



# 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 16, 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
- Philipp Gleyzer

###### Counseling

- Jacqueline Escobar
- Alberto Santellan
- Jessica Truglio

###### GLPS

- TBD

###### Language Arts

- Rachel Bell
- Jarrod 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 – 23/25 voting members)

- Danielle Powell

###### KAD

- Amber Steele

###### SMT

- Younga Choi
- Maryam Khan
- Kolo Wamba

###### 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

- Kenya Ruiz
- Marisa Thigpen

###### PD/CTTL

- Bianca Rowden-Quince

###### SEED

- TBD

###### Guided Pathways

- Ernesto Hernandez

###### OER

- Ame Maloney



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## Guests

- Mandy Lucas
- Jonathan Justo
- Tammy Calderon
- Carla Grandy

## 1.0 Opening Procedures

### 1.1 Call to Order

**Presenter:** President Ayotte

**Time:** 1

**Notes:**

### 1.2 Senate Networking

**Presenter:** President Ayotte

**Time:** 10

**Notes:**

### 1.3 Adoption of Agenda

**Presenter:** President Ayotte

**Time:** 1

**Notes:** President Ayotte removed tenure committee from Consent Agenda due to a last-minute change; that is now Item 2.1. Original Item 2.1 removed per Ed Policy Chair Escobar; committee wants more time to discuss the matter before bringing to Senate. Vice President Ryan-White motioned; Senator Feiner seconded. Approved by unanimous vote. (Minutes from September 2, 2021 meeting were not approved; this will need to happen in the October 7 meeting.)

### 1.4 Adoption of Consent Agenda

**Presenter:** President Ayotte

**Time:** 1

**Notes:** President Ayotte removed tenure committee from the Consent Agenda, moved to new item 2.1.

#### ~~Approve Tenure Committee for Kolo Wamba, Year 2~~

- ~~○ Nick Langhoff, Chair~~
- ~~○ Emilie Hein, Discipline Expert~~
- ~~○ Tadashi Tsuchida, Tenured Faculty, Years 1-2~~
- ~~○ Carla Grandy, Dean~~

### 1.5 Public Comment

**Presenter:** President Ayotte

**Time:** 3

**Notes:**



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## 2.0 New Senate Business

### ~~2.1 Change to Education Policy Committee Charge~~

~~Procedure | Information | Discussion | Action~~

~~Presenter: Senator Escobar~~

~~Time: 10~~

~~Notes:~~

### 2.1 Approve Tenure Committee for Kolo Wamba

Procedure | Information | Discussion | Action

Presenter: President Ayotte

Time: 10

**Notes:** Senator McCarthy motioned, Curriculum Chair Hurless seconded. Vote: 94% approved, 6% abstain.

- Carla Grandy, Chair + Dean
- Emilie Hein, Discipline Expert
- Tadashi Tsuchida, Tenured Faculty
- Nick Langhoff, Years 1-2

### 2.2 Approval of AS Vice President to serve as co-chair for FTEFAC

Procedure | Information | Discussion | Action

Presenter: Vice President Ryan-White

Time: 10

**Notes:** This is a request from VPI Redding-Lapuz; Vice President Ryan-White has already sat in on one meeting. VPI’s goal is to bring in more faculty participation. Senator Claire motioned; Senator Maloney seconded. Vote: 94% approved, 6% abstain.

Discussion: Past Vice President Browne brought up Compendium of Committees - FTEFAC and ACED are not included. Is there a reason for FTEFAC not being included? President Ayotte will look into this and report back. Note that FTEFAC stands for “full time equivalent faculty allocation committee.” Curriculum Chair Hurless noted that adding this responsibility to the VP position needs to be added to the Senate bylaws. President Ayotte concurred: This addition to VP position is being made on a trial basis for this academic year and will be revisited at the end (as with the Treasurer being IEC tri-chair). At that time bylaws can be updated accordingly.

### 2.3 Report back from Senators

Procedure | Information | Discussion | Action

Presenter: President Ayotte

Time: 20

**Notes:** Senators were asked to report on their constituents’ feedback re. five priorities for Senate.

- Counseling - Senator Santellan reported receiving nine responses to a poll sent out on Monday. Of these, seven had “clarifying policies and procedures” as their top pick. “Professional development” was a close second. Written in: “Faculty voice in return to campus on Spring 2022.”
- Language Arts – received no feedback from constituents.
- ASLT – no feedback.



