



# Skyline College Academic Senate

Thursdays, 2:10pm-4:00pm

Join us on Zoom: <https://smccd.zoom.us/j/82924263864>

Meeting ID: 829 2426 3864

**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 April 07, 2022

### Voting Members

#### Executive Officers

- **President:** Lindsey Ayotte [votes in ties]
- **Vice President:** Cassidy Ryan-White
- **Secretary:** Jessica Truglio
- **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**
- Mandy Lucas

##### GLPS

- TBD

##### Language Arts

- **Rachel Bell**
- **Jarrod Feiner**
- Danielle Powell

#### KAD

- **Amber Steele**

#### SMT

- **Younga Choi**
- **Maryam Khan**
- **Kolo Wamba**

#### SSCA

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

#### SPWD

- TBD

#### CTE Senator

- **Soledad McCarthy**

#### Part-Time Faculty

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

**Voting members:** 24

**Simple majority:** 13

**2/3:** 16

### 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**

#### Classified Senate

- **Marisa Thigpen**
- Kenya Ruiz

#### PD/CTTL

- **Bianca Rowden-Quince**

#### SEED

- TBD

#### Guided Pathways

- TBD

#### OER

- Ame Maloney

**Visitors:** Aaron McVean, Dr. Moreno, Martin Marquez



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## 1.0 Opening Procedures and Welcome

### 1.1 Call to Order/Establish Quorum

**Presenter:** President Ayotte

**Time:** 2:15

**Notes:**

### 1.2 Senate Networking

**Presenter:** President Ayotte

**Time:** 10

**Notes:**

### 1.3 Adoption of Agenda

**Presenter:** President Ayotte

**Time:** 1

**Notes:** A motion to adopt the agenda was made by Senator Steele and was seconded by Senator McCarthy with no objections.

### 1.4 Adoption of Minutes

**Presenter:** President Ayotte

**Time:** 1

**Notes:** A motion to adopt the minutes from the March 17, 2022 meeting was made by Senator Maloney and was seconded by Senator Silver-Sharp with one change requested by Senator Wamba to correct the spelling of his name.

### 1.5 Adoption of Consent Agenda

**Presenter:** President Ayotte

**Time:** 1

**Notes:**

1. [Brown Act](#)

### 1.6 Public Comment

**Presenter:** President Ayotte

**Time:** 10

**Notes:**

Senator Santellan made public comment regarding senate goals and emphasized the importance of keeping in mind supporting each other as a senate member and refraining from being critical of other members or divisions.

Senator Silver-Sharp made public comment regarding the library service platform position. Her ask was that we as a senate support the request to convert this to a full-time funded position.



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Secretary Truglio shared concerns regarding the process for COVID clearances for on campus services and the frustration experienced by students who get lost in that process.

Senator Maloney shared additional information regarding the library service platform position and the importance of the work that they do.

Martin Marquez shared an important announcement about the Dream Center and the upcoming Migration celebration. Flyer: <https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:1f28146b-8962-31f2-a09b-5bd591655ab1> In addition, he shared information about a new Dream Center support group which meets on Tuesdays at 1pm. For additional information:

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:f401cd47-cc1c-321d-97d3-f579222a052>

## 2.0 New Senate Business

### 2.1 Community Engagement Concept

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

**Presenter:** Dr. Melissa Moreno

**Time:** 15

**Notes:**

Dr. Moreno shared her thoughts on a new community engagement hub which would utilize existing partnerships including local middle schools, boys and girls clubs, etc. The events would focus on short term workplace training or other educational opportunities and would include resources for the entire family such as childcare, homework support and food resources. The focus of the program would be in areas/neighborhoods where we have underserved populations based on current data. She encouraged Academic Senate to ask questions as well as offer input moving forward.

### 2.2 Board Policy on Copyrighted Materials

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

**Presenter:** Vice Chancellor Aaron McVean and Ed. Policy Co Chair Escobar

**Time:** 30

**Notes:**

Discussion was led by Vice Chancellor Aaron McVean and Ed. Policy Co Chair Escobar regarding recent updates to the board policy on copyrighted materials and intellectual property. Many questions were raised regarding the language used and clarification needed. Based on the number of questions and overall discussion, a suggestion was made by Ed. Policy Co Chair Escobar to push item to next semester and form a task group to look at the board policy on intellectual property and return with suggestions for changes or clarifications.



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## 2.3 Proposed Enrollment Management Committee Make-Up

**Procedure | Information | Discussion | Action**

**Presenter:** President Lindsey Ayotte

**Time:** 10

**Notes:**

A discussion was held regarding the proposed Enrollment Management Committee. Questions were raised regarding the unclear charge of the committee, the size of the committee as well as the make-up. Overall, it was unclear as to the overall purpose of this committee and a strong need for more clarification in order to provide input regarding the make-up. A motion to extend time was made by Vice President Ryan and was seconded by Senator McCarthy.

## 2.4 Integrating Student Progress Reports Across Campus

**Procedure | Information | Discussion | Action**

**Presenter:** Amber Steele

**Time:** 15

**Notes:** A discussion was led by Senator Steele regarding the need to streamline the student progress report process. A [google doc was used to elicit suggestions](#). Several faculty members commented that they prefer the hard copy paper form because of the personal contact that resulted between the student and faculty and the opportunity to check in. Additional suggestions were made regarding using Canvas or the Student Success Link as a platform for monitoring progress. Further discussion was had regarding the need to return to having a process for midterm grade reporting. Ed Policy CoChair Escobar suggested that the next step should be to bring this issue to the Student Services Leadership team prior to forming a task group.

## 3.0 Standing Agenda Items

### 3.1 Committee Reports

**Procedure | Information | Discussion | Action**

**Presenter:** Standing Committee Chairs, ASSC President, IEC tri-chair, AFT Reps, Classified Senate

**Time:** 10

**Notes:**

**AFT:** CAT week of action! The goal is to have the best contract possible in the shortest amount of time.

[Count Me In Contract Card](#)

**Parking Task Group:** Our local task group met and established goals: Create equitable parking pass options, Update individual and district websites to have clear information and all purchasing options Make parking passes purchasable with financial aid funds. These goals will be shared with the district group to be formed.

**IEC:** The programs that completed the CPR cycle this academic year are presenting their achievements on 4/11 and 4/25 at 2:10-4pm at the link: <https://smccd.zoom.us/j/81437528416>



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**Curriculum:** Summer curriculum institute has been approved for a second year. Faculty can be approved for up to 40 hours during the summer to work on their program review. A committee has been formed to work on a syllabus checklist with more updates coming at the May meeting.

**SPARK:** Currently working on drafting the Ed Master Plan goals and will be requesting feedback from all divisions.

## 3.2 President’s Report

Procedure | Information | Discussion | Action

**Presenter(s):** President Ayotte

**Time:** 5

**Notes:**

## 4.0 Announcement and Closing Procedures

### 4.1. Final Announcements

**Presenter:** President Ayotte

**Time:** 1

**Notes:**

### 4.2. Motion to Adjourn

**Presenter:** President Ayotte

**Time:** 0

**Notes:** The next meeting will be Thursday May 5, 2022. If you would like to request an item be put on the agenda (Discussion, action or information) please submit your request for the next meeting by Tuesday April 26, 2022 by 12:00pm. You can request an agenda item [here](#)

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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



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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