



College Governance Council
Wednesday, November 20, 2024
1:00-3:00 p.m.

Approved Minutes

Voting Members in Attendance: Gerson Fernandez, Lauren Ford, Alvin Macaldo-Gubatina, Jose Milan, Cassidy Ryan-White, Nadia Tariq, Jessica Truglio

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

Recorder: Theresa Tentes

I. Call to Order/Establishing a Quorum/Roll Call

All voting members were in attendance except for Irah Tancioco.
All Ex-Officio non-voting members were in attendance.
A quorum was established.

II. Public Comment * - 5 Minutes

III. Consent Items

Approval of Minutes – October 23, 2024

(M/S Cassidy Ryan-White/Alvin Macaldo-Gubatina)

Unanimously approved.

IV. Informational, New Business and Action Items

Associated Students of Skyline College – 5 Minutes

a. ASSC Report

Irah Tancioco/Gerson Fernandez

Gerson Fernandez, Vice President of ASSC, reported to the Council on ongoing initiatives and updates. The Council is actively engaged in planning events for the spring semester, with schedules extending through January, February, March, April, and into early May. They are nearing the final stages of planning and remain focused and dedicated to ensuring successful execution.

In addition, the three associated student bodies within the district are collaborating to organize an inter-campus Associate Student Mixer. Preliminary plans indicate that the

mixer will be held at the College of San Mateo (CSM). This initiative aims to foster collaboration and build a district-wide legacy, which the Council finds very exciting.

Recent elections have influenced a more critical approach to event planning. The Council is committed to providing transformative experiences that equip students with leadership skills. Their goal is to enhance the campus experience for students, whether they continue their studies at Skyline or transition elsewhere.

The Council remains energized and united in its commitment to creating impactful and meaningful experiences for students, directing efforts at fostering leadership development and a vibrant campus community.

Classified Senate – 5 Minutes

b. Classified Senate Report

Jose Milan/Nadia Tariq

Jose Milan, President of the Classified Senate, shared updates with the Council. The Senate continues to work on agenda items initiated at the beginning of the semester. They recently held an official session with counterparts at CSM and Canada College to align efforts and ensure consistency in policies and practices. Jose noted plans to reach out to Joe Morello to discuss professional development coordination and to alleviate some of his workload. Nadia and Jose will follow up to advance this collaboration.

The Senate has started brainstorming potential locations for the next Classified Institute, planned for spring semester. While the Chancellor prefers hosting the event on one of the district campuses, the Senate is considering off-campus locations to provide a more intentional and enriching experience, similar to the last session held at Skyline.

One key project is the creation of a handbook for classified professionals. With support from Dr. Orante and input from other institutions, the Senate aims to develop a comprehensive guide for new employees at Skyline. Additionally, productive discussions have occurred during classification meetings, facilitated by Andrea Fuentes, leading to tailored opportunities for classified professionals during Flex Day sessions.

The Senate recently hosted a presentation from a group utilizing the President's Innovation Fund to address issues in Palestine. The group delivered a compelling presentation and sought sponsorship and support from the Senate, which will be voted on in an upcoming session. These sessions have enriched inclusivity and engagement within the Senate.

Nadia Tariq, Vice President of the Classified Senate, provided an additional update on the Expanding Your Horizons (EYH) conference. Scheduled for March 15, 2025, this conference is a collaboration between classified professionals and faculty to engage girls from grades 6 to 12 in exploring various career fields, with a focus on STEM careers. Nadia plans to reach out to individuals on the Committee for support as preparations progress.

The Classified Senate remains committed to fostering collaboration, professional development, and inclusive opportunities for its members while enhancing campus-wide initiatives.

Academic Senate - 5 Minutes

c. Academic Senate Report

Cassidy Ryan-White/Jessica Truglio

Cassidy Ryan-White, President of the Academic Senate, provided updates on the Senate's activities. The Academic Senate has two remaining meetings this semester, scheduled for November 21 and December 5. Jessica has transitioned into the Vice President role, and the Senate is working to fill the Secretary position. Kate Brown attended the Fall Plenary on behalf of Skyline from November 6 to 9 and will share updates during this week's meeting. The plenary discussions were largely uncontroversial, with positive outcomes on curriculum-related votes. Feedback from the class cancellation survey has led to progress, and an official policy approved by DPG is up for a vote at this evening's Board meeting.

