



# Skyline College Academic Senate

Thursdays, 2:10pm-4:40pm

Join us on Zoom: <https://smccd.zoom.us/j/97624129227>

**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 September 2, 2021

### In Attendance

#### Voting Members

##### Executive Officers

- **President:** Lindsey Ayotte [votes in ties]
- **Vice President:** Cassidy Ryan-White
- **Secretary:** Kim Saccio
- **Treasurer:** Rika Yonemura-Fabian
- **Past President:** Kate Williams Browne [non-voting]

##### Senators

###### ASLT:

- **Ame Maloney**

###### BEPP

- *Dick Claire*
- **Filipp Gleyzer**

###### Counseling

- **Jacqueline Escobar**
- **Alberto Santellan**
- **Jessica Truglio**

###### GLPS

- TBD

###### Language Arts

- **Rachel Bell**
- **Jarrold Feiner**

#### Non-voting Members

##### Governance Committee Chairs

- **Curriculum:** Jessica Hurless
- **Educational Policy:** Jacqueline Escobar
- **Professional Personnel:** Bianca Rowden-Quince

##### Advisory Members

###### AFT

- *Marianne Kaletzky*

###### ASSC

- **Anthony Tran**

### (Quorum – 20/25 voting members)

- **Danielle Powell**

###### KAD

- **Amber Steele**

###### SMT

- **Younga Choi**
- **Maryam Khan**
- TBD

###### SSCA

- **Amir Esfahani**
- **Jennifer Merrill**
- **Jude Navari**

###### CTE Senate

- **Soledad McCarthy**

###### Part-Time Faculty

- **Timothy Rottenberg**
- **Jessica Silver-Sharp**
- *Sujatha (Suji) Venkataraman*

**Voting members:** 25

**Simple majority:** 13

**2/3:** 17

###### Classified Senate

- **Marisa Thigpen**
- TBD

###### PD/CTTL

- **Bianca Rowden-Quince**

###### SEED

- TBD

###### Guided Pathways

- *Ernesto Hernandez*

###### OER

- **Ame Maloney**



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## Guests

- Rolin Moe
- Tammy Calderon
- Christopher Collins
- Dr. Nicole Porter
- Tina Watt

## 1.0 Opening Procedures and Welcome

### 1.1 Call to Order

**Presenter:** President Ayotte

**Time:** 1

**Notes:**

### 1.2 Senate Networking

**Presenter:** President Ayotte

**Time:** 5

**Notes:**

### 1.3 Adoption of Agenda

**Presenter:** President Ayotte

**Time:** 1

**Notes:** Senator Maloney motioned; Senator McCarthy seconded. Approved by unanimous vote.

### 1.4 Adoption of Consent Agenda

**Presenter:** President Ayotte

**Time:** 1

**Notes:** President Ayotte moved to remove Kolo Wamba and Rachel Cunningham’s tenure committees, because there have been changes made. Curriculum Chair Hurlless seconded. Approved by unanimous vote. Secretary Saccio moved to approve Consent Agenda; Vice President seconded. Approved by majority vote. (One abstention.) Approval of Rachel Cunningham's tenure committee, with new chair, is now item 2.1 in the agenda.

#### 1. Approve Tenure Committees

Faculty	Year of Evaluation	Committee
Grace Beltran BEPP	1	Chair: Soledad McCarthy Dean: Michael Kane Discipline Expert: Hui Pate Tenured Faculty: Linda Whitten



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<b>Lynsey Hemstreet BEPP</b>	1	Chair: Cassidy Ryan Dean: Michael Kane Discipline Expert: Carmen Richardson Tenured Faculty: Tina Watts
<b>Perry Chen (Personal Counselor) COUN</b>	4	Melanie Espinueva (Chair) Makiko Ueda (CSM – Discipline Expert) Carlos Romero
<b>Kenny Gonzales (Career Counselor) COUN</b>	3	Lavinia Zanassi (Chair/Discipline Expert) Jacqueline Escobar Melissa Komadina (Years 3 & 4)
<b>Mandy Lucas (Promise Program Counselor) COUN</b>	3	Kwame Thomas (Chair) Melanie Espinueva (Discipline Expert) Lorraine Demello (Years 3 & 4)
<b>Elizabeth Llamas (Personal Counselor) COUN</b>	1	Brianna Clay (Chair) Makiko Ueda (CSM – Discipline Expert) Kim Davalos (Years 1 & 2) Lucy Jovel (Years 3 & 4)
<b>Jing Folsom STEM</b>	4	Nick Kapp, Chair Chris Case, Discipline Expert AJ Bates, Tenured Faculty, Years 3-4 Carla Grandy, Dean
<b>Yancy Aquino STEM</b>	4	Nick Kapp, Chair Chris Case, Discipline Expert Alice Erskine, Tenured Faculty, Years 3-4 Carla Grandy, Dean



