



DRAFT Minutes for January 16, 2025

Thursdays, 2:10 pm-4:00 pm

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).

Attendance:

- Quorum was reached at 20/22 voting members present.
- Members who were not in attendance are indicated by (not present).

Voting Members

Executive Officers

- President: Cassidy Ryan [votes in ties]
- Vice President: Jessica Truglio
- Secretary: Melissa Komadina
- 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

- TBD

SSCA

- Lori Slicton
- Kathy Zarur (not present)
- Jennifer Merrill

STEM

- Miranda Wang
- Michael Song
- Franco Deal

SESP

- Lucy Jovel (not present)

CTE Senator

- Tony Viertel

Part-Time Faculty

- Daisy Gutierrez
- Kishaun Young
- TBD

Voting members: 22

Simple majority: 12

2/3: 13

Non-voting Members

Governance Committee Chairs

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

Advisory Members

- **AFT:** Marianne Kaletzky
- **ASSC:** Irah Vanelle Tancioco
- **Classified Senate:** Marisa Thigpen
- **PD/CTTL:** TBD
- **SEED:** TBD
- **OER:** Vincent Kang

Guests: Interim VPI Kristy Lisle; STEM Dean Jessica Hurless; COUN Dean Ellen Murray

1.0 Opening Procedures

1.1 Call to Order/Establish Quorum

Presenter: President Ryan

Time: 1

Notes:

The meeting was called to order at 2:18 with 20 voting members present.

1.2 Senate Networking

Presenter: President Ryan

Time: 10 minutes

Notes:

1.3 Adoption of Agenda

Presenter: President Ryan

Time: 1 minute

Notes:

A motion to approve the agenda was made by Senator Viertel and was seconded by Senator Calderon.

The agenda was adopted.

1.4 Adoption of Minutes

Presenter: President Ryan

Time: 1 minute

Notes: Approval of minutes from the December 5th meeting

A motion to approve the minutes from the December 5th meeting was made by Senator Wang and was seconded by Senator Young. The discussion regarding the minutes included the misspelling of Senator Hemstreet's name. An update to Lynsey's name on the AS minutes and agenda will be corrected. The minutes were approved.

1.5 Adoption of Consent Agenda

Presenter: President Ryan

Time: 5 minutes

Notes:

A motion to approve the consent agenda followed by a discussion, a motion made by Senator Hemstreet; Seconded by VP Truglio.

Discussion

The consent agenda includes SSCA faculty committees, counseling faculty hiring committees, and STEM faculty hiring committees. Questions were raised about the inconsistent labeling of committee members. The Deans present at the meeting provided feedback on this issue. Currently, there isn't a template for submitting committee members, and no title by the member name is required. The Deans may add this information voluntarily. The SSCA philosophy committee is pulled due to missing a faculty member. The agenda item moved to New Senate Business 2.1. The STEM chemistry and biology committees are also pulled for further discussion. The agenda item moved to New Senate 2.2 and 2.3 respectively.

SSCA- FT Faculty- History (2 positions)

- Mustafa Popal, HIST
- Katie Manbachi, HIST
- Kathy Zarur, ART
- Christopher Collins, DE Coord./HIST

COUN- FT Faculty- Counseling (Student Athlete)

- Alberto Santellan
- Gina Ciardella-Palmer
- Kwame Thomas
- Chris Watters

COUN- Promise Scholars Program Counselor (Grant-Funded, Non-Tenure Track)

- Kim Davalos (Counseling Faculty, PSP)
- Dionicio Garcia (Counseling Faculty, PSP)
- Jennifer Merrill (Psychology Faculty)

President Ryan called for a vote to approve the COUN FT Faculty- Counseling (Student Athlete) and Promise Scholars Program Counselor (Grant-Funded, Non-Tenure Track), and SSCA- HIST (2) positions with a majority vote in favor and two abstentions. The committees are approved.

1.6 Public Comment

Presenter: President Ryan

Time: 10 minutes

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

- Senator Hemstreet announces the opening of the salon and spa. The Shop, Salon and Spa at Skyline College will open for clients the first week of February! The barbershop is open Tuesday through Thursday during the day, the salon Tuesday through Thursday in the evening, and the spa Tuesday through Thursday both morning and evening. Please see our service menus at <https://skylinecollege.edu/cosmetology/#client-services>
- Senator Steele shared news about the Skyline College Spring Dance Show & the Pilipino Cultural Night Performance Dates:
 - PCN Show Week - April 26, 28 2025
 - SKYLINE COLLEGE DANCE SHOW - FRIDAY May 9, 2025
 - Rock The School Bells 18 Participation - Thursday, April 10

[Auditions](#) for the Skyline College Spring Dance Show & the Pilipino Cultural Night will be held on Tuesday 1/28 and Thursday 1/30 1-3pm.
- Senator Poma announced the CSU applications deadline for Fall 2025 for transfer students has been extended for many CSU campuses. For more details, <https://www.calstate.edu/apply/pages/application-dates-deadlines.aspx>

2.0 New Senate Business

2.1 Philosophy Faculty Screening Committee

Procedure | Information | Discussion | Action

Presenters: President Ryan

Time: 5 minutes

Notes: The philosophy committee is pulled for updates to the committee members

SSCA- FT Faculty- Philosophy

- Jeramy Ball, PHIL Disciple Expert from CSM
- Rachel Cunningham, GEOG
- Jesse Raskin, LEGL/PSLC
- Janice Sapigao, ENGL Lang Arts

President Ryan called for a vote to approve the SSCA- PHIL committee with a majority vote and one abstention. The SSCA- FT Faculty- Philosophy committee is approved.

