



SANTA MONICA COLLEGE
ACADEMIC
SENATE
MINUTES

Tuesday, November 14, 2017

11:15 a.m. – 12:35 p.m. | Business Building 144

[Attendance and Voting](#)

I. Call to Order and Approval of Agenda

Motion: J. Darwiche

Second: B. Magallon

Passed at: 11:22 pm

II. Public Comments (Two- minute limit per person)

K. Elliott and S. Veas talked about the “Get Enrolled Campaign. Three short videos to encourage students to enroll early, and in more classes, were presented. The videos are humorous and light hearted. K. Elliott added that our students made these films. She indicated she would email the senate some links and it is currently the main banner on our college website. This semester our enrollment period begins two weeks earlier so that we can compete with our neighboring institutions. M. Mazorow spoke about math workshops, and there was a discussion about to designate these classes with workshops in the class schedule. N. Donahue asked if we want to have this as an agenda item in the future so we can discuss course designation in detail.

H. Vishwanadha from the English Department with the second announcement: On Thursday 30 November 11:15-12:35 (Activity Hour) in HSS 165, Nushin Arbabzadah will share with us her stories of modern Afghanistan and her insights into the society to help us understand this richly diverse and fascinating country. This event is funded by the Global Citizenship Committee. H. Vishwanadha encouraged faculty to publicize to their students.

III. Visit with Executive Vice President Elaine Polachek

Nate introduced the newly-appointed Executive Vice President, Elaine Polachek. E. Polachek discussed her experience and qualifications. She has been working for City of Santa Monica for about 28 years. Her last position was “Assistant City Manager.” She has been in her position at SMC now for about three months and she feels that are many challenges. SMC is a unique college, and the culture here is special.

Her first impression was that every department and office at SMC is working very hard, but that there could be even more synergy between them. She would like more cooperation across “siloes.” She stated she has been using the first three

months to understanding how the college is working, and what are our processes. She works with all many offices like HR, payroll, and institutional research. She also expressed she was looking at our tech systems and the ISIS platform. She expressed the desire to create more a more streamlined tech suite for the campus, and is also in charge of facilities. M. Moassessi inquired whether or not administrators would be hired back immediately after the SRP. E. Polachek responded that we need to deal with all these positions and we have to be very creative with replacements and reorganization. She stated there “are no sacred cows” when it comes to preferences for re-hiring, and that we will have to be collaborative in order to achieve the best possible results.

IV. Major Items of Business

A. Curriculum Committee Report, B. Antrim

B. Antrim asked the senate members to spread the word to their areas if something is coming to their departments related to program review or curriculum. She encouraged faculty not to wait to the sixth year of their program review cycle to clean up department curriculum. It is not about our deadlines, but also the deadlines by UC universities. The process takes time.

Most curricula being sent to the curriculum committee involves small changes.

B. Antrim encouraged the faculty to innovate and create new curriculum.

There are two items for curriculum this week:

Motion to approve Korean 8, Korean 25, Spanish 2 and Spanish 20: M. Tomasic

Second: B. Magallon

Passed at: 11:59 am

Motion to approve Spanish 25 (also as global citizenship course) and Spanish 11: J. DeStefano

Second: J. Resnick

Passed at: 12:00 pm

B. Second Read: Bylaws, M. Mazorow

This is the second read of the Bylaws. It was decided that the word “contract” should stay in the document when referring to the Senate New Faculty Hire Ranking Committee. It should be fixed in three places. The Sabbaticals and Fellowships Committee will nominate a faculty member for the Hayward Award.

If a department fails to nominate a senator for service, the Senate President will no longer appoint one. If departments do not nominate senators, the seat will remain vacant for one year, until the next election cycle.

For curriculum representatives, the senate president will still make appointments in the case nobody runs. The senate wants to encourage active participation from departments, and avoid a senate in which too many senators are appointed, rather than elected within departments.

N. Donahue thanked M. Mazorow for her hard work and creativity as chair of the Elections and Rules Committee.

Motion to approve the changes to senate bylaws: W. Griffy

Second: M. Hank

Passed at: 12:14 pm

C. Second Read: Model Course Syllabus , W. Griffy

W. Griffy expressed that the committee made clear that SLO's should be included on the syllabus. The word "mandatory" was changed to "required" with regards to information that should most definitely be on the syllabus. There was a discussion about some friendly amendments, but the senate decided there was no need to send back to committee.

Motion to approve the model syllabus: B. Antrim

Second: A. Espinosa

Passed at: 12:21 pm

V. Consent Agenda. Any item pulled from the consent agenda will be discussed as the last major item of business above.

There was a small change in the minutes reflecting the fact that the Hayward Award nominee has not technically yet been nominated by the Sabbaticals and Fellowships Committee.

A. [Minutes of 10/31/2017](#)

Motion to approve amended minutes: D. Nannini

Second: J. Jones

Passed at: 12:24 pm

VI. President's Report/Information Items

A. Report on ASCCC Fall Plenary and Vision for Success

N. Donahue presented the CCC "Vision for Success", published by the Chancellor's office. It is an important document to read, because it lays out a road map for the next ten years in our system. N. Donahue indicated that he would re-agendize a discussion of the vision, since time was running short.

Many of the resolutions at fall plenary focused on the importance of collegial consultation, as the statewide senate feels that the new chancellor's office is not enthusiastic about collegial consultation.

VII. Announcements from the Floor/None

VIII. Adjournment

Motion to adjourn: A. Espinosa

Second: L. Kawaguchi

Passed at: 12:35 pm