

Santa Monica College Department Chairs Committee Meeting Minutes

October 3, 2025

HSS 263

10:00 AM-12:00 PM

- I. **Call to Order:** 10:05am
- II. **Land and Labor Acknowledgement**
- III. **Approval of Minutes**
 - A. M/S: E. Meyer; S. Nieves-Lucas
 - B. 15 Yes, 0 No, 0 Abstain
- IV. **Public Comments:** None
- V. **Announcements:**
 - A. Oct 16 - Psychology department hosting event in recognition of National Coming Out Day. Co-sponsored by GSA.
- VI. **Updates**
 - A. Concrete Hope - Walter Meyer
 - 1. Year-long exhibit and programming. Oct 14th keynote at 3pm. Email from Walter with information
 - 2. Photo SoCal - 30 sites. Gallery can host meetings and classes. Work with departments for spring events.
 - B. Curriculum Committee Updates - (Redelia Shaw):
 - 1. No updates
 - 2. 3. Senate Updates (Vicenta Arrizon):
 - 3. Senate goals approved
 - 4. ASCCC resolutions - input on the process
 - a) Academic Freedom - what it means and partnering with faculty at other colleges
 - b) AI- Other colleges have policies
 - 5. Education Master Plan - next month will be able to view

6. Hiring practices- looking at other colleges, synthesizing info, Vicenta is meeting with Dr. Jeffrey about process
7. Other senate goals
 - a) Reaffirm shared definition of equity as a full senate
 - b) Discuss IDEA(S) as a senate
 - c) PD - budget and streamlining speaker request process
 - d) Bringing back student relief fund
 - e) Goal around AB1705 has been tabled
8. Board agenda - Multiple items of interest including additional compensation for Dr. Jeffrey

C. Chair of Chairs update

1. Waitlist and enrollment management workgroup - presenting another proposal with Chair feedback incorporated on October 17th. Note the additional hour added to the meeting time.
2. Campus safety conversations are ongoing including within Leaders meetings. Chairs concerns about safety, area safety assessments, and the role of chairs are being brought forward.
 - a) Chief Adams and Daniel are available to meet on Mondays to walk through areas and help with the safety risk assessment with department chairs.
3. Reminder - FA Chairs meeting at 12:30pm

VII. Discussion Items

A. Campus Safety and CPT (Susan Fila, Lina Ladyzhenskaya)

1. Encourage use of classroom removal form
2. New drop-in office hours. Please use them as a resource.
3. Alert CPT as early as possible of student concerns.
4. CPT brochure for adjuncts.
5. De-escalation trainings in October and November. Going to also create a recorded de-escalation training to make available asynchronously.

B. Slingshot (Keith Graziadei)

1. Chairs identified multiple concerns. Thematically grouped as follows:

2. **Cost**

It would be helpful for students to see comparisons of prices for textbooks. Before Slingshot, the bookstore used to post the prices of textbooks from other online websites/vendors. Also, it might be beneficial to students if there was a price comparison of purchasing the books via the Smart Study option versus a la carte.

3. **Textbook Vouchers**

What happens if a book voucher doesn't cover the total cost of a student's books? Does a student receive a notification of a balance due? Targeted communication regarding this to students might be helpful.

4. **Communication**

More communication from Slingshot to students regarding how to order and pay for books. Are there videos available that walk students through the process?

5. **Format Options/Availability**

There needs to be a more direct process for providing textbook format options to students. Some instructors prefer/require physical textbooks while other instructors prefer/require eBooks. There are also instances where the instructor lets the students choose if they want to purchase an eBook or physical textbook. More flexibility in adopting different format options would be helpful.

6. **Textbook Adoptions**

Some departments have individual instructors adopt their course materials while other departments have one person submitting the textbook adoptions. Departments would like this flexibility in Slingshot.

7. **Course Readers**

Questions were raised about increased costs of course readers.

8. Specialty Orders / Bundled Textbooks

Some students are only receiving 1 book in a bundled set.

9. Textbook Delivery Timeframe

Is there a standard timeframe for textbook delivery? If there are delays in delivery, how is this communicated to students? Are instructors notified of the delays in Slingshot?

VIII. District Report

- A. Dee Dee will make Mitch and Jason aware of concerns about Slingshot
- B. Meeting scheduled to discuss scheduling process with Dee Dee and Sara Eazell. Please attend to provide feedback.

IX. Adjournment: 12:00pm