



**Draft Minutes November 7th 2024**

Thursdays, 2:10pm-4:00pm

Join us in person: 4-301

Join us on zoom: <https://smccd.zoom.us/j/88396610980>

**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).

## Voting Members

### Executive Officers

- **President:** Cassidy Ryan [votes in ties]
- **Vice President:** Jessica Truglio
- **Secretary:** Jessica Truglio
- **Treasurer:** Sima Karve
- **Past President:** Lindsey Ayotte [non-voting]-N

### Senators

#### **ASLT:**

- Vincent Kang

#### **BEPP**

- Lynsey Hemstreet
- Tammy Calderon

#### **Counseling**

- Suzanne Poma
- Kenny Gonzalez
- Rocio Aguilar-Pedroza

#### **GLPS**

- TBD

### Language Arts

- Jarrod Feiner
- Janice Sapigao
- TBD

#### **KAD**

- Amber Steele-

#### **SPWD**

- TBD

#### **SSCA**

- Lori Slicton
- Kathy Zarur
- Jennifer Merrill

#### **STEM**

- Miranda Wang
- Michael Song
- Franco Deal

#### **SESP**

- Lucy Jovel

#### **CTE Senator**

- Tony Viertel

#### **Part-Time Faculty**

- Daisy Guterrez
- Kishaun Young
- TBD

**Voting members: 22**

**Simple majority: 12**

**2/3: 13**

## Non-voting Members

### Governance Committee Chairs

- **Curriculum Chair:** Rick Hough
- **Professional Personnel:** Soledad McCarthy

### PD/CTTL

- Andrea Fuentes

### OER Liasson

- Vincent Kang

### Advisory Members

#### AFT

- Michael Song

#### ASSC

- Irah Vanelle Tancioco

## 1.0 Opening Procedures and Welcome

### 1.1 Senate Networking

**Presenter:** President Ryan

**Time:** 10 minutes

**Notes:**

### 1.2 Call to Order/Establish Quorum

**Presenter:** President Ryan

**Time:** 1 minute

**Notes:**

### 1.3 Adoption of Agenda

**Presenter:** President Ryan

**Time:** 1 minute

**Notes:**

A motion to adopt the agenda was made by Curriculum Chair Hough and was seconded by Senator Deal.

### 1.4 Adoption of Minutes

**Presenter:** President Ryan

**Time:** 1 minute

**Notes:**

A motion to adopt the [October 17th meeting](#) minutes was made by Senator Jovel and was seconded by Senator Merrill. Senator Jovel noted that Past President Lindsey Ayotte was still on the agenda. No further discussion, minutes passed.

## 1.5 Adoption of Consent Agenda

**Presenter:** President Ryan

**Time:** 5 minutes

**Notes:****STEM- Retention Specialist Hiring Committee**

Tadashi Tsuchida

No discussion, consent agenda passed.

## 1.6 Public Comment

**Presenter:** President Ryan

**Time:** 10 minutes

**Notes:**

Senator Zarur: The [Homebound Exhibit](#) will be closing on November 15<sup>th</sup>. Please make sure you have had the opportunity to visit the gallery.

Senator Feiner: Skyline has a new birding club and would love for anyone interested to join! Meetings take place on alternating Fridays at 11:30. Please contact Jarrod for more information! [feinerj@smccd.edu](mailto:feinerj@smccd.edu)

Senator Kang: [Critical Global Citizenship Education \(CGCE\)](#) project returns for its second year, coinciding with International Education Week. Please check your email for more information!

President Ryan made a recommendation to move item 2.4 to item 2.1 due to visitor schedules. No objections were made.

## 2.0 New Senate Business

### 2.1 FTEFAC Final Rankings

**Procedure | Information | Discussion | Action**

**Presenters:** Joe Morello, Cassidy Ryan, Jessica Truglio,

**Time:** 10 Minutes

**Notes:**

Joe Morello and Cassidy Ryan shared the final rankings for the FTEFAC process for Fall 2024. They also shared background as to how the process works as well as next steps for the committee recommendations. [FTEFAC Final Rankings Presentation](#)

### 2.2 Faculty Qualifications Committee (FEC)

**Procedure | Information | Discussion | Action**

**Presenters:** President Ryan

**Time:** 5 Minutes

**Notes:**

Nominations were taken for 2 positions to serve on the FEC committee. The following nominations were made:

Pia Walawalker

Vincent Kang

Lynsey Hemstreet

A vote was taken with the following outcome:

Pia Walawalker-7 votes

Vincent Kang-5 votes

Lynsey Hemstreet-12 votes

5 members abstained

Pia Walawalker and Lynsey Hemstreet will serve as our representatives to the FEC committee.

