



Skyline College Academic Senate

Thursdays, 2:10pm-4:00pm

Join us in person: 4-301

Join us on zoom: <https://smccd.zoom.us/j/86803721214>

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 February 15, 2024

Voting Members

Executive Officers

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

Senators

ASLT:

- Andrea Fuentes

BEPP

- Herlene Grace Beltran
- Tammy Calderon

Counseling

- Joyce Lee
- Mandy Lucas
- Alberto Santellan/Kenny Gonzales

GLPS

- TBD

Language Arts

- Katie Hern
- Jarrod Feiner
- Janice Sapigao

KAD

- Amber Steele

SPWD

- Alexa Moore

SSCA

- Rika Yonemura-Fabian
- Kathy Zarur
- Jennifer Merrill

STEM

- Miranda Wang
- Michael Song
- TBD

CTE Senator

- Soledad McCarthy

Part-Time Faculty

- Sujatha (Suji) Venkataraman
- Maryam Khan
- Jessica Silver-Sharp

Voting members: 24

Simple majority: 13

2/3: 15

15 voting members present

Non-voting Members

Governance Committee Chairs

- **Curriculum Co-Chairs:** Jessica Hurless & Bianca Rowden-Quince
- **Professional Personnel:** Lynsey Hemstreet

Advisory Members

AFT

- Marianne Kaletzky

ASSC

- Win Shwe Yee

Classified Senate

- Marisa Thigpen

PD/CTTL

- TBD

SEED

- TBD

Guided Pathways

- Herlene Grace Beltran and Jessica Hurless

OER Liasson

- Ame Maloney

Visitors: Jacquie Escobar, Lucy Jovel, Suzanne Poma, Dr Lauren Ford



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1.0 Opening Procedures and Welcome

1.1 Call to Order/Establish Quorum

Presenter: President Ayotte

Time: 1 minute

Notes:

1.2 Senate Networking

Presenter: President Ayotte

Time: 10 minutes

Notes:

1.3 Adoption of Agenda

Presenter: President Ayotte

Time: 1 minute

Notes:

A motion to adopt the agenda was made by Senator Feiner and was seconded by Vice President Ryan. Motion passes with majority of voting members voting to approve agenda.

1.4 Adoption of Minutes

Presenter: President Ayotte

Time: 1 minute

Notes: Approval of minutes from February 01, 2024 meeting

A motion to adopt the minutes from the February 1st meeting was made by Senator Silver-Sharp and was seconded by Senator Calderon.

Minutes are approved after majority of voting members voted to approve.

1.5 Adoption of Consent Agenda

Presenter: President Ayotte

Time: 1 minute

Notes:



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1.6 Public Comment

Presenter: President Ayotte

Time: 10 minutes

Notes: Anyone from the public may make a comment on any non-agenda item. Speaking time is limited to 2 minutes per person

Senator Fuentes: Suggested that it would be better if we did not have to conduct roll-call votes for approval of minutes, approval of agenda. She suggested having a poll or other option to vote.

President Ayotte: Clarified for Senator Fuentes that per the Brown Act, it is required to take a roll call vote if there are any voting members attending the meeting on zoom.

Senator Maloney:

Open Education Week 2024 AS Update

Monday, March 4th

Opening Keynote (11:30am-12:30pm)

You are cordially invited to Centering Social Justice in OER with Jasmine Roberts-Crews.

Tuesday, March 5th

Beyond Copyright: Exploring Creative Commons (12pm-1pm)

Join Diana Tedone-Goldstone as she leads a workshop on Creative Commons Licensing. Learn the difference between fair use, public domain, and Creative Commons. Explore how to mix and match the different Creative Commons licenses to share your own materials!

Wednesday, March 6th

OER Tabling at College Hour @ Skyline (12pm-1pm)

Thursday, March 7th

Copyright Mythbusters & © Microcourse (11am-12pm)

Friday, March 8th

Exploring Student Voice & Impact of OER/ZTC (11am-12pm)

<https://sites.google.com/my.smccd.edu/oew2023smccd/2024>

Read by President Ayotte on behalf of Student Representative **Win Shwe Yee:** "Hello Academic Senate! ASSC is having a wonderful time celebrating Black History Month, and our recent film screening event was a success. We have amazing things planned for Women's History Month, including a WHM night



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market, a Flower Arrangements workshop, and a Personal Journaling workshop. Our theme for WHM is 'Being Feminine,' but, of course, it has to be inclusive as well. We also recently met with MCPR to give feedback on social media content, discussing what our student body would like and what messages the content could convey that the community would enjoy seeing. That's all for my report. Thank you!"

