Skyline College Academic Senate

Thursdays, 2:10pm-4:00pm
Join us in person: 4-301
Join us on zoom: https://smccd.zoom.us/j/86803721214
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 October 05, 2023

Voting Members

Executive Officers
o **President: Lindsey Ayotte** [votes in ties]
o **Vice President: Cassidy Ryan-White**
o **Secretary**: Jessica Truglio
o **Treasurer: Sima Karve**
o **Past President: Leigh Anne Shaw [non-voting]**

Senators

ASLT:
o **Andrea Fuentes**

BEPP
o **Herlene Grace Beltran**
o **Tammy Calderon**

Counseling
o **Joyce Lee**
o **Mandy Lucas**
o **Alberto Santellan**

GLPS
o TBD

Language Arts
o **Katie Hern**
o **Jarrod Feiner**
o **Janice Sapigao**

KAD
o Amber Steele

SPWD
o **Alexa Moore**

SSCA
o **Rika Yonemura-Fabian**
o Ka**thy Zarur**
o **Jennifer Merrill**

STEM
o Miranda Wang
o **Michael Song**
o **Kolo Wamba**

CTE Senator
o **Soledad McCarthy**

Part-Time Faculty
o **Sujatha (Suji) Venkataraman**
o **Maryam Khan**
o **Jessica Silver-Sharp**

Voting members: 24
Simple majority: 13
2/3: 15

Non-voting Members

Governance Committee Chairs
o **Curriculum Co-Chairs:** Jessica Hurless & **Bianca Rowden-Quince**
o **Professional Personnel:** Lynsey Hemstreet

Advisory Members

AFT
o Marianne Kaletzky

ASSC
o **Win Shwe Yee**

Classified Senate
o **Marisa Thigpen**

PD/CTTL
o John Ulloa

SEEED
o TBD

Guided Pathways
o **Herlene Grace Beltran and Jessica Hurless**

OER
o Ame Maloney

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1.0 Opening Procedures and Welcome

1.1 Call to Order/Establish Quorum

Presenter: President Ayotte

Time: 1 minute

Notes: 19/24

1.2 Senate Networking

Presenter: President Ayotte

Time: 10 minutes

Notes:

1.3 Adoption of Agenda

Presenter: President Ayotte

Time: 1 minute

Notes: A motion to adopt the agenda was made by Vice President Ryan, and was seconded by Senator Hemstreet with no objections. The agenda was approved.

1.4 Adoption of Minutes

Presenter: President Ayotte

Time: 1 minute

Notes:

A motion was made to by Senator Lucas and was seconded by Senator Calderon to approve the minutes from September 21, 2023 meeting. Ayotte misspelled

The following corrections were noted:

- Item 2.3 PCI misspelling of Allen Ocampo
- Senator Suji asked that she be referred to in the notes by her first name.

The minutes were approved with no further discussion or objections.

1.5 Adoption of Consent Agenda

Presenter: President Ayotte

Time: 1 minute

Notes:

District Faculty Equivalency Committee
Lynsey Hemstreet

Student Disciplinary Board Faculty Rep
Soledad McCarthy

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Lindsey Ayotte (alternate)

Jarrod Feiner (alternate)

Learning Commons Director Screening Committee

Torria Davis – Dean, ASLT (Chair)

Chris Gibson – Dean, English, ESOL, Comm Studies, Languages

Pia Walawalkar, Librarian Faculty

Jarrod Feiner, English Faculty

Annette Perot – IT Technician III

Monique Ubungen – Instructional Aide, The Learning Center

Senator Fuentes motioned to pull the Learning Commons Screening Committee and President Ayotte motioned to pull the District Equivalency Committee from the consent agenda.

1.6 Public Comment

Presenter: President Ayotte

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 Feiner-Expressed a need for air conditioning in our buildings.

Senator Suji-Announced that she will be stepping down as adjunct faculty representative for AFT.

Curriculum Co-Chair Rowden Quince-Introduced our new Librarian, Vincent Kang.

2.0 New Senate Business

2.1 Learning Commons Screening Committee

Procedure | Information | Discussion | Action

Presenter: Senator Fuentes

Time: 5 Min

Notes: Senator Fuentes shared a concern that there is no representation from CTTL on this committee given frequent collaboration between the CTTL and Learning Commons. Senator Silver-Sharpe would like additional representation from the adjunct librarians. A vote took place to approve the committee as it stands. 1-yes, 14 no's, 4 abstentions and one yes. This committee was not approved. A recommendation will be made to add a faculty member from CTTL as well as an adjunct faculty representative.