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<b>Emilie Hein STEM</b>	3	Martin Parlan, Chair + Discipline Expert Christine Case, Tenured Faculty Younga Choi, Tenured Faculty, Years 3-4 Carla Grandy, Dean
<b>Beatriz Qura Del Rio STEM</b>	2	Brian Daniel, Chair + Discipline Expert Alice Erskine, Discipline Expert Yancy Aquino, Faculty, Years 1-2 Carla Grandy, Dean
<b>Susanne Schubert STEM</b>	2	AJ Bates, Chair + Discipline Expert Shari Bookstaff, Discipline Expert Carina Anttila-Suarez, Faculty, Years 1-2 Carla Grandy, Dean
<del><b>Kolo Wamba STEM</b></del>	<del>2</del>	<del>Nick Langhoff, Chair Emilie Hein, Discipline Expert Tadashi Tsuchida, Tenured Faculty, Years 1-2 Carla Grandy, Dean</del>
<b>Aditi Joshi STEM</b>	1	Shari Bookstaff, Chair Yancy Aquino, Discipline Expert Kenyatta Weathersby, Tenured Faculty, Years 1-2 Carla Grandy, Dean
<b>Chris Collins ASLT</b>	1	Bianca Rowden-Quince – Chair Rolin Moe Luciana Castro Kim Saccio

Department	Evaluae	Class(s)	Evaluator
PSYC	Christina Shih, 2 <sup>nd</sup> year	All	Jennifer Merrill, Chair
			Tony Jackson, Content Expert
			Paul Bridenbaugh, Tenured Faculty
			Nicole Porter, Dean
PSYC		All	Jennifer Merrill, Chair



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	Shaun Perisho, 2 <sup>nd</sup> year		Tony Jackson, Content Expert Tiffany Schmierer, tenured faculty Nicole Porter
<b>*GEOG</b>	Rachel Cunningham, 4 <sup>th</sup> year	All	<del>Carina Anttila-Suarez, content expert</del> John Ulloa, tenured faculty Rika Yonemura-Fabian, tenured faculty <del>*Chair (TBA)</del> Nicole Porter
<b>ART</b>	Kathy Zarur, 1 <sup>st</sup> year	All	Tiffany Schmierer, Chair Paul Bridenbaugh, tenured faculty Amir Esfahani, content expert Nicole Porter

## 2. Approve Compendium of Committees

See list of [Faculty Members Serving on Committees](#).

### 1.5 Public Comment

**Presenter:** President Ayotte

**Time:** 5

**Notes:** Treasurer Yonemura-Fabian reported that new Senate dues form is working well, reminded senators to sign up to pay dues. Curriculum Chair Hurless would like to extend a happy birthday to President Ayotte and Vice President Cassidy-Ryan (their shared birthday is tomorrow),

## 2.0 New Senate Business

### 2.1 Tenure Committee for Rachel Cunningham

**Procedure | Information | Discussion | Action**

**Presenter:** President Ayotte

**Time:** 20

**Notes:** Senator Truglio motioned; Senator Navarro seconded. Passed (86% yes, 14% abstention)

<b>*GEOG</b>	Rachel Cunningham, 1 <sup>st</sup> year	All	<b>Carina Anttila-Suarez, content expert</b> John Ulloa, tenured faculty Rika Yonemura-Fabian, tenured faculty *Chair John Ulloa Nicole Porter
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### 2.1 Bylaw Revision

**Procedure | Information | Discussion | Action**

**Presenter:** President Ayotte

**Time:** 20

**Notes:** Follow-up to March 18, 2021 senate elections bylaws revision. Formalizing new elections process, re-visiting term limits, and re-visiting the executive committee membership. Reviewed new bylaws at



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[https://docs.google.com/document/d/1HLs\\_fr46oWGFTih8CpES60didlwCU362ewyYSnvzo3E/edit](https://docs.google.com/document/d/1HLs_fr46oWGFTih8CpES60didlwCU362ewyYSnvzo3E/edit) . Discussion highlights: Senator McCarthy asking when “miss five meetings, lose senate seat” rule becomes effective; Curriculum Chair Hurless explained this has been in effect since Fall 2020. Also discussed new electronic procedures for reviewing ballots and casting votes. Senator Steele requested information on term limits; Curriculum Chair Hurless explained discussions around this. Does maternity leave count as a break? President Ayotte concurred. Term limits are intended to make it easier for faculty to become involved in Senate. After more discussion, Curriculum Chair Hurless suggested that we remove term limit language from Bylaws revision for now; revisit this after new election procedures are used. New procedures, as described in Bylaws, are also intended to make it easier to serve on Senate and increase faculty involvement (new procedures remove current sitting senators from past role of running elections in their divisions). Senator Navari commented that there is a learning curve for new senators and questioned term limits. Past President Browne supported Senator Navari’s comment, but explained that Bylaws committee was trying to reach a balance. Also commented that perhaps we want to be careful about how many changes we institute at a time. Suggests that we take out term limits requirement at this point. Senator Rowden-Quince reminded us that starting next Fall the college service “point system” will come into effect. Academic Senate will be worth more “service points.” Ability to get and “sit on” college service/committee opportunities may become an equity issue. Senator Truglio offered a suggestion: Following the election cycle, if no new senator is interested or available, the term limits for previous senators can be lifted. President Ayotte suggested that we revisit bylaws after the next elections cycle. If measures put into place were not effective, we can make changes. New language will be inserted in Section C, Division Senators, as a new item #6: “If no new senators are interested/available for nomination, the nomination committee can move to lift the term limit for previously serving senator(s).” Senator Maloney asked if the nominating committee can make this determination among themselves rather than taking it to the full Senate; President Ayotte concurred. Curriculum Chair Hurless and Past President Browne explained that ballot goes to full Senate to approval regardless for certification, which gives Senate oversight here. Curriculum Chair Hurless commented that bylaws being discussed and voted on here do not go into effect until the next election cycle – so term limits would go into effect at that point and are not retroactive. Senator Steele motioned to approve; Senator McCarthy seconded. Approved: 82% yay, 18% nay.

