

Approved Minutes

Attendance: Eloisa Briones, Angélica Garcia, Michele Haggar, Jannett Jackson, Sherrie Prasad, Jesse Raskin

Absent: Kate Browne, Alejandro Guzman, Pearl Ibeanusi, Jennifer Taylor-Mendoza

Guests: Paul Cassidy, Joe Morello

Recorder: Theresa Tentes

Approval of Minutes

The September 25, 2019 minutes were approved. (M/S/U Michele Haggar/Angélica Garcia) Joe Morello abstain.

Academic Senate Report

Academic Senate Vice President Jesse Raskin reported on behalf of the Academic Senate President Kate Browne, who was absent. Jesse reported that the faculty have concerns regarding the President Search Town Hall that occurred Tuesday, October 15. The concern is related to Executive Director Lasana Hotep's comments made at the Town Hall. Also, the fact that there has been no communications to the campus from the Administration.

Dr. Jackson shared that there will be communication to the campus soon. She has met recently with the Academic Senate Leadership, Kate and Jesse as well as with the Classified Senate Leadership. At both meetings, the discussion was related to the comments Executive Director Lasana Hotep made at the Town Hall. She has received numerous emails and phone calls and she has spoken to Human Resources, Interim Chancellor Claire and with Executive Director Lasana Hotep. She also stated that this is the Chancellor's hiring process and as such communication will come from his office.

Associated Students of Skyline College Report

No ASSC representative was able to join the meeting today.

Classified Senate Report

Michele Haggar, President of Classified Senate, gave an update on the Classified Senate Student Scholarship Fundraising Drive. The Foundation created a website for the fundraising drive and its up and running. The link is <http://skylinecollege.edu/classifiedsenate/scholarships.php>. An announcement was sent via the Marketing Office announcing the fundraising drive. Classified Senate has currently raised \$550 and the goal is \$1500. The drive will end October 31st, Classified Senate is encouraging people to donate. For donations of \$25 or more a drawing prize will be given. The Bookstore donated water bottles, bags and gift cards for the drive.

Classified Senate hosted the Board President Maurice Goodman, Board Member Richard Holober, Interim Chancellor Mike Claire and Interim President Dr. Jannett Jackson at their October 3rd meeting. They were invited to have a conversation around the news articles and some of the changes with

Administration. The conversation was very positive and the Senate plans to invite them again for a more transparent discussion. Approximately 35 Classified Professionals attended the meeting.

President Haggar announced that throughout the entire Accreditation process it was probably one of the most well attended Accreditation Visits by Classified Professionals. There was a large number of Classified Professionals at the Open Forums and the Exit Meeting.

Sherrie Prasad, Vice President of Classified Senate, announced that the SMCCCD was awarded \$108,000 from the State Chancellor's office for Professional Development funding related to the Vision for Success Initiative. The Classified Senate Leaders met on how to use the funds throughout the district. They have sent a Letter of Memorandum to Mitch Bailey, Chief of Staff for the District. The leaders outlined how the money should be spent. Part of the money would be used for CRM training, workshops regarding Guided Pathways, and other initiatives on campus. The final allocation of the funds have not been determined.

The November Classified Senate meeting will be a professional development workshop titled "Mindfulness". Liz Llamas, Skyline College Psychologist, will lead the workshop.

Recommendations on Committee Changes – Health & Safety and Emergency Preparedness Committees. What is the process for changing committees?

Vice President of Administrative Services, Eloisa Briones shared information regarding committee meetings scheduled at the same time and how it causes members of those committees not to attend other meetings due to conflict's in schedule. This item will be addressed when Dr. Jackson discusses the new President's Work Group that will revise the Compendium of Committees.

Provide Update on the Integrated Plan and Food Insecurity

Dr. Angélica Garcia, Vice President of Student Services, provided an update on the Integrated Plan, and the process which has already been completed. The plan was Board approved in Spring 2019. The plan is an iteration of how colleges are pulling together their efforts related to Student Equity, Basic Skills and SSSP. Previously there were three separate programs but in the 2018-2019 fiscal year, they became one program known as the Student Equity and Achievement Program. Our College has had three separate groups or committees all of which are at different levels in the Compendium of Committees.

The Update

- Our budget has been reconciled for the expenditure report. Part of the work for this year is to have a conversation of what is the relationship between what was three separate groups coming together as one. Each of the programs still are getting similar allocations to continue with the activities that had been planned over the last year. The Integrated Plan had to connect with the Vision for Success Plan. The Dean of Counseling (SSSP), Dean of Academic Support and Learning Technology (BSI), and the Dean of Student Equity and Support Programs (Student Equity) will lead efforts for the Integrated plan and complete by Spring 2020.
- Dr. Carla Grandy is working on the plan for Guided Pathways. The preliminary plan has been submitted to the State Chancellor's Office. The next one needs to be certified in early Spring 2020.
- Dr. Garcia shared with the CGC discussions regarding food insecurities on campus. Vice Chancellor, Tom Bauer, presented to the Joint VPs Council recently that Chancellor Emeritus Ron Galatolo had allocated one time funds of \$1,000,000 to provide meals across the district to

students in need. The funds are specifically to provide students with access to on campus meals that are already prepared. Currently on each campus there is a Spark Point Center that provides a food pantry to our students. There is a Grab and Go program which is a meal that includes a sandwich, fruit, water and chips at a reduced price. The new meal plan program provides an opportunity for eligible students that are experiencing hunger to have prepared meals.