Secretary Truglio: Shared that she is working with a task group to identify language throughout our campus and district resources that includes divisive or marginalizing language. Please let Jessica know if you come across examples in your areas.

VP Ryan: The Shop, Spa and Cosmo services are open for appointments! Also, thank you to all faculty and staff who have donated clothing to the clothing closet and food bank

2.0 New Senate Business

2.1 ASCCC Regina Stanback Stroud Diversity Award Nomination

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

Presenters: President Ayotte and Lynsey Hemstreet

Time: 5 minutes

Notes:

The Professional Personnel Committee submitted the following nomination:
ASCCC Regina Stanback Stroud Diversity Award Nomination

- Kathy Zarur, Katie Manbachi, Janice Sapigao and Mustafa Popal

2.2 General Education Area E

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

Presenters: Jessica Hurless

Time: 30 minutes

Notes: Curriculum Co-Chair Hurless shared important updates regarding Area E of the General Education requirements. She shared that a decision will need to be made as to what will happen with Area E with the introduction of CalGETC in Fall 2025. The options that will be considered are:

- Remove the “Self-Development” GE area
- Add “Self-Development” as Area 7 in the Associate Degree General Education pattern
- Add “Self-Development” as a graduation requirement.

[Lifelong Learning & Self Development GE Area Changes](#)



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A motion to extend time by 3 minutes was made by VP Ryan and was seconded by Curriculum Co-Chair Rowden-Quince. A poll was then taken regarding which option and all senators chose option 3.

2.3 Class Minimum/Class Cancellation

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

Presenters: President Ayotte, Rika Yonemura-Fabian, and Jessica Hurless

Time: 30

Notes:

A discussion was held regarding the board policy regarding class minimum/class cancellations. A working document of the proposed language can be found here:

https://docs.google.com/document/d/1CdE6HB3IjYXKzclGH73MQGxa_2LmLOfwlsvRR04kvxw/edit

2.4 Dual Enrollment and Equivalency Process Update

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

Presenter: President Ayotte

Time: 5

Notes:

President Ayotte shared an update regarding the concerns with the dual enrollment and equivalency process. A discussion took place at district academic senate and they voted to move forward with recommending an investigation. In the meantime, Dr Moreno has communicated that she would like to begin evaluations for dual enrollment instructors as of Spring 2024. In addition, it has been requested that all Academic Senates receive a list of dual enrollment instructors. Additional questions have come up due to the fact that these instructors are under contract with their high school campuses. President Ayotte thanked our senate peers for the support she has received while bringing these concerns to light.

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:

Curriculum: The Curriculum committee has received approval from all impacted divisions to remove banked/deleted courses. “operation clean-up” is underway!



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FTEFAC: All 9 new positions have their hiring positions approved and the hiring processes will ideally be completed by May. In addition, all of the replacement positions have also been approved.

PPE: End of year party coming up. Please contact Senator Hemstreet if you would like to help plan!

CTTL: Adjunct Faculty Mixer coming up February 28th from 4-6 pm in CTTL 5134

Guided Pathways: The language “meta majors” has shifted to “interest areas” now in line with our sister campuses. More information to come.

AFT: Please complete the workload survey as well as part-time health care survey. Board elections are coming up. If you live in the county, please consider encouraging candidates to run.

4.0 Announcement and Closing Procedures

4.1. Final Announcements

Presenter: President Ayotte

Time: 5 minutes

Notes: **Future Spring 2024 Academic Senate Meetings Dates:**

- March 7th
- March 21st
- April 4th
- May 2nd
- May 16th

4.2. Motion to Adjourn

Presenter: President Ayotte

Time: 1 minute

Notes: The next meeting of the Spring 2024 semester is on Thursday March 07, 2024. 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 February 27, 2024 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



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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