



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

[CGC Zoom Link January 22, 2025](#)

Voting Members:

- | | |
|---|---|
| <input type="checkbox"/> Gerson Fernandez | <input type="checkbox"/> Cassidy Ryan-White |
| <input type="checkbox"/> Lauren Ford | <input type="checkbox"/> Irah Tancioco |
| <input type="checkbox"/> Alvin Macaldo-Gubatina | <input type="checkbox"/> Nadia Tariq |
| <input type="checkbox"/> Jose Milan | <input type="checkbox"/> Jessica Truglio |

Ex-officio Members (Non-Voting):

- | | |
|---------------------------------------|--|
| <input type="checkbox"/> Cherie Colin | <input type="checkbox"/> Joe Morello |
| <input type="checkbox"/> Luis Escobar | <input type="checkbox"/> Newin Orante |
| <input type="checkbox"/> Kristy Lisle | <input type="checkbox"/> Ingrid Vargas |

AGENDA

- I. Call to Order/Establishing a Quorum/Roll Call
- II. Public Comment * - 5 Minutes
- III. Consent Items
 - Approval of Minutes – November 20, 2024
 - Approval of Minutes – December 11, 2024
- IV. Informational, New Business and Action Items
 - Associated Students of Skyline College – 5 Minutes
 - a. ASSC Report Irah Tancioco/Gerson Fernandez
 - Classified Senate – 5 Minutes
 - b. Classified Senate Report Jose Milan/Nadia Tariq
 - Academic Senate - 5 Minutes
 - c. Academic Senate Report Cassidy Ryan-White/Jessica Truglio
 - Management Council – 5 Minutes
 - d. Management Council Report Lauren Ford/Alvin Macaldo-Gubatina

Administration

- | | | |
|----|---|------------------|
| e. | President's Update – 5 minutes | Dr. Newin Orante |
| f. | Administrative Services Update – 5 minutes | Joe Morello |
| g. | Instructional Update – 5 minutes | Dr. Kristy Lisle |
| h. | Student Services Update – 5 minutes | Dr. Luis Escobar |
| i. | Planning Research and Institutional – 5 minutes
Effectiveness Update | Ingrid Vargas |
| j. | Marketing, Communications, - 5 minutes
Public Relations Update | Cherie Colin |

Constituent Committee Reports**SPARC****DISCUSSION ITEM:**

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

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.*



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

Draft 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.*



College Governance Council
Wednesday, December 11, 2024
1:00-3:00 p.m.

Draft 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, Luis Escobar, Kristy Lisle, Joe Morello, Newin Orante, Ingrid Vargas.

Recorder: Theresa Tentes

AGENDA

- I. Call to Order/Establishing a Quorum/Roll Call
All voting members were in attendance except for Gerson Fernandez and Alvin Macaldo-Gubatina.
All Ex-Officio non-voting members were in attendance.
A quorum was established.
- II. Public Comment * - 5 Minutes
- III. Consent Items
- 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 the Associated Students of Skyline College (ASSC), provided a brief report on recent activities and accomplishments. She expressed gratitude to Karen Wong for her presentation and shared that the ASSC members had successfully completed their college applications, marking a significant milestone. Additionally, the ASSC recently concluded their last official meeting for the fall semester and hosted their final event for the year. Looking ahead, they are preparing for their winter retreat, scheduled for Friday and Saturday of the current week.

Dr. Orante, acknowledged and commended the ASSC for their hard work and dedication throughout the year. He highlighted the positive impact of their efforts on the college community and encouraged Irah to convey appreciation to all senators for their contributions. Irah thanked Dr. Orante for his kind words and support.

Classified Senate – 5 Minutes

b. Classified Senate Report

Jose Milan/Nadia Tariq

Jose Milan, President of Classified Senate, provided an update. He highlighted recent developments within the Classified Senate. Jose shared that fruitful conversations have been led by the union regarding professional development and opportunities for Flex Day. These discussions were well-received by attendees, with positive feedback reflecting their impact on the Classified Senate body. Looking ahead to January, the Classified Senate plans to implement a more robust and inclusive agenda to encourage greater participation from classified staff during Flex Day sessions.

