



Skyline College

Academic Senate

September 3, 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] • Vice President: Jessica Truglio • Secretary: Christopher Collins • Treasurer: Katie Manbachi • Past President: Cassidy Ryan [does not vote] (not present) Senators ASLT: • Andrea Fuentes BEPP • Lynsey Hemstreet • Christine Herndon • Jill Rizzo Counseling • Suzanne Poma • Nate Nevado • Kim Davalos	Language Arts • Janice Sapigao • Vacant KAD • Amber Steele SPWD • Hayley Leventhal SSCA • Rika Yonemura-Fabian • Amir Esfahani (not present) • Jennifer Merrill STEM • Jing Folsom • Sima Karve • Brian Daniel • Rick Hough ESS • Lucy Jovel Part-Time Faculty • Vacant • Vacant • Vacant
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Voting members: 22
Simple majority: 12
2/3: 15

Non-voting Members

Governance Committee Chairs AFT • Michael Song ASSC • Vacant Curriculum Committee Chair • Rick Hough	PD/CTTL • Grace Beltran CTE Committee Chair • Soledad McCarthy OER Liaison • Laurie Buchholz
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1.0 Opening Procedures and Welcome

1.1 Senate Networking

Presenter:

Time: 10 minutes

Notes: Introductions

1.2 Call to Order/Establish Quorum

Presenter: President Popal

Time: 1 minute

Notes:

1.3 Adoption of Agenda

Presenter: President Popal

Time: 1 minute

Notes: Curriculum Chair/Senator Hough moved to adopt the agenda, and Senator Daniel seconded the motion. Senator Folsom abstained. The motion carried.

1.4 Adoption of Minutes

Presenter: President Popal

Time: 1 minute

Notes: Curriculum Chair/Senator Hough moved to approve the minutes. Senator Nevado seconded the motion. Senator Folsom abstained. The motion carried.

1.5 Adoption of Consent Agenda

Presenter: President Popal

Time: 5 minutes

Notes: With no requests to remove or discuss any items, the consent agenda was accepted.

A. Tenure-track Evaluation Committees

Strategic Partnerships & Workforce Development (SPWD)

Hayley Leventhal, Work Experience Education - Year 2

- Grace Beltran, Chair
- Soledad McCarthy, Discipline Expert
- Kenny Gonzalez, Tenured Faculty
- Melissa Komadina, Acting Dean of SPWD

B. Constituent Committee Faculty Membership

Academic Support & Learning Technologies (ASLT)

- Academic Senate: Andrea Fuentes
- Advisory Committee for Employment Development (ACED): Grace Beltran
- Curriculum: Laurie Buchholz (Fall), Vincent Kang (Spring)
- Full-time Equivalent Faculty Allocation Committee (FTEFAC): Andrea Fuentes
- Technology Advisory Committee: Christopher Collins
- Tenure Evaluation Committee 2026-27: Christopher Collins, Andrea Fuentes, Pia Walawalkar

Business, Education & Professional Programs Division (BEPP)

- Academic Senate: Lynsey Hemstreet, Jill Rizzo, Christine Herndon, Soledad McCarthy (CTE Chair), Cassidy Ryan (Past President)
- CTE Committee: Soledad McCarthy (Chair), Juan Roman Medina, Jill Rizzo, Tony Viertel, Tina Watts, Ronda Wimmer Curriculum Committee: Regina Mitchell, Lynsey Hemstreet
- Full-time Equivalent Faculty Allocation Committee (FTEFAC): Hellen Zhang
- Health & Safety Committee: Christine Herndon
- Institutional Effectiveness (IEC): Myla Guevara
- The Stewardship for Equity, Equal Employment and Diversity (SEED): Kate Browne
- Scholarship Committee: Soledad McCarthy, Lori Fisher
- Technology Advisory Committee: Hui Pate (Fall 26), - Tammy Calderon (Spring 27)

Equity & Student Support (ESS)