Cassidy highlighted the success of CTE Day on November 6, which welcomed several hundred high school students. Plans are underway for an end-of-year celebration and the launch of a scholarship initiative. The scholarship aims to assist students with graduation expenses, such as caps, gowns, and stoles, especially for those not already receiving special assistance. The Senate is working closely with the Latinx community and smaller programs with individualized graduations to ensure broad support and accessibility. By providing funding upfront, the Senate hopes to ease financial burdens for students during graduation.

Management Council – 5 Minutes

d. Management Council Report

Lauren Ford/Alvin Macaldo-Gubatina

Alvin Macaldo-Gubatina provided updates from the last Management Council meeting, which focused on feedback from the first FRISK training session. FRISK, a communication strategy for working with employees, resonated well with participants, who found the content practical and applicable. The training included opportunities for group discussions and situational analysis, with plans for future sessions to incorporate role-playing and deeper practice. Additionally, the Council discussed leveraging district resources and personal networks to support employees, particularly undocumented and marginalized communities, in light of challenges posed by the incoming administration. The team is working to centralize these resources to share with colleagues, emphasizing care and preparation for potential difficulties over the next four years. Strategies include supporting team members through challenges and fostering a collaborative, resourceful environment.

Administration

e. President's Update – 5 minutes

Dr. Newin Orante

President Dr. Orante began his report by emphasizing the importance of caring for both students and the professional community during these challenging times. He expressed concern about the stress many are experiencing and underscored the need to support each other. Dr. Orante acknowledged Alvin's suggestion to utilize various resources to provide insight and support to the community. He also shared a statement from the State Chancellor's Office released last Friday evening, which outlined California's status as a sanctuary state and updated legislation, including AB 21 and AB 54. These updates clarified institutional obligations and rights as a sanctuary state, prompting conversations about tangible actions that colleges can take to uphold their responsibilities.

Dr. Orante noted that discussions with the local District Chancellor's Office are ongoing to better understand how public safety responsibilities apply to institutions without sworn officers. He emphasized the importance of ensuring alignment among institutional policies, resources, and legislative mandates. The next step involves communicating this information to managers and colleges to ensure consistency and preparedness in addressing questions from students and the community.

The President also highlighted the significance of listening to students, particularly those under DACA status, before creating new initiatives. He plans to collaborate with colleagues Martin and Alvin to gather feedback and better understand student needs. This input will help the college develop responsive and meaningful support systems tailored to the concerns of its student population.

Looking ahead, Dr. Orante emphasized the need for the institution to stay informed about legislative changes following the January 20th presidential inauguration. He stressed that it is the college's responsibility to understand and comply with new laws and to provide clear guidance to the professional and student communities. He also acknowledged the upcoming December break and reminded staff of the importance of self-care while preparing for the challenges and transitions that lie ahead.

Regarding leadership searches, Dr. Orante provided updates on the Skyline College President search. He mentioned that a town hall had been held the previous week, the job announcement had been posted, and the first read is scheduled for January 13. He reaffirmed the importance of transparency throughout the process. Additionally, he shared plans for the Vice President of Instruction (VPI) permanent search, which will commence immediately following the President search. Both processes are expected to be completed before the summer break to ensure leadership stability.

President Dr. Orante shared a heartfelt update regarding recent accomplishments within the Skyline College community. He began by discussing a video project that showcased the college's study abroad programs, emphasizing the collective efforts of various team members across the district who contributed to its success. Dr. Orante specifically

acknowledged Brittney Sneed from CSM, Danielle Powell from Skyline, and Zaid Ghori, highlighting their instrumental roles. Reflecting on the transformative experiences shared by students who participated in the study abroad program, particularly in Ghana and the Philippines, he underscored the profound impact these opportunities have on identity development and reconnecting with cultural roots. The initiative, he noted, is not only about experiencing new countries but also about deepening personal and ancestral connections.

