



**Classified Senate Meeting Minutes**  
**February 6, 2020**  
**2:00pm-3:30pm**

**Classified Present:** Rita Gulli, Kristina Brower, Nancy Lam, Sherrie Prasad, Angelica Mendoza, Belinda Chan, Sonya Pope, Barbara Lamson, Gretel Barreto, Kathy Fitzpatrick, Golda Margate and Chris Weidman.

**Guest Speaker:** Interim President of Skyline College Dr. Jannett Jackson, Vice President of Instructions Dr. Jennifer Taylor-Mendoza, Dean Student Equity and Support Programs Dr. Cheryl Johnson, and Director of Guided Pathways and Comprehensive Redesign Dr. Carla Grandy.

**Part 2: Professional Development Activity (2:00pm – 2:55pm)**

**1. Dr. Jennifer Taylor-Mendoza: Discuss Class Cancellation Procedures.**

- a. The highlighted area is the only change made to the document, suggested by the Academic Senate. It will be the new procedure that the deans will follow.
- b. Declining enrollment usually means workforce is good.
- c. Encourages everyone to read the Class Cancellation Procedure document.

**2. Interim Skyline College President Dr. Jackson: President's Work Group Initial Meeting Update**

- a. Background information on President's Work Group (P.W.G):
  - i. *Under the auspices of the College Governance Council, the President's Work Group will spearheading the college's efforts to review the compendium of committees, make recommendations, as part of the overall evaluations process and comprehensive redesign efforts. The PWG would be compromise of two representatives from each constituent group Associated Student, Academic & Classified Senate, the President, P.R.I.E with clerical assistance.*
- b. New survey sent out campus wide by The Planning, Research and Institutional Effectiveness Office (P.R.I.E ) to get input about the committees and people serving on committees.
- c. Responses are necessary to determine the type of template that will be used for the compendium of committees.
- d. The goal is to complete the review process before the end of Spring 2020 term.

**3. Dr. Carla Grandy: Guided Pathways Update**

- a. \$797,177 is the money distributed over 5 years. Money will go directly to Guided Pathways such as reassignment for faculty to work on it. Any kind of professional development that has to do with Guided Pathways.

- b. The Guided Pathways scale to adoptions: 1. Mapping programs to students end goals 2. Helping students choose and enter a program path 3. Keeping students on the path and 4. Ensuring that students are learning.
- c. New this year: Asked what resources are needed from the State Chancellor's Office and what are other obstacles or barriers we can find to getting things done?
- d. The reporting includes: 1. The progress made to date 2. The next steps 3. The resources needed 4. Barriers or Obstacles faced with and 5. Scale to adoption.
- e. Most of the areas at Skyline College are *Planning to Scale* or *Scaling in Progress* and are far along with Guided Pathways.
- f. Currently have one systematic Issue: Nursing Program. Only because it is a highly competitive and impacted field that not all students get into the program. How are we supporting those nursing program students getting into nursing programs? Or identifying other programs they can pursue? That was the only thing that was filled out as not systematic.
- g. The type of questions asked:
  - i. Mapping Pathways to student end goals: Identifying meta majors and are clearly explained on the website
  - ii. Programs are clearly mapped out to students: Creating clearer and cohesive paths for students.
  - iii. Helping students to enter & choose a program pathways: has to do with math & English especially AB705.
  - iv. Gateway courses: courses that act as barriers to students and cause them to change majors. Example: For Psychology, BIO 130 will be a gateway course and if students get through the course they will most likely finish with their psychology courses, but if not, they tend to change majors because of it.
  - v. Keeping students on Path: has to do with advisors and letting students know if they are taking all the right classes. Scheduling classes so students get classes they actually need.
  - vi. Ensuring students are learning: Has to do with learning outcomes and what we use to asses student's growth and development. Instructional faculty contributes to it.
- h. All feedback due by February 14, 2020 so Dr. Carla Grandy can have it ready to send back to the Board. On February 26, 2020, it will go to the College Governance Council and on February 28, 2020, it goes to the Board of Trustees. It goes to the State Chancellor's Office by March 2020.

**Part 1: Senate Business (2:55pm – 3:30pm)**

- 4. Postpone Approve/Discuss Meeting Minutes (November 2019)
- 5. Student Scholarship Update:

- a. We raised \$1,970 for student scholarships. Faculty and Administration also donated to our student scholarship fundraiser.
  - b. VOTE: on Student Scholarships: To grant two \$750 scholarships. The remainder of \$450 will be carried over to next year.
    - i. VOTE: First motion to approve two \$750 scholarships with \$450 remainder for next year, made by Barbara Lamson, seconded by Belinda Chan. Motion Passed.
  - c. Scholarship Criteria Review Update: Vote to remove language in scholarship criteria that says ***“and student who is not receiving any other scholarships”***.
    - i. Scholarship 1 currently states: Requires a minimum of 2.0 GPA, shows financial need, must be a continuing student, only be awarded the Skyline Classified Senate Scholarship one time and student who is not receiving any other scholarships.
    - ii. Scholarship 2 currently states: Requires a minimum of 2.0 GPA, shows NO financial need, must be a continuing student, only be awarded the Skyline Classified Senate Scholarship one time and student who is not receiving any other scholarships.
    - iii. VOTE: First motion to remove language that says “and student who is not receiving any other scholarships” from the scholarship criteria made by Barbara Lamson, seconded by Golda Margate. Motion passed.
6. Dr. Cheryl Johnson: S.E.S.P Update
- a. Introduction
  - b. Partnering with CTTL for the model called Equity Scholars, which will be for faculty. Equity scholars will work closely with each student success team that are attached to each Meta Majors.
  - c. Second partnership will be more categorical programing in her division such as C.A.R.E, CAL Works, E.O.P.S, T.R.I.O, Guardian Scholars, D.R.C, Guided Pathways, etc.
  - d. Disability Resource Center (D.R.C) will be changing their name to Educational Access Center in the Fall 2020 term.
  - e. Dr. Cheryl Johnson is still searching and hiring new staff for their new department.
7. Book Club Update
- a. All book club participants presented a workshop at Flex Day and received positive feedback.
  - b. Vice President of Student Services Dr. Angelica Garcia encouraged Classified Senate to submit a proposal to present at the CSSO 2020 Conference and the proposal was accepted.
    - i. Conference will be March 24, 2020 through March 26, 2020.
8. Committee Updates
- a. **Grace Beltran**: Board Policy subject BP 2.27 Policy on Smoking

- i. The main change is that they are making all 3 campuses smoke free campuses.
  - b. **Barbara Lamson:** Proposal to review & Revise the Program Review Process
    - i. New update is that the Program Review is now under S.P.A.R.C
    - ii. They want to change Program Review cycle to align with the budget planning calendar for the year 2021.
    - iii. The committee is interested in Classified Senate's feedback.
    - iv. Will be reviewing the process at their next S.P.A.R.C meeting.
- 9. Motion to end meeting, first motion made by Chris Weidman seconded by Rita Gulli at 3:56 p.m.