

Meeting Minutes

Location:

- HSS261 (Academic Senate Office)
- Zoom (<https://us06web.zoom.us/j/95534437834>)

Date: March 19, 2025

Time: 12-1:30pm PST (Pacific Standard Time)

Members present: Steph Anderson, Sara Brewer, Bri Brickley, Lea Hald, Erika Knox, Juliet Moore, Kaelyn Rodriguez, Mark Tomasic

Interested parties: Tram Dang

- I. **Call to Order:** 12:15pm
- II. **Approval of Agenda:** Motion made by Mark Tomasic. Seconded by Sara Brewer. The motion passed unanimously.
- III. **Mindfulness Moment**
- IV. **Public Comments:** None
- V. **Announcements:** Lea Hold announced that some language/vocabulary and videos related to DEIA have been removed from the Epicenter website. The removed material has been saved for future reference.
- VI. **Approval of Minutes from March 5th meeting:** Motion made by Juliet Moore. Seconded by Lea Hald. The motion passed unanimously with one abstention from Bri Brickley.
- VII. **Chair's Report**
 - Instructional framework discussion with chairs
 - Department Chairs voiced concerns that the framework should be endorsed by the entire Academic Senate. Department Chairs will vote to endorse the framework at its next meeting to provide backing before the framework is voted on by the Senate.
 - There are two resolutions being drafted by the Executive Senate regarding faculty hiring and the SMC budget.
- VIII. **Action Items**
 - [Resolution in support of Faculty Autonomy, Academic Freedom, and Institutional Commitment to DEIA](#)

- **Approval of resolution in support of “Faculty Autonomy, Academic Freedom, and Institutional Commitment to DEIA” (second read with revisions):** Motion made by Sara Brewer. Seconded by Lea Hald. The motion passed unanimously.

IX. Discussion Items

- Introduction/Guidelines for “Model Syllabus”:
 - Organization of document: All required material is listed first followed by optional material?
 - Include questions for consideration in developing a syllabus. For example, what do you want to emphasize, teaching modality, personalizing the syllabus, tailoring syllabus to your course and pedagogy, technology available to craft the syllabus (paper or liquid templates, CHAT GPT, Google Sites), how do students use the syllabus, how to help students use the syllabus, what have you taken off your syllabus?
- Syllabi workshops?:
 - Instead of workshops the committee will focus on updating the current model syllabus.

X. Adjournment: 1:31pm

- Motion made by Sara Brewer. Seconded by Juliet Moore.

Upcoming Meetings – Spring 2025

- April 2nd
- April 30th
- May 14th
- May 28th