



College Governance Council
Wednesday, February 24, 2021
2:00-4:00 p.m.

Zoom Link:

<https://smccd.zoom.us/j/89777406450?pwd=aXRML3BjRUxQUzNmK2NZNjJraHVHdz09>
(669) 900-9128, Meeting ID: 897 7740 6450, Passcode: 274574

Members:

- | | |
|--|--|
| <input type="checkbox"/> Eloisa Briones | <input type="checkbox"/> Sherrie Prasad |
| <input type="checkbox"/> Jose Omar Gutierrez | <input type="checkbox"/> Jesse Raskin |
| <input type="checkbox"/> Golda Margate | <input type="checkbox"/> Leigh Anne Shaw |
| <input type="checkbox"/> Melissa Moreno | <input type="checkbox"/> Jennifer Taylor-Mendoza |
| <input type="checkbox"/> Newin Orante | <input type="checkbox"/> Carlos Ungo |

AGENDA

- I. Call to Order/Establishing a Quorum/Roll Call
- II. Public Comment *
- III. Consent Items
Approval of Minutes – January 27, 2021
- IV. Informational and New Business

Administration – 45 Minutes

- | | |
|---|-----------------------------|
| a. President's Update | Dr. Melissa Moreno |
| b. Budget Update | Eloisa Briones |
| c. Instructional Update | Dr. Jennifer Taylor-Mendoza |
| d. Student Services Update | Dr. Newin Orante |
| e. Planning Research and Institutional Effectiveness Update | Ingrid Vargas |
| f. Marketing, Communications, Public Relations Update | Cherie Colin |



Academic Senate - 10 Minutes

- a. Academic Senate Report

Leigh Anne Shaw/Jesse Raskin

Classified Senate – 10 Minutes

- a. Classified Senate Report

Sherrie Prasad/Golda Margate

Associated Students of Skyline College

- a. No report

V. Action Item

- a. Climate Review Task Force Recommendations Regarding the District

VI. Next Meeting – Wednesday, March 24, 2021

VII. Adjournment

**Public Comment. Members of the Skyline College community and the public may address the College Governance Council on items appearing on the agenda by submitting a request in the chat box (Zoom) or a comment slip (in person) at the start of the meeting. Speakers must limit their remarks to a maximum of three minutes. If there are a large number of speakers, the President may use discretion to reduce the comment time in order to keep all public comment time to 20 minutes or less, in order to be able to have enough time for the Council to conduct its business. In accordance with the Americans with Disabilities Act, the Council will make reasonable efforts to accommodate persons with qualified disabilities. If you require accommodation, please contact Theresa Tentes at tentes@smccd.edu at least 48 hours in advance of the meeting.*



College Governance Council
Wednesday, January 27, 2021
Zoom Video

Draft Minutes

In Attendance: Jose Omar Gutierrez, Golda Margate, Melissa Moreno, Sherrie Prasad, Jennifer Taylor-Mendoza, Jesse Raskin, Leigh Anne Shaw, Carlos Ungo

Absent: Eloisa Briones

Recorder: Theresa Tentis

- I. Call to Order and Establishing a Quorum
Roll Call
Theresa Tentis took Roll Call. All voting members were in attendance except for Eloisa Briones.
- II. Public Comment*
No comments
- III. Consent Items
Approval of Minutes, December 14, 2020
(M/S Leigh Anne Shaw/Golda Margate)
The December 14, 2020 minutes were approved.
- IV. Informational and New Business

Administration – 45 Minutes

- a. Budget Update Dr. Melissa Moreno
Dr. Moreno gave a brief update for Eloisa Briones who was not able to attend. According to Dr. Moreno the budget is looking better with the January Budget update that came forward from the Governor's Office. There are also some Federal Relief funds available much like the CARES Act money where 21% of the funds are to be distributed to the students but the SMCCCD is leaning more towards a higher amount similar to the CARES Act distribution. At the next SPARC meeting being held Thursday, January 28th there will be a more thorough budget update.
- b. Strategic Planning Update Ingrid Vargas
Ingrid Vargas, Dean of PRIE, gave an update of the strategic plans that are scheduled to be completed. The PRIE website provides links to all the plans. The one plan that is behind at the moment is the Enrollment Management Plan. That plan has not been updated since Fall of 2013. Ingrid shared that during this Spring each Participatory Governance group will be asked to give input on how to work on the plan. In Fall 2021 the work will begin to update the plan.

Ingrid shared the work that the Participatory Governance Work Group previously known as the President's Work Group has been working on. She shared a document of the Participatory Governance Committees organizational chart and that it is still a work in process.

- c. President's Update Dr. Melissa Moreno
Dr. Moreno reported to the committee that the Climate Review Work Group has met. This work group will read the McPhail Report to assess the report for areas that need to be addressed and make recommendations to consider to be implemented. The first step of the work group is to read the McPhail Report and make the recommendations and then revisit additional needs for the campus and if needed hiring an outside firm to conduct a campus-wide Climate Review Survey. The next meeting is February 8th where the committee members will come back with a ranking of the recommendations from the McPhail Report.

There is a larger conversation at the District regarding how we are planning to return to campus and how and when that will take place. Also, conversations about the vaccinations and how that will impact us. Currently there are no answers on when or how we will return. It is being encouraged that everyone gets a vaccine shot. There will probably be a gradual hybrid return to campus in the Fall.

