



### Draft Minutes for September 5th 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:** Bianca Rowden-Quince
- **Secretary:** Jessica Truglio
- **Treasurer:** Sima Karve
- **Past President:** Lindsey Ayotte [non- voting]

### 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

- Alexa Moore

#### 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: 21**

**Simple majority: 12**

**2/3: 13**

## Non-voting Members

### Governance Committee Chairs

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

### Advisory Members

#### **AFT**

- Michael Song

#### **ASSC**

- Irah Vanelle Tancioco

### **PD/CTTL**

- TBD

### **OER Liasson**

- Vincent Khang

## 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 approve the original agenda sent out on September 1<sup>st</sup> was made by Senator Calderon and was Seconded by Senator Viertel. The original agenda passed. A motion to adopt the new agenda with additional consent items was made by Senator Viertel and was seconded by Senator Calderon. A rollcall vote was taken with 14 votes in favor and no abstentions.

### 1.4 Adoption of Minutes

**Presenter:** President Ryan

**Time:** 1 minute

**Notes:** Approval of minutes from [August 15th](#) meeting

A motion to adopt the minutes from the August 15<sup>th</sup> meeting was made by Senator Feiner and was seconded by Senator Deal seconds. A roll call vote was taken with 14 votes in favor and no abstentions.

## 1.5 Adoption of Consent Agenda

**Presenter:** President Ryan

**Time:** 5 minutes

**Notes:**

Senator Merrill raised a question about the process of identifying a discipline expert for tenure committees. She asked if she could pull Kolo Wamba's tenure committee for discussion.

President Ryan clarified that this particular committee was not able to be pulled due to human resource guidelines.

**Tenure Committee: Adriana Johnston (Year 2) – Transfer Counselor (correction from previously approved committee)**

Suzanne Poma (Chair)

Jacqueline Escobar (Discipline Expert)

Melissa Komadina (Replacing A. Santellan)

Ellen Murray (Acting Dean of Counseling)

**Tenure Committee: Elle Dimopoulos- Librarian**

Pia Walawalker

Lucia Lachmayr

Erinn Struss

Chelssee DeBarra

**Tenure Committee: Vincent Kang- Librarian**

Pia Walawalker

Chris Collins

Rob Williams

Chelssee DeBarra

**Tenure Committee: Jill Rizzo- Cosmetology (Esthetics) faculty year 1**

Cassidy Ryan (Chair/Discipline Exert)

Tammy Calderon

Nancy Kaplan- Biegel

Michael Kane (Dean)

**Tenure Committee: Myla Guevarra- ECE faculty- Year 1**

Tina Watts(Chair/Discipline Exert)

Kate Browne

Cassidy Ryan

Michael Kane (Dean)

**Tenure Committee: Kolo Wamba**

Kenyatta Weathersby

Elisha Polomski

Michael Hoffman

Jessica Hurlless (Dean)

**Tenure Committee: Michael Song**

Nick Kapp  
Carina Anttila- Suarez  
Denise Hum  
Jessica Hurless (Dean)

**Tenure Committee: Ariel Katz**

Nick Langhoff  
Norman Del Prado  
Stephen Fredricks  
Jessica Hurless (Dean)

**Tenure Committee: Anrey Bartoszynski**

Brian Daniel  
Yancy Aquino  
Cindy Moss  
Heather Esparza (Allied Health Director)

**Tenure Committee: Nadia Biglari**

Aj Bates  
Susanne Schubert  
Younga Choi  
Jessica Hurless (Dean)

**Tenure Committee: Teresa Barnes**

Brian Daniel  
Yancy Aquino  
Jing Folsom  
Heather Esparza (Allied Health Director)

**Language Arts- Faculty Committee**

See Attached Chart

## 1.6 Public Comment

**Presenter:** President Ryan

**Time:** 10 minutes

**Notes:**

Janice: Shared that she felt that interview committees should have the option to meet in person so that we as a campus could have the opportunity to meet the candidates.

Bianca: a Presidential Debate Watch party is being held on campus this Tuesday, September 10<sup>th</sup> in the fireside dining room.

Kathy: The Skyline College art gallery will be hosting an exhibition which will likely open on September 30<sup>th</sup>. Please look out for details and reach out to Kathy if you have any questions or would like to connect class assignments with the exhibition.

Jessica: Shared concerns about the inconsistencies of Canvas and how faculty structure their courses and assignments in a way that is accessible to students.

Andrea: Shared that both she and Bianca are available as Curriculum Designers to help faculty with organizing their Canvas shells.

Bianca: Shared that AC had approved a syllabus template in 2015 and recommended that we as a senate revisit this template in order to support faculty with having organized and accessible syllabi.

Cassidy: The Salon, Spa and Shop will be open for services as of September 10<sup>th</sup>. Please come out and support our students and get a great service!

