

Meeting Minutes

Location:

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

Date: March 18, 2026

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

Members present: Tram Dang, Lea Hald, Erika Knox, Kristin Lui-Martinez, Mark Tomasic

- I. **Call to Order:** 12:15pm
- II. **Approval of Agenda:** Motion to approve made by Mark Tomasic. Seconded by Kristin Lui-Martinez The motion passed unanimously.
- III. **Public Comments:** None
- IV. **Announcements:** None
- V. **Approval of Minutes from March 4th, 2026, meeting:** Motion to approve made by Kristin Lui-Martinez. Seconded by Erika Knox. The motion passed unanimously with one abstention by Erika Knox.
- VI. **Chair's Report:**
 - The Instructional framework video was shared with FA but they did not provide feedback. The video would be helped by providing specific examples. When the video is posted provide some sort of justification (e.g., to learn how to be in compliance with Title 5). There will be another meeting with FA and Tram Dang will be present.
 - IDEAAS framework: Vicenta Arrizon asked if EDC would like to lead the effort of introducing the IDEAAS initiative to the College. Tram Dang will set up a meeting with Redelia Shaw to see what the Curriculum Committee wants to handle regarding IDEAAS as well as asking Vicenta what being the lead will entail.
 - The Teaching and Learning Committee wants to expand online proctoring tools in STEM disciplines. Tram Dang will have a discussion with Vanessa Malzone to discuss further.
 - Faculty equity awards had previously been voted on by this committee and approved to include as a committee goal for this Spring.
- VII. **Discussion Items**
 - [Model Syllabus](#) - PERC Update and Review:
 - PERC has incorporated notes from the Equity and Diversity Committee. They have created different versions of the model syllabus which will be presented to the full Academic Senate. Our committee suggests using wording such as minimal/required elements and highly recommended elements to describe the different versions. Our committee made slight revisions/suggestions to the "bare bones" version of the model syllabus.

- [FT and PT Faculty Equity Awards](#)
 - Nomination Form: [Academic Senate Faculty Equity Award Nomination 2023-2024 – Collaboration](#)
 - Timeline:
 1. Nomination form sent April 6.
 2. Nominations close April 26
 3. Committee review April 26 – May 5
 4. Awardees approved by Executive Senate: May 19
 5. Awardees approved by Full Senate: May 26
 6. Notify winners by May 29

VIII. Adjournment: 1:30pm. Motion to adjourn made by Erika Knox. Seconded by Lea Hald. The motion passed unanimously.

Future Meetings (Spring 2026):

- April 1st
- April 22nd
- May 6th
- May 20th
- June 3rd