Skyline College
Academic Senate

November 5, 2026
Thursdays, 2:10pm-4:00pm
Join us in person: 4301
Join us on zoom: https://smccd.zoom.us/j/9820104046

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:** mustafa Popal [votes in ties] (not present)
- **Vice President:** Jessica Truglio
- **Secretary:** Chris Collins
- **Treasurer:** Katie Manbachi
- **Past President:** Cassidy Ryan (does not vote) (not present)

Senators

ASLT:
- Andrea Fuentes

BEPP
- Lynsey Hemstreet (not present)
- Christine Herndon
- Jill Rizzo

Counseling
- Suzanne Poma
- Nate Nevado
- Kim Davalos (not present)

Language Arts
- Janice Sapigao
- Vacant

KAD
- Amber Steele

SPWD
- Hayley Leventhal

SSCA
- Rika Yonemura-Fabian
- Jennifer Merrill
- Vacant

STEM
- Jing Folsom
- Sima Karve
- Brian Daniel (not present)
- Rick Hough

ESS
- Lucy Jovel

Part-Time Faculty
- Daniela Guillen-Martinez
- Matthew Embry (not present)
- Christian Sanchez

Voting members: 22
Simple majority: 12
2/3: 15

Non-voting Members

Governance Committee Chairs ***AFT*** ● Benjamin Feldman ***ASSC*** ● Miguel Hernandez Duenas **Curriculum Committee Chair** ● Rick Hough	***PD/CTTL*** ● Grace Beltran **CTE Committee Chair** ● Soledad McCarthy ***OER Liasson*** ● Laurie Buchholz

1.0 Opening Procedures and Welcome

1.1 Senate Networking

Presenter:
Time: 5 minutes
Notes:

1.2 Call to Order/Establish Quorum

Presenter: Vice-President Truglio
Time: 1 minute
Notes: Vice President Truglio called the meeting to order at 2:12 p.m.

1.3 Adoption of Agenda

Presenter: Vice-President Truglio
Time: 1 minute
Notes: Senator Merill moved to adopt the agenda; Senator Rizzo seconded the motion. The motion carried unanimously, with no abstentions.

1.4 Adoption of Minutes

Presenter: Vice-President Truglio
Time: 1 minute
Notes: Curriculum Chair/Senator Hough moved to approve the minutes; Senator Joval seconded the motion. The motion carried unanimously, with no abstentions.

1.5 Adoption of Consent Agenda

Presenter: Vice-President Truglio
Time: 5 minutes
Notes: No items were pulled from the consent agenda.

A. Hiring Committee

Tenure-track Accounting Hiring Committee at Cañada College

- Hellen Zhang

B. Ad Hoc Committee Membership

For The People From The People

- **Seat: Counseling Faculty -** Melanie Espinueva + Aure
- **Seat: Library Faculty -** Vincent Kang
- **Seat: Instructional Faculty -** Vacant

C. Liaison Position Approval

Regional PD Network Liaison

- Christopher Collins

1.6 Public Comment

Presenter: Vice-President Truglio
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 Rizzo invited the campus community to support graduating Cosmetology students by scheduling services and attending their showcase on Monday, December 14, from 2–4 p.m., where students will present their work. Curriculum Chair/Senator Hough shared information about a climate-focused book club, with details to follow. Laurie Buchholz, ZTC/OER Liaison, announced an upcoming agenda item concerning a proposal to lower the Low Textbook Cost designation threshold from $40 to $30. Senator Fuentes highlighted AI Literacy Month events and workshops, encouraged members to visit the library exhibit, and noted upcoming opportunities, including a discussion featuring a spectrum of perspectives on AI and a Build a Bot workshop. Flyers with event details will be distributed. Senator Karve shared that CTTL has developed an

assessment redesign bot and invited faculty to use it to explore revisions to their assessments. Student Government representative, Miguel, reflected on recent unconscious bias training and learning about the responsibilities associated with Title IX and Title VII. Senator Poma presented the upcoming campus visit from the HBCU Fall Caravan in the Farallon Room.

