## Governing Council Cabinet 2013-2014

- **Leigh Anne Shaw**
  - President
- **Kate Williams Browne**
  - Vice President
- **(vacant)**
  - Secretary
- **Tiffany Schmierer**
  - Treasurer

## Committee Chairs/Reps

- **Nick Kapp & Jacqueline Escobar**
  - Curriculum Co-chairs
- **Stephen Fredricks**
  - Educational Policy
- **Zachary Bruno**
  - Professional Personnel
- **Mousa Ghanma/Melissa Michelitsch**
  - Research
- **(vacant)**
  - AFT Rep (ex-officio)
- **Nicole Harris**
  - ASSC Rep (ex-officio)

## Division Representatives

- **Ed Yee/Richard Claire**
  - Business
- **Nate Nevado**
  - Counseling
- **Nathan Jones**
  - Language Arts
- **Amber Steele**
  - KAD
- **Tony Jackson**
  - SSCA
- **Carmen Velez**
  - SMT

## Standing Agenda Item

<table>
<thead>
<tr>
<th>Stand</th>
<th>Presenter</th>
<th>Time</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-15</td>
<td>President</td>
<td>1</td>
<td>KW Browne &amp; S Fredricks; Present: Shaw, Browne, Schmierer, Jones, Nevada, Yee, Nicole Harris [ASSC], M Ghanma [Research], C Velez, S. Broxholm [guest], S Perkins [VP-I], [Late]: Z. Bruno, J. Escobar, A Steele, N Kapp Absent: T. Jackson, R. Claire, M. Michelitsch</td>
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<tr>
<td>1-16</td>
<td>President</td>
<td>0</td>
<td>M: Browne /S: Fredricks/U</td>
</tr>
<tr>
<td>1-17</td>
<td>President</td>
<td>1</td>
<td>M: Schmeier /S: Nevada /U</td>
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<tr>
<td>1-18</td>
<td>Public</td>
<td>3</td>
<td>Three minutes will be allotted per commenter. S. Broxholm: Concern re no adjuncts getting initial interview in Math hiring; Comments about hiring from “Inside/Outside,” such as cost of bringing in new faculty, effects on faculty morale [example of Peralta CC of preference], and of high number of recommended desired qualities [Ventura CC caps at 5]. Shaw thanked her &amp; commented on AS’s discussion at opening day meeting. Invited her to request that it be agendized in future as no action can be taken in this segment of the meeting; Ghanma noted that Chemistry did interview all adjuncts who applied.</td>
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## Call To Order and Approvals

<table>
<thead>
<tr>
<th>Call to Order and Approvals</th>
<th>Presenter</th>
<th>Time</th>
<th>Details</th>
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<tbody>
<tr>
<td>Call to order</td>
<td>President</td>
<td>1</td>
<td>1:10 pm</td>
</tr>
<tr>
<td>Roll</td>
<td>Secretary</td>
<td>1</td>
<td>KW Browne &amp; S Fredricks; Present: Shaw, Browne, Schmierer, Jones, Nevada, Yee, Nicole Harris [ASSC], M Ghanma [Research], C Velez, S. Broxholm [guest], S Perkins [VP-I], [Late]: Z. Bruno, J. Escobar, A Steele, N Kapp Absent: T. Jackson, R. Claire, M. Michelitsch</td>
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## Officers’/Standing Committees’ Reports

- **President’s/Vice President’s reports -**
  - [College Governance](#) – meets Sept 25.
  - [College Budget](#) – meets Sept 12.
  - [Institutional Planning](#) – meets Sept 11.
  - District (DAS, DPGC, DSPC) – DAS meets Sept 9; DPGC meets Oct. 7; DSPC meets Sept 9.
  - Nominees for Student Success Award from Chancellor’s Office, good for College. Go to [http://www.skylinecollege.edu/academicsenate/index.php](http://www.skylinecollege.edu/academicsenate/index.php) to learn the criteria.
Faculty Selection Guidelines being improved, more work to be done re: hiring Adjuncts; District AS will be discussing. Shaw is working with Joel & Carrington at District Office on this.

Compendium of Committees is in progress.

[+]([-] Grading: vote already complete but questions about the language; is it really optional? Clarification being sought.

FTEF allocation process: Perkins & Shaw are working on making process more transparent & involvement clearer.

