

Approved Minutes

Attendance: Eloisa Briones, Kate Browne, Angelica Garcia, Jose Omar Gutierrez, Pearl Ibeanusi, Jannett Jackson, Golda Margate, Sherrie Prasad, Jesse Raskin, Jennifer Taylor-Mendoza

Absent:

Guests: Cherie Colin and Ingrid Vargas

Recorder: Theresa Tentes

Approval of Minutes

The March 25, 2020 minutes were approved. (M/S/U Golda Margate/Kate Browne) Unanimously.

Academic Senate Report

Academic Senate President Kate Browne reported that all Summer courses will be fully online. The Deans have consulted with the faculty and many have expressed concern about the hands-on work usually done in SMT labs and CTE courses. The District Curriculum Committee information was shared, as question arose about the Blanket DE Addendum & Temporary emergency status.

Kate shared that the discussion about the Fall semester is continuing. There are concerns on Face to Face (F2F) and Labs/Hands-on, information from District Academic Senate Resolution on instruction to the Board of Trustees and Teaching and Learning (TTL) committee developing Guidelines for Fall. Next week meetings are District Academic Senate are held Monday and TTL on Wednesday.

There was also discussion about Spring grades:

- Counseling information regarding implications of CSU & UC memo interpretation
- Continuing concern from faculty on details of how Past/No Past (P/NP) and Excused Withdrawals (EW) will be implemented.

Academic Senate general election ballots – The Divisions reported results of nominations, still awaiting 4 of 9 nominations, and preparations are on there way for the ballots to go out April 20th. Adjunct nominations deadline April 24th.

The deadline for Skyline College Presidential finalists' questions from the campus community are due April 19th. The next Academic Senate meeting is Thursday, April 23.

Associated Students of Skyline College Report

Associated Students of Skyline College President Pearl Ibeanusi recorded a public address for all students regarding the COVID-19 that will be uploaded to the ASSC YouTube channel this week. The ASSC voted and passed to set aside \$15,000 from the Associated Student Body budget to be used as a contribution for the District's effort to aid students affected by COVID-19. The Center for Student Life has Zoom hours available to all Skyline College students from 11:00 a.m.-1:00 p.m. Monday-Thursday.

This provides students the opportunity to drop, ask questions, study together, and receive support and/or resources. The ASSC has a YouTube+ and will be adding additional content.

The link is on the Skylinecollege.edu Student Life and Leadership Page
<http://www.skylinecollege.edu/centerforstudentlife/>.

Classified Senate Report

Classified Senate President, Sherrie Prasad provided an update regarding the April 16th Classified Senate meeting. The meeting was held via zoom and Dr. Jackson, Dr. Garcia and Dr. Taylor-Mendoza attended the meeting as guests to answer any questions and concerns from the Senate members. The meeting was well attended with 47 members. The *Caring Campus* Initiative kickoff meeting has been postponed to May. Institute for Evidence-Based Change (IEBC) is working with the State Chancellor's office regarding the next steps because of the COVID-19 pandemic and they are rescheduling the kickoff meetings with colleges during May. Sherrie is working to confirm a new date.

The Classified Senate is applying for President Innovation Funds. The Classified Senate Board will be submitting a PIF grant to request funding to launch the Classified Leadership Institute in Fall 2020. The PIF proposal is due on April 30th. Sherrie shared that the Classified Senate Executive Board nominations are due on April 30th and the elections will be held on the second week of May. An announcement will be made at the May Classified Senate Meeting. The following positions are opened for nominations: President, Vice President, Secretary and Parliamentarian.

Academic Senate President Kate Williams Browne, Director of Human Resources David Feune, Cañada President Dr. Jamillah Moore and Classified Senate President Sherrie Prasad met regarding questions submitted for the Presidential Finalists Forums. Kate and Sherrie will share the questions with their constituent groups and will meet together to finalize the nine questions they will ask each finalist. The forums will be recorded on Monday, April 27th and Tuesday April 28th.

