Opening Procedures

<table>
<thead>
<tr>
<th>Item</th>
<th>Presenter</th>
<th>Time</th>
<th>Details</th>
<th>Action/Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call to order</td>
<td>President</td>
<td>0</td>
<td>Meeting called to order at 2:15pm.</td>
<td>Procedure</td>
</tr>
<tr>
<td>Roll/Introductions</td>
<td>Secretary</td>
<td>1</td>
<td>Kate Williams Browne, Dennis Wolbers, Jessica Hurless, Yancy Aquino, Leigh Anne Shaw, Mousa Ghanma, Shawna Whitney, Amber Steele, Jacqueline Escobar, Ray Hernandez (guest), Marlon Gaytan (ASSC), Tiffany Schmierer, Zach Bruno</td>
<td>Procedure</td>
</tr>
<tr>
<td>Consent agenda</td>
<td>President</td>
<td>0</td>
<td></td>
<td>Action</td>
</tr>
<tr>
<td>Adoption of today’s agenda</td>
<td>President</td>
<td>1</td>
<td>M: Ghanma /S: Escobar/U</td>
<td>Action</td>
</tr>
<tr>
<td>Adoption of the minutes of previous meeting</td>
<td>President</td>
<td>1</td>
<td>M: Hurless /S: Wolbers/U</td>
<td>Action</td>
</tr>
<tr>
<td>Public Comment</td>
<td>Public</td>
<td>3</td>
<td></td>
<td>Information</td>
</tr>
</tbody>
</table>

Standing Agenda Items

<table>
<thead>
<tr>
<th>Item</th>
<th>Presenter</th>
<th>Time</th>
<th>Details</th>
<th>Action/Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee reports</td>
<td>Reps and officers</td>
<td>40</td>
<td></td>
<td>Information</td>
</tr>
</tbody>
</table>

President’s/Vice President

**College**

- [College Governance Council](#) - Academic Calendar
- Photos for updating AS webpage - Senate directed Browne to update photos on web site.
- FTEF Procedures and meeting. Great improvement to process. Deans made presentations to open audience. Committee will meet next week to prioritize. Joint Senate/ILT meeting on November 18 12pm.

**District**

- District Strategic Plan timeline & tasks
  - Data to be collected: Planning assumptions,
environmental scan, competition data, workforce analysis
  o Q: considering how different our campuses are, is it realistic to expect that a District Strategic Plan will be able to reflect those differences?
  o DAS will meet 11/17- agenda to include Sabbatical discussion & possible resolution
  o DPGC met 11/3 – discussed resource allocation model
  o District Bond Measure Results.

State
  o Area B Meeting [Fredricks] -
  o State Plenary – Resolutions of interest
  o CTE Leadership Committee Call for Leadership (see Materials)

**Treasurer’s Report** no report

Standing Committee Reports
  o **Research** - Ghana spoke with McVean to work on the formal IRB committee.
  o **Curriculum** – Regional meeting 10/17.
    o Department name change: TCOM is now Network Engineering Technologies.
    o Six new certificates presented, but not all accepted yet, from Accounting and ESTM.
  o **Ed Policy** no report
  o **Professional Personnel** - Bruno will arrive late, asked Browne to share that PP will meet next week to consider the Hayward Award for Excellence in Education. This year, Hayward Award will change to open access

Other reports

<table>
<thead>
<tr>
<th>Item</th>
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<th>Time</th>
<th>Details</th>
<th>Action/ Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.A./B.S. degrees update.</td>
<td>Wolbers, Hernandez</td>
<td>5</td>
<td>SMCCCD choice is Respiratory Therapy (Sky). Academic senate is asked to review a resolution in support of RPT as the district choice.</td>
<td>Action</td>
</tr>
</tbody>
</table>

SB 850 allows for CCCs to pilot the offering of B.A./B.S degrees at the CCC. Criteria:
  o Only one per district (there are 72 districts)
  o May not compete with an existing program at the CSU/UC in the region.
  o Full accreditation of the offering college.
  o Program must already have an established pathway to the B.A. degree.
21 other states have granted baccalaureate degrees at the community
college level. Career Tech appears to be a focus. Respiratory Therapy is applying to be the candidate for the SMCCCD. (See materials for resolution by Skyline College Curriculum Committee in support of RPTH to apply.

