# 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>2:10pm</td>
<td>Procedure</td>
</tr>
<tr>
<td>Roll/Introductions</td>
<td>Secretary</td>
<td>1</td>
<td>Marlon Gaitan (ASSC), Dennis Wolbers, Jessica Hurless, Tatiana Irwin, Shawna Whitney, Mousa Ghanma, Jacque Escobar, Yancy Aquino, Stephen Fredricks, Zach Bruno, Leigh Anne Shaw, Kate Browne, Amber Steele, Tiffany Schmierer, Angelica Garcia, Dean of Counseling, guest.</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: Bruno / S: Ghanma/U</td>
<td>Action</td>
</tr>
<tr>
<td>Adoption of the minutes of previous meeting</td>
<td>President</td>
<td>1</td>
<td>M: Wolbers / S: Fredricks/ Aquino, Escobar, Whitney</td>
<td>Action</td>
</tr>
<tr>
<td>Public Comment</td>
<td>Public</td>
<td>3</td>
<td>No public comment.</td>
<td>Information</td>
</tr>
</tbody>
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# Standing Agenda Items

<table>
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<tr>
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</table>
| Committee reports                         | Reps and officers | 30   | President’s/Vice President  
  - [College Governance Council](#) 1st mtg 9/24  
  - [Budget and Planning Council](#) –1st mtg 9/11  
  - District [DAS](#) - 1st mtg Mon 9/8. Agenda Items include Feedback on Opening Day Flex Activities, Ratification vote of Appendix G, Presence of Non-Students on Campus [Policy 6.39], Faculty Hiring/Selection Handbook- next steps, Textbook costs, Faculty Prof Dypt [activities, revenue, STOT 1], Review of Minimum Qualifications.  
  - [DPGC](#) - 1st mtg Mon 9/15 | Information |
• **DSPC** – mtg unscheduled

**State Issues and Information** –
1. SMCCDD received the highest possible ratings [AAA,Aaa] & only CA public higher education institution to receive these ratings.
2. Leigh Anne Shaw has been appointed by the ASCCC to the NonCredit Committee
3. ASCCC Membership Cards for all Governing Board members available in Division offices for distribution.
5. State Bills:
   a. AB-2558 Community colleges: faculty and staff development.
   b. AB-86 Education finance: education omnibus trailer bill re:Adult Education
   c. SB 850, as introduced, Block. Public postsecondary education: community college districts: baccalaureate degree pilot program.
   Details on each bill at [http://leginfo.legislature.ca.gov/faces/billSearchClient.xhtml](http://leginfo.legislature.ca.gov/faces/billSearchClient.xhtml)
6. Brown Act – Shaw reported that changes to the Brown Act include that all votes taken in a public meeting are to be recorded and secret ballots are no longer allowed. It is unclear whether this pertains to elections. ASCCC will address this at the plenary.
7. Student Completion- CCC Chancellor Press Release 8/27/14
   **LOS ANGELES** – The California Community Colleges announced today it will seek to increase the number of students earning certificates, degrees or transferring to four-year institutions by nearly a quarter of a million over the next 10 incoming freshman classes under college completion goals set by the system’s Board of Governors.
8. Basic Skills- State ASCCC inviting discipline faculty in Math, English/Reading & ESL to review & update basic skills course levels & develop the equivalent of C-ID course descriptors using input groups; North region meeting is Oakland Marriott Sept 19 [10-3]
   [http://www.asccc.org/event/basic-skills-cb21-meeting](http://www.asccc.org/event/basic-skills-cb21-meeting)

Treasurer’s Report – the deadline for auto-payment of dues
(deducted from the September paycheck) has passed, but donations are still accepted in the form of a check for $25 made out to Skyline College Academic Senate. See Tiffany Schmierer.

Standing Committee Reports

- **Research** – no report
- **Curriculum** – First mtg was 9/3. Conducted general training for new members. Calendars available in all divisions and online. Approved 3 new DE courses. Considering 5 new certificates in the Hospitality and Tourism Management (HTM) department.
- **Ed Policy** – no report
- **Professional Personnel** – Bruno distributed a graphic to explain the reorganization of Professional Personnel. Summary:
  - Professional Personnel Committee (PPC)'s purview promotes development and growth, considers questions of ethics, recommends faculty awards, and plans faculty social events. Standing committee of SCAS. Bruno is the chair.
  - Program Development Projects Committee (PDP) is a committee of admin/fac/class that makes recommendations for funding proposals submitted to committee for program development from discretionary money (VPI's office). Under CTTL. Bruno is the chair;
  - ACED (formerly PEDAC)'s charge is to recommend flex activities, recommend funding for proposals from new state money for professional development, and to evaluate professional development programs for all employees. Under Governance Committees. Nina Floro is the chair;
  - Professional Development Committee (PDC)'s charge is to make recommendations for funding faculty proposals for long-term and short-term professional development projects from Article 13 funds. Under Governance Committees. Rick Hough is chair.
  - Discussion: Why is PDC not under Senate purview? A: Disagreement between what parts of the charge are AFT's responsibility and what is Senate's. AFT is charged with ensuring access to Article 13, but Professional Development is squarely in the 10+1.