President's Work Group (PWG) Survey

Ingrid Vargas, Dean of PRIE, gave an update of the PWG Survey. Most of the responses to the survey came in January and February of 2020. A reminder was re-sent to committees to gather more responses to the survey. Ingrid and her staff sent 554 surveys to the 30 committees. She received 214 valid survey responses. She shared a presentation of the survey results. The total responses from each group were 78 Administrators, 61 Full Time Faculty, 56 Classified Professionals, 11 didn't indicate their category, 6 students and only 2 Adjunct Faculty. The next step for PWG is to look at the Committees and make recommendations on either consolidating or not consolidating committees based upon the feedback from the survey. The PWG will make some substantive recommendations for the Fall 2020 semester.

Courageous Conversation

Dr. Jannett Jackson gave an update on Courageous Conversations. The McPhail Group consultants came to campus March 11 and 12 to meet with administrators, faculty, staff and students to gather information. They provided a report to Dr. Jackson of the findings. The report is grounded in research but also a review of our policies and district policies. Dr. Jackson will share some of the recommendations at the Town Hall #3 on May 1st.

Announcements from the President

- Dr. Jackson announced that the college will continue to remain with Online Courses during the Summer Session. A decision on "if we will continue to be Shelter in Place (SIP)" has not been made at this time. Some colleges have decided to continue with Online Courses through the Fall; but, at this time we are not one of those colleges.

Mission Statement

To transform and empower a global community of learners

- Dr. Angelica Garcia gave an update regarding to the CARES Act. The CARES Act Emergency Relief Fund is allocating funds to all colleges and universities across the country. The provide direct financial support to students who have been impacted by the Covid-19 pandemic. Skyline College's allocation is \$2,491,000 which is the highest among the 3 campus within our district. This is because we have the largest number PELL students of the 3 colleges. Of the \$2,491,000 Skyline College will receive, the college must give \$1,860,000 (minimum aide to students) needs to be in direct aide to students. The CARES Act funds cannot support undocumented students. Students who were only taking online courses prior to the Covid-19 pandemic are not eligible for the funds. The funds are earmarked for students who were taking face-to-face courses to then go to online courses and the additional expenses to convert to only online learner. The College will need to meet a minimum threshold of PELL students that receive funding. Dr. Jackson shared that the funds the college is receiving from the CARES Act, the CARES Act says is that minimum of 50% of the funds need to go to directly support the students. The College is recommending that we not limited the funds to 50% but increase it to 75%. The funds we receive, 75% of the funds would be used towards direct support to students. The additional 25% of that total amount would then be used for other items. Such as faculty training, technology and other items. First, we will take care of the students first then we will look at other items. Dr. Garcia added that the difference between going to a 75% direct aide to students and decreasing it to the minimum of 50% aide to students translates to 600 less students receiving direct financial support.
- Dr. Jennifer Taylor-Mendoza gave an update regarding Professional Development. Since the end of March when the college realized we would be offering only On-line courses in the Summer, she and the deans began to create a plan. There will be 2 cohorts of 50 faculty being trained from May 4-24 who are teaching online for the Summer Session. They are also identifying the faculty who are teaching in the Fall who will need to be trained and that cohort will begin in June or July. Dr. Taylor-Mendoza also report that the deans have been working with faculty regarding courses with labs. They are creating a plan on how to teach a lab and they decided on purchasing kits for the students. Finally, she shared that the blanket Distance Education (DE) Addendum for Summer and Fall is in the works and they are creating a plan for Skyline, as we move forward.
- Ingrid Vargas, Dean of PRIE, shared with the committee an update of the Student Survey. The Student Survey was coordinated by all 3 colleges PRIE Dean's. All students over the age 18 received the survey via email and text. 19% response rate and the sample was very well represented of our Student Body. The purpose of the survey was to connect Student Services with our students. The survey was to identify students who were having issues with technology and equipment so Student Support staff could contact to assist them. There were over 750 students contacted via email, zoom and telephone. Ingrid reviewed the results of the survey to the committee.

Future Agenda Items

- Comprehensive Redesign Update
- Presentation of the Technology Plan (VPI)

Adjourn

(M/S/U Eloisa Briones/Sherrie Prasad) Unanimously.

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