



College Governance Council
Wednesday, April 28, 2021
Zoom Video

Approved Minutes

In Attendance: Eloisa Briones, Jose Gutierrez, Golda Margate, Melissa Moreno, Newin Orante, Sherrie Prasad, Jennifer Taylor-Mendoza, Jesse Raskin, Leigh Anne Shaw

Absent: Jesse Raskin and Carlos Ungo.

Recorder: Theresa Tentos

- I. Call to Order and Establishing a Quorum
Roll Call
Theresa Tentos took Roll Call. All voting members were in attendance except Jesse Raskin and Carlos Ungo.
- II. Public Comment*
No comments
- III. Consent Items
Approval of Minutes, March 24, 2021
(M/S Leigh Anne Shaw/Golda Margate)
The March 24, 2021 minutes were approved. Ayes
- IV. Informational and New Business

Administration – 45 Minutes

- a. President's Update Dr. Melissa Moreno
Information Item: Participatory Governance Work Group Update

Dr. Moreno gave an update on the Participatory Governance Work Group (PGWG) which continues to meet regularly. She shared a visual of the Participatory Governance Model. The document is available on the CGC website for review. The Work Group will formally bring recommendations to the CGC at a later date. The PGWG is also redefining the Compendium of Committees. Dr. Moreno explained the definitions for the difference groups.

Dr. Moreno also gave an update of the Climate Review Task Group. The group is meeting every 2 weeks. The group was formed by CGC to review the McPhail Report and the recommendations, assess whether the college fulfills those recommendations, assess whether further climate review efforts are needed and bring all of the recommendations back to CGC and then disband after the scope of work is complete.

The status of phase 1 were recommendations to the Chancellor. CGC reviewed the recommendations and then Dr. Moreno forwarded them to the Chancellor. The status of phase 2 are the 7 recommendations to the President and the Task Group has only reviewed half of the recommendations. Once they the Task Group has completely reviewed all the recommendations, they will be forwarded to CGC for final review and adoption as a recommendation to the President.

Dr. Moreno also shared information about the Peoples College Initiative. The Initiative sets framework around all the work that the college is currently doing on Anti-Racism, College Governance and Climate. She wrote a letter of interest for the initiative. The letter was approved she asked for the maximum grant of \$200,000. The letter is available on our CGC website as well as other documentation. In Fall, 2021 the IEPI Participation Resource Team (PRT) will be visiting Skyline College and Dr. Moreno will work with CGC to create a team from Skyline College to meet with them and complete assignments.

Dr. Moreno reported that the campus held a Think Tank to collect feedback from the campus community regarding what the recovery would look like returning to campus. There will be a second Think Tank event May 5th. She also reported that at the May 12th Board of Trustees meeting there will be a report from the Emergency Operating Center (EOC) of multiple plans regarding the recovery and return to campus for the coming semesters.

b. Budget Update

Eloisa Briones

Eloisa, Briones, Vice President of Administration Services, gave an update on the finances and emergency preparedness. Eloisa shared a document that is available to on the CGC website that contained information shared at the SPARC regarding the budget development for the fiscal year 2021-2022.

Eloisa shared an update on CARES and HEERF funding. The HEERF 2 funds available district-wide is \$13,300,000 of which \$5.8 million dollars is Skyline College's portion. The plan is for \$3.7 million dollars to be disbursed to students, some will be allocated to the District, and approximately \$900,000 is allocated to Skyline College for institutional support related to Covid.

HEERF 2 funds must be spent by the end of the calendar year, December 31, 2021. HEERF 3 funds must be expended by the end of 2023. HEERF 3 funds allocated to Skyline College is \$10,457,000 from which \$3,659,000 is allocated for institutional support.

Eloisa announced that the first meeting of the Health and Safety Committee will be held Thursday, May 6th. Ray Hernandez, Health Brank Director and Ben Zara Minkin, Emergency Preparedness Manager, will provide an update from the EOC.