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- BEPP – no feedback.
- SSCA – Senators Merrill and Navari have received only two responses on so far. Feedback includes desire for more discussion re. faculty coordinator role; meaningful PD centered around equity and student readiness; clarification on policies and procedures, including return to campus in Spring, class cancellation, accommodations to continue to work remotely, and updating noninstructional technology. Senator Navari observed that some faculty are using instructional software that is not supported by Skyline (i.e., Padlet).
- CTE – Senator McCarthy shared that her constituents are concerned about the meta major team selection process appears not to be equitable. Faculty need to apply, while counseling and the rest of the retention teams are assigned. Question around meta major procedures.
- Part-time faculty – Senator Rottenberg reported on concerns re. class cancellation policy. Frustrating to see classes cancelled, declining enrollment. For adjuncts this could mean they lose health insurance due to falling below load threshold, just before the semester begins. Senator Silver-Sharp heard from adjuncts re class cancellations: decisions seem arbitrary, and cancellation policies are inconsistent across district campuses.
- Discussion shifted to meta majors: Senator Escobar asked for clarification from Senator McCarthy re. her comment on equity in meta major team selection process. She pointed out that instructional faculty are getting release time to participate, while counseling faculty are not. Senator McCarthy clarified that faculty members are going through an interview process while the rest of the team is assigned. The question is, why is the entire team not going through a similar process? Senator Khan commented that there seems to be a lack of consistency across the board. For faculty there is an interview and screening process, and now we're seeing that for other segments of the work that isn't the case. Curriculum Chair Hurless observed that Counseling took the lead on the groundwork for formation of Student Success Teams. This process began about two years ago. Past President continued in this vein, saying that it's time for faculty to do a major lift, in order to get to the same level as Counseling so the whole thing can progress: “I don't know that I would call it unequitable, but it's uneven.” She suggested that meta majors be added to the list of themes, and that this be added to an upcoming Senate agenda. She also mused on the 10+1, and concluded that since meta majors has to do with student preparation and success, it is under Senate purview. This issue is worthy of more investigation at the Senate level.
- After more back-and-forth on the issue, President Ayotte closed discussion by agreeing to add a discussion item re. meta majors to the next meeting agenda.
- SMT – no feedback from constituents yet.

## 2.4 Creation of Equity Checklist

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

**Presenter:** President Ayotte, Curriculum Chair Hurless

**Time:** 30

**Notes:** Academic senate brainstormed on items for an “equity checklist” that we will use to guide us in prioritizing matters that come before senate. President Ayotte then asked for volunteers to participate in a task group that would use the feedback and suggestions generated during this brainstorming checklist to draft a



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checklist or rubric. Senators Maloney, Truglio, Silver-Sharp, and Feiner volunteered. The team will present their findings at next meeting, October 2.

## 2.5 Class Cancellation Task Force

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

**Presenter:** President Ayotte

**Time:** 10

**Notes:** This item was originally an Information session. President Ayotte provided an update, sharing out a meeting that included the Senate Vice President, Skyline President Moreno, and VPI Redding Lapuz. Upshot of that meeting is that the group agreed to work together on a process that would guide class cancellations moving forward. There is urgency here to formalize this process before the class schedule for Spring 2022 is finalized. This update sparked insightful comments from Curriculum Chair Hurless and Treasurer Yonemura-Fabian. Secretary Saccio suggested moving this item from Information to Discussion; Curriculum Chair Hurless so moved, Treasurer Yonemura Fabian seconded. All approved with a show of hands. What follows are the main points of the discussion, including Curriculum Chair Hurless and Treasurer Yonemura-Fabian’s initial comments.