Jose expressed excitement about the upcoming Flex Day, noting the enthusiasm among colleagues for the agenda being planned. He also emphasized efforts to strengthen partnerships with sister colleges, particularly to streamline processes related to professional development funding. This includes ensuring that individuals transitioning between colleges within the district are accounted for to avoid duplicating funding allocations. The Classified Senate is also continuing to brainstorm for their upcoming institute, which is tentatively scheduled for spring break.

In closing, Jose noted the collective excitement for the winter break and wished everyone a restful and rejuvenating time with their loved ones. Dr. Orante commended the Classified Senate for their representation of Skyline College and their advocacy for students and the institution. He extended gratitude to Jose, Nadia, and the Classified Staff for their ongoing contributions.

Academic Senate - 5 Minutes

c. Academic Senate Report

Cassidy Ryan-White/Jessica Truglio

Cassidy Ryan, President of the Academic Senate, provided an update on recent activities as the semester wraps up. The Academic Senate held its final meeting of the fall semester and participated in the winter reception organized by Dr. Orante. Cassidy highlighted several important updates, including the approval of a new class cancellation board policy through district participatory governance, in which the Academic Senate played a role. Additionally, the Senate elected a new secretary for spring, with Melissa Komadina stepping into the role following Jessica Truglio's departure. Leigh Anne Shaw will also return in the spring in a sub-role as parliamentarian, with plans for a Flex Day training session to revisit parliamentary procedures.

Another notable accomplishment involved supporting students through a gift of regalia initiative. The Senate used rollover funds from spring and fall to release an application for regalia, receiving 40 applicants. While only 19 students were initially supported directly by the Senate, separate funding was secured for 7 additional students through EOPS and special programs. Dr. Orante assisted in funding the remaining 19, ensuring all 40 applicants received regalia. Cassidy expressed excitement about seeing the stoles at

commencement in May and noted that some students had already celebrated during special events.

Jessica Truglio added that a similar regalia initiative is planned for the spring, with better coordination to support more students and involve categorical programs earlier in the process. Dr. Orante emphasized the importance of framing this initiative as support for students, highlighting the college's commitment to meeting student needs. Cassidy and Jessica closed their report by wishing everyone a restful and happy holiday season, looking forward to returning rejuvenated in the spring.

Management Council – 5 Minutes

d. Management Council Report

Lauren Ford/Alvin Macaldo-Gubatina

Lauren Ford provided a brief update on behalf of the Management Council. She noted that the council did not meet recently, as the winter celebration took place instead, which was reportedly well-received and enjoyable. Lauren shared that there were no significant updates since the last CGC meeting. Looking ahead to the Spring semester, she emphasized a continued focus on professional development for managers, particularly in supporting teams, navigating changes, and utilizing frameworks for difficult conversations.

Lauren acknowledged ongoing changes across the instructional and student services sides of the college, highlighting the importance of effectively navigating these transitions. She also mentioned upcoming communications from the Chancellor's Office related to the sanctuary cities initiative, which Dr. Orante plans to address further.

In conclusion, Lauren extended well wishes for a restful holiday and winter break and looked forward to reconvening in the spring. Dr. Orante expressed gratitude to the Academic Senate and Management Council for their dedication and service to colleagues and students.

Administration

e. President's Update – 5 minutes

Dr. Newin Orante

Dr. Orante, Acting President, provided updates from the administration, beginning with reflections on the recent winter celebration. He expressed appreciation for the sense of community fostered during the event and extended gratitude to key individuals, including Theresa Tentes, Cherie Colin and her team, Jessica Truglio, Cassidy Ryan-White, and Soledad McCarthy, for their contributions to its success. Dr. Orante emphasized the importance of coming together as a community and acknowledged those who could not attend due to other commitments.

Transitioning to institutional matters, Dr. Orante addressed the need for the college to prepare for and support its students and staff in navigating a challenging climate of anxiety and uncertainty. He revisited a 2017 district resolution affirming Skyline College as a safe haven institution, emphasizing protections for undocumented students and

privacy. He shared the historical language of the resolution and referenced supporting documents, including FAQs from that period, which he plans to update and make available.

Dr. Orante highlighted the relevance of Senate Bill 54 and Assembly Bill 21, which outline California’s sanctuary state and jurisdictional status. He noted the importance of adapting these guidelines at the district level to align with local priorities and practices. Additionally, he introduced a recent document from the San Mateo County Attorney’s Office, affirming the county’s position on supporting immigrant communities and outlining the limitations of federal immigration enforcement within the county.