Dean of Counseling Search Committee- committee approved; disbanded for irregularities & Noel Corral made Interim. Now, new members suggested: Nate Nevada & Jessica Lopez; AS agrees for these two; more additions will come next mtg for full approval; N. Jones question about joining, will contact Joi Blake & Mary Gutierrez.

Treasurer’s Report – Automatic enrollment is finished, may forward checks to Schmierer.

Research – Deans have been emailed with Committee membership; meeting planned for goals & function, hope to meet monthly.

Curriculum – Not met yet, working on Calendar, Dates will need to be firm. CurricUNET has been working for 1 year, so now 1st reading is on CurricUNET, then faculty get suggestions & will attend 2nd reading. Possibility of increasing Faculty representation on Committee. Discussion followed about deadlines and step-by-step process, including Faculty & Dean participation, and who is troubleshooter. Should be Agendized for a full discussion.

Ed Policy – Not met yet; plan for Tuesday 9/3

Professional Personnel – No report, plan for last week September.

Other Reports

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<th>Reps</th>
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<tr>
<td>5</td>
<td>ASSC – just getting started.</td>
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<td></td>
<td>AFT – No rep yet</td>
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<td></td>
<td>SEEED – N. Jones, nothing major to report yet.</td>
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<td></td>
<td>Classified Senate – No report [Absent, Linda Allen].</td>
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<tr>
<th>New Senate Business</th>
<th>Presenter</th>
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</table>
| Visit by Vice President of Instruction | Perkins | 10   | Greeting by Dr. Sarah Perkins, VPI. Important items on Skyline’s horizon.  
Extreme Saturday: faculty participation was great. Got High School who start process & disappear; had 150 students completely prepared;  
Fall start-up: Skyline ahead on all fronts; % FT students is high & highest enrollment of District.  
Communication: will meet with Shaw regularly  
Accreditation: 2 volume masterpiece has been sent! ; Amir Esfahani is formatting a ‘short guide to accreditation’  
New initiatives: 16 new FT faculty- Boot-up orientation by CTTL[B Fisher & N Floro, R Flores] & will be semester-long;  
AS request for current faculty get this info; attend an AS mtg.  
HipHop Arts & Communication: start-up w/N. Jones & N Nevada  
Study Abroad: opportunities to take short trips with students, |

Action/Information | Information |
different than the District; Skyline initiative

Administration: Brian Besnyck will work with Norris now, will get a new receptionist.
Tech plan- getting improved from difficulties procedures & ordering.

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<tbody>
<tr>
<td>“Test” alternate meeting dates</td>
<td>Shaw</td>
<td>5</td>
<td>Suggested dates for testing out an alternative meeting date to Fridays. <a href="http://www.skylinecollege.edu/academicsenate/schedule.php">www.skylinecollege.edu/academicsenate/schedule.php</a> Will try to change meeting time to 4th Wednesday. Confirmed for 9/25 as a test date, suggested 10/9 also, both @ 4-6 pm room 6203. Watch AS web page for changes.</td>
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<tr>
<td>Orientation for new and continuing senators</td>
<td>Shaw</td>
<td>45</td>
<td>Review purpose and role of AS within state, district, and local governance. State regulations, methods of communication, preparation for meetings, individual roles, the participatory governance process, and important events. See Video and PPT, Senate Jeopardy. Discussion on effective communication methods for reporting to divisions: Regular Report @ Division mtg.; Targeted email with specific issues/topics &amp; AS link to either all Faculty, or Program Coordinators, Twitter w/bullet points, Audio-record/YouTube w/target issues.</td>
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Announcements

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<th>Duration</th>
<th>Description</th>
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<tbody>
<tr>
<td>Announcement</td>
<td>Shaw</td>
<td>1</td>
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Adjourn

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<tr>
<td>Adjourn</td>
<td>Shaw</td>
<td>1</td>
<td>M:Schmierer/S: Yee/U Minutes submitted by: Kate W Browne- check with Stephen Fredricks taken with SmartPen, additions made by Leigh Anne Shaw</td>
</tr>
</tbody>
</table>

2. Click on Minutes and Agendas.
3. Scroll to the appropriate meeting date.
4. Open attachments in the Materials column.

*Materials presented at this meeting are located on the Academic Senate web page.