

Santa Monica College Academic Senate

Meeting Minutes

August 25, 2025

9:00am – 2:00pm

SSC 396

I. Introductions and Foundations

a. *Introductions and Summer Joys*

- i. Summer Joys ranged from spending time with family, traveling, spending time outdoors, indulging in hobbies, resting and welcoming new pets.

b. *Community Agreements*

- i. All are encouraged to develop community agreements within their respective committees they are not already in place.

c. *Brown Act*

- i. All are encouraged to review the Brown Act and keep a printout available for easy reference.
- ii. Things to keep in mind moving forward:
 1. Quorum (50% + 1) must be met in-person for any action items but is not required for discussions.
 2. A public comments portion should be included in agendas.
 3. Agendas should be emailed, posted physically as well as online at least 3 days prior to the meeting. (CC: Tamika and Vicenta)
 4. Committees should be meeting in-person at least once a month.
 5. All chairs are required to submit an “End of Year” report.

d. *10 + 1*

- i. All are encouraged to review 10 + 1, if not already familiar.
- ii. Clarification is requested about joint vs faculty specific committees and the power of resolutions.
- iii. It was mentioned that there is power in reading resolutions at board meetings so that positionality is known.
- iv. It is recommended that ASCCC do a visit every three years.

e. *Joint Committees vs Faculty Only Committees*

- i. Everyone should be aware if their committee is joint or faculty specific.

f. *Student Representation*

- i. Students are encouraged to join committees.
- ii. Whether or not a student representative is able to vote can be determined by each committee.
- iii. AS will reach out to Committee Chairs asking which committees want student representatives. If AS cannot match a student, then committee members can recruit students to join and then AS must verify eligibility to participate.

g. *Committee Reports (Standing) & Agenda Items*

- i. This is new and will be a standing item moving forward to help everyone stay in the loop of what is going on in different committees.

h. *Senate Executive Report*

- i. Tamika can help with booking the Senate Office and will send over various forms you may need for your committees.
- ii. We must meet Quorum for meeting (50% + 1 in-person) according to the Brown Act.
- iii. All encouraged to review the senate bylaws, and the role of Chair is outlined within.

II. **Senate Goals Discussion (10:30am – 12:00pm)**

a. *Review of 2024-2025 Goals*

- i. Jessie & Kristin provided intros and are starting in the Fall of 2025.
- ii. Mission and vision statements have been updated on the website.
- iii. Tenure evaluation process to be updated as contract negotiations are underway.

b. *Possible Topics*

- i. IDEAAS in COR – Curriculum and Evaluation
 1. IDEAAS elements must be woven into CORs as part of standard compliance under Title V.
 2. It will be a priority for the Curriculum Committee this year to incorporate SMC IDEAAS into the template framework of the CORs for new and updated courses.
 3. Interest expressed in continuing to update faculty evaluations.
 4. Discussion was had about how to embed the changes we want to see in the various areas that need change moving forward.
 5. All are encouraged to sign up for ASCCC listservs and the president's listserv.

c. *Professional Development Policy*

- i. Interest expressed in further developing the professional development offered on campus by tapping local talent vs. internal talent.
- ii. We do have internal talent, and desires were expressed to utilize, value and compensate them for performing professional development.
- iii. Budget for professional development needs to be explored and better understood moving forward.

d. *Model Syllabus Update*

- i. Explicitly include mention of undocumented and international students.

e. *Technology & AI*

- i. Strive to develop AI statements to include in our syllabuses.

f. *Academic Freedom*

- i. It was shared that an extensive Academic Freedom guide has been published.

g. *Hiring Policies*

- i. Looking for standardized full-time hire processes before moving on/focusing on the hiring of our part-time faculty.

h. *Master Education Plan*

- i. It is a living document, and the goal is for it to be updated every three years.
- ii. Will be primarily distributed electronically for consideration by participatory bodies in the Fall of 2025 semester, starting with Senior Staff.

i. *Student Relief Fund*

- i. Desire to revive this committee to support the structures that are already in place, like basic needs. A donation fund can be created through the foundation. There needs to be at least \$500 dollars in the fund to be “functional.”
- ii. This would be the Academic Senate Student Relief Fund. Discussion needs to be had about educating faculty on the services students have access to and providing better service references to them.

III. Lunch (12:00pm – 1:00pm)

- a. Dr. Jeffrey’s remarks and Board of Trustees Introductions

IV. Senate Goals Continued (1:00pm – 1:42pm)

a. Committee Synergy with Goals & Objectives

- i. Education Master Plan – George
- ii. Academic Freedom – Brian
- iii. AI – Gary and Vanessa
- iv. AB 1705 & Implementation support (tutoring, PD – look at Program Review DPAC Report #1) – Kristin, Jamar and Stephanie
 1. General sentiment shared about collectively being concerned about AB 1705 and who teaches these courses as it should not just be the priority of a few individuals.
- v. AB 928 (CALGETC, standard transfer) – Redelia
 1. Desire to do a deeper dive and better understanding it.
- vi. Instructional Evaluation – Jessica, Kristin and Steph
- vii. Model Syllabus – Steph & Ian

- viii. Professional Development Policy – Lea and Jessica
 - 1. Developing a policy on money usage/allocation.
- ix. Hiring Policies – Vicenta
- x. Student Relief Fund – Brian
- xi. Underlining items/concerns: IDEAAS, timelines, responsiveness.
- xii. Goal to have a summary for each goal by Wednesday, September 3rd (three days before the first Exec meeting).
- xiii. Email Vicenta if your committee needs members by the end of this week.
 - 1. Aim to have at least 6 people in your committee.

V. Academic Senate Budget (1:42pm – 1:45pm)

- a. Seeking reimbursement of transactions unknowingly made in the past and clarity moving forward by being cc'd on invoices.

VI. President's Report (1:45pm – 2:00pm)

- a. *DPAC Action Plan 2025-2026*
 - i. Revisit Annual Action Plan
 - ii. Address Food Desert
 - iii. Annual Action Plan 2
 - iv. Addressing Safety
 - v. Concern expressed regarding how Safety Assessment Conduction is being handled.

VII. Adjournment

Adjourned: 2:05pm

For all documents, visit www.academicssenate.com

Next scheduled meeting: September 9th