**Humanities and Social Sciences Division**

**Draft MINUTES**

Friday, February 7, 2025

12:00 pm to 2:00 pm

Location: 3-104

Zoom, if necessary:

<https://smccd.zoom.us/j/89201611666?pwd=ZU4zRDNHMEhISWt4OXdGanUzZnZsUT09>

(Meeting ID: 892 0161 1666 Passcode: 440051)

**In Attendance**: **James Carranza**, **Alicia Aguirre**, **Julie Carey,** **David Eck,** **Colin Ehara,** **Salumeh Eslamieh**, **Diana Espinoza Osuna**, **Alison Field**, **Doniella Maher**, **Monica Malamud**, **Kiran Malavade**, **David Meckler**, **Gerardo Pacheco Matus**, **Danielle Pelletier, Lisa Palmer**, **Katie Schertle**, **Rebekah Sidman-Taveau**, **Ami Smith**, **Michael Stanford**, **Elizabeth Terzakis**, , **Emilio Villalba**, **Maureen Wiley**

**Absent**: Anna Budd, Denise Erickson, Bob Lee, Jessica Marshall, John Perez, Yolanda Valenzuela, Lezlee Ware

**Guests:** Michiko Kealoha

**Minutes**: Dan Barba **Chat Monitor**: David Eck (this mtg)

**12:05 Humans and Teachers (Connect and Reflect):** Facilitators: Kiran Malavade (English), Faculty Equity Coordinator, and Doniella Maher (English), Faculty Teaching and Learning Coordinator

* **Questions presented for community connection in breakout rooms**:
1. Where did you grow up and how does that impact the work you are doing now?
2. What is an assignment you use that encourages students to engage with one another in meaningful ways?
3. Some responses:
	1. Ask students to interview someone they know about their educational experience – the students wanted to do this and to share it. It also resulted in students recognizing shared experiences.
	2. All assignmts require the students to interact/talk with each other.
	3. Mix groups up so that they need to meet other/new peers.
	4. Share stories about migration or staying in place… can use an alias.
	5. Use identity pies to share with each other.

**12:32 General Announcements**

* Danielle – now on Safety cte. Bring items re: safety to Danielle
* ENGL dept hosting a book club
* Emilio – New Art show has opened at Art Gallery thru 5/15 – Paul Warner and Theophilus Brown
	+ Also screening a documentary on 3/12 @ 5pm. No tix needed but RSVP please (to ensure seating for all)! Open to all!

**12:35 Approval of Minutes and Agenda**

**Need a Volunteer: Chat and Hands Monitor**: – David E volunteered for this mtg.

* 12:36: 12/6/24 Minutes reviewed.
	+ Edits: None – Suggestion - Please use Name and initial from now on rather than just initials to avoid confusion. Will do.
* 12:39: **Minutes approved** by unanimous consent after Motion and Second
* 12:40: 2/7/25 Agenda reviewed
* 12:41: **Agenda approved** by unanimous consent after Motion and Second

**12:45 Participatory Governance Committees, Representatives**

1. Academic Senate, HSS rep, **David Eck**(SP 2025) 2nd and 4th Thursday, 1:00 to 3:00 or 2:10 to 4:00 pm. In-person, Brown Act.
	1. David E - 3 items:
		1. ZTC Adopter cohort accepting applications until 2/9 @ 11:59pm
		2. State Acad Sen visiting
		3. Flex day topic on academic freedom -- encouraging faculty to discuss and perhaps adding this item to contract discussions
2. Curriculum Committee, HSS reps, **Lisa Palmer** (Spring 2026) and **Maureen Wiley** (Fall 2026)—1st and 3rd, Thursday, 1:00 to 2:30. In-person, Brown act.
	1. Lisa P:
		1. Please review curr. review cycle for the year
		2. Common course numbering (CCN) – if you worked on CCN last semester, you are eligible for up to 3 hours pay for your efforts
		3. New articulation officer – Trang Luong(?)
		4. Need new Curr. Chair – Lisa’s term is up this semester.
3. Distance Education Advisory Committee, HSS rep, **Julie Carey,** (SP 2026)
	1. Julie C:
		1. Alison Hughes is out on maternity leave
		2. Everyone who teaches online needs to ensure that their courses meet the RSI reqmts
4. Technology Committee, Ami Smith, (SP 2026) 2nd Wednesdays, 12:30-2:00
	1. Ami S:
		1. Updates placed in Google doc
		2. Tech support resources **and links** included in the Google doc(!). Yay!
5. Equity and Antiracism Planning Council, HSS rep, **Yolanda Valenzuela** (SP 2025)
	1. Kiran M reporting b/c Yolanda absent –
		1. Looking at budget, metrics and then planning actions based on the results
		2. Metrics include:
			1. Enrollment; Completing transfer Math and English; Transfer rates; Completing a degree; Persistence
			2. Looking at who are most disproportionately impacted groups
			3. Trying to get feedback about new actions and new plans
6. Planning and Budget Council, HSS rep, **Alicia Aguirre** (SP 2026) 1st and 3rd Wednesdays, 2:10 to 4:00
	1. Alicia A –
		1. ISER review – will be coming to all the diff. grps on campus
		2. Menlo park update presented to PBC
		3. Pre-launching Alumni Assoc and trying to make it more active
		4. Construction on childcare center w/b completed by mid-Spring 2026 with opening scheduled for Fall 2026.
7. Spring 2025, Faculty Evaluation Committee (Tenured Faculty): **Alicia Aguirre, Katie Schertle, Doniella Maher –** evals are well under way**.**
8. (12:58) **Added Update**: Maureen Wiley – Writing Center update
	1. 2 links shared in Chat for videos on how students can use Writing Center
	2. Offering grammar workshops and 2nd and 4th Tues
	3. Maureen offering bespoke workshops open to anyone who teaches any kind of writing assgmt -- 4 Topics available: 1) Understanding the writing process; 2) Conquering the blank page (overcoming writer’s block); 3) Thesis statements; 4) Revision and reflection – reviewing your essay again before submitting
	4. Offer instructions on how to add the Writing Center page to your Canvas page