- c. Instructional Update Dr. Jennifer Taylor-Mendoza
Dr. Jennifer Taylor-Mendoza, Vice President of Instruction, shared that she is working with the Deans and the Deans are work with the faculty on determining those courses that will be in-person on campus for Fall 2021. The EOC has set up scheduled times and meetings to meet with those departments, specifically those planning to return to campus in the Fall, to conduct an operation proposal of a workspace assessment and physical access protocol. The Instruction Office has created an On-Campus Sections document to report which courses will be offered on campus for Fall 2021.

Rolin Moe's division is conducting a Technology Assessment. Rolin shared that his division is at the early stages of pre-planning needs assessment. There are significant HEERF funds but there is a significant need. The 5 places that have been identified:

- Existing Technology Checkouts
- Employee Technology Setups
- Software
- Campus infrastructure
- Professional Learning

- d. Student Services Update Dr. Newin Orante
Dr. Newin Orante, Vice President of Student Services, shared regarding the HEERF 2 funds, the college is waiting for a response from the State Chancellor's office and advice from the Federal Government about how to use the \$2 million dollars for our students. The college received confirmation from the State Chancellor's office that the funds can be used for our undocumented students and Dr. Orante is working with the Skyline College Financial Aid office to be sure the funds can be distributed to the eligible students.

Dr. Orante started researching the trajectory in terms of our FAFSA completer's pre-pandemic, as far back as 2016, there has been a decrease on students completing their FAFSA. The decrease has been approximately 2-3% annually. He reported that when there is a reduction of students filing for FAFSA, there is a corollary to a reduction in resources or protentional resources that are available to the students. The FAFSA completions also have an impact on enrollment management. To work on this issue, Dr. Orante would like to design a FAFSA campaign that is multi-year. Our next step is to begin to invite people to be thought partners.

- e. Planning Research and Institutional Effectiveness Update Ingrid Vargas
No report

- f. Equity Institute Update Dr. O'KenZoe Brian Selassie-Okpe
Dr. O'KenZoe Selassie-Okpe, Executive Director of the Equity Institute, shared that the Equity Institute has moved the inaugural STEM Academy and the 3rd Annual Equity Summit into a virtual space. The IEPI Grant that was part of the Equity Institute officially closed as of April 13th. Dr. Selassie-Okpe shared that the Equity

Institute is in the process of evaluating past programs and gathering data from past participants.

g. Marketing, Communications,
Public Relations Update

Cherie Colin

Cherie, Colin, Director of Community Relations and Marketing, shared that there has been a vacancy in the Web Programmer Analyst position. The position will be filled shortly.

Recently there was a district-wide press conference on campus in building 12 to announce that the County of San Mateo has provided \$2 million dollars toward the Promise Scholars Program. President of the Board of Supervisors, Supervisor David Canepa, made a presentation to announce the funds.

The Skyline College Commencement Ceremony will be virtual this year for the 2020 and 2021 class. The broadcast will be held Friday, May 28th at 5:30 p.m. for the 2020 class and 7:00 p.m. for the 2021 class.

The Student Recognition and Awards Ceremony will not be held like in the past. There will be a celebratory page on the College website with a video Dr. Moreno. The MCPR is working on several enrollment campaigns. There is a district wide enrollment campaign, district wide ESL campaign, College-Wide campaign for TRiO, EOP&S and Promise Scholars Program. MCPR also worked with Allied Health to advertise the program.

Academic Senate - 30 Minutes

a. Academic Senate Report

Leigh Anne Shaw

Leigh Anne Shaw, President Academic Senate provided an update. The final Academic Senate meeting will be held May 6th. The 2021-2022 newly elected senate officers will be announced. Lindsey Ayotte is the only nominee for President. The Senate will elect an Executive Committee to complete any actions during the Summer. At the April 15 Academic Senate meeting the Academic Senate hosted a discussion on Anti-Asian violence and support for our campus community and at the May 6th meeting there will be a resolution presented addressing Anti-Asian Hate. The Professional Personnel Committee is working with Classified Senate to host the annual End of the Year Party.

This year the Academic Senate selected the following Faculty Marshalls for the Commencement Ceremony. The Faculty Marshall's will be Mike Fitzgerald and Jan Fosberg.

Leigh Anne thanked the College Leadership for supporting the resolution on supporting the students from Myanmar and providing services to the students.