Dr. Orante expressed gratitude for the Umoja Educational Foundation, which recognized the importance of this work and funded students who attended the Ghana program over the summer. He mentioned ongoing discussions about replicating and expanding these programs, with the goal of ensuring they become a sustainable and integral part of the college's offerings. The impact of the Ghana program was also celebrated at the Umoja Conference in Los Angeles, where the district's efforts were showcased, including the video as part of the conference's kickoff. Dr. Orante encouraged faculty and staff to share the video within their classrooms and programs as a way to celebrate and recognize the contributions of the Skyline community.

As the holiday season approached, Dr. Orante extended an invitation to a winter community gathering on December 10 at the Intercultural Center. This informal event, focused on desserts and fellowship, aimed to bring the college community together before the fall semester concluded. He emphasized the importance of creating spaces for connection and appreciation, especially during the holiday season.

Dr. Orante also shared the success of the President's Council appreciation event, which brought together donors and community members to celebrate their contributions to the college. He commended the leadership of Cherie Colin and Theresa Tentes, along with others who played key roles in organizing the event. The reception not only honored ongoing donors but also fostered new connections, with the hope of converting these relationships into future support for the President's Innovation Fund (PIF). Looking ahead, Dr. Orante announced that the annual fundraising breakfast would return in the spring, continuing the tradition of community engagement and philanthropy that supports Skyline's initiatives.

In closing, Dr. Orante reiterated the college's dedication to fostering a supportive and proactive environment for students and professionals. He emphasized the importance of maintaining open communication, aligning institutional efforts with the needs of the community, and celebrating the achievements that reflect Skyline College's mission and values. With gratitude and optimism, he passed the discussion to Joe, noting the collaborative spirit that defines the college's ongoing efforts.

State Chancellor's Communication Regarding California Sanctuary status
<https://www.cccco.edu/-/media/CCCCO-Website/Files/General-Counsel/legal-advisory-24-11-15-california-sanctuary-jurisdiction-a11y.pdf?la=en&hash=6DC0B3352E8341FFF9DB6EEFBF929582CF817039>

f. Administrative Services Update – 12 minutes Joe Morello

No report

g. Instructional Update – 5 minutes Kristy Lisle

No report

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

Dr. Luis Escobar provided updates on ongoing priorities for the year, focusing on anti-racist efforts and fostering a thriving work environment. He highlighted the progress of student services-wide anti-racist initiatives, which began with an education forum earlier this semester and continued with divisional conversations, including a Counseling Division retreat and an upcoming planning session with the Enrollment Services Division. Efforts will extend into the spring semester to engage the entire team. Additionally, Dr. Escobar shared plans for a December 5th Student Services event aimed at strengthening relationships and fostering connections across teams through interactive and fun activities. He also reflected on his recent presentation at SPARC regarding Strategic Goal 3 of the Education Master Plan, which focuses on ensuring students have the resources and support they need. He showcased the plan's appendix, highlighting strategies and activities underway, emphasizing the impressive work happening across campus. Dr. Escobar concluded by stressing the importance of better communication to raise awareness of these efforts, which reflect the college's dedication to its mission.

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

Ingrid Vargas provided updates on the Education Master Plan (EMP) and its implementation. She acknowledged Dr. Luis Escobar for presenting on Strategic Goal 3, which focuses on ensuring students have the necessary resources and support, during the recent SPARC meeting. She also noted that Vice President of Administrative Services Joe Morello presented on EMP Goal 6, which addresses fiscal stability. While Dr. Escobar's updates are yet to be posted, Joe's presentation and related materials are available on the SPARC website and will also be added to the EMP website, where updates, presentation slides, and information on EMP implementation will be consolidated. Additionally, Ingrid shared that she conducted a workshop on EMP Goal 5, which emphasizes creating a welcoming and supportive living and learning environment. This workshop was held with the Institutional Effectiveness Committee, and she indicated that more updates and discussions stemming from the workshop would be shared, along with links to the relevant presentations.