- Curriculum Chair Hurless: “I’m making a plea to you as fellow senators. I think we have a very unique opportunity right in this room to strategize around a solution. We can come up with guidelines - guidelines can be followed, but guidelines don’t have to be followed. I would like to advocate for us as a faculty to get around this idea of two-year schedules. [Hurless outlined a collaboration between instructional faculty, counselors, and deans around our programs.] ... I’m talking about ... can students take your degree during the day, at night, online - what are the modalities that you’re going to offer? What are the classes that you’re going to offer when? ... We then can demand from the institution that if it’s on that document that we created, it gets offered - with at least one student enrolled in it. That is on there, we offer at least one section. That’s when we get to - we are making a commitment that students are going to be able to get through in two years. And every two years, we update this and we have that conversation. I think this is a time for us as a faculty to get behind that, and that allows us to have some of the strategy that makes the institution not just have a checklist. ... That’s a hill I’m willing to die on, you guys.”
- Treasurer Yonemura-Fabian: “I can die on that hill with Jessica... I totally agree. We already have a [not clear] that was created three years ago, and it’s not helping. We need more than a checklist... Overall, we need more transparency about the timeline and the reason for the decisions that we are making... I definitely think we have to agendaize it as a whole Senate discussion - and I think clock is ticking.”
- Vice President Ryan-White emphasized that VPI Redding-Lapuz wants to work with the Academic Senate, not only a select team of faculty. Conversation has been started – we need to figure out the stakeholders. There is room for a lot of voices.
- Senator Santellan shared the counseling perspective, big challenge is that they often don’t know when a class is being offered. It’s often difficult to plan SEPs, which impact student success.
- Past President Browne: This issue has been kicked around for years. This is a moment of collaboration where we have administration who includes other constituents in decision making – we need to grab that opportunity. Mentioned District Academic Senate task force on class size caps – there is some



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overlap here. Pointed out importance of looking for allies in Administration, and cautioned against trying to create one rule for every class – could be painting ourselves into a corner.

- **Senator McCarthy:** Supported Senator Santellan’s comments. Suggested that it would be helpful if counselors could work with coordinators. Expanded on Past President Browne’s acknowledgement that all deans are different, and we need to look for allies.
- **Senator Merrill:** Supported Curriculum Chair Hurlless’s call for a two-year plan, brought up Guided Pathways discussions three or four years ago. Perhaps course sequences can guide this effort.
- **Secretary Saccio:** Shared feedback from students and instructors that this past summer some classes were cancelled on short notice and students were moved into classes that did not meet their needs. For example, being moved from a ZTC course to a regular class, or from asynchronous online to in-person. Some students dropped classes as a result. Suggested taking these course equivalencies into account when considering class cancellations.
- **Curriculum Chair Hurlless:** “I think we can make OER/ZTC one of the checks on that two year. For example, can students complete this degree with OER/ZTC only courses, and we should denote on the 2 year plan that we will offer those sections.”
- **Senator Escobar:** Shared difficulties with rescheduling students who had classes cancelled this semester, and the impact these cancellations had on students (including trying to find equivalent courses at other District campuses).
- **Senator Khan:** “I didn't want to say much today about this topic. As an adjunct it does make me feel very insecure knowing that we typically get second dibs on assignments... I work in SF State, and I'm seeing a lot of similarity in the pattern of what's being offered what's being canceled. ... We need to look at our local colleges and see what else is happening there; it might be worth looking at the broader picture too.” Also shared challenges with teaching in person (at SF State), including student difficulties with transportation and frequent notices of COVID infections on campus.

## 3.0 Standing Agenda Items

### 3.1 Committee Reports

Procedure | Information | Discussion | Action

**Presenter:** Standing Committee Chairs

**Time:** 15

**Notes:**

- Ed Policy – first meeting was last week. They are focusing on defining the Committee’s charge. They need to discuss this some more after looking at statewide Academic Senate recommendations. One change will be: work that they do in reviewing policies is in equity-minded, anti-racist framework. They are now exploring what it means to do this work and drafting guiding questions. Note that Skyline is the only SMCCCD campus with an Ed Policy committee, and as such provides feedback on policies at the District level as well as CGC. Also this semester they are looking at the revision of Faculty Handbook.
- Curriculum Committee – Good news at State. Due to the pandemic, the Chancellor is lifting requirements on Pass/No Pass, also extended use of Excused Withdrawal. Currently the Chancellor’s



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office is debating whether this should be permanent changes to the Title 5 Ed Code. Open comment period now, will send out an email. Collegial consultation and program development – this is one of the main conversations coming up at the District Curriculum Committee on Monday. Invited faculty to participate (just contact her). They are embarking on updates to AP IB list, so that students who take these tests can get credit at the college level.

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

**Presenter(s):** President Ayotte

**Time:** 10

**Notes:** Update on Brown Act – Legislation is moving forward that will allow current allowances to continue indefinitely.

## 4.0 Announcement and Closing Procedures

### 4.1. Announcements

**Presenter:** President Ayotte

**Time:** 1

**Notes:**

### 4.2. Motion to Adjourn

**Presenter:** President Ayotte

**Time:** 0

**Notes:** Vice President Ryan-White motioned, Senator Santellan seconded. No objections.

Next meeting will be October 7, 2020.

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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
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



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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