



Skyline College Academic Senate

Thursdays, 2:10pm-4:00pm

Join us in person: 4-301

Join us on zoom: <https://smccd.zoom.us/j/86803721214>

Academic Senate: “the organization whose primary function, as the representative of the faculty, is to make recommendations to the administration of the college and to the Board of Trustees with respect to [academic and professional matters](#)” (CA CCR Title 5).

Draft Minutes for November 02, 2023

Voting Members

Executive Officers

- **President:** Lindsey Ayotte [votes in ties]
- **Vice President:** Cassidy Ryan-White
- **Secretary:** Jessica Truglio
- **Treasurer:** Sima Karve
- **Past President:** Leigh Anne Shaw [non-voting]

Senators

ASLT:

- Andrea Fuentes

BEPP

- Herlene Grace Beltran
- Tammy Calderon

Counseling

- Joyce Lee
- Mandy Lucas
- Kenny Gonzalez

GLPS

- TBD

Language Arts

- Katie Hern
- Jarrod Feiner
- Janice Sapigao

KAD

- Amber Steele

SPWD

- Alexa Moore

SSCA

- Rika Yonemura-Fabian
- Kathy Zarur
- Jennifer Merrill

STEM

- Miranda Wang
- Michael Song
- Kolo Wamba

CTE Senator

- Soledad McCarthy

Part-Time Faculty

- Sujatha (Suji) Venkataraman
- Maryam Khan
- Jessica Silver-Sharp

Voting members: 22

Simple majority: 13

2/3: 15

Non-voting Members

Governance Committee Chairs

- **Curriculum Co-Chairs:** Jessica Hurless & Bianca Rowden-Quince
- **Professional Personnel:** Lynsey Hemstreet

Advisory Members

AFT

- Marianne Kaletzky

ASSC

- Win Shwe Yee

Classified Senate

- Marisa Thigpen

PD/CTTL

- John Ulloa

SEED

- TBD

Guided Pathways

- Herlene Grace Beltran and Jessica Hurless

OER Liasson

- Ame Maloney



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1.0 Opening Procedures and Welcome

1.1 Call to Order/Establish Quorum

Presenter: President Ayotte

Time: 1 minute

Notes:

1.2 Senate Networking

Presenter: President Ayotte

Time: 10 minutes

Notes:

1.3 Adoption of Agenda

Presenter: President Ayotte

Time: 1 minute

Notes:

A motion to adopt the agenda was made by Vice President Ryan and was seconded by Senator McCarthy. A rollcall vote was taken and all present voting members approved the agenda.

1.4 Adoption of Minutes

Presenter: President Ayotte

Time: 1 minute

Notes: Approval of minutes from October 19, 2023 meeting

A motion to approve the minutes from [October 19, 2023](#) meeting was made by Senator Lucas and was seconded by Senator Feiner. A rollcall vote was taken and 18 members voted to approve with 2 abstentions.

1.5 Adoption of Consent Agenda

Presenter: President Ayotte

Time: 1 minute

Notes:

Consent agenda was passed with no discussion.

District Dual Enrollment Task Group

Grace Beltran

District Class Maximum Sub-Committee

Rika Yonemura Fabian



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1.6 Public Comment

Presenter: President Ayotte

Time: 10 minutes

Notes:

Senator Fuentes: Reminded faculty to look out for more information regarding the District AI and VR/AR conference coming up on January 11, 2024.

Senator Beltran: Please share the upcoming registration event in collaboration with Outreach and Counseling: we would like to invite you all to join us in the Quad during College Hour (12:00-1:00 PM) on Wednesday, November 8th. Our goal is to increase enrollment by providing this space for you all to promote your Spring classes and programs. This opportunity will also give students a chance to get to know their instructor(s) and campus staff to build engagement and a community of support.

Senator Shwe Yee: Please keep in mind our students who may need extra support due to the events happening around the world.

