



Classified Senate Meeting Minutes
April 11, 2019 1:30pm-2:35pm

Classified Present: Scott Mansfield, Sherri Wyatt, Golda Margate, Kenya Ruiz, Angelica Mendoza, Sherrie Prasad, Maggie Li, Ame Maloney, Kristen Tuck, Gretel Barreto and Michele Haggar

Guest Speaker: Accreditation Tri-Chair Team: Will Minnich Dean of Enrollment Services and Karen Wong Coordinator of Institutional Effectiveness.

- 1) Tri-Chair Accreditation Presentation
 - a) The Tri-Chairs of the Institutional Self-Evaluation Report (ISER) stopped by to share where they are within the process and what the next steps remain.
 - b) Accreditation Timeline has been a 2 year process.
 - c) The Tri-Chair Team are currently visiting different Governance Committees to review and provide updates before the final draft.
 - d) The ACCJC visit will be September 30th through October 4th 2019 during our Fall 2019 semester
 - e) A total of 78 writers participated from Administrators, Faculty, Classified Staff and students
 - f) The draft can be found in the Accreditation website: <http://skylinecollege.edu/accreditation/ISER.php>
 - g) Reasons why accreditation is important:
 - i) Provides the ability to operate a higher education institution
 - ii) Self-assessment to ensure student success
 - iii) Accredited degrees and certificates
 - iv) Transferable units and degrees
 - v) Ability to provide students with financial aid
 - h) Areas of Improvement Identified in the data
 - i) First time Skyline College Students overall three-year associate's degree graduation rate was 13%. Full time students was at 17% and 6% for those starting out less than full time.
 - ii) Differences exist in completion and equity in three-year degree attainment for ethnic/racial groups: Asian 17%, white Non-Hispanic 15%, Multi Ethnic 14%, Filipino 12%, Hispanic 10%, Pacific Islanders 6% and black 3%
 - iii) 60 units are needed to graduate or transfer but Skyline College students on average attempt 87 and complete 75 for a completed-to-attempted ratio of 85%
 - iv) First-year/First-time Fall-to-Spring persistence varies by student unit load: Full time students 89%, Part time students 71%, and those less than part time from 45%
 - v) First-year/First-time students' Fall-to-Fall retention rate is 78%
 - (1) Disaggregated by racial/ethnic groups, the retention is 87% Asian, 80% Filipino, 78% Hispanic 77% white, 66% Pacific Islanders, 47% Black
 - i) Action Projects/ Discussions for self-Improvement
 - i) Guided Pathways: continue to develop intentional courses sequences for meta-majors and degrees.
 - ii) Transformative Teaching & Learning: Implement thematic general education bundles and contextualize curriculum. Incorporate high impact practices (HIPs) such as a e-portfolio & service learning
 - iii) Promise Scholars Program: strengthen data tracking around enrollment management, retention, student engagement benchmarks, and graduation.
 - j) Next steps between now and October

- i) Open forums highlighting accreditation talking points during college opening day and Wednesday September 11, 2019 2pm-3pm rooms 6202-6206
 - ii. Visiting team will be September 30-October 4th 2019.
- 2) Review/Approve April Meeting Minutes
 - a) Will be approved in next meeting
- 3) Committee Updates
 - a) **Kennya Ruiz**—Scholarship Committee
 - i) The committee has finished reviewing and approving all scholarship applications.
 - b) **Scott Mansfield**—Health and safety Committee
 - i) A formal training will be held for building captains and floor captains in early June
 - ii) The first training will be for leadership. The second group and training will be in the Fall semester
 - c) **Angelica Mendoza**—Design Team Committee
 - i) Working as a team to figure out how to guide and help students navigate through the Meta Majors.
 - ii) Helping students understand the Meta majors beyond just the name of the four houses.
 - d) **Michele Haggar**—College Governance Council
 - i) Currently going through process to see if the college is going through governance
- 4) Voting for your next Classified Senate
 - a) New positions available to be part of the Classified Senate. Current positions available: Treasurer, President, and Vice President.
 - b) Nominations will close Monday April 29th
 - c) Official Voting will take place on Wednesday May 1st, 2019.
 - d) Announcements with final new Executive Board will be Thursday May 2, 2019.
- 5) Donation to Regina Legacy Party Fundraiser
 - a) The money raised will go towards the Promise Scholars and Equity Institute
 - b) Ricardo Flores made first motion to approve a \$200 donation to be donated for Regina’s Legacy Party Fundraiser and Scott Mansfield seconded
- 6) Professional Development Follow up
 - a) The data has been collected and will be e-mailing it out to the team soon
- 7) Recap of District Professional Development Retreat
 - a) The data was collected and a lot of positive feedback was received.
- 8) Agenda building for next meeting
 - a) E-mail Michele Haggar with any ideas or feedback
- 9) Important dates to keep in mind and save in your calendar
 - a) April 25, 2019—Dr. Regina Stanback Stroud Retirement Party Fundraiser
 - b) May 16, 2019—End of Year Celebration. Currently seeking volunteers and don’t forget to start getting your donation baskets ready.
 - c) May 21, 2019—CSEA/Classified Senate Appreciation Breakfast
- 10) Motion to end meeting by Scott Mansfield, seconded by Golda Margate at 2:35pm