

SANTA MONICA COLLEGE
ACADEMIC
SENATE
MINUTES

Tuesday, September 20, 2016

11:15am-12:35pm, Business Building Room 144

[Attendance and Vote Sheets](#)

I. Call to Order at 11:19 a.m. and Approval of Agenda

Motion: J. Jones

Second: N. Donahue

Passed at 11:20 a.m.

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

A. A. Villalpando announced a 211 hotline for Los Angeles County for students who are homeless or hungry.

B. N. Pernisco will be participating in Senate meetings remotely.

III. Major Items of Business

A. [Adoption of 2016-2017 Goals and Strategic Objectives](#)

Motion to adopt: G. Dossett

Second: M. Strathearn

Passed at 11:28 am

B. [Program Review 2016 Planning Summary, V. Drake](#)

Highlights of the Program Review 2016 Planning Summary were provided. The complete report is posted on the Program Review website. Recommendations and overarching needs were discussed.

The committee was complimented on its efforts to tie program reviews to the assignment of resources beyond just the needs of departments for more full-time faculty.

C. [Need for a Drop Notification Policy, A. Buckley and B. Magallon](#)

Senators concur that students should be notified when they are dropped by their professors. The Student Affairs Committee will carry the ball on this issue as it reviews the current withdrawal policy. It was also suggested that faculty should be notified when students drop a class that has already begun.

D. Committees/Task Forces/Work Groups in Need of Faculty—Will be notified by email.

E. How to Address the Class Cancellation Policy & Its Impact on Student Success

[Contract Article 6.12](#) was reviewed. Although there are many exceptions, in general, a class must have at least 18 students on the first day. According to Dean Merlic, 85 classes were cancelled this semester, and 59 were added. Exceptions might be made for classes required to complete a degree or certificate or classes offered only once per year. Before a class is cancelled, department chairs are notified, and they are then expected to notify the instructor.

It was suggested that many CTE classes fill a niche, and students are not likely to find another SMC class when those niche classes are cancelled. Those students are often lost to the college forever as they move on to similar programs at other colleges or as they move back into the workforce

The Senate was urged to find whether there is empirical evidence that most students whose classes are cancelled find another class at SMC. It was stated that sometimes programs need to “grow,” and that smaller classes should be acceptable during this growth period. Looking only at cost and efficiency rates when cutting classes is short-term thinking, and programs and meeting enrollment estimates will often require the District to think long-term.

Culminating/capstone courses should be treated differently.

We also need to revisit this for our international program. For example, the China program was cancelled at 19 (instead of 21 minimum) last year.

Suggestion: Offer low enrollment classes once per year, and publish the fact so that students know when they will be offered.

Scholars classes are restricted to 25 to begin with so this makes them more susceptible to normal enrollment fluctuations.

The District should view departments as a whole, allowing some classes to be under-enrolled because others within the department are overenrolled.

Please send additional comments to Fran.

F. Pulled Consent Agenda Items—None.

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

A. [Minutes of 090616](#)

B. [Curriculum Items, G. Del Piccolo](#)

Motion to approve: J. Darwiche

Second: N. Donahue

Passed at 12:30p.m.

V. **President's Report/Information Items**

A. **Accreditation Update**

An update was emailed yesterday regarding the schedule for the accreditation team visit. We need to make quorum on Oct. 4 so senators were asked to attend the open forum on Wednesday October 5.

B. **Strategic Planning Update**

SMC is at the end of a 5-year strategic plan. A request for proposals (RFP) was sent to select consulting firms. The process of designing a new strategic plan will probably involve the entire campus. Fran and Mitra Moassessi will serve as Senate representatives on the Strategic Planning Task Force. Nate Donahue and Fran will assist in evaluating the proposals and in recommending the hiring of a particular firm.

C. **Meetings with Student Leaders**

Fran has met several times with student government leaders and is impressed with the depth of their knowledge of the issues and their willingness to work on behalf of SMC students.

D. **Other**

SMC has been contacted by a couple of animal rights groups regarding the dissection of cats in life science classes. The District has drafted a formal response. Fran has taken the position that our colleagues in Life Sciences have considered all the ethical issues and can be trusted to do what is best for their students.

VI. **Announcements from the Floor—None.**

VII. **Adjournment**

Motion to adjourn: B. Magallon

Second: J. Hernandez

Passed at 12:40 p.m.

Next scheduled meeting, October 4, 2016, 11:15am-12:35pm, in B144