## 2.0 New Senate Business

Due to timing, President Ryan motioned to move item 2.2 to item 2.1. Senator Feiner seconded this motion. CR motions to move item 2.2 to item 2.1, Senator Feiner seconded. With no discussion, this motion passed. The following minutes reflect the updated agenda.

### 2.1 Evaluation Committee- Form Adjustments

**Procedure | Information | Discussion | Action**

**Presenters:** Cassidy Ryan, Bianca Rowden-Quince

**Time:** 15 Minutes

**Notes:**

Vice President Rowden-Quince shared some helpful information about the updated faculty evaluation forms which included:

- Updated forms can be found here:
- [Faculty - District Downloads \(smccd.edu\)](https://smccd.edu/faculty-district-downloads)
- PIP changed to Faculty Growth Plan (FGP) and the focus is on faculty growth rather than punitive.
- new forms for faculty who fall outside of the scope of traditional instructional faculty and can be found in addendum G

If you have questions, please contact the faculty evaluation committee which is made up of the VPI (to be determined), Cassidy Ryan and Bianca Rowden-Quince.

## 2.2 Districtwide Institutional Effectiveness Partnership Initiative

**Procedure | Information | Discussion | Action**

**Presenters:** Chancellor Moreno

**Time:** 30 Minutes

**Notes:**

Chancellor Moreno met with senate to explain the upcoming IEPI process and the Academic Senate's role during that time. Our district will be engaging in this process in order to receive support as we move towards updated district wide strategic plans. This process will involve a committee of consultants from community colleges across the state. During this process, faculty will be engaged as the committee develops plans and will elicit feedback from all participatory governance groups across the district.

## 2.3 Professional Development funding Concerns

**Procedure | Information | Discussion | Action**

**Presenters:** Andrea Fuentes

**Time:** 30 Minutes

**Notes:**

Andrea shared the following [presentation](#) which included some PD concerns about QOTL2 Adjunct Symposium, ACED. She shared data related to the increased demands being placed on the CTTL along with decreasing budgets. Faculty had questions about the requirements for training as well as the process for notifying faculty. In addition, faculty had concerns about how the campus makes decisions about allocating funds and whether or not they align with contract requirements and campus goals.

## 2.4 Senate Scholarship task Group

**Procedure | Information | Discussion | Action**

**Presenters:** President Ryan

**Time:** 10 mins

**Notes:** We will revisit the scholarship approved in May 2024 and create a task group to create the application parameters. A call for nominations and a vote to adopt will take place.

Last year, we as a senate voted to approve a scholarship that will go to students impacted by global events. A call for nominations for the task group to write the parameters of this scholarship was made and the following senators self-nominated:

- Janice
- Soledad
- Cassidy

President Ryan motioned to approve this committee, Senator Steele seconded and 14 in favor, 1 abstention.

## 2.5 Appoint Members for President Search Committee

**Procedure | Information | Discussion | Action**

**Presenters:** President Ryan

**Time:** 10 mins

**Notes:**

The following nominations went out with the agenda along with their bio's:

Soledad McCarthy

Michael Song

Nick Kapp

Grace Beltran

A call was made for nominations from the floor and the following nominations were made:

Suzanne Poma nominated Dr. Liza Erpelo

Lucy Jovel nominated Mandy Lucas

A roll call vote took place and the following faculty received the most votes:

Soledad McCarthy

Michael Song

Nick Kapp

Grace Beltran

Senator Steele motioned to approve these appointments with Senator Viertel seconding. A roll call vote took place with all voting members voting

## 2.6 Treasurer Report

**Procedure | Information | Discussion | Action**

**Presenters:** Simantini Karve

**Time:** 5 minutes

**Notes:**

A motion was made by President Ryan to move item 2.6, the Treasurer Report, to the next meeting. Senator Feiner seconded this motion.

## 2.7 Open Positions

**Procedure | Information | Discussion | Action**

**Presenters:** President Ryan

**Time:** 5 minutes

**Notes:**

The following open positions were discussed and nominations were made:

Professional Development Rep, Senate Exec member, Accreditation Oversight

**PD rep:** Senator Viertel self-nominated. Secretary Truglio motioned to approve and President Ryan seconded. A roll call vote took place with all voting members approving.

**Senate Exec:** Senator McCarthy nominated Senator Sapigao and she accepted. Senator Song motioned to approve and Senator Deal seconded.

**Accreditation Oversight member:** Senator Deal self nominates. Senator Viertel motions to approve and Senator Calderon seconds. A roll call vote took place with all voting members voting to approve.

## 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:**

FTEFAC: Deadline for submitting requests for full time positions is October 14<sup>th</sup>.

### 3.2 Campus Reports

**Procedure | Information | Discussion | Action**

**Presenter:** ASSC Student Rep, CTTL, AFT Reps

**Time:** 10 minutes

**Notes:**

## 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 September 5<sup>th</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 August 27th 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