Looking ahead, Dr. Orante announced that updated FAQs and resources would be developed and shared with the college community to ensure clarity on roles and obligations in supporting students, especially in light of anticipated legislative changes post-inauguration on January 21. He also provided details about the upcoming district and Skyline College opening days on January 9 and 10, respectively, which will include discussions on accreditation, supporting undocumented students, and professional development workshops. The theme for Skyline College’s opening day will be “Building Tomorrow with Heart and Mind.”

Dr. Orante concluded by thanking the college community for their hard work and dedication throughout the year and expressed anticipation for reconnecting in the spring semester. He encouraged constituents to share updates and reminders with their groups to ensure strong participation in January’s events.

f. Administrative Services Update – 5 minutes Joe Morello

Joe Morello did not have a report.

g. Instructional Update – 5 minutes Kristy Lisle

Dr. Kristy Lisle did not have a report.

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

Dr. Luis Escobar, Acting Vice President of Student Services, provided an update expressing appreciation for the college’s ongoing efforts to support undocumented students. He acknowledged the consistent feedback within Student Services regarding the importance of addressing the needs of impacted student populations and shared that a group has been formed to discuss next steps in providing comprehensive support for these students. Dr. Escobar noted that the information shared by Dr. Orante would be integrated into these ongoing conversations.

Dr. Escobar highlighted a recent initiative aimed at fostering a thriving work environment within Student Services. Last week, the department held a gathering designed to strengthen relationships and community among team members. The event included

activities that encouraged participants to share personal and team affirmations, fostering a sense of camaraderie and connection. Attendees also engaged in friendly competitions, which added a fun and engaging element to the event. The space was well-received, with many expressing appreciation for the opportunity to interact and build relationships beyond virtual interactions.

Dr. Escobar concluded by extending his gratitude to the Student Services team for their hard work and dedication, wishing everyone a happy holiday season. Dr. Orante humorously noted that, despite some intense activities like dodgeball and kickball, only one minor injury occurred, which was quickly managed.

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

Ingrid Vargas provided an update on the ongoing accreditation process, highlighting the increasing importance of this work as the college progresses to the next stages. She reminded attendees about the Accreditation Oversight Group (AOG), which includes representatives from constituent groups, standard co-leads, and the Cabinet. The AOG meets monthly to provide direction and approve drafts for the Institutional Self-Evaluation Report (ISER).

Ingrid explained that the current ISER will be significantly shorter than the 450-page report produced in 2019 due to new, simplified standards from the Accrediting Commission for Community and Junior Colleges (ACCJC). The updated ISER, capped at 75 pages, will focus more on evidence than narrative, easing the workload on campus contributors. The AOG and ISER team have been gathering evidence and preparing an initial draft, which will be made available for campus-wide review starting February 10th. This draft will remain open for feedback for over a month before revisions are made.

The timeline for the accreditation process includes posting a second, polished draft over the summer, followed by presenting the final draft to the College Governance Council (CGC) for a first read in August and a vote in September. Pending CGC approval, the ISER will be submitted to the Board of Trustees in October or November for final approval, ensuring submission to the ACCJC by the December 15, 2025, deadline.

Ingrid also outlined the steps following the ISER submission. The ACCJC peer review team will review the report in early spring 2026 and provide a core inquiry for the college to address before their site visit in fall 2026. The reaccreditation decision will be made at the ACCJC's January 2027 meeting. She noted that while the process spans several years, the campus will become increasingly engaged as drafts are shared and feedback is sought.

Dr. Orante thanked Ingrid for her comprehensive update, underscoring the importance of the ongoing accreditation efforts.

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

Cherie Colin did not have a report.

Constituent Committee Reports

SPARC – 15 Minutes

Ingrid Vargas on behalf of SPARC

SPARC presentation of recommended revisions to the Skyline College M-V-V
[M-V-V-CGC_mtg-12.11.24.pdf](#)

Ingrid Vargas provided a report for the first reading of a recommendation from SPARC, which CGC will vote on at their February meeting. This update focuses on revisions to the college's Mission, Vision, and Values (MVV) and aims to ensure ample time for input from stakeholders. Last semester, SPARC presented a related proposal, which CGC approved on May 22, establishing review procedures. Ingrid emphasized the importance of the MVV as they guide the college's work, align with the Educational Master Plan (EMP), and serve as the foundation for program reviews, goals, and learning outcomes.

