 			
10	Adjourn	Eck		Procedure

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

Academic Senate for the 2023 – 2024 academic year:

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