

**Skyline College Classified Council
Minutes
Thursday, November 1, 2012**

Present: Linda Allen, Cass Christian, Barbara Daley, Barbara Lamson, Adolfo Leiva, Jocelyn Vila
Guests: Mary Gutierrez, Leigh Anne Shaw

Approval of Minutes: The Council deferred approval of the minutes due to the absence of staff in attendance who were at the previous meeting.

Treasurer's Report: Current balance is \$2645.32. Amount reserved for scholarships: \$864.00. Balance of funds remaining from PEDAC, to be used for Classified Retreat: \$629.24.

See's Candy Fundraiser: Kathy Fitzpatrick has initiated the PR for the scholarship fundraiser and distributed flyers via email to all Skyline employees. Cass discussed the flyer she created previously, noting the success (and disappointment) she experienced in promoting the candy sale. She felt it was a little early to do a candy sale again. It was recommended that the council do more to promote the fact that we raise money for scholarships; however, Barbara Lamson said that unless all money raised goes to scholarships, we need to state that the fundraiser supports both scholarships and the Classified Council. Linda Allen said that any flyers distributed campus-wide, should come under the purview of the Classified Council rather than individual employees.

Academic Senate Update: Leigh Anne Shaw, Academic Senate President, reported on the following issues currently under discussion in the Senate:

- Hiring policies and procedures: Questions include: how many people should be on a committee; who needs training; who plays what role; what policies apply to certificated faculty hired under grants. This last point should be of particular concern to classified staff, as it could apply to people hired under grants for classified positions.
- Merging of IPC and College Budget Committee: In the past, the duties of these two committees were combined into one. The Senate is fairly supportive of merging the two again to reduce the number of college committees needed.
- Prop 30: The Senate is worried about Prop 30 passing (due to negative campaigning and out-of-state funds being poured into an effort to defeat the proposition), and is working hard to "get the vote out".

Adolfo asked Leigh Anne if the Senate could promote our scholarship fundraiser. The next Senate meeting is after our deadline for submitting the candy orders, so Linda Allen said she would see if we could extend the deadline to allow more time for advertising the fundraiser.

Governance Planning Handbook and Decision Matrix: The Administration has asked Classified Council to read and discuss these two items; however, Adolfo commented that the documents were confusing and difficult to understand, and many of us don't know what the various acronyms refer to. He asked how the documents would affect classified staff, and wondered what significant input we could add to the Matrix, since most of the document deals with academic issues. Sections dealing with the Classified Council and College Council are the main items of interest to us. Linda explained that the documents discuss how College decisions are made and implemented. It was decided that the documents would be resent with an explanation and staff would send any comments directly to her.

Financial Aid Update: Jocelyn Vila distributed informational flyers about the Financial Aid Department, including *What's New in Financial Aid 2012-2013*, *Financial Aid and You*, a checklist on how to apply for aid and a schedule of FAFSA and Fee Waiver workshops (workshops are given every Wednesday and Thursday in Bldg. 2). She highlighted some changes in the new guidelines,

such as a photo ID is now required for all students who are submitting documentation to the FA Office, or simply dropping by to ask questions.

Other changes: Federal Pell Grants are limited to 6 years or 600% of funding; eligibility may be affected by repeating classes, although there are a number of classes that may be repeated without penalty, including ESOL, CAOT, Study Skills, and PE.

The California Dream Act, which grants illegal immigrants access to state financial aid at public universities and community colleges, will become effective January 2013. Assembly Bill (AB) 540 allows undocumented students who meet certain requirements to pay in-state tuition instead of out-of-state tuition in California's higher institution. Undocumented students are still not eligible for Federal Pell Grants.

Introduction of Mary Gutierrez, Dean of Language Arts Division: The Council welcomed the new Dean of Language Arts, Mary Gutierrez. Dean Gutierrez arrived at Skyline in July. She previously worked at the University of San Diego, and was a colleague of A & R's Dean John Mosby. Prior to Skyline, she worked at Cascadia Community College in Washington, where she became acquainted with Skyline Art Professor Bridget Fischer. She praised the culture at Cascadia College, particularly the understanding and teamwork, and noted that Skyline has a real culture of support. The Dean is very appreciative of the role of classified staff and pledged her support of classified participation at Skyline.

Dean Gutierrez discussed issues related to her division, including the Transfer Model Curriculum (TMC). Twenty-two new Associate Degrees for Transfer (AA-T/AS-T) established at the state level will guarantee community college students admission, with Junior status, to a CSU. This will have a big impact on our curriculum and probably lead to Skyline College phasing out its "home-grown" degrees (although the new degrees do not supersede or eliminate existing local degrees, but instead offer additional options for students who wish to pursue transfer to the CSU system, according to the California Community College Curriculum newsletter).

Dean Gutierrez was pleased to report that approval for hiring new ESOL faculty was given #1 priority in the Language Arts Division.

Fall and Spring Retreat: Discussion concerning future retreats was deferred.

Other: Discussion of AB540 was continued. It was noted that some of our undocumented students may have grown up in this area, but cannot apply for college. The bill allows these students to pay the same fees as local residents and also to apply for financial aid. Undocumented students are counseled to seek advice from immigration lawyers, as college staff may not give advice about immigration issues/laws.

Students who are eligible for a Pell Grant may use the funds for any school expenses such as purchasing textbooks. EOPS gives even more assistance. If students qualify for a fee waiver, they can get help with purchasing school books.

Adolfo Leiva thanked Linda Allen for the great agenda and for presenting so much valuable information to the classified staff.

The next Classified Council meeting, scheduled for December 6th, has been cancelled due to a conflict with the CSEA Holiday Luncheon. Linda will meet with the Executive Board to reschedule it. Stay tuned for an announcement about the new meeting date.

Respectfully submitted,
Barbara Daley