- There is a district-wide conversation on this matter; and the conversation is moving quickly so that the program can be developed and implemented in Spring 2020. The Vice Presidents of Student Services at each of the colleges are aiding these efforts. The goal is within the next two weeks there will be a proposal with input from the three colleges. The parameters are still being created. The one-time funds can be used beyond the fiscal year 2019-2020 year.

SPARC Recommendations – Action Item

Paul Cassidy, Finance and Operations Manager, presented the Skyline College Integrated Planning and Resource Allocation Model. The presentation was shared with SPARC at the October 10 meeting. The model provided three scenarios for funds to be allocated. The SPARC committee is forwarding their recommendation of Scenario 2 to the CGC.

Jesse Raskin thanked Paul for his presentation and said it was the clearest budget presentation he’s seen. He thanked SPARC for the process and taking the extra month to have the SPARC members go to their divisions so they were voting on behalf of the faculty not of their own personal interest. To quote Jesse “that is the difference between democracy and individual, making decisions in the room.” Eloisa Briones, VP of Administrative Services, said that on behalf of the Tri Chairs (Kate Browne, Eloisa Briones, Ingrid Vargas) before each SPARC meeting the tri-chairs meet to discuss what the feedback is from the constituency groups and they incorporate that into the process. This is the work of the whole college not just Administrative Services.

A motion to accept the recommendations from SPARC to approve Scenario 2.
(M/S/U Jesse Raskin/Michele Haggard) Unanimous.

President’s Work Group (PWG) Members and Charge

President Jackson shared that the PWG is a workgroup and once the task is completed, the workgroup goes away. She provided the charge of the work group. The charge is:

Proposed Charge of the PWG

The task for the Workgroup is

1. *Create a template for each committee.*
2. *To establish what is a workgroup.
What is a standing committee?*
3. *Participatory governance –
Who appoints whom?
Who is responsible appointing the individual?
How long is the appointment?*
4. *Do we need all the committees currently in the compendium?*
5. *What is the Committee Charge?*
6. *Clarification of the role of each committee*

The PWG would be comprised of two representatives from each constituent group Associated Student, Academic Senate, Classified Senate, Dr. Jackson, Ingrid Vargas and Theresa Tentes.

The proposed representatives are:

- Dr. Jannett Jackson, President
- Ingrid Vargas, Dean of PRIE
- Theresa Tentes, Executive Assistant to the College President
- Kate Browne, Academic Senate
- Leigh Anne Shaw, Academic Senate
- Golda Margate, Classified Senate
- Belinda Chan, Classified Senate
- Alejandro Guzman, ASSC
- Rolo Mutual, ASSC

According to Jesse Raskin, the Academic Senate received four volunteers to participate on the workgroup. They are:

Leigh Anne Shaw
Mustafa Popal
Bianca Rowden-Quince
Jessica Hurless

The consensus was that we remain with 2 representatives per constituency group and Mustafa Popal would replace Kate Browne as the faculty representative.

Dr. Jackson will contact ASSC to confirm their volunteers. She would like to complete PWG process by Spring 2020. The workgroup would also look over when committees meet to see if there are any conflicts. Michele Haggart asked if a Classified Professional Chair a committee. Dr. Jackson recommended having some committees to have tri-chairs.

Announcement

- Dr. Jackson shared that Tuesday, November 5th there will be an IEPI visiting team on campus. They will be on campus to meet with different groups to gather information regarding the Equity Institute. There is a team of experts visiting to help us refine our grant proposal for. The funding is focused on the Equity Institute. The college will not receive the funding until the college sends them a final plan.
- Skyline College received a request from Dr. Laura Metune, Vice Chancellor of Government Relations from the California Community College State Chancellor's Office to host a legislative staff site visit. Skyline College was selected because it is considered a leader within the community college system.

The Chancellor's Office indicated they made the commitment to legislative staff that these visits are about seeing how our colleges really work. The day started with a campus tour by three of our Promise Scholars students followed by a 6-hour meeting focusing on:

- Promise/ASAP (including innovation award program)
- Guided Pathways
- Strong Workforce Program
- AB 705 Implementation;

within the rubric of the college's comprehensive, redesign project.

The 17-member team consisted of various legislative offices to include the Chancellor's Office staff, the Foundation Success Center staff, key legislative staff members of the Legislative Analysts' Office, the Governor's Office and the Department of Finance.

Mission Statement

To transform and empower a global community of learners

Wednesday, October 25th Dr. Jackson received a letter of thanks from Governor Gavin Newsome based on the feedback he received from those in attendance. Dr. Jackson also would like to thank District Office staff who participated, Chief of Staff Mitch Bailey and Vice Chancellor of Educational Services and Planning, Dr. Aaron McVean; and the 23 Skyline faculty staff and administrators who shared their passion and experience on program implementation and replication efforts.

Future Agenda Items

- Comprehensive Redesign Update
- Presentation of the Technology Plan

Adjourn

(M/S/U Angélica Garcia/Jesse Raskin)