**Other reports**

**Rep and officers**

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**ASSC** – Goal is to increase community among different demographics and attendance patterns. Planning for Disability Awareness Month, Hallowe'en, and Latino Heritage Month. Asking for more faculty presence at ASSC events.

**AFT** – no report
New Senate Business

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<tr>
<td>Approval of Compendium of Committees</td>
<td>President</td>
<td>5</td>
<td>The Senate will review and vote on the faculty appointees to the Compendium of Committees membership. Errata will be reported to the Office of the President for corrections: Spelling - Dick Claire, Leigh Anne Shaw, Stephen Fredricks; Division correction for SCAS – BEPP; SCAS rep from Counseling is Jacquie Escobar; Error in year for Research committee; M: Fredricks / S: Schmierer / U</td>
<td>Action</td>
</tr>
<tr>
<td>Discussion of Proposed Changes to Appendix G of the Faculty contract</td>
<td>President</td>
<td>20</td>
<td>Faculty will share concerns over the proposed changes to Appendix G. The contract is posted for voting, ending Friday 9/5/14. One presentation was given at Opening Day, and faculty were given a week to review the entirety of the document and vote. Feedback to the PETF was attempted by individuals who got a preview of the document in Spring 2014, but was refused. Faculty shared questions and concerns:  - Rushed timeline without sufficient time to review and request adjustments;  - Unclear whether the document will be viewed as a living document that can be changed as needed;  - Lack of fluid communication with District Senate during creation process;  - Online instructors concerned about evaluation language;  - Inequality of frequency of evaluation between full time and adjunct;  - Lack of robust feedback process, preventing faculty from voting with confidence on it despite the pressure to ratify before the ACCJC deadline;  - Structure of the presentation was difficult to absorb at the Opening Day meeting, and insufficient time was given to review and give feedback;  - Recognition of the fact that the October visit is a mid-term report that is designed to check progress on the recommendations;  - Several new faculty were not included on the list-serve that sent the document out for voting;</td>
<td>Information</td>
</tr>
<tr>
<td>Discussion of Minimum Qualifications</td>
<td>President</td>
<td>10</td>
<td>The discussion from the portion of the president's report sufficed for this item. Comments included the concern that SB 850 might cause inequities re: minimum quals as well as issues of minimum quals coming up across the district. The District Senate will take up this matter this semester.</td>
<td>Information</td>
</tr>
<tr>
<td>By-Laws: Term limits and date of start</td>
<td>President</td>
<td>10</td>
<td>Two questions for revision of the by-laws: 1. Should there be term limits for any elected officers? 2. What is the start date of newly elected officers?</td>
<td>Information</td>
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This topic was sunshined and tabled for a future meeting.

**Student Equity Plan**

Angelica Garcia

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Student Equity Plan must be approved by the Senate by September 18th meeting in order to meet timelines for BOT approval.

Dr. Garcia presented information on SSSP and the Equity Plan.

- SSSP replaces Matriculation; guidelines are more stringent than before. Requirements of use of SSSP funding: Orientation, assessment and Placement, Counseling, Advising and Other Education Planning Services, Student Follow-up for At-Risk Students. SSSP plan due in October 17, 2014, being completed by the SSSP/Student Equity Plan Advisory Committee.
- Student Equity Plan is not new; all colleges were required to have one, but now, it is required to develop and update the plan, and it is linked now to SSSP. 5 areas:
  - Access
  - Course Completion
  - ESL/Basic Skills
  - Degree and Certificates Awarded
  - Transfer
- New deadline January 1, 2015, extended from November 21, 2014. Internal goal is to finish the plan by the end of September for sufficient time to review and make changes. October 3 2014 Joint Division Meeting to discuss. Plan will then go to IBPC and College Council. Submit to BOT for 11/20 or 12/10.
- Plan includes:
  - SSSP/Student Equity Advisory Committee
  - Goals to meet expected outcomes
  - Activities
  - Assessment of Goals and Activities
  - Integration of existing efforts to address issues of student equity (Comprehensive Diversity Framework connected)

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**Final Announcements and Adjournment**

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<tr>
<td>Announcements and Next meeting</td>
<td>President</td>
<td>1</td>
<td>Next senate meeting will be September 18, 2:10-4:00pm in room 6203.</td>
</tr>
<tr>
<td>Adjournment</td>
<td></td>
<td>1</td>
<td>Motion to adjourn at 4:04 pm: Fredricks /S: Ghanma / U Minutes submitted by: Leigh Anne Shaw</td>
</tr>
</tbody>
</table>

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