Skyline College

March 19th, 2026

Thursdays, 2:10pm-4:00pm
Join us in person: 4-301
Join us on zoom:
https://smccd.zoom.us/j/83240130908

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:** Christopher Collins
- **Treasurer:** Tony Viertel
- **Past President:** Vacant (does not vote)

Senators

ASLT:
- Vincent Kang

BEPP
- Vacant
- Jill Rizzo

Counseling
- Suzanne Poma
- Kenny Gonzalez
- Rocio Aguilar-Pedroza

CTE Liaison
- Vacant

Language Arts
- Lucia Lachmayr
- Janice Sapigao

KAD
- Amber Steele

SPWD
- Christine Herndon

SSCA
- Katie Manbachi
- Kathy Zarur
- Jennifer Merrill

STEM
- Rick Hough
- Jing Folsom
- Simantini Karve

SESP
- Lucy Jovel

Part-Time Faculty
- Vacant
- Vacant
- Vacant

Non-voting Members

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Governance Committee Chairs

AFT
- Michael Song

ASSC
- William Oo

Curriculum Committee
- Rick Hough

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PD/CTTL
- Lucia Lachmayr

Professional Personnel
- Soledad McCarthy

OER Liasson
- Laurie Buchholz

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1.0 Opening Procedures and Welcome

1.1 Senate Networking

Presenter: N/A
Time: 10 minutes
Notes:

1.2 Call to Order/Establish Quorum

Presenter: President Ryan
Time: 1 minute
Notes: Meeting called to order at 2:16 pm

1.3 Adoption of Agenda

Presenter: President Ryan
Time: 1 minute
Notes: A motion to approve was made by Senator Jovel and seconded by Senator Lachmayr, and approved.

1.4 Adoption of Minutes

Presenter: President Ryan
Time: 1 minute
Notes: A motion to approve was made by Senator Merrill and seconded by Senator Karve, and approved.

1.5 Adoption of Consent Agenda

Presenter: President Ryan
Time: 5 minutes
Notes:

FT Faculty- Surgical Technology Screening Committee
Teresa Barnes
Yancy Aquino
Emilie Hein

1.6 Public Comment

Presenter: President Ryan
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 Lachmayr raised a concern in light of recent news related to César Chávez, requesting that his image be removed from display screens and asking that this be addressed promptly.
- Senator Zarur shared highlights from a recent exhibition held the previous week and announced an upcoming student art show scheduled for the last two weeks of the semester, following Spring Break. She noted that submissions are open to all Skyline College students.
- Senator Jovel encouraged attendees to stay attentive to updates regarding CPOS (Course Program of Study), emphasizing that significant changes are forthcoming that will impact how students plan and enroll in classes, as well as financial aid processes.
- Senator Manbachi reported on the recent Occupation Summit, noting strong attendance and engagement. She also shared information about ongoing student activism related to Palestine and announced an upcoming screening of *The Voice of Hind Rajab* scheduled for next Thursday, with a flyer to be distributed soon.

2.0 New Senate Business.

2.1 Local GE Direction

Procedure | Information | Discussion | Action
Presenters: Rick Hough
Time: 15 minutes
Notes: Curriculum Chair Hough presented updates on the development of a new General Education (GE) track for the local Skyline College degree, including how previously approved ("grandfathered") courses will be addressed. Area 7, focused on Personal Development, is divided into 7A (Kinesiology) and 7B (Wellness), and the group discussed potential additions to both areas, particularly 7B.

Hough explained that recent changes to Title 5 have made CSU transfer requirements more stringent. The revised GE structure is intended to ensure that students who begin at Skyline complete coursework that meets CSU GE requirements. Students will be able to complete their GE through either the Skyline College GE pattern or Cal-GETC.

During the discussion, Professional Personnel McCarthy asked whether a template exists to guide course inclusion. Senator Poma noted that some former Area 3 courses are no longer applicable due to updates. Curriculum Chair Hough added that while many courses could fit within Area 7B, the area 7 as whole only requires three units, one of which is already fulfilled by a Kinesiology course in 7A, making two-unit courses a practical option for 7B.

The conversation also addressed Course Program of Study (CPOS) requirements and their impact on financial aid. It was noted that financial aid will more closely monitor whether students are enrolling in courses aligned with their program of study, limiting flexibility to take additional courses. However, there may be benefits for Career Technical Education (CTE) students. Senator Gonzalez shared that a future presentation will provide more detailed information about CPOS.