2.0 New Senate Business

2.1 PD Coordinator Proposal

Procedure | **Information** | **Discussion** | **Action**

Presenter: John Ulloa, Bianca Rowden-Quince, Susan Khan

Time: 20 minutes

Notes: A presentation was shared regarding the proposal for a district professional development coordinator: [District PD Support Proposal rev 10232023.docx](#)

Following the presentation, a discussion ensued which included questions about the process for choosing the coordinator, how the position would be structured as well as the need for full time release. Senate members were encouraged to reach out to John, Bianca or Susan with additional questions or feedback. This plan will be shared with district academic senate where a formal recommendation will be made to the Chancellor.

A motion was made by Senator McCarthy and was seconded by Senator Hemstreet to extend time by 3 minutes.



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2.2 Ombuds Office Services and Access

Procedure | **Information** | **Discussion** | **Action**

Presenter: Dr. O'KenZoe Selassie

Time: 15 minutes

Notes: Dr. O'KenZoe Selassie met with Senate to present to provide updates regarding the District Ombuds Office. His plan included changing the name to Office of Collaborative Resolution moving forward. Any faculty interested in Ombuds services should reach out to Dr. Selassie for his support.

2.3 CPL Update

Procedure | **Information** | **Discussion** | **Action**

Presenter: CPL Team: Jarrod Feiner, Teresa Morris, Marianna Beck, Gina Ciardella Palmer

Time: 15 minutes

Notes: The CPL team shared important updates regarding the progress with credit for prior learning. Presentation

[CPL Presentation](#)

[CPL Event](#)

2.4 Collegiality Statement

Procedure | **Information** | **Discussion** | **Action**

Presenter: President Ayotte

Time: 5 minutes

Notes: District Academic Senate has proposed that the final draft of the district collegiality statement be approved by all 3 college in the district. You can view the final draft [here](#).

A motion was made by Senator Steele and was seconded by Senator Lee to approve the statement. One suggestion was made by Past President Shaw to change the last spring to exact year. A roll call vote was taken with all present voting members in approval.

2.5 2023 Fall Plenary Resolutions Packet

Procedure | **Information** | **Discussion** | **Action**

Presenter: President Ayotte

Time: 25 minutes

Notes: Academic Senate will review and discuss the proposed plenary resolutions for debate at the Saturday November 18, 2023 fall plenary voting session. You can view a current draft of the proposed resolutions [here](#).



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Time was given for members to review the proposed resolutions with no discussion or questions.

3.0 Standing Agenda Items

3.1 Committee Reports

Procedure | Information | Discussion | Action

Presenter: ASSC Rep, CTE , CTTL Curriculum, SPARC, Professional Personnel, FTEFAC, IEC tri-chair, Classified Senate, AFT Reps, , Guided Pathways,

Time: 15 minutes

Notes:

ASSC: No current report, all activities are finished for this semester with plans beginning for Spring 2024. ASSC has received some feedback from faculty regarding the timely publication of events and a concerted effort will be made.

CTE: CTE day is Friday, November 3rd with 250 high school students planning on attending.

PPC: The next award application will be the Hayward award. Please look for more information soon.

Curriculum: Program review is underway and the last deadline for any course updates is the December 6th meeting. Continuing to work on AB 1111 and 928.

FTEFAC: Presentations were held this week and those went well with the committee working on ranking the requests now.

AFT: Tentative contract agreement has been reached. Please look for contract to come through for your vote. The ballot will open on November 15th. Special meeting will take place Friday, November 3rd.

4.0 Announcement and Closing Procedures

4.1. Final Announcements

Presenter: President Ayotte

Time: 5 minutes

Notes:

4.2. Motion to Adjourn

Presenter: President Ayotte

Time: 1 minute

Notes: The next meeting of the Fall 2023 semester is on Thursday November 16, 2023. If you would like to request an item be put on the agenda (Consent, discussion, action or information) please submit your request for the next meeting by Tuesday November 7, 2023 by 12:00pm. You can request an agenda item [here](#)



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Academic and Professional Matters, AB 1725 “10 + 1”

1. Curriculum, including establishing prerequisites and placing courses within disciplines
2. Degree and certificate requirements
3. Grading policies
4. Educational program development
5. Standards or policies regarding student preparation and success
6. District and college governance structures, as related to faculty roles
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports
8. Policies for faculty professional development activities
9. Processes for program review
10. Processes for institutional planning and budget development
11. Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate