<table>
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<tr>
<th>Item</th>
<th>Presenter</th>
<th>Time</th>
<th>Details</th>
<th>Action/Procedure/Information</th>
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| Call to Order | President | 1 | Time: 1:17 p.m.  
Timekeeper will be: Tiffany | Procedure |
| Introductions | Members present: whole Governing Council minus Fermin and Hellen.  
Members absent: Fermin and Hellen.  
Guests: Vanson Nguyen and Sonia Sharma (both SMT) | Procedure |
| Adoption of the Agenda | President | 1 | Revisions: Instead of SEEED/PEDAC it should say SEEEED  
M: TS /S: / SF U | Action |
| Approval of the September 14, 2012 Minutes | President | 1 | Revisions: Members present, whole Governing Council minus Fermin; Donna Bestock and Christine Roumbanis.  
M: NN /S: / AT U | Action |
| Public Comment | President | 3 | 3 minutes will be allowed per speaker.  
Chip: Concern was voiced by faculty about people’s private e-mails being disseminated in group e-mails. | Information |

### Agenda Item

#### Officers’ Reports and Standing Committees

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<tr>
<th>Chairs/creds</th>
<th>20</th>
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**President/Vice President**

a. State Senate Area B meeting is on Friday, October 19, 10-3 at College of Alameda. All faculty are welcome to attend and there is no registration required. More information at [http://asccc.org/session/area-meetings](http://asccc.org/session/area-meetings)

b. CCCs have a new permanent chancellor: Dr. Brice W. Harris, formerly of Los Rios College. Replacing Erik Skinner who was interim after Jack Scott retired.

c. ASCCC president Michelle Pilati has responded to Robert Shireman’s article in the SF Chronicle which criticizes and demeans faculty senates. More info on AS web page.

d. Governor has signed SB 1456 written by Senator Lowenthal designed to address the portions of SSTF report that say that we need to focus on counselling, matriculation, and student support.

e. College Council had its first meeting of the year on Sept 26th.

f. AS should examine the philosophy of shared governance, located at [http://www.skylinecollege.edu/sharedgovernance/index.php](http://www.skylinecollege.edu/sharedgovernance/index.php). Faculty are asked to contribute any questions, concerns, or comments, and these will be forwarded to College Council.
i. Shared Governance Evaluation
ii. Focus on tightening processes for Planning
iii. Strategic Priorities document, newly drafted.
iv. Pages 1-9 of the Guide to Evaluating Institutions

Feedback on compendium of committees – as discussed at our last meeting, the reason AFT and CSEA are not included on the compendium is because they are not shared governance committees. However, it’s being discussed whether to include them as well as the other two bargaining units on campus.

h. AS is asked to invite administration in on discussions regarding the faculty selection process, as the second tier of hiring is administrative.

i. Regarding the suggestion of having two days set aside in Spring to work on SLOs, the purpose of the newly refashioned division meeting agendas should hopefully take care of that need, and if more time is needed, it will be arranged.

j. We’re choosing our date for our accreditation site visit – it will take place in mid-October 2013.

College Budget Committee - no report.

District Academic Senate/District Shared Governance
k. DAS will meet Monday, October 8th.
l. DSGS will meet Monday, October 1st.

Other reports
m. Classified Council – Linda Allen reports that she will be attending AS meetings to give reports and updates, as Leigh Anne will also do with Classified Council. This month, Classified Council talked about changes in the public safety office.

Senate by-laws and constitution
n. AS is asked to review by-laws and constitution and make recommendations for revisions. DAS is also looking at this and the conversations will inform each other. We will discuss this at our October 26th meeting. All info can be found on the web site.

Treasurer

The automatic enrollment period for the faculty dues payment has ended, but faculty can still pay their $25 dues by making a check payable to the Academic Senate of Skyline College. Checks can be sent it to Tiffany Schmierer, AS Treasurer.

Research

A meeting is tentatively scheduled for October 25, 2012 with David Ulate to discuss IRB.

Curriculum Committee Report:
The Skyline College Curriculum Committee met on Wednesday September 19th. In brief we covered the following issues.

1) Administration and faculty are being asked to look at our course offerings and to remove programs and classes that we no longer offer. This will do 2 things; 1) clear up confusion of students who see classes and programs that are in the catalog but that we have not offered in a long time. 2) Ensure that we can evaluate all classes for SLO’s.

2) The 6 year comprehensive program review document used by Skyline College is being updated. The process is supposed to be
streamlined and updated to facilitate better dissemination of the information and results gained by the process. In conjunction with other updates and processes, the CC realized that a 6 year process is too long a wait for review. While we do not call it a review, most programs do planning in conjunction with their Deans.

3) Submit annual work and budget plans. The CC plans on combining these annual plans with SLO activities to make an annual review that will supplement and scaffold the comprehensive 6 year program review.

4) A forum on TMC is tentatively scheduled on October 24th to educate the campus community on the importance and advantages of the TMC.

5) The CC discussed the Selected Topic Courses. 665 and 667. The names of these courses may need to be changed so that students do not run into repeatability problems.

6) The CC continues to train and discuss the use of CurricUNET, and how the general community can better use this resource.

Educational Policy  No report.

Professional Personnel  Waiting for monies. Otherwise no report.

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<tr>
<th>Other reports</th>
<th>Chairs/rep</th>
<th>15</th>
<th>ASSC  No representative/report.</th>
<th>Information</th>
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<td></td>
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<td>AFT  Remind everyone to register to vote and talk with colleagues about Prop 30 and 32. The Union position is that Prop 32 inhibits unions from contributing to political campaigns while allowing corporate interests and SuperPACs to continue to donate. It would hugely impede our union’s ability to bargain on our behalf.</td>
<td>Information</td>
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<td></td>
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<td>Classified Council</td>
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<td></td>
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<td></td>
<td>SEEED  There was a retreat in August where the vision for the next 1-2 years was developed. There will be a meeting on 10/23. They are planning to update the website and are discussing how to share their findings. There is concern that if they are public they will be taken out of context.</td>
<td>Information</td>
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**New Senate Business**

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<tr>
<th>Approval of Faculty selection Committee – Biology</th>
<th>President</th>
<th>3</th>
<th>Faculty selection committee for Biology position: Nick Kapp, Ilkka Koskelo, Melissa Michelitsch, Pat Carter (classified), Ray Hernandez (dean). Chair not selected yet.</th>
<th>Action</th>
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<tr>
<th>District Policies</th>
<th>President</th>
<th>20</th>
<th>The Senate is asked to review and approve the following district policies: 2.02 Chancellor of the District 2.28 Safety, Injury, and Illness Prevention Program 2.34 Computer and Network Use 6.01 Philosophy and Purpose 7.41 Disabled Students Programs and Services (DSPS) 7.43 Student Financial Aid Programs 8.33 Auxiliary Services 8.40 Risk Management 8.47 Study/Travel Tours 8.55 Conference Attendance and Travel</th>
<th>Action</th>
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<td></td>
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<td>AT: What is the legal obligation to have nurses on campus during instructional hours?</td>
<td>Information</td>
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<td></td>
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<td>M: MM / S: NN / U</td>
<td>Information</td>
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<p>| Continued Discussion on | Nick Kapp and Melissa Michelitsch | 20 | Nick and Melissa will conduct a further discussion on hiring procedures with recommendations for action by the Senate. | Action |</p>
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<th>Event</th>
<th>Proposal/Information/Action</th>
<th>Description</th>
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<td>Hiring procedures</td>
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<td>A document outlining no longer existent practices and not well-known practices was shared. MM recommends having discussion with the faculty as a whole to educate them on the current policy and to provide all faculty with a chance to voice their opinions. Debbie Carrington is interested attending and sharing her experiences with the policy. Concern for the right way to proceed with this information was voiced by many. i.e. Should we have an educational forum with faculty? Should we discuss it at division meetings? Should we take it to DAS? Action: Recommend that division representatives (or their designee) discuss the issue with their Deans and/or Divisions, and they will report back to AS at the next meeting to recommend a next action. M: ZB/ S: SA/ U</td>
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| ASCCC awards open for nominations | President 2 | Faculty are encouraged to nominate colleagues and campus programs for the following:  
- Exemplary award: [http://asccc.org/awards/exemplary](http://asccc.org/awards/exemplary)  
- Hayward award: [http://www.asccc.org/awards/hayward](http://www.asccc.org/awards/hayward)  
- Regina Stanback-Stroud Diversity Award: [http://www.asccc.org/awards/diversity](http://www.asccc.org/awards/diversity) |
| Senate by-laws and constitution | President 15 | Our by-laws and constitution need review and revision. Leigh Anne has recommended some changes – additional revisions are requested. Senate is asked to review these proposed changes for a discussion at the next meeting.  |
| Future meetings and agenda items | President 3 | The next meeting will be October 12, 1:10 pm in room 6203.  
VPI Sarah Perkins will address the Senate on October 26. Please ask constituents to contribute questions for her.  
Future agenda items:  
- By-laws and constitution  
- Senate handbook  
- Staffing plan coming out of the IPC.  
- Integrated marketing plan |
| Adjourn | | M: CC / S: SF / U |

Respectfully submitted 9/28/12 by Melissa Michelitsch