2.2 New Faculty Academy

Procedure | Information | Discussion | Action
Presenters: Lucia Lachmayr
Time: 15 Mins
Notes: Senator Lachmayr (NFA) led a discussion regarding the Faculty Handbook, noting the need for updates and clarification of its content. The group discussed the importance of determining ownership and responsibility for maintaining and revising the handbook, as it is currently unclear who oversees this work. It was also noted that new faculty would benefit from

a more current and accessible resource. Questions were raised about whether responsibility for the handbook may appropriately fall under the purview of the Educational Policy Committee. The group agreed that further research and coordination are needed to move this work forward.

2.3 D.E Handbook

Procedure | Information | Discussion | Action
Presenters: Chris Collins
Time: 15 mins
Notes: The committee engaged in a brief discussion on Regular and Substantive Interaction (RSI) in online courses, emphasizing its importance for maintaining quality and compliance in distance education. Members noted that effective RSI should go beyond basic announcements and include meaningful, consistent engagement between instructors and students. Examples such as timely feedback, guided discussions, and interactive activities were highlighted as best practices. There was also acknowledgment that faculty may benefit from additional support and training to strengthen their use of RSI strategies. Overall, the group affirmed the need to continue reinforcing RSI standards across online offerings. President Ryan made a motion to approve the DE Handbook, Senator Jovel seconded. All members present voted "yes" accept for Senator Zarur who abstained.

2.4 Commencement Name Readers

Procedure | Information | Discussion | Action
Presenters: president Ryan
Time: 5 mins
Notes: President Ryan reminded senators to bring names forward to be commencement name readers, Senator Folsom volunteered.

2.5 VPSS Forum Question

Procedure | Information | Discussion | Action
Presenters: President Ryan
Time: 15 mins
Notes: President Ryan brought forward a request from HR Director David Feune to gather questions for the Vice President of Student Services (VPSS) search. The body engaged in discussion and generated a series of questions intended to guide the selection process.

Members proposed asking candidates why they are interested in Skyline College and how they would better support non-traditional students, including evening, working adult, weekend, and single-parent populations. Additional questions focused on strategies for closing equity gaps and how the VPSS would align their work with the President's priorities of access, completion, and economic mobility.

The group also emphasized the importance of addressing enrollment and success among historically disenfranchised students, including what specific strategies candidates would implement to improve outcomes. Questions were raised about how candidates would assess student services programs that are not meeting goals, what evaluation processes they would use, and how decisions to revise or discontinue programs might impact funding.

Further discussion included how candidates would advocate for student services, particularly in response to new district policies, and how they would collaborate with the Office of Instruction. Members also expressed interest in understanding how candidates define student accountability within an equity framework.

President Ryan introduced a motion to extend discussion time by two minutes, which was seconded by Senator Merrill. Additional questions were then proposed regarding candidates' experience handling grievance or disciplinary situations, including specific examples, as well as their approach to aligning statewide policy changes, such as Title IX and Title V, with the student experience.

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: IEC tri-chair Treasurer Viertel provided several updates to the group. He noted share-outs scheduled for April 13 from 2:00 to 4:30 p.m., with poster presentations taking place from 2:00 to 2:15 p.m. Departments were reminded that program review templates will be distributed soon, and feedback is still being requested; comments are due by March 20.

Professional Personnel McCarthy announced nominations are still going for the Myers Excellence in Teaching Awards and an upcoming Middle College Vendor Fair on April 9, which is expected to host approximately 80 middle college students. Additionally, the Create and Elevate event will take place on April 22 in collaboration with UnDocu, Umoja, WMLA, and SPWD programs. Planning is also underway for an end-of-the-year event, with coordination to take place alongside Marketing

President Ryan made note the Dean of PRIE Ingrid Vargas, clarified that the Academic Senate is responsible for its own committees moving forward and CTE as a committee once created does not need to be approved by CGC.

3.2 Campus Reports

Procedure | Information | Discussion | Action
Presenter: ASSC Student Rep, CTTL, AFT Reps, OER
Time: 10 minutes

Notes: Senator Lacmayr noted that the Flex Day schedule is being finalized and highlighted plans to explore the features and benefits of the Virtual Resource Center (VRC). By early next week, ACED will be updating the Professional Development (PD) Plan, which has not been revised since 2016, with a goal to have the updated plan completed by May. Representatives from AFT and OER reported that they had nothing new to share at this time.

4.0 Announcement and Closing Procedures

4.1. Final Announcements

Presenter: President Ryan
Time: 5 minutes
Notes: President Ryan announced that the next meeting will be held on April 23, with an additional meeting planned in May. President Ryan noted that Dreamscape Learn is on the Board agenda and emphasized the Dr. Carter will make a pitch to explore it further before making a formal commitment.

4.2. Motion to Adjourn

Presenter: President Ryan
Time: 3:49 pm
Notes: Next meeting is April 23rd. 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 April 14th 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