## 2.2 Executive Committee Senate Member Vote

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

**Presenter:** President Ayotte

**Time:** 20

**Notes:** The senate will take nominations and vote to have two senate members serve on the executive committee for the 2021-2022 Academic Year, starting service September 13, 2021-May 27, 2021. Executive Committee meets 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays from 1:00pm-3:00pm for the fall 2021 semester. Spring meeting days and times are subject to change. Currently Senator Maloney and Curriculum Chair Hurless serve in this capacity. Vice President Ryan-White nominated Senator McCarthy, who accepted. Curriculum Chair Hurless nominated Senator Maloney, who also accepted. Poll confirmed both parties nominated in Executive Committee Senate Member role.



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## 2.3 2021-2022 Academic Senate Goals

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

**Presenter:** President Ayotte

**Time:** 30

**Notes:** Continued discussion on the goals and priority areas for Academic Senate. Currently, priorities as identified during the last meeting are as follows:

- Faculty Coordinator (scheduling/departmental decisions)
- Professional Development
- Tracking committee membership (screening, tenure, tenure review, etc.)
- Consistency of Committees (Chairs, membership, minutes, voting structure, etc.)
- Updating instructional and non-instructional technology
- Clarifying Policies/Procedures

Discussion in breakout rooms: What is missing? What has the greatest sense of urgency? Feedback from groups:

- Senator McCarthy shared that her group sees professional development and updating tech are high priorities. Discussed need for clarity around faculty coordinator roles and tracking committee membership.
- Curriculum Chair Hurlless invited Senate to see instructional tech as “tech for all,” pointing out that student services has unique needs as well.
- Senator Powell observed that it was difficult to rank topics as described here, because specifics are not clear.
- Senator Steele shared that the faculty coordinator bullet point was not entirely clear to her group. Brought up inequities the system re. faculty vs staff department coordinators.
- Secretary Saccio shared that her group discussed need for a technology audit across campus, both in classrooms and in student-facing “computer labs” as in library, etc. Senator Rottenberg expanded on tracking committee membership as key priority area due to workload “point system” coming up.
- Senator Choi brought up class size, size of physical classrooms.
- Senator Maloney shared her group’s “What’s Missing?”
  - Advocacy for adjunct faculty participation and compensation in college service without negative effect on future load.
  - Clarify & strengthen faculty voice and purview regarding (offered) Instructional modalities.
  - Tracking committee membership: including documentation and tracking of participants/participation.
  - Equity: inclusive of Identify & strengthen faculty role and responsibility in ensuring and facilitating equity and access to and of course materials, resources, & etc. in support of student success.
- Note: Course materials fall under purview of Academic Senate.
- Senator Truglio shared her group’s perspective on student-facing issues, which does effect faculty. What do students need in order to be students with us? CRM – not available to all departments on campus.



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- Senator Santellan shared that his group would put technology at the top of the priority list – better technology for students on campus.

## 3.0 Standing Agenda Items

### 3.1 Committee Reports

Procedure | Information | Discussion | Action

**Presenter:** Standing Committee Chairs

**Time:** 5

**Notes:** No reports.

### 3.2 President’s Report

Procedure | Information | Discussion | Action

**Presenter(s):** President Ayotte

**Time:** 10

**Notes:** No report.

## No 4.0 Announcement and Closing Procedures

### 4.1. Final Announcements

**Presenter:** President Ayotte

**Time:** 1

**Notes:** Please remind your divisions about Senate dues. She will send out a list of the priorities that we discussed today; please share this with your constituents. IEPI division as part of People’s College Initiative – please put the word out. Is anyone interested in participating in this interview process? President Ayotte also shared information from the Evaluation Committee meeting on the pilot program available for Adobe Sign, which allows us to use current documents and create a fillable online version without modifying the document.

### 4.2. Motion to Adjourn

**Presenter:** President Ayotte

**Time:** 0

**Notes:** Senator Maloney motioned; Senator Feiner seconded. All approved.

Next meeting will be September 16, 2021.

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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





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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