



Skyline College Academic Senate

Thursdays, 2:10pm-4:00pm

Join us on Zoom: <https://smccd.zoom.us/j/84033624459>

Meeting ID: 840 3362 4459

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).

Draft Minutes for August 18, 2022

Voting Members

Executive Officers

- **President:** Lindsey Ayotte [votes in ties]
- **Vice President:** Cassidy Ryan-White
- **Secretary:** Jessica Truglio
- **Treasurer:** Ame Maloney
- **Past President:** Kate Williams Browne [non-voting]

Senators

ASLT:

- Andrea Fuentes

BEPP

- Herlene Grace Beltran
- Tammy Calderon

Counseling

- Joyce Lee
- Mandy Lucas
- Alberto Santellan

GLPS

- TBD

Language Arts

- Michael Cross/Katie Hern (Split Role)
- Jarrod Feiner
- Janice Sapigao

KAD

- Amber Steele

SPWD

- Timothy Rottenberg

SSCA

- Jennifer Merrill
- Jude Navari/Rika Yonemura-Fabian (split role)
- Kathy Zarur

STEM

- Simantini Karve
- Maryam Khan
- Kolo Wamba

CTE Senator

- Soledad McCarthy

Part-Time Faculty

- Teresa Campbell
- Tamara Perkins
- Sujatha (Suji) Venkataraman

Voting members: 24

Simple majority: 13

2/3: 16

Non-voting Members

Governance Committee Chairs

- **Curriculum Co-Chairs:** Jessica Hurless & Bianca Rowden-Quince
- **Educational Policy Co-Chairs:** Jessica Hurless & Zachary Bruno
- **Professional Personnel:** Lynsey Hemstreet

Advisory Members

AFT

- Marianne Kaletzky

ASSC

- Win Shwe Yee

Classified Senate

- TBD

PD/CTTL

- TBD

SEED

- TBD

Guided Pathways

- TBD

OER

- Ame Maloney

Visitors: Jill Rizzo, John Ulloa, Nahid Khorram



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1.0 Opening Procedures and Welcome

1.1 Call to Order/Establish Quorum

Presenter: President Ayotte

Time: 1

Notes: The meeting was called to order at 2:12 pm and quorum was established with 22 voting members.

1.2 Senate Networking

Presenter: President Ayotte

Time: 10

Notes:

1.3 Adoption of Agenda

Presenter: President Ayotte

Time: 1

Notes: A motion was made by President Ayotte to amend the agenda to add item 2.1 The Chancellor Screening Committee Selection. Senator McCarthy motioned to approve and Senator Santellan seconded the motion. The Agenda was passed by a vote of 21 in favor and no opposition or abstention.

1.4 Adoption of Minutes

Presenter: President Ayotte

Time: 1

Notes: Approval of minutes from [May 19, 2022](#) meeting

A motion was made by Senator McCarthy and was seconded by Senator Merrill. Minutes were approved.

1.5 Adoption of Consent Agenda

Presenter: President Ayotte

Time: 1

Notes:

1. Brown Act
2. Screening Committee: Acting Director of Special International Programs
 - a. Danielle Powell

No discussion or questions were raised regarding the consent agenda.

1.6 Public Comment

Presenter: President Ayotte

Time: 10 minutes

Notes:



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Treasurer Maloney made an announcement regarding technology loans on campus and shared the link to the loan form that can but shared with students:

<https://skylinecollege.libwizard.com/f/Techloanagreement>

2.0 New Senate Business

2.1 Chancellor Screening Committee Appointment

Procedure | **Information** | **Discussion** | **Action**

Presenter: President Lindsey Ayotte

Time: 5 minutes

Notes:

Discussion was held regarding faculty representation on the Chancellor’s Screening committee. Four faculty have self-nominated by email:

- Julia Johnson (Emailed)
- John Ulloa (Emailed)
- Joaquin Rivera (Emailed)
- Andrea Fuentes (Emailed)

In addition, the following individuals were nominated on the floor: Senator McCarthy, Senator Santellan, Senator Kahn. A vote was then taken and Senator Khan received the most votes. Senator Santellan will be the back up representative in the event that Senator Khan cannot participate.

2.2 Summer Exec Committee Update

Procedure | **Information** | **Discussion** | **Action**

Presenter: President Lindsey Ayotte

Time: 5 minutes

Notes: President Ayotte shared the following information regarding the Summer Executive Committee Actions:

- Approved two screening committees
 - HSI/STEM Center Counselor
 - Lorraine Demello
 - Melanie Espinueva-Aure
 - Lucy Jovel (replacing Alberto Santellan)
 - Lucia Lachmayr (unless guidance is to replace with STEM faculty member)
 - Dean Luis Escobar
 - Cosmetology Aid
 - Cassidy Ryan-White
- Approve Faculty serving on EMP



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- Met to discuss the SPWD dean move, and its impacts, which resulted in Academic Senate writing a letter to Dr. Moreno on behalf of faculty in SPWD and their concerns, to which she responded and invited us to participate in an open dialogue.
 - Timothy Rottenberg
- Executive Retreat where we met and reflected on the past academic year and our vision to align more with the 2 other academic senates at Canada and CSM
- We reflected on the re-vamped election year and discussed based on that experience and learning from ways things could be better to consider a revision of bylaws
- Held a session at the adjunct symposium to inform members on
 - Grace, Soledad, Ame, Cassidy