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2.2 District Faculty Equivalency Committee

Procedure | Information | Discussion | Action

Presenter: President Ayotte

Time: 5 Min

Notes: President Ayotte was informed that Luciana Castro will be continuing her role on this committee and thus does not need a replacement. President Ayotte made a motion to strike this item from the agenda. A vote was taken with 18 in favor, no opposition.

2.3 Enrollment Strategies Committee "Roadshow"

Procedure | Information | Discussion | Action

Presenter: ESC Tri-Chairs: Lindsey Ayotte, Kennya Ruiz, Dr. Vinicio Lopez

Time: 25 minutes

Notes: The ESC Tri-Chairs were present to share the work the committee has done and present the Enrollment Strategy Plan. Their work was structured by two work groups which included a focus on new students and the other on returning students.

For the new students, the goal set forth by the committee was:
Increase first-time headcount in adult students by 10% over five years starting Fall 2024.

For the continuing students, the goal set forth by the committee was:

Increase continuing and returning student engagement in a support program (ex: EOPS, PSP or TRiO, etc.) by 15% over five years.

The tri-chairs went on to explain implementation of a plan to reach these goals and to integrate these plans with existing work on campus.

Enrollment Strategies Committee Presentation

During the Q&A section, a motion for a 5-minute time extension was made by President Ayotte and was seconded by Senator Lucas. The discussion included suggestions for more county wide marketing including signage. Some specific questions regarding baseline data were raised and the committee said that they would gather that information and share back at a later date.

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2.4 Pride Index Implementation

Procedure | Information | Discussion | Action

Presenter: Rika Yonemura-Fabian

Time: 20 minutes

Notes: Professor Yonemura-Fabian shared with us the work of a group of faculty and staff, in collaboration with President Orante, who are launching the Pride Index. She shared that the Pride Index is a tool where we self-assess our College by multiple criteria and questions. She shared the details of the Pride Index and examples of questions. Her ask of Academic Senate was:

1. Faculty volunteers' help answer questions or become a resource person
2. Recommendations on how we can utilize the results:
   a. Flex day
   b. SEEED, Senate, CGC

If anyone is interested in joining the work of this committee, please reach out to Professor Yonemura-Fabian. More information to come as they implement the index and gather information.

Pride Index Implementation Presentation

2.5 Senate Goals Conversation (Cont.)

Procedure | Information | Discussion | Action

Presenter: President Ayotte

Time: 30 minutes

Notes: A continued conversation took place regarding our goals for the AY 2023-24. This discussion primarily focused on ways that the Academic Senate can support the Curriculum Committee with some tasks that impact our compliance with state guidelines. One of these projects is the placement of all courses into disciplines. In addition, Curriculum Co-Chair Hurless asked for support with identifying and tracking the interdisciplinary degrees that we offer. These degrees can be problematic because they are not connected with a specific program and are thus not updated. During he discussion a call for extra time was made by President Ayotte and was seconded by Senator Calderon. Senate goals task groups will share updates at the November 16th meeting. A motion to approve the existing goals was made by President Ayotte and was seconded by Senator Calderon. All members were in favor of approving goals with no objections or abstentions.

Academic Senate Goals 2023-24

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3.0 Standing Agenda Items

3.1 Committee Reports

Procedure | Information | Discussion | Action

Presenter: ASSC Rep, Curriculum, CTE, SPARC, Professional Personnel, FTEFAC, IEC tri-chair, Classified Senate, AFT Reps

Time: 10 minutes

Notes:

CTE: CTE day is coming up on November 3rd. We are expecting 400 high school students on campus. They are looking for additional student volunteers to give campus tours.

Professional Personnel: Exemplary Program award nominations are open. This theme this year is excellence in promotion and advancement of Ethnic Studies.

FTEFAC: Requests for full time faculty are due on October 9th. Presentations will take place October 24th and 26th.

AFT: Negotiations with the district have reached an impasse. More information will be provided at the AFT meeting on flex day.

Health and Safety: Update on cell service and safety: by next fall, we might have spots of coverage. Otherwise, it will likely be a year and a half until it is fully resolved. The idea of the "panic buttons" on campus was declined as public safety would rather us call 911.

4.0 Announcement and Closing Procedures

4.1. Final Announcements

Presenter: President Ayotte

Time: 5 minutes

Notes:

Please make sure that you ask your divisions to fill out the Chancellor's search questionnaire.

4.2. Motion to Adjourn

Presenter: President Ayotte

Time: 4:02pm

Notes: The next meeting of the Fall 2023 semester is on Thursday October 19, 2023. 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 10, 2023 by 12:00pm. You can request an agenda item here

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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