- d. Instructional Update Dr. Jennifer Taylor-Mendoza

Dr. Taylor-Mendoza, Vice President of Instruction, shared that the district Vice President's will begin to discuss timelines and contingency plans for Summer and Fall 2021 semesters. Dr. Moreno shared that the Summer 2021 semester will be offered online the Board of Trustees will discuss and vote on the plan for Fall 2021 hopefully by the end of February.

- e. Student Services Update Dr. Jennifer Taylor-Mendoza
Michelle Batista, Director of Student Support, is working on educating the campus on a service called Timely MD. Timely MD will provide students with 24 hours, 7 days a week On-Demand Emotional Support.

- f. Marketing, Communications and Public Relations Update Cherie Colin
Cherie Colin, Director of MCPR, provided an update of the new style guide that will be available to the campus. Also, looking into possibly update the college logo. The last time the logo was updated was in 2005.

There has been an enrollment campaign for both the District and Skyline College. Skyline College campus was specific to programs that needed some assistance in marketing.

The President's Breakfast will be held Thursday, March 25th at 8:00 a.m. The Breakfast will be held as a virtual event and will cost \$75. The contribution will be to raise money for the Promise Scholars Program and the President's Innovation Funds.

Cherie's department is exploring a new calendar system to advertise events being held on campus.

Dr. Moreno shared that there will be a Town Hall series this semester. The Town Halls will be led by the Vice President's and the Dean's. Each Dean will have 15 minutes to present and to celebrate our work.

Academic Senate - 20 Minutes

Academic Senate Report

Leigh Anne Shaw/Jesse Raskin

Leigh Anne Shaw, President of Academic Senate, shared that the faculty are interested in ways that the Division Meetings can improve their effectiveness and inclusiveness. There will be a Study Session held Friday, January 29th with Dean's, Faculty and Classified Senate attending to discuss this matter.

Leigh Anne is in the middle of a 2-year term as President of Academic Senate. Her sabbatical has been approved and will be resigning her position as President this Spring. This year on the ballot for the Academic Senate Executive Board there will be a 1-year term for President.

She provided an update on Ethnic Studies. As of today, there are two courses that have been cloned from the CSM program and one course has been converted from an existing Sociology course into an Ethnic Studies Course. Because these courses already existed there is no need to go through the curriculum process. The courses will be reviewed in February at the Curriculum Committee and hopefully be ready for Fall 2021. Dr. Taylor-Mendoza shared that the Ethnic Studies Faculty position will be prioritized for the Fall 2021 cycle.

Michelle Batista, Director of Student Support, shared that the Health and Wellness Services started Connecting Points that offer three different connecting points on a weekly basis in the Fall semester. There will be additional connecting points on a monthly basis for faculty and classified. The following link provides lists of resources on campus and off campus to employees <https://linktr.ee/skyhealthandwellness>.

Classified Senate – 10 Minutes

Classified Senate Report

Sherrie Prasad/Golda Margate

Sherri Prasad, President of Classified Senate, shared that the first Classified Senate meeting will be held Thursday, February 4th. Also, the Caring Campus Team held a Flex Day presentation on January 15th. They shared information about the Caring Campus initiative and how the Skyline College Campus is integrating the initiative through behavior commitments and how we will be collaborating with faculty leadership team and students. The team also attended Division meetings on Flex Day and presented a short presentation to inform the divisions and they received positive feedback especially from

the faculty. The website team launched the Caring Campus website. Sherrie shared the website with the committee.

Associated Students of Skyline College

The Associated Students did not have a report for the meeting.

- V. Action Item
No action items.
- VI. Next Meeting – Wednesday, February 24, 2021
- VII. Adjournment
Motion to adjourn.
(M/S Sherrie Prasad/Leigh Anne Shaw)

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ACTION ITEM FOR CGC
February 24, 2021

The Skyline College Climate Review Task Force (CRTF) - a temporary sub-group of the College Governance Council - is working to address the recommendations of the McPhail Report of March 2020. Its first item for action at CGC is regarding the first set of three recommendations intended for the SMCCCD Chancellor. The CRTF acknowledges that any advisement or recommendation to the Chancellor and the District were technically outside the scope of work for the McPhail Group. However, it was the finding of the CRTF that the recommendations would be useful to the Chancellor. As such, the CRTF recommends that the President of Skyline College bring these recommendations forward directly to the Chancellor:

- (1) Design and execute an accountability plan for the implementation of board policies in the areas of diversity, equity, and civility at Skyline College. (The October 25th incident emphasized the need for college administrators to understand and execute their responsibility for monitoring and addressing unprofessional behavior displayed by employees at any level of the organization).
- (2) Appoint a transition team to assist in defining early operational priorities for the Skyline College President. Research shows that over 40% of new executives fail within 18 months. (See Bradt, Check & Pedraza, 2011). *[Note from CRTF – the task force recognizes that this recommendation is moot now that there is a new permanent President appointment. However, it felt that this was useful advisement for any new president in the District].*
- (3) Conduct a policy review to ensure that all barriers are removed that may result in inequities for underserved student and employee populations.

Requested action of the CGC: That CGC accept this recommendation of the CRTF, and so recommends this action to the President.

The CRTF will continue to return to the CGC with recommendations as it completes its review of the McPhail Report and other considerations in accordance with its charge.