2.0 New Senate Business.

2.1 Skyline College Palestine Resolution

Procedure | Information | Discussion | Action
Presenters: Katie Manbachi, Janice Sapigao
Time: 35 minutes
Notes: Senator Sapigao and Treasurer Manbachi provided a reminder presentation on the Academic Senate's Palestine resolution, connecting ongoing PIF work and campus activities to the goals of deinstitutionalizing anti-Palestinian and anti-Southwest Asian and North African (SWANA) racism and institutionalizing critically conscious SWANA and Palestinian history. They reviewed the diversity of SWANA identities, compared SWANA and Middle Eastern and North African (MENA) terminology, and illustrated how demographic classifications affect community visibility. The presentation addressed AB 91, described in the slides as the MENA Inclusion Act, and its implications for collecting disaggregated demographic data. Presenters also highlighted learning-community development, Community of Praxis readings, faculty networking opportunities, and resources for historical context, including Visualizing Palestine and the Skyline College Library Guide on Palestine. Members were asked to close their laptops and review distributed copies of the resolution's nine items in the resolution, identifying goals their divisions could support. Participants then completed a gallery walk, posting drawings, lyrics, and brief written reflections to share responses and identify opportunities for implementation.

2.2 Motion: CVC Required Privacy & Data Updates For Online Courses

Procedure | Information | Discussion | Action
Presenters: Sima Karve
Time: 10 minutes
Notes: Senator Karve shared an update on CVC data privacy changes and the District Distance Education Advisory Committee's (DEAC) request for colleges to gather constituent input on software and technology tools in use. A QR code linking to a Google Form will facilitate submissions. Vice President Truglio states that President Popal agreed to share the form, and senators were asked to distribute it to their constituent groups. Senator Merrill moved to seek input from divisions and constituent groups on software and technology tools in use through the Google Form to inform District DEAC's review of CVC data privacy changes. Senator Folsom seconded the motion. The motion was carried unanimously.

2.3 Motion: In-class Technology Emergency Hotline

Procedure | Information | Discussion | <u>Action</u>

Presenters: Rachel Bell

Time: 10 minutes

Notes: Treasurer Manbachi moved the following motion; Curriculum Chair/Senator Hough seconded:

"We move (1) To review and provide feedback to the newly instituted classroom emergency hotline to ensure adequate support is available to part-time, weekend, and evening faculty for on-campus technology support. (2) We move to work with ITS and Media Services to document known classroom technological issues in order to identify potential needs for technology replacement and upgrade planning. (3) To work with ITS and Media Services in setting goals and timelines for classroom technology upgrades, and advocate for the allocation of resources to complete technology upgrades."

The motion carried unanimously, with no abstentions.

2.4 FTEFAC Prioritization

Procedure | <u>Information</u> | <u>Discussion</u> | Action

Presenters:

Time: 15 minutes

Notes: Dr. Hernandez and Vice President Truglio provided an update on FTEFAC, reviewing the prioritization process and presenting the following final rankings:

1. Biology
2. Automotive Instructor
3. Paralegal Studies
4. Communication Studies
5. English and Literature (Puente Specialization)
6. English for Speakers of Other Languages (ESOL)
7. Network Engineering Technology
8. Physics (new)
9. Reference and Instruction Librarian
10. Counselor (Allied Health Programs Emphasis) (new)
11. Communication Studies
12. Counselor (Financial Aid Emphasis) (new)
13. Art – New Media
14. Ethnic Studies – Native American/American Indian Studies (new)
15. English and Literature

The rankings will be shared with the Academic Senate on November 5, SPARC on November 12, and CGC on November 18. SPARC will consider funding and other factors before the President reviews and potentially revises the rankings. The number of approved positions will then be finalized and posted. Dr. Hernandez clarified that the list reflects faculty prioritization and that Dr. Carter retains discretion to make different determinations.

The following summarizes the discussion by topic rather than in the order comments were made.