2.2 CHEM Faculty Screening Committee

Procedure | Information | Discussion | Action

Presenters: VP Truglio

Time: 5 minutes

Notes: Review of Chemistry Committee representation

STEM - FT Faculty- Chemistry

- AJ Bates (Chemistry)
- Susanne Schubert (Chemistry)
- Emilie Hein (Physics)

Discussion: VP Truglio asked about the inclusion of representatives from other disciplines on the committee. Dean Hurlless acknowledged that this aspect had not been previously considered. While it is encouraged to have representation from online and hybrid formats, it is not a strict requirement. Developing written guidelines from the AS district could enhance clarity and support. Leigh Anne Shaw highlighted that Soledad McCarthy posed a thoughtful question about whether the COUN committee position should be uniformly posted across all divisions. VP Truglio clarified that the position was not withdrawn from discussion, as Chris Watters is currently serving on the committee. President Ryan invited the AS committee members to contemplate participating on the CHEM committee before going to vote to approve the committee as-is.

President Ryan called for a vote to approve the STEM - FT Faculty- Chemistry committee with a majority vote and no abstentions. The committee is approved.

2.3 BIOL Faculty Screening Committee

Procedure | [Information](#) | [Discussion](#) | [Action](#)

Presenters: VP Truglio

Time: 5 minutes

Notes: Review of Biology Committee representation

STEM - FT Faculty- Biology

- Yancy Aquino (Biology - Human Track)
- Simantini Karve (Biology - Human Track)
- Nick Kapp (Biotechnology)
- Tony Viertel (Business)

Senator Tony Viertel volunteers to participate in the BIOL hiring committee. Dean Hurless will follow up with Senator Viertel about whether unconscious bias training is still valid.

President Ryan called for a vote to approve the STEM - FT Faculty- BIOL committee with a majority vote and no abstentions. The committee is approved.

2.4 This is how we do it

Procedure | [Information](#) | [Discussion](#) | [Action](#)

Presenters: President Ryan

Time: 5 Minutes

Notes:

President Ryan inquired if the AS members had any training topics they would like to discuss. Senator Gonzalez requested information on how to bridge the gap between local and district Academic Senates. VP Truglio expressed a desire to understand the process for submitting ideas to SKY AS versus the district AS.

Leigh Anne Shaw, a past president, was introduced by President Ryan. Leigh Anne will assist Jessica Truglio in her transition to AS President/Vice President for the remainder of Spring 2025. While Jessica can vote as Vice President, she will not vote as President, so Leigh Anne will step in to fulfill that role.

2.5 Senate Dues- Update

Procedure | [Information](#) | Discussion | Action

Presenters: Treasurer, Sima Karve

Time: 5 Minutes

Notes:

- Update on Senate Dues: At the end of Fall 2024, the total was \$5,927. The Academic Senate has approved the purchase of regalia for graduation, supporting 19 students. The new balance for this fund is \$4,883.50.
- Membership Dues: Typically dues are collected in September. A new system was set up for paycheck deductions. So starting in February 2025, \$25 will be deducted from the paychecks of those who did not have this amount removed in September. The remaining funds will be allocated towards spring regalia and scholarships.
- VPI Spending Requests: For questions regarding how to request spending, Treasurer Karve noted that if the vendor is pre-approved, we can use the funds. If the vendor is not approved, additional steps will be required.
- Tenure Celebration Proposal: Treasurer Karve recommended bringing a request for a tenure celebration to the Academic Senate. Professional Personnel Committee Chair McCarthy inquired whether funds could be utilized for student activities. It was clarified that there are regulations governing how the funds may be used.
- Reminder for Colleagues: VP Truglio reminded colleagues to consider signing up for and contributing to dues, which will be collected in February.

2.6 Resolution in support of students who are undocumented and/or impacted by new Federal government policies

Procedure | [Information](#) | [Discussion](#) | [Action](#)

Presenters: Senators Suzanne Poma & Rocio Aguilar-Pedroza

Time: 20 Minutes (amended 25 Minutes)

This agenda item was moved up from 2.7 to 2.6. Motion made by President Ryan; seconded by VP Truglio. Unanimous vote.

