



Draft Minutes for November 21st 2024

Thursdays, 2:10pm-4:00pm

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).

Voting Members

Executive Officers

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

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
- Jennifer Merrill

STEM

- Miranda Wang
- Michael Song
- Franco Deal

SESP

- Lucy Jovel

CTE Senator

- Tony Viertel

Part-Time Faculty

- Daisy Guterrez
- 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

PD/CTTL

- Andrea Fuentes

OER Liasson

- Vincent Kang

Advisory Members

AFT

- Michael Song

ASSC

- Irah Vanelle Tancioco

1.0 Opening Procedures and Welcome

1.1 Senate Networking

Presenter: President Ryan

Time: 10 minutes

Notes:

1.2 Call to Order/Establish Quorum

Presenter: President Ryan

Time: 1 minute

Notes:

1.3 Adoption of Agenda

Presenter: President Ryan

Time: 1 minute

Notes:

A motion to adopt the agenda was made by Senator Calderon and was seconded by Treasurer Karve. Discussion included Senator Sapigao noting that her name was misspelled on the agenda.

1.4 Adoption of Minutes

Presenter: President Ryan

Time: 1 minute

Notes: Approval of minutes from November 7th meeting

A motion was made by Curriculum Chair Hough and was seconded by Senator Kang. Discussion included Curriculum Chair Hough noting that there was an error in verb tense in the curriculum update.

1.5 Adoption of Consent Agenda

Presenter: President Ryan

Time: 5 minutes

Notes:

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.

Lori Slicton: Shared concerns about the final grade due date that was changed to December 21st. Faculty do not have time to do their jobs well and equitable with this short turnaround.

Soledad McCarthy: Also shared concerns about the change to the grade due date which also falls days after a shutdown to Websmart. She also shared concerns about the process for tenure review and challenges with adobe sign and lack of support from administration.

Suzanne Poma: Shared information about the UC and CSU transfer deadline on December 2, new canvas shell with important information about the transfer process as well as drop in hours for transfer center.

David Eck: It is important for us as faculty to watch the recordings of the board meetings.

Kenny Gonzales: Today Skyline held a HS partners conference.

Rocio Aguilar-Pedroza: EOPS Care/Calworks/Nextup program is offering their annual giving tree. Please see upcoming emails for how to participate.

Cassidy Ryan: Thank you for your support of the Salon and the Shop. Monday, December 9th is the Winter graduate showcase 11-1pm and 6-8pm. It is a walk-through event you can attend anytime. Please come by to support our students.

2.0 New Senate Business

2.1 This is how we do it

Procedure | Information | Discussion | Action

Presenters: Senate Elections

Time: 5 Minutes

Notes: We discuss how senate elections are done each year.

President Ryan shared helpful information from our [AS Bylaws](#) regarding elections and how those decisions are made.

2.2 Fall Plenary Update

Procedure | Information | Discussion | Action

Presenters: Kate Browne

Time: 10 Minutes

Notes: Kate Browne shared important updates about the ASCCC Fall Plenary. The final results can be seen here: <https://www.asccc.org/resolutions-process>.

2.3 Update on SWANA open house

Procedure | Information | Discussion | Action

Presenters: Janice Sapigao

Time: 10 Minutes

Notes: Senator Sapigao shared information about the upcoming SWANA Open House which is co-sponsored by the academic senate. The Open House will be held on Friday, December 6th from 11:30am-1pm in the fireside dining room. The event will include free food, a live dj, keynote speaker as well as campus resources.

<https://acrobat.adobe.com/id/urn:aaid:sc:us:9505de25-7e1b-40fd-8179-91c0d70ee9e6>

2.4 Scholarship Application

Procedure | Information | Discussion | Action

Presenters: President Ryan

Time: 30 mins

Notes:

President Ryan led a discussion about the process for using senate funds to provide graduation supplies for students. The discussion that ensued included questions and comments about the logistics of the process as well as how to best get information to students.

President Ryan motioned that AS opens scholarship application to support graduation materials for students. This motion passed unanimously.

2.5 Spring Special & Regular Elections

Procedure | Information | Discussion | Action

Presenters: President Ryan

Time: 15 Mins

Notes: A call will go out for a special election for Secretary who will serve for the spring 25 semester. A regular election will then be held for the next term of Secretary which will be for 2025-27.

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: Curriculum forum was held on November 13th. The presentation can be found here: <https://acrobat.adobe.com/id/urn:aaid:sc:us:8f1bac73-0152-434e-ba30-84b383d76bdf>

During the last meeting, the committee approved 109 course modification. Dec 6 is the deadline for changes to the Fall 25 catalog.

IEC Tri-chair: There will be 8 new programs undergoing CPR cycle next cycle. Those programs should be receiving information by email.

FTEFAC: The final rankings have been sent to Acting President Orante for his review.

SPARC: MVV discussion taking place regarding language used regarding being an anti-racist community. They will be voting on December 9th with more information to come.

Professional Personnel: Holiday gathering planning is underway with support from the president's office. Tuesday, December 10th will likely be the day.

CTE: Thanks again for all of the support for CTE day this year!!!

3.2 Campus Reports

Procedure | Information | Discussion | Action

Presenter: ASSC Student Rep, CTTL, AFT Reps

Time: 10 minutes

Notes:

ASSC: no report

CTTL: Please watch for information coming soon about January Flex day and other PD updates.

AFT: Thanks to everyone who took the bargaining survey. Your voice will be expressed on December 10's board meeting. Please join AFT if you have any feedback on important issues to be brought to the next contract.

4.0 Announcement and Closing Procedures

4.1. Final Announcements

Presenter: President Ryan

Time: 5 minutes

Notes:

Class cancellation policy was approved at the board meeting last night. Thanks to everyone who gave input through the survey. Interim VPI Lyle has asked to have a spot on future agendas to share input.

4.2. Motion to Adjourn

Presenter: President Ryan

Time: 3:47

Notes: The next and final meeting of the Fall 2024 semester is on December 5th.. 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 October 29th 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