- Academic Senate: Lucy Jovel, Jessica Truglio (VP)
- Full-time Equivalent Faculty Allocation Committee (FTEFAC): Khristin Godfrey
- Institutional Effectiveness (IEC): Melanie Espinueva
- The Stewardship for Equity, Equal Employment and Diversity (SEED): Melissa Matthews
Scholarship Committee: Brianna Fuller, Jessica Truglio

Language Arts (LA)

- CTE Committee: Nancy Kaplan-Biegel
- Institutional Effectiveness (IEC): Jessica Belluomini

Social Science/Creative Arts (SS/CA)

- CTE Committee: Sam Sanchez

Strategic Partnerships & Workforce Development (SPWD)

- Full-time Equivalent Faculty Allocation Committee (FTEFAC): Hayley Leventhal

1.6 Public Comment

Presenter: President Popal

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.

- Curriculum Chair/Senator Hough thanked the Curriculum Committee and jokingly noted that he would be offended if any cookies remained in the tin. He shared that he would need to leave the meeting approximately 20 minutes early. He also highlighted the pickleball session offered during Flex Day, coordinated by Andrea, and encouraged faculty to participate in the future during Monday lunch or Tuesday afternoon.
- Professional Development Coordinator Grace Beltran distributed cookies, clarifying that she had not baked them, and thanked Curriculum Chair/Senator Hough for doing so. She also announced that she will hold office hours to support folks submitting Flex Day proposals and is open to discuss session ideas and opportunities to support faculty growth, including the development of additional micro-sessions.
- Professor Bartoszynski provided a brief update and recognized the collaborative work of the Curriculum Committee, STEM faculty, Deans Jessica Hurless, Danni Lapuz, Bianca Rowden-Quince, Ellen Murray. Their efforts helped ensure that the bachelor's degree coursework will be transferable and listed in ASSIST as available for CSU and UC transfer.

2.0 Standing Agenda Items

2.1 Committee Reports

Procedure | Information | Discussion | Action

Presenter: Curriculum, IEC tri-chair, FTEFAC, SPARC, CTE

Time: 10 minutes

Notes:

- **Curriculum Committee:** Curriculum Chair/Senator Hough reported that minimum qualifications will be identified for all courses. When assigning a course, deans must ensure that the faculty member meets the appropriate minimum qualifications. Faculty were encouraged to contact their deans with questions. He also shared that the comprehensive program review cycle will be shortened from seven years to six years, while Career Technical Education (CTE) programs will continue their two-year review cycle. This change will take effect in the 2028–2029 academic year.
- **Institutional Effectiveness Committee (IEC):** Treasurer Manbachi reported that the committee is finalizing its team and developing the support structure needed to assist programs with Comprehensive Program Review (CPR).
- **Full-Time Equivalent Faculty Allocation Committee (FTEFAC):** Vice President Truglio reported that the process for requesting full-time faculty positions is underway. An orientation meeting has been held, with one representative participating from each division. Deans have received the information needed to begin the process, and divisions are currently preparing their proposals. Presentation dates will be announced.
- **Strategic Planning and Resource Allocation Committee (SPARC):** President Popal shared that the SPARC committee will hold its first meeting of the academic year next week and begin its planning work. The “SPARC-le Minute” will continue.
- **Career Technical Education (CTE) Committee:** CTE Committee Chair McCarthy shared that the committee meets on the third Tuesday of each month from 2:00–4:00 p.m. On Friday, November 6, approximately 300 high school students will visit the college, attend CTE classes and workshops, and participate in a resource fair. Faculty were encouraged to host a table or assist with lunch.

2.2 Campus Reports

Procedure | Information | Discussion | Action

Presenter: ASSC Student Rep, CTTL, AFT Reps, OER, VPI

Time: 10 minutes

- **Associated Students of Skyline College (ASSC):** No report.
- **Center for Transformative Teaching and Learning (CTTL):** No report.
- **American Federation of Teachers (AFT):** Senator Fabian as an AFT representative reminded faculty that voting closes at 2:00 p.m. on Friday.
- **Open Educational Resources (OER):** OER Liaison Laurie Buchholz asked faculty to verify their Zero Textbook Cost (ZTC) and Low Textbook Cost (LTC) designations in the Web Schedule. Accurate designations are important for informing students and ensuring clean, reliable data as the college enters the final year of the grant and prepares its final

report.