Notes:

Request for Academic Senate to put together a resolution in support of students who are undocumented and/or impacted by new Federal government policies. Presentation slides:

<https://www.canva.com/design/DAGcP26UdE8/5348LJ-8HTw-p0E3E4CYtg/edit>

- Senator Poma, who works with ESOL and incoming students in collaboration with Skyline’s Dream Center, and Senator Aguilar-Pedroza presented the challenges faced by undocumented students, underscoring the importance of creating safe spaces within public institutions. In light of AB21, which specifies that individuals should be directed to the president’s office in situations involving immigration enforcement they emphasize the campus commitment to protecting personal information while adhering to state and federal warrants, as outlined in the adoption of County Chapter 248.

Discussion:

- To promote inclusivity, we have the opportunity to allow anonymous participation in the task group
- What support is there for evening students, it would be beneficial to enhance communication regarding public safety protocols during potential ICE encounters. The Vice President of Instruction (VPI) will bring these important concerns to the cabinet for further constructive discussion.
- Senator Poma proposes to create a task group to develop a resolution in support of undocumented students and those impacted by federal policies. Members of the group will have the option to join anonymously, ensuring inclusivity. Motion by Senator Viertel and seconded by Senator Poma, receiving unanimous approval.
- President Ryan asked current AS members to consider participating in the task group. Senators Poma, Gonzalez, Aguilar-Pedroza, and Vice President Truglio have stepped forward to express their willingness to contribute. The motion to establish the task group was put forward by President Ryan and seconded by Senator Feiner, which also received unanimous support. Comment – President Ryan asks Senator Poma to email when the task group will meet and for the draft.

2.7 Adjuncts Responsible for Comprehensive Program Review

Procedure | [Information](#) | [Discussion](#) | Action

Presenters: Dr. Michael Cross

Time: 20 Minutes

Notes: Educational program development, standards or policies regarding student preparation and success, faculty roles and involvement in accreditation processes, including self-study and annual reports processes for program review

Dr. Michael Cross presents issues with adjunct faculty being asked to lead a comprehensive program review, citing a part-time faculty member who was asked to lead the comprehensive review. Dr. Cross is advocating on behalf of part-time faculty who may be tasked with CPR review without the guidance of a full-time faculty within that discipline. Currently, there are 6 to 7 programs *without* full-time faculty representation.

Discussion:

- The importance of full-time faculty representation in program reviews is emphasized.
- Concerns about adjuncts being pressured to do additional work without proper compensation are discussed.
- Faculty assigned to complete program review for the first time and the lack of guidance and training is mentioned.
- An acknowledgment is made of the improvements made by the institutional effect committee in providing early notice and training sessions for program reviews.
- The challenge of adjuncts assessing their classes is discussed, with a preference for full-time faculty members to guide program assessments.
- VPI Lisle recognizes the issue and will collaborate with Karen Wong, IEC for a detailed review and follow-up.

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 - AS-VP Truglio, on behalf of Rick Hough, announced updates from the curriculum committee regarding changes to course and program numbering. There will be the formation of a work group focused on local General Education patterns, and collaboration with CTTL on universal design is underway.
- IEC Tri-Chair update, Karen is reminding members about the CPR review. The IEC Tri-Chair has not yet met, but Karen will be sending out emails to the programs undergoing CPR review.
- Professional Personnel, there will be a Business Expo week before spring break, along with end-of-year celebrations and a call for more committee members.
- CTE, no report.

3.2 Campus Reports

Procedure | [Information](#) | Discussion | Action

Presenter: ASSC Student Rep, CTTL, AFT Reps

Time: 10 minutes

Notes:

- ASSC - Irah Vanelle Tancioco announced Welcome Week from January 21 to 23. The events will showcase services and programs for personal support, academic support, and financial support.
- CTTL-PD Coordinators Sima and Lucia Lachmayer reported a successful Flex Day event for the spring semester. They are currently compiling attendance data for future planning.
- AFT - Michael Song. AFT event will take place on January 29 from 5 to 6 PM. It will be a union social and member appreciation party at the AFT Union, coinciding with a district board meeting. Attendance is encouraged to support union demands for the upcoming contract negotiations.
- VPI - no updates

4.0 Announcement and Closing Procedures

4.1. Final Announcements

Presenter: President Ryan

Time: 5 minutes

Notes:

An update on the timeline for appointing a permanent Vice President of Instruction (VPI). We are actively recruiting for this position and must form a committee to support the new president. Faculty members must participate in the selection process for the VPI committee. Dr. Orante will soon provide an updated timeline. Please discuss the need for committee member nominations within your divisions. Thank you for your attention to this matter.

Announcement on Academic Senate Positions for the 2025-2026 Academic Year: This year, we are entering an election cycle for the positions of Vice President, Secretary, and possibly Treasurer. Additionally, we will need someone to manage the election committee.

4.2. Motion to Adjourn

Presenter: President Ryan

Time: 3:54 pm

Notes:

The next meeting of the Spring 2025 semester is on February 6th. 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, January 28th 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