



College Governance Council
Wednesday, January 22, 2025
1:00-3:00 p.m.

Approved Minutes

Voting Members in Attendance: Lauren Ford, Jose Milan, Cassidy Ryan-White, Irah Tancioco, Nadia Tariq, Jessica Truglio

Ex-Officio Non-Voting Members in Attendance: Cherie Colin, Kristy Lisle, Joe Morello, Newin Orante, Ingrid Vargas.

Recorder: Theresa Tentes

- I. Call to Order/Establishing a Quorum/Roll Call
Voting members Absent:
Gerson Fernandez and Alvin Macaldo-Gubatina.
Quorum was established

Ex-Officio non-voting members:
Luis Escobar

- II. Public Comment * - 5 Minutes

- III. Consent Items
Approval of Minutes – November 20, 2024
Approval of Minutes – December 11, 2024

(M/S Nadia Tariq/Jessica Truglio) Unanimously

- IV. Informational, New Business and Action Items

Associated Students of Skyline College – 5 Minutes

- a. ASSC Report

Irah Tancioco/Gerson Fernandez

Irah Tancioco, President of ASSC, mentioned in the chat that although she wasn't able to attend the first couple of days of welcome week, my fellow ASSC members informed her that it has been a success. Additionally, we've been actively sharing and highlighting the various departments.

Classified Senate – 5 Minutes

b. Classified Senate Report

Jose Milan/Nadia Tariq

Jose Milan, President of the Classified Senate, welcomed everyone and shared his excitement about surviving the first week of school. He acknowledged how busy it's been and expressed happiness about students joining. He highlighted some ongoing initiatives, including the partnership with CSM and Canada to organize a district-wide professional development day, likely during spring break, to increase participation without causing too much disruption. Milan also discussed the continued focus on professional development funding, ensuring it aligns across the district to provide equitable support. He mentioned ongoing conversations with Dr. Orante about the need for training versus personal and professional development. Milan was pleased with the progress made, particularly in creating partnerships through CTTL and expanding staffing agendas. He noted that participation in these efforts has increased, with more classified professionals getting involved, and emphasized the goal of continuing to build on this momentum, strengthen relationships, and keep moving forward.

Nadia Tariq, Vice President of the Classified Senate, echoed the points shared by Jose Milan, adding that in addition to the professional development opportunities for classified professionals, there are efforts underway to streamline the professional development funding. This would allow classified professionals to use the funds for conferences or other training purposes. She mentioned that these conversations are ongoing across the district to simplify the funding process. Nadia also reminded everyone about the "Expanding Your Horizon" conference, scheduled for March 15, 2025, with registration currently open. She encouraged everyone to spread the word and share the information with their contacts, noting that she is doing her best to do the same. The conference, led by faculty and classified staff across the campus, will also include industry contacts.

Academic Senate - 5 Minutes

c. Academic Senate Report

Cassidy Ryan-White/Jessica Truglio

Cassidy Ryan-White, President of the Academic Senate, provided a brief update, noting that the Senate is just getting back into the swing of things. They have approved several screening committees for upcoming tenure-track faculty positions, with more updates expected in the coming months. One significant update from December was the use of Senate funds to support regalia for students graduating from specific programs with private ceremonies, where stoles are traditionally given to honor their cohort. These students often come from underserved demographics that struggle to afford regalia. Though only 11 applications could be initially funded, the President's office generously covered the remaining 33, allowing all 44 students to receive their stoles and celebrate their achievements. Cassidy thanked the President's office for their support, as well as the Academic Senate for quickly processing the applications and getting the word out to students. Additionally, Cassidy informed faculty that dues, which were not deducted from paychecks in the past month, will be taken out starting next month. A reminder email will be sent to ensure no one is surprised by the deduction. Cassidy closed by expressing

excitement about the semester ahead and looking forward to sharing more updates later in the term.

Dr. Orante clarified that while the President's office partnered with Cassidy Ryan-White's initiative to provide regalia for students, the funds used were not from the President's personal budget. Instead, the resources were sourced from the college's funds, specifically earmarked through the Skyline College Foundation. Dr. Orante expressed gladness in being able to facilitate this process, ensuring that students have the opportunity to celebrate their accomplishments at Skyline College, but wanted to make it clear that the support came from the college's collective resources, not from individual contributions.

Management Council – 5 Minutes

d. Management Council Report

Lauren Ford/Alvin Macaldo-Gubatina

Dr. Lauren Ford, Co-Chair of the Management Council, wished everyone a Happy New Year and shared that the Council has just begun the semester. In a recent meeting, they discussed the mission, vision, and values, as well as the ICER update from Ingrid, which was very helpful. There was also a conversation about event planning, specifically the challenge of managing competing requests for the use of campus facilities. The Council recognized the need to be more informed and strategic about these requests, as it can be difficult to accommodate everything without knowing what else might be happening on campus. Additionally, they discussed ongoing professional development and training opportunities for the Management Council, both during their meetings and through other moments in the semester, such as Flex Days. More details on this will be shared in the coming months.

Administration

e. President's Update – 5 minutes

Dr. Newin Orante

Dr. Orante began by sharing a link, <https://smccd.edu/undocu/>, highlighting a recent communication from the district that reaffirms the commitment to protecting mixed-status communities, both students and employees. Dr. Orante expressed gratitude for the Marketing, Communications, and Public Relations office for their support in spreading this message and emphasized that the communication also included steps to follow in the event of enforcement officers on campus. They also plan to send further communications to support transgender individuals, addressing the anxiety some feel due to recent federal definitions of gender.