- **Staffing needs and fiscal assumptions.** Members requested clarification about how the number of available positions is calculated and which variables inform fiscal projections. CTE Chair McCarthy asked how a faculty member not receiving tenure might affect available positions; Dr. Hernandez did not provide a definitive answer. Treasurer Manbachi noted that 11 of the ranked positions were replacements and salary increases should already be accounted for in budget projections rather than treated as an additional factor limiting hiring. Discussion also referenced the need to clarify how existing salary commitments and replacement positions are reflected in staffing calculations.
- **Coordination and access to information.** Dr. Hernandez identified Instruction as her area of responsibility and suggested that the Senate invite Dr. Carter and Vice President of Administrative Services Debra Glenn to address fiscal questions within their respective areas. Secretary Collins expressed concern about the apparent lack of collaboration between the Office of Instruction and the Office of Administrative Services, noting that previous vice presidents from these offices had jointly provided an estimated number of positions available for hiring. Dr. Hernandez stated that discussions were ongoing within the cabinet and at the district level with Joe Morello, but that her cabinet colleagues had not provided specific staffing figures. It remained unclear when or how those discussions would yield an estimated number of available positions.
- **Faculty participation and unresolved staffing concerns.** Senator Fuentes emphasized the Academic Senate's responsibility to weigh in on staffing decisions and requested greater transparency regarding the calculations used to determine hiring capacity. Fuentes also raised concerns about vacancies resulting from faculty deaths, unsuccessful searches, and faculty carrying overload assignments of up to 0.8 FTE, expressing frustration that responses to these ongoing concerns continued to convey uncertainty about how to address them.

3.0 Standing Agenda Items

3.1 Committee Reports

Procedure | <u>Information</u> | Discussion | Action
Presenter: Curriculum, IEC tri-chair, FTEFAC, SPARC, Professional Personnel, CTE
Time: 10 minutes
Notes:

- **Curriculum:** Curriculum Chair Hough reported a concerted effort to complete curriculum

work needed for the college catalog ahead of the transition to a new curriculum management system. The transition may interrupt curriculum processing in CurricUNET between March and September 9; the exact timeline remains to be confirmed.
- **IEC:** Treasurer Manbachi shared an update regarding resource requests, referencing key dates in November and January.
- **CTE:** CTE Chair McCarthy shared plans for CTE Day, which will welcome more than 200 students from local high schools. Students will gather in the theater before attending two CTE workshops of their choice, followed by a resource fair and lunch in the quad, with tabling beginning at noon. McCarthy invited participation in tabling and workshop facilitation. Planned offerings included a DMAD zombie movie, CDC participation, hikes, and activities focused on bodies, minds, and spirits. Appreciation was expressed to ASSC for funding lunch.

3.2 Campus Reports

Procedure | <u>Information</u> | Discussion | Action
Presenter: ASSC Student Rep, CTTL, AFT Reps, OER, VPI
Time: 10 minutes
Notes:

- **Academic Senate:** ASSC Student Rep Miguel reported a positive voting outcome concerning part-time faculty as club sponsors. The Bylaws Committee will meet next Thursday to continue work on the constitution.
- **CTTL:** Professional Development Coordinator and Senator Fuentes shared flyers and updates regarding AI programming and enrollment management and invited feedback on support needs. Session proposals are being accepted for the upcoming Flex Day, including through the “New Year, New Me” call for proposals.
- **AFT:** AFT President member meeting will be held on Wednesday, November 11, at 2:30 p.m. in CTTL, Room 5134. Members were reminded to pick up their checks.
- **OER:** OER Liaison Laurie Buchholz reported that this is the final semester for demonstrating progress under the ZTC grant, with the final report due in January. Discipline leads are conducting webinars as part of the final push to support grant outcomes.
- **Office of Instruction:** The VPI reported on efforts to streamline administrative workflows and reduce workload, including collaboration with the Vice Presidents of Student Services and Administrative Services to simplify field trip and conference requests. Discussion also addressed coordinating funding requests through an annual submission process so that funding could be allocated at the beginning of the year.

4.0 Announcement and Closing Procedures

4.1. Motion to Adjourn

Presenter: Vice-President Truglio
Time: 1 minute
Notes: If you would like to request an item be put on the agenda for the next Senate meeting (Consent, discussion, action or information) please submit your request by Tuesday November 10th, 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