### 2.3 This is how we do it

**Procedure | Information | Discussion | Action**

**Presenters:** ASSSC Plenary

**Time:** 5 Minutes

**Notes:** In preparation for the upcoming ASCCC Fall Plenary, President Ryan shared information about how the plenary process works and what our role is as representatives for Skyline.

## 2.4 Fall Plenary Resolutions

**Procedure | [Information](#) | [Discussion](#) | [Action](#)**

**Presenters:** President Ryan

**Time:** 10 Minutes

**Notes:** Senate held a discussion about the upcoming ASCCC Plenary and key resolutions that will be discussed. More information about the resolutions can be found here: Link to info about Fall plenary: <https://www.asccc.org/events/2024-fall-plenary-session>

## 2.5 District Teaching and Learning's Guidance on Plagiarism and AI

**Procedure | [Information](#) | [Discussion](#) | [Action](#)**

**Presenters:** Sarah Harmon

**Time:** 15 Minutes

**Notes:** The District Academic Senate's Standing Committee on Teaching and Learning (DTLC) led a discussion with senate regarding the draft of a guidance on plagiarism and the use of generative artificial intelligence (GenAI). This guidance is meant to help faculty and students with the technology and provide options on syllabus language, course policy and more. This draft has been viewed at the District Academic Senate and is going through participatory governance for input. The final 'document' will be a webpage on DTLC's website that can be actualized regularly.

[https://smccd-my.sharepoint.com/:w/g/personal/harmons\\_smccd\\_edu/EdZkUsBiOKNMpfm0O7zDYCABQvGSYce-FN6hG\\_Bk5kEz1Q](https://smccd-my.sharepoint.com/:w/g/personal/harmons_smccd_edu/EdZkUsBiOKNMpfm0O7zDYCABQvGSYce-FN6hG_Bk5kEz1Q)

## 2.6 Project Change: Supporting Formerly Incarcerated Students

**Procedure | [Information](#) | [Discussion](#) | [Action](#)**

**Presenters:** Mario Wash

**Time:** 15 Mins

**Notes:** SESP presents an overview on how you can support formerly incarcerated students at Skyline. Project Change is designed to build a community, on and off campus, that will serve as social, emotional and academic support for formerly incarcerated students at Skyline College. I will discuss how you can support justice-impacted students at Skyline College and provide some resources that you may want to utilize in and out of the classroom.

## 2.7 Class Cancellation Update

**Procedure | Information | Discussion | Action**

**Presenters:** President Ryan/DAS members

**Time:** 5 Mins

**Notes:** Update on the class cancellation vote at DPGC Nov. 4<sup>th</sup> which will now go to the board for approval. More information to come!

## 3.0 Standing Agenda Items

### 3.1 Committee Reports

**Procedure | Information | Discussion | Action**

**Presenter:** Curriculum, IEC tri-chair, FTEFAC, SPARC, Professional Personnel, CTE

**Time:** 10 minutes

**Notes:**

**CTE:** Congratulations to Tony on his first CTE day which was a success! Approximately 180 students attended and had a great day. Thanks to everyone who helped in any way!!

**Curriculum:** We didn't have quorum at our last meeting so we couldn't approve anything. We discussed the upcoming forum on the local degrees that we held on Wednesday the 13<sup>th</sup>.

**IEC:** Annual resource requests are due November 15<sup>th</sup>. Please speak with your dean or coordinator if you have not put in your requests yet.

**SPARC:** A great conversation took place around our Mission Vision and Values statement including the use of "antiracist" terminology and where our campus falls. Further discussion will be taking place.

**Professional Personnel:** We will be nominating Biology for the Exemplary Program Award.

## 4.0 Announcement and Closing Procedures

### 4.1. Final Announcements

**Presenter:** President Ryan

**Time:** 5 minutes

**Notes:**

### 4.2. Motion to Adjourn

**Presenter:** President Ryan

**Time:** 1 minute

**Notes:** The next meeting of the Fall 2024 semester is on November 21<sup>st</sup>. If you would like to request an item be put on the agenda (Consent, discussion, action or information) please submit your request for the next meeting by Tuesday October 29th by 12:00pm. You can request an agenda item [here](#)

## 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
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