Moving on, Dr. Orante updated the community on the centralization of international education programming across the district, which includes international students, the passport program, and study abroad. Effective February 1st, Zaid Ghori, the interim Dean of GLPS, will return to his role as Director of Study Abroad, and the programs he oversaw will now be centralized at the district level. There will be no interim replacement for Zaid, but the international student program will continue to be led by Claire, who will report to the district, while Learning Communities like CIPHER and Umoja will now fall

under the oversight of Dean Chris Gibson. Dr. Orante assured that support for these programs would continue, with clear reporting lines.

Dr. Orante also reminded everyone to mark their calendars for Flex Day, scheduled for April 17th. Details will follow, but the event will offer professional development opportunities for faculty, staff, and managers. Last year's Flex Day included a community event that welcomed employees and their families, a tradition they hope to continue.

Last, Dr. Orante shared that the opening day event was successful, with around 180 people attending 21 different workshops, resulting in approximately 750 total workshop attendees. The feedback received was positive, noting that the day and sessions were relevant and effective, though they plan to improve the feedback collection process moving forward.

f. Administrative Services Update – 5 minutes Joe Morello

Joe Morello had no report.

g. Instructional Update – 5 minutes Dr. Kristy Lisle

Dr. Kristy Lisle, Interim Vice President of Instruction, shared that she had just finished reviewing all the tenure materials, portfolios, and packets, and expressed being thoroughly impressed with the faculty's dedication to pedagogical improvement, excellence in teaching, and service to the institution. She noted that after her review, the materials are passed to Dr. Orante, who then reviews them before they are sent to the Board of Trustees for final approval. Dr. Lisle emphasized how important this process is to the institution and expressed appreciation for the faculty's engagement in it, with more updates to come as the process continues.

Dr. Orante responded by thanking Kristy for her efficiency, mentioning that the materials were now in their inbox. He shared the same positive sentiment, stating that the materials he had read so far were equally impressive, and offered kudos to the entire community involved in the review process, acknowledging the time and effort it requires.

h. Student Services Update – 5 minutes Dr. Luis Escobar

Dr. Luis Escobar was not in attendance.

i. Planning Research and Institutional – 5 minutes Ingrid Vargas
Effectiveness Update

Ingrid Vargas, Dean of Planning, Research, Innovation and Effectiveness, provided a pre-census enrollment update, noting that with just two weeks remaining until the census date (February 3rd), enrollment is up nearly 4%, indicating a healthy increase and continuing recovery from the impacts of COVID. Headcount, which refers to the total number of

students, has increased by 3.2%. A key highlight is that the number of continuing students—those who were enrolled in the fall and have continued into the spring—is up 6% compared to Spring 2024. Even more impressive is the 70% increase in returning students, those who had taken a break for a year or more and have now re-enrolled. There are 453 returning students this spring. Ingrid shared that this is all positive news and promised to provide a more detailed enrollment report after the census in the next meeting.

- j. Marketing, Communications, - 5 minutes Cherie Colin
Public Relations Update

Cherie Colin, Director of Community Relations and Marketing, provided an update on the college's marketing campaign, which was executed in collaboration with the agency Vision Point. The campaign targeted potential students for spring enrollment through several advertising channels, including Google search, Meta (Instagram and Facebook), Google display, YouTube, and programmatic display. The results from November and December were shared, with 956,000 impressions in November and 1.2 million impressions in December. The conversion rates for November and December were 210 and 296, respectively. These conversions were tracked through form submissions, which prompted follow-up emails encouraging prospective students to apply. The agency optimized the campaign by adjusting budgets between channels based on performance, moving funds from less effective channels, like programmatic display, to more successful ones like YouTube.

Cherie also mentioned the company Modematic, which helped target current students and encourage them to return for spring enrollment. Modematic used data to track students' activity and behavior on social media platforms, delivering ads to remind students to register or complete their enrollment. This initiative, alongside other departmental efforts, likely contributed to the increased student numbers. Dr. Orante clarified that Modematic's approach focused on creating specific reminder posts for students who had not yet registered, nudging them back into the matriculation process. These efforts were part of a broader strategy to engage returning, continuing, and new students.

Joe Morello added that the funding for Modematic's efforts came from state-provided enrollment recovery funds, which were set to be spent by the end of the year, with potential carryover into the next. After these funds are exhausted, the campaign would need to rely on alternative funding sources, such as block grants. Dr. Orante emphasized that the college has continued to leverage pandemic-related funds to support robust enrollment and outreach efforts at Highland College.

Constituent Committee Reports

SPARC

DISCUSSION ITEM: Ingrid Vargas

The revised MVV feedback and discussion from constituent group leaders before finalizing a draft for February's vote.

Here from the constituent leaders.

<https://acrobat.adobe.com/id/urn:aaid:sc:US:31213ef3-2ac5-47d1-832f-91d752d39122>

Ingrid Vargas addressed the need to gather feedback from constituent group leaders regarding the proposed revisions to the college's mission, vision, and values, which were presented in December. She reminded everyone that the vote on these revisions would take place at the next meeting, but additional feedback was still welcome before then.

Ingrid encouraged the leaders to share any feedback they had received from their constituents, as there was an opportunity to incorporate it into a revised version if necessary. She also emphasized that this was a time to bring feedback forward, as the revisions would be finalized at the next meeting for a vote. Dr. Orante clarified that the feedback solicitation process was ongoing and mentioned that the management council had not received feedback, and it seemed that the academic senate had also not received any. She asked if the other groups had had a chance to gather feedback and reminded everyone that any additional input should be sent to the Spark chairs, Cassidy, Joe, and herself, as soon as possible. Ingrid noted that if no further revisions were needed, it would be acceptable as the document had already undergone numerous revisions. The goal was to ensure everyone felt comfortable with the revisions before the vote in February. Dr. Orante thanked Ingrid for the update and the reminder about the upcoming February meeting.

V. Adjournment – February 26, 2025

**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.*