

Santa Monica College Academic Senate

Meeting Minutes

September 2, 2025

11:15am – 12:35pm

BUS 144

I. Preliminaries

1. Call to Order/Approval of Agenda
Approved: 11:24am
2. Approval of Minutes
M/S: J. Krug/L. Collins
Approved: 11:54
(6 abstentions)
3. Public Comments
None

II. Announcements

1. L. Hald – Faculty Forum Meeting Academic Senate Town Hall & You is taking place on Monday September 8th, 3:00pm – 4:00pm
2. M. Moreno – Equitizing Gateway Courses (EGC) Orientation & On-Boarding Session is taking place on September 4th, 11:15am – 12:35pm.

III. Information Items

1. *Introductions* – Names, departments and years served on Senate were shared by all in attendance.
2. 10 + 1 – 10 + 1 will now be attached to our agenda to remind us of our scope.
3. Brown Act (T. Inabu)

- a) Tiffany Inabu is our Parliamentarian and will help enforce the Brown Act.
 - b) Reminders:
 - i) Anyone from the public can attend our meetings.
 - ii) The public has the right to speak during the public comment section.
 - iii) Agendas must be posted 72 hours before meetings and only items on the agenda can be considered for discussion.
 - iv) Quorum (50% +1) must be met for us to meet “majority” and discuss agendized items.
 - v) Bylaws
 - c) Information about Senate roles, responsibilities, memberships, different types of committees can be found there.
4. Joint Committees vs. Faculty Only Committees
- a) Joint committees include administrators, which allows the opportunity to reach mutual agreement.
 - b) Administration would like for items to go through the Executive Committee and Senate first before being presented to them.
 - c) Committees in need of representatives:
 - i) Legislative needs 4 reps.
 - ii) Professional Development needs 2 reps.
 - iii) Professional Ethics and Responsibilities needs 1 rep.
 - iv) Instructional Technology and AI committee needs 3 reps.
 - v) Online Teaching and Learning needs 1 rep.
5. *A.S. Student Representation*
- a) Student reps are welcome to sit on most Joint and Faculty only committees.
 - b) Student reps are valued and perspectives important to Senate
6. Senator Role & Responsibilities
- a) Senators represent their discipline(s)
 - b) It is a Senator’s responsibility to keep your department informed.
 - c) Senate meeting notes will be distributed to you once available to make for a smoother distribution process across departments.
7. *Submitting Agenda Items as Senators*
- a) If there are items individuals in your department want us to discuss at Senate, send an email to academicsenate@smc.edu
8. Budget Update (J. Krug)

- a) *Discrepancies have been found in the budget.*
 - i) Jesus, Tamika and Jessica were recognized for finding and dealing with budget discrepancies.
 - ii) When stipends were charged in the past, we were unaware that additional fees were being incorrectly charged because we were not cc'd on the invoices being sent from Fiscal to Auxiliary Services.
 - iii) Senate will now be cc'd on invoices moving forward.
 - iv) Roughly 9K will be recuperated.
- 9. IDEAA(S) for COR (R. Shaw)
 - a) Reminder:
 - i) COR, the course outline of record, is a legally binding documents that sets the tone and expectations for the course.
 - b) IDEAAS was mandated to be incorporated into COR in Fall 2023.
 - i) Best practices and suggestions will be created to support faculty in implementation.
 - c) At SMC, we propose the include the "S" for Sustainability, as this is an integral part of our mission and goals on campus.
 - d) Four of our programs are currently going through program review and will be prioritized.

IV. President's Report

- 1. DPAC Action Plans 2025-2026
 - a) Two DPAC action plans were approved.
 - i) Develop a Climate Action Plan
 - 1) Effort to increase environmental literacy across campus.
 - 2) This plan will establish a framework for achieving the climate and sustainability goals that the college and Chancellor's office have committed to, and that state and local laws require.
 - 3) Plan was drawn upon the Program Review Committee recommendations
 - ii) *Campus Safety Plan*
 - 1) This plan is to conduct a comprehensive college-wide safety audit to create a strong campus safety culture.
 - 2) It is recommended to download Corsair Alert for real-time safety alerts as it is the official safety app for SMC.
- 2. Education Master Plan
 - a) It is in its final draft form and will be shared first with District Senior Staff and come to the Senate for review and discussion in late October/early November.
- 3. Student Equity Plan
 - a) The plan will be discussed in Senate in September.
- 4. *Enrollment – Waitlists*

- a) Initial group (V. Arrizon, C. DeLoach, S. Neives-Lucas, E. Tovar, J. Beardsley), met following last year's Senate discussion and concerns around Waitlists. The group is strategizing possible solutions and will be requesting feedback from Chairs next and then discuss in Senate.

V. Adjournment

Motion to adjourn:

M/S: J. London/K. Rodriguez

Adjourned: 12:32pm

For all documents, visit www.academicsenate.com

Next scheduled meeting: September 16th