**Regular Division Updates**

1. (1:10) AFT – Doniella
	1. Next mtg 2/12
	2. Negotiations start today. Please attend Board meetings to support negotiations and team.
	3. Monica M – Will be lead negotiator. Dual Enrollment will be discussed today
2. (1:13) Honors – Rebekah
	1. Updates included in Google doc
	2. Held Bay Area Honors Research Symposium on 1/28
	3. Next Honors pod is 2/27 in Faculty Lounge
	4. 4 honors students accepted to present at Western Regional Honors Conference

**Please post to HSS Division Reports and Updates:**

<https://docs.google.com/document/d/1d5mKJSECncn7OPeZLzRftka_anvYK3k7DNPvdR5zOz0/edit?usp=sharing>

**(Agenda Items: Information, Discussion, Action)**

**1:15 Division Information and Discussion**

1. (1:15) Faculty Teaching and Learning Events: Doniella Maher (English), Faculty Teaching and Learning Coordinator
	1. As FTL coordinator, Doniella’s role is to focus primarily on faculty teaching and learning professional development between the flex days (Ellen focuses on Flex day activities), as well as DEAC resources
	2. Website has been revamped – includes historical and archival recordings. Check it out!
2. (1:28) Cañada College Brave Space Collective: Dr. Michiko Kealoha, Director of Equity
	1. LGBTQ+ team being set-up to create and publish written works. It is possible to share written works that can be published with an “anonymous” writer
	2. Helping to co-host Queer conference
	3. Bringing back Trans-cend
	4. Many PD opportunities coming up, including: NCore; A2Mend
3. (1:34) INFORMATION: **We are fully in support of our undocumented community and our undocumented students and their rights.**

**If you become aware of immigration enforcement activities on campus:**

1. **NOTIFY the President’s Office** **immediately.** No employee outside of the President’s Office is authorized to accept legal documents from immigration enforcement officers.
2. **DOCUMENT and provide the President’s Office with all details of immigration enforcement activities as soon as possible.** Include time, location, officer name/credential, and details of officer’s request, if known.
3. **ESCORT** **officers to the President’s Office**. If you do not feel comfortable escorting officers, contact Public Safety at (650) 738-7000 to assist. You are prohibited from giving consent for an immigration officer to enter any non-public area of campus (e.g. classrooms, office areas, etc.). If an officer arrives in the evening when the President’s Office is closed, please contact Public Safety.

Please bookmark [smccd.edu/undocu](https://smccd.edu/undocu/) to connect with campus, community, and legal resources. Additional information will continue to be added to the website over time.

      

**Pick Up Free Red Cards in the Division Office**
[Red Cards](https://www.ilrc.org/red-cards-tarjetas-rojas) from the Immigrant Legal Resource Center outline key constitutional rights for everyone, regardless of immigration status. Red Cards are available in both English and Spanish. Please encourage students and colleagues to pick up a free card at:

Building 5

* Outreach (Building 5, Room 108)
* Cañada Market  (Building 5, Room, 202)

Building 8

* President’s Office (Building 8, Room 206)
* Office of VPSS (Building 8, Room 209)

Building 9

* Admissions & Records (Building 9, First Floor)
* Welcome Center  (Building 9, First Floor)
* COLTS-U Transfer Center (Building 9, Room 106)
* Undocumented Community Center (Building 9, Room 118)
* EOPS (Building 9, Room 133)
* VROC (Building 9, Room 151)
* Learning Center (Building 9, Second Floor)
* Library (Building 9, Third Floor)

Building 17

* Cultural Center (Building 17, Room 107)

Building 18

* Middle College office (Building 18, Room 111)
* SparkPoint office (Building 18, Rooms 106/115)

**1:40** Meeting Adjourned

**Spring 2025 Division Meetings: Please mark your calendars**

*Division meetings are scheduled on the* ***first Friday*** *of every month. Full-time faculty are to attend all meetings. Part-time faculty attendance is appreciated but not required.*

1. TBD, Flex Days, Thursday, 9, TBD
2. Friday, February 7, 12:00-2:00, 3-104
3. Friday, March 7, 12:00-2:00, 3-104
4. Friday, April 4, 12:00-2:00, 3-104
5. Friday, May 2, 12:00-2:00, 3-104

**Reminders:**

* Recurring Zoom Meeting:

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