- **Vice President of Instruction (VPI):** Dr. Hernandez reported that Spring 2027 courses will be entered into Banner by September 21. Also stated the FTEFAC presentations were scheduled for October.

3.0 New Senate Business.

3.1 Appointing Faculty Member to Article 13 Professional Development Committee

Procedure | Information | Discussion | Action

Presenters:

Time: 10 minutes

Notes: Library Professor Vincent Kang submitted a self-nomination statement for consideration as the faculty representative on the Article 13 Professional Development Committee. Senator Sapigao moved to appoint Vincent Kang, and Senator Fuentes seconded the motion. The motion was carried unanimously, with no opposition or abstentions.

3.2 This is how we do it

Procedure | Information | Discussion | Action

Presenters: mustafa Popal, Katie Manbachi, Rick Hough, Jessica Truglio

Time: 50 minutes

Description: We will continue with the institutional mapping orientation activities.

[This is a hyperlink of the orientation handbook](#)

Notes: President Popal, Vice President Truglio, Treasure Manbachi, and Curriculum Chair/Senator Hough facilitated a grounding and reflection activity focused on Academic Senate responsibilities. Following the activity, senators discussed how faculty can apply these responsibilities within the college's governance processes.

- Senator Herndon emphasized the importance of making connections to Academic Senate responsibilities in real time as future agenda items are discussed and of providing regular reminders about the Senate's role.
- Senator Steele added that faculty participation and shared governance principles should be embedded throughout the college's committees and processes.
- President Popal explained that although the law establishes a foundation for governance, Skyline College's values should guide decisions in areas where the law leaves room for interpretation. He noted that the college's Educational Master Plan (EMP) can help ensure that institutional values inform these decisions.
- Senator Poma identified gaps between participation "in name only" and meaningful involvement, particularly when district-level decisions are imposed on the college. She encouraged the Senate to illuminate areas where faculty consultation and participation may be lacking.

- Senator Fuentes raised concerns about decisions within areas of faculty purview, including technology-related decisions made by Information Technology Services (ITS) that affect faculty work. She described this as potential scope creep and referenced previous concerns regarding equivalency decisions that were overruled.
- President Popal clarified that, in such matters, administrators should either rely primarily on faculty recommendations or engage faculty through a process of mutual agreement.
- Professional Development Coordinator Beltran discussed technology and other resources purchased by the District that directly affect how faculty perform their work. She noted that faculty, including the District Academic Senate, should have meaningful input into how tools such as Guided Pathways platforms are selected and implemented. She also raised concerns about the limited faculty insight into Fund 3 expenditures and purchasing decisions involving institutional discounts.
- President Popal invited the group to consider the difference between representation and impactful inclusion, asking how this distinction might shape the way faculty participate in governance spaces.
- CTE Committee Chair McCarthy discussed the historically challenging relationship between Career Technical Education (CTE), the college, and faculty governance. Sol described CTE faculty as sometimes feeling excluded or treated as less integral to the institution, particularly when professional expertise is defined primarily by possession of a bachelor's degree.
- Senator Herndon joined the discussion and highlighted the important work of Early Childhood Education, Child Development, and student-parent programs in providing services that support students across the college.
- Vice President Truglio expressed hope that the addition of a CTE Committee Chair on Academic Senate will increase awareness and will contribute to a positive cultural shift.

3.3 Motion: From the People to the People

Procedure | Information | Discussion | Action

Presenters: President Popal

Time: 10 minutes

Notes: President Popal requested a motion to postpone Agenda Item 3, "From the People to the People," to a future Academic Senate meeting. Senator Daniel moved to postpone the item, and Senator Herndon seconded the motion.

4.0 Announcement and Closing Procedures

4.1. Final Announcements

Presenter: President Popal

Time: 5 minutes

Notes: President Popal distributed feedback forms and invited members to provide written feedback.

4.2. Motion to Adjourn

Presenter: President Popal

Time: 1 minute

Notes: The third meeting for the Fall 2026 semester is on September 17. 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 September 8th 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