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

Cherie Colin

Cherie Colin provided an update to the committee on efforts to boost spring enrollment, noting that current enrollment numbers are slightly ahead or nearly flat compared to last year. To address this, three major marketing initiatives are underway. First, the college is conducting a digital marketing campaign through VisionPoint, an agency working district-wide. Second, a new campaign targeting the Latino community was launched in partnership with Univision, featuring a Spanish-language ad and landing page. Cherie thanked those who reviewed the ad and landing page for accuracy, emphasizing the collaborative effort. The campaign includes a request-for-information form on the landing page to funnel prospective students into the CRM for follow-up messaging, which, while currently in English, aligns with the language of instruction. Lastly, the college is collaborating with Motomatic, a company using social media platforms to reach students, with a focus on encouraging current Fall students to register for spring. Additionally, an enrollment postcard was mailed to the entire service area at the end of October. Cherie noted that while some committee members might not see the ads due to not being in the target demographic, these campaigns are active across multiple channels to promote spring enrollment.

Constituent Committee Reports

FTEFAC Committee – 10 minutes FTEFAC 2024-2025 Recommendation

Cassidy Ryan-White,
Jessica Truglio and
Joe Morello

[FTEFAC Presentation](#)

Joe Morello provided an update on the Full-Time Equivalent Faculty Allocation Committee (FTFAC), a longstanding committee at Skyline College that prioritizes faculty positions for implementation in the Fall of 2025. He acknowledged Cassidy Ryan and Jessica for their significant contributions to the process. The committee works as part of the annual integrated resource planning process, during which divisions assess program needs and submit prioritized requests for faculty positions. This year, the call for proposals went out in September, with submissions due by October 14. A total of 12 positions were proposed, but one grant-funded position was excluded from review, leaving 11 positions under consideration. Open campus forums on October 22 and 24 allowed departments to present their cases to the committee and campus community. Positions were ranked based on submitted materials and criteria, with rankings completed on November 5. The prioritized positions included history, biology, counselor for athletics, chemistry, physics/astronomy, art history, and global studies, among others. Joe emphasized that while rankings determine order, all positions demonstrated merit. The rankings were presented to the Academic Senate, SPARC, and CGC, and will now proceed to the cabinet for review. The cabinet will finalize funding decisions based on available resources, with potential adjustments to rankings requiring explanation to the committee. Finalized decisions are expected to be communicated to involved parties by

early December. Joe concluded by reaffirming the established and collaborative nature of the FTFAC process, emphasizing its importance in addressing faculty needs college-wide.

Institutional Effectiveness Committee – 20 minutes

Simantini Karve

Recommendations Regarding Achieving Education Master Plan Goal 5 on Fostering a Thriving Learning and Work Environment

[IEC Minutes](#)

Simantini Karve, faculty member in the STEM division and tri-chair of the Institutional Effectiveness Committee (IEC), reported on the committee's October 28 meeting, which focused on Educational Master Plan (EMP) Goal 5. During the meeting, which included participation from campus community members and IEC members, Dean Vargas presented a comprehensive overview, followed by breakout room discussions focused on five strategies tied to EMP Goal 5.

The five strategies discussed included: creating a more welcoming campus environment to enhance students' and employees' sense of belonging (Strategy A); enhancing participatory governance to promote engagement in college leadership (Strategy B); supporting student and employee wellness, including physical and mental well-being (Strategy C); cultivating partnerships and collaborations across programs (Strategy D); and empowering faculty and classified professionals to develop leadership skills and expertise (Strategy E).

Key outcomes and recommendations emerged from the discussions at the October 28th IEC meeting. For Strategy A, suggestions included increasing campus shuttle frequency to support international students, adding murals, and creating more meeting spaces. For Strategy B, participants emphasized the importance of fostering safe and accountable spaces to encourage open dialogue in governance processes. Under Strategy C, concerns about leadership turnover hindering sustained progress were highlighted, along with ideas like offering wellness classes. Strategy D was not discussed due to a lack of participant interest in its breakout room. For Strategy E, there was a call to compensate adjunct faculty for committee work and ensure consistent participation of classified professionals in Flex Days.

Dr. Orante expressed appreciation for the presentation and emphasized the importance of clarifying actionable recommendations from IEC for further discussion and approval by the College Governance Council (CGC). Sima confirmed that she would consolidate the recommendations into a separate document for CGC's review. Dr. Orante reiterated the process for implementing recommendations through CGC, ensuring transparency and alignment with the institution's goals. Sima expressed gratitude for the clarification, noting her initial uncertainty about the presentation's outcome and committing to provide the requested documentation promptly.

V. Adjournment – December 11, 2024

**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.*