M: Ghanma / S: Steele / Unanimous voice vote

<table>
<thead>
<tr>
<th>Student Equity Plan</th>
<th>Garcia</th>
<th>10</th>
<th>Review, Questions, and Vote on Skyline’s Final plan. (See Materials.)</th>
</tr>
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<tbody>
<tr>
<td></td>
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<td></td>
<td>A handout summarizing the Equity Plan was distributed. 5 areas of success indication: Access, Course Completion, ESL/Basic Skills Completion, Degree/Certificates Awarded, Transfer. Garcia shared that the draft is still going through changes and modifications. Approval comes from the BOT and it is scheduled to be presented on November 24. We are required to have the plan updated every 3 years. Skyline will receive over $100K of SSSP per year over 3 years for being in compliance with having submitted an accepted plan. Example: Access: PRIE examined Skyline students in San Mateo County and Skyline Students outside of San Mateo county. No disproportionate impact seen. Goal 1: Increase access for African Americans. Of foster youth who finish high school, less than 2% will enroll in college, so Goal 2: Increase foster youth student population. Senate concerns: • Much of the plan is very prescriptive, mandating large actions that will impact faculty in potentially unsustainable and impractical ways. Examples are the goals to have faculty undergo training in the area of counseling to teach transfer as part of their curriculum. • Much of the plan relies on the need for regular data access, to make significant changes, yet there is inadequate support in the PRIE. • Language in the plan is not clearly linked to specific goals from the affected departments, calling into question the source of the insertion of items into the plan. • Mandates to professional development do not come with assurance that faculty can even attend the professional development because there is so little support for conferences, substitutes, and release time for training. There is even less such support for part-time. • ESOL faculty see that changes were made to the plan since the last time they were consulted. The current draft mandates that ESOL faculty will adopt a particular curriculum; however, curriculum is the purview of the discipline faculty. The senate expressed that it may be premature to vote on the document considering that it is still in transition and in view of the concerns stated by the body.</td>
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Requests:
- That faculty of affected departments be pulled in for consultation and collaboration.
- That the plan acknowledge that not all departments have similar transfer/degree populations.
- That the plan's intent to train faculty to include in-class tutoring and advising be evaluated for its realistic application (i.e., professional development about transfer and student support with the intent that all faculty implement them, which is far beyond the scope of the course content and faculty expertise)
- That the plan acknowledge the percentage of part-time faculty who will also be expected to engage in this professional development and implementation, but with the limitations that their part-time status presents.
- That the plan reflect the understanding that the PRIE is severely underresourced and unable to produce the amount data that faculty require in implementing the plan.

The Senate opted not to vote on the plan and requested that it be presented again at the meeting on Nov 20th.

| C-ID update | Escobar | 5 | C-ID became part of transfer degrees. Goal: create state numbering systems so that when students transfer, the alignment is clear. Normal articulation is 1:1 articulation, but C-ID is 1:all articulation saving effort in approvals from multiple colleges. Skyline has aligned 90% of our courses and is nearing the June 2015 deadline to have all courses included in the transfer degrees be C-ID approved by that date. Backlog at the approval level. Q: How does a faculty member know when the C-ID has changed, and therefore it is needed to re-submit? A: Faculty can register on the state C-ID web site and be alerted via list-serve notices. CSUs have given CCCs clearance to determine what is a baccalaureate course, but the UCs have not given that permission, so we have to submit courses directly to the UC. A course could be approved by CSU and not by UC. |
| Strategic Planning & Allocation of Resources [SPARC] | Ghanma, Whitey, Browne | 10 | This topic was tabled for the next meeting. De-brief of new Resource Allocation Plan. (See materials.) |
| Study Abroad Committee | Schmierer | 2 | Schmierer updated on committee work - working on by-laws and meeting on December 3rd to look at applications for Fall 2016. London and Florence. |
| AB 86 progress and forum | Shaw | 1 | Shaw updated on AB 86 legislation and local ACCEL consortium. Mid-term report was submitted outlining general structure of the alignment of the CCC and Adult Schools in north county. A well-attended forum occurred on Oct 14 involving members of the community and CCC and Adult Schools. Parallel issues have surfaced, namely that of the Common Assessment Initiative, which is creating a mandatory common placement instrument for all CCCs to use; it is not intended to include Adult Ed, so this is in conflict with the collaboration that AB 86 is creating with Adult Ed. The two pieces of legislation were created without the foresight that they might have to collaborate, and are proceeding without collaboration. |
| Academic Calendar 2015-2016 | Browne | 10 | This topic was tabled for the next meeting |
Flex days and academic calendar have been approved by the BOT. Flex days to include the day before Thanksgiving. Final days of classes Dec 18 and May 27.

This topic was tabled for the next meeting.

(See Materials.)

Article IV – Meetings. Specifically, consideration of the following addition:

Section 5. In non-controversial and urgent voting matters that require immediate Senate action in order for the work of the college to move forward (i.e. approval of hiring committees or other purely procedural and time-sensitive actions), strictly in cases when the Senate will not meet within two weeks’ time due to interruptions to its normal calendar meetings, the Senate may consider the following options:

- meet in asynchronous time (i.e. via email, teleconference, or electronic communication) in order to render votes that can allow campus work to continue. Such meetings will be initiated by the president or designee, who will give instructions to the Council, and who will be responsible for tallying all votes cast. In cases where the vote proves to be controversial, such meetings will be suspended and the topic will be tabled until the next scheduled meeting.
- empower the president to act on behalf of the senate. (Specify circumstances)

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Skyline College Academic Senate will record the votes of all members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.

Where the minutes reflect "see materials," refer to the Materials section of the posted minutes and agendas page on the Academic Senate web page, located at http://www.skylinecollege.edu/academicsenate/index.php.