2.3 Welcome and Senator Roles

Procedure | **Information** | **Discussion** | **Action**

Presenter: President Lindsey Ayotte and Vice President Cassidy Ryan-White

Time: 30 minutes

Notes:

President Ayotte shared the following updates/reminders regarding Senator roles as stated in the bylaws: [Community Gathering Norms](#)

- **Everyone in the Skyline College community is invited to attend.** (Note: Only Senators and Executive officers may vote.)
- Voting members include executive officers, division senators, adjunct senators, and the CTE senator.
- In accordance with the Academic Senate Bylaws all voting members are expected to attend every meeting. If a voting member cannot attend a meeting, they are asked to send an alternate.
- Any member of the Skyline College community may request to be put on the Senate agenda by filling out the [Agenda Request form](#) at least two weeks before the desired meeting.
- Any member of the Skyline College community is welcome to address the Senate with information items during the Public Comment segment of any meeting; however, no action may be taken on any item brought forward at that time.
- The expectation is that what we discuss in this meeting doesn't die here, it continues on through the dissemination of information.
- Senator Shout out Sheet to help with the open channel of communication
 - The last thing we want to hear is a faculty member say I do not know who my senator is, and I haven't heard of anything that is going on
 - I am sure you all will figure out the best way to communicate with your divisions
 - I suggest connecting with your dean and requesting time to speak at your division meetings. Just copy and pasting the senator shout out sheet but not actually speaking and taking questions is not necessarily the most helpful. We uphold our power as a governing body when are constituents are informed.



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- Agenda request form
- Executive Committee
 - 4 executive officers, 2 approved senators, and standing committee chairs
- [ASAP checklist](#)
 - Jessica H, Jessica T, Jarrod, Ame

2.4 Gender Equity Task Group

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

Presenter: President Lindsey Ayotte

Time: 5 minutes

Notes: Last semester there was a directive from the College Governance Council to form a gender equity task group focused on prevalent issues with employees on our campus. Academic Senate will need to appoint two faculty to serve on this task-group and will vote at the next meeting on September 1, 2022. Senate members were encouraged to share this information with their constituents and encourage anyone interested to inform their senate representative.

2.5 By-Laws Revision Task Group Update

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

Presenter: Vice President Cassidy Ryan-White

Time: 5 minutes

Notes:

Vice President Ryan-White shared background information regarding the important work that has been completed by the task group thus far. This group and others who wish to join will continue to work on reviewing the [newly updated bylaws](#).

2.6 Enrollment Strategy Committee Update

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

Presenter: President Lindsey Ayotte

Time: 5 minutes

Notes: President Ayotte shared information regarding the committee leadership:

Tri-chairs: VPI Dr. Lopez, Kennya Ruiz Classified Senate V.P. and Lindsey Ayotte

If you or someone you know maybe interested in serving please reach out to myself directly and/or the tri-chairs. We are working on getting equal distribution of who is serving across the 3 main constituent groups.

3.0 Standing Agenda Items

3.1 Committee Reports

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

Presenter: IEC tri-chair, AFT Reps, Classified Senate, Curriculum, Ed Policy

Time: 10 minutes

Notes:



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IEC: [IEC Information](#)

AFT: Senator Wamba shared information regarding the upcoming Contract Action Team meeting- 8/19 at 3pm <https://us02web.zoom.us/j/7052173089>

Curriculum: Meetings will begin next week. Challenged senate to rethink the compendium of committees as Curriculum Committee finalizes membership.

ASSC: Win Shwe Yee shared upcoming student events that will be hosted by ASSC. LATINX Heritage month will be in September and many events and vendors will be coming to campus. ASSC first meeting of the year will be next Tuesday, August 23.

3.2 President’s Report

Procedure | **Information** | **Discussion** | **Action**

Presenter(s): President Ayotte

Time: 5 minutes

Notes:

- Sparc will continue the work done with the summer work group on the ed master plan at the first meeting next week on Thursday 8/25 on zoom 2-4pm
- Executive committee will be meeting with Dr. Moreno to discuss her proposal for the temporary one-year faculty position for a Guided Pathways Coordinator.

4.0 Announcement and Closing Procedures

4.1. Final Announcements

Presenter: President Ayotte

Time: 1 minute

Notes:

- Please remind your deans that the deadline for tenure committees to be submitted to consent is next Tuesday 8/23.
- Next meeting, we are going to talk about senate goals, President Ayotte will be sending out an email with our past goals, please ask your Constituent groups what things they would like Academic Senate to focus on this year.
- We are looking to meet hyflex starting September 1st, and the calendar invite will be updated to reflect that change.

4.2. Motion to Adjourn

Presenter: President Ayotte

Time: 3:42 PM



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Notes: The next meeting of the Fall 2022 semester is on Thursday September 1, 2022. 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 August 23, 2022 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