The District Academic Senate Leadership will be changing. Kate Williams Browne will transition from President Elect to President of the District Academic Senate.

Action Item

- a. Request from AS for CGC: Special task group to focus on Black Student Success data. – Leigh Anne Shaw

Motion to support the formation of a task group to focus on Black Student Success.

(M/S Eloisa Briones/Newin Orante)

Discussion: There was a robust discussion around membership of the task group, and regarding if the task group should only focus on Black Student Success or also focus on other student groups. It was discussed that the task group would bring back to CGC what it finds in terms of any need that might arise through critical inquiry to expand the work to other student groups.

The motion was amended to also urge the Task Group to address the critical tenets of shared values in its inquiry work and that the Task Group define their charge, and which will then inform the selection of the membership. The CGC also amended the motion to include a request that the Task Group return to CGC with its charge and proposed membership.

(M/S Eloisa Briones/O’Ken Zoe Selassie-Okpe)

Ayes

Unanimous.

- b. SPARC recommendation on revisions to the IEC Charge – Leigh Anne Shaw for SPARC

Motion to approve this recommendation of the IEC Charge

(M/S Jennifer Taylor-Mendoza/Sherrie Prasad)

Ayes. Unanimous.

- c. SPARC recommendation on IEC membership structure – Leigh Anne Shaw for SPARC

Motion to approve this recommendation of the IEC membership structure

(M/S Newin Orante/Jose Gutierrez)

Ayes. Unanimous.

Classified Senate – 10 Minutes

- a. Classified Senate Report Sherrie Prasad/Golda Margate
Sherrie Prasad, President of Classified Senate, provided an update. The Classified Senate elections are taking place soon. All 6 positions are available to be filled. Nominations are due April 30th and elections will follow the next week.

This year there is a joint collaboration with Academic Senate and Classified Senate to bring back the End of the Year Celebration. The celebration will be virtual and will be

Mission Statement

To transform and empower a global community of learners

held Thursday, May 20th from 12:30-1:30 p.m. More information will follow. There will be prizes and drawings for gift baskets. All funds raised will be for the annual Faculty/Classified Staff Scholarship.

Golda Margate, Vice President of Classified Senate, shared a video of the Caring Campus Initiative. Golda also shared that the students from the FSU at Skyline College as well as the Katipunan student group from CSM released a joint statement on Anti-Asian Hate Violence on March 7th. The student groups held a workshop on April 12th their presentation the students gave a brief overview on discrimination and racism endured by Asian in America since the mid-1800s. The students also led a discussion on the increase in Anti-Asian violence. The students also presented at ASSC requesting their support and helping share the message. Golda shared that she is working with a core group of faculty to create a joint Anti-Asian resolution for Classified Professionals and Academic Senate. The goal is have the resolution, as long as it is approved by both Academic and Classified Senates, to be presented at the next Board of Trustees meeting May 12th.

Associated Students of Skyline College

a. ASSC Report

Jose Omar Gutierrez

Jose Gutierrez, Vice President of ASSC, introduced Anthony Tran, candidate for President of ASSC for 2021-2022. Anthony provided a presentation of the events that took place this Spring. Anthony shared that in February the ASSC collaborated with the Myanmar students from Skyline College and CSM to plan a intergenerational panel of Southeast Asian leaders. In attendance were Faculty and Staff from the District and it led to a resolution to support Burmese students. The next event was a Black History Month panel. The panelists were Dr. Jennifer Taylor-Mendoza, who shared stories and vulnerability. It was a sharing space with the community leader's faculty and staff. The next event was an ASSC panel with student leaders to share experiences as student leaders and to recruit people for the next year. The ASSC created workshops to train students on using LinkedIn. The next event is Women's History Month that was held in March.

Upcoming events for April and May:

Panel for Asian American Heritage Month
Open Mic poetry event
ASSC Elections will be held in May
Filipino Tattoo Artist
Polynesian Community Culture Panel
College Lecture Series – Dr. David Stovall

V. Next Meeting – Wednesday, May 19, 2021

VI. Adjournment

(M/S Leigh Anne Shaw/Jose Gutierrez)

Ayes

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**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.*