The approved procedure involves SPARC reviewing the MVV, gathering feedback from constituent groups, and holding multiple discussions before presenting it to CGC for a first and second reading and final vote. This review was prompted by accreditation, requiring updates to various college documents, including the MVV. While no changes are recommended to the Mission, Vision, or initial Value statements, SPARC has worked to refine the language of the values for clarity and modern relevance.

For example, the social justice value has been updated to remove reliance on a 2017 diversity framework document that is no longer widely referenced. Other adjustments include renaming "Participatory Governance" to "Institutional Transparency" to better align with its content and current board priorities, while sustainability has been strengthened slightly. These updates aim to simplify language, clarify meaning, and reduce redundancy across the values.

To ensure broad feedback, CGC voting members were encouraged to bring these updates back to their constituent groups for discussion. While the possibility of posting the draft on the college website for community-wide input was raised, Dr. Orante recommended managing feedback through constituent groups to streamline the process and ensure constituent leaders are fully informed. Ingrid Vargas agreed, stating that if all leaders are in agreement, the review process will remain within constituent groups.

The revised MVV will be a discussion item at CGC's January meeting to gather feedback before finalizing a draft for February's vote. Constituent leaders are encouraged to report any discussion items or requested edits at the January meeting to allow for further revisions before February. The goal is to create an ongoing, collaborative process that ensures wide visibility and input while maintaining efficiency.

Motion to move IEC to the beginning of the meeting before item IV.
(M/S Lauren Ford/Cassidy Ryan-White) Unanimously approved.

DISCUSSION ITEM:

ACCJC Institutional Goal Procedures

Skyline College to approve of the ACCJC Institutional Goal Procedures

[ACCJC Institutional Goal Procedures](#)

Karen Wong, one of the tri-chairs of the Institutional Effectiveness Committee (IEC), addressed the meeting to present two items for consideration on behalf of the committee. She began by explaining the significance of the Accrediting Commission for Community and Junior Colleges (ACCJC), which accredits institutions of higher education, ensuring they meet established standards. Each year, the ACCJC requires institutions to review and establish goals related to key metrics, including overall student success, degree completion, certificate completion, transfer rates, and job placement. Traditionally, discussions regarding these metrics take place within the IEC, where five years of data are reviewed to set institutional goals. These goals consist of two components: the institution-set standard, which serves as a baseline to avoid falling below, and the stretch goal, which is more aspirational in nature. Karen noted that while these goals were approved by the College Governance Council (CGC) two years ago and reviewed annually, there was no formal documentation of these processes, which became evident during the preparation of the institution's self-study for accreditation.

Karen proceeded to present a proposed cycle and procedure for goal setting, supported by slides referenced in the CGC agenda. The proposed cycle includes setting ACCJC goals every four years starting in the 2022–2023 academic year, with annual reviews and monitoring by the IEC during the fall semester. The procedure allows for off-cycle goal setting if significant changes occur, such as accreditation requirements, legislation, regulatory impacts, changes in priorities for California Community Colleges or the district, or substantial shifts in the college's organization or initiatives.

The proposed procedure outlines the following steps:

1. The Office of Planning, Research, Innovation, and Effectiveness (PRIE) will draft goals and present them to the IEC along with the last five years of data for discussion.
2. IEC members will review the draft goals and share them with constituent groups for feedback.
3. Feedback from the constituent groups will be collected and reviewed by the IEC, which will then vote on recommending the goals to the CGC.
4. The CGC will conduct a first and second read of the recommended goals and vote on whether the college should adopt them.

Karen invited questions and comments from the attendees, clarifying that this process seeks to formalize the current practices that are already in place but lack proper documentation. Dr. Orante and other members indicated there were no immediate questions. Karen emphasized the importance of sharing the proposed process with constituents to gather their input, with a timeline for feedback aimed at the January or February CGC meeting to accommodate varying schedules. Lauren Ford suggested February might provide additional time for constituent discussions, and Karen agreed to revisit the matter in February for a formal vote.

The session concluded with a request for attendees to share the proposed process with their respective constituencies and solicit feedback in preparation for the next CGC meeting.

INFORMATIONAL ITEM:

Comprehensive Program Review (CPR) Share outs
Save the Date – April 14, 2-4:30 p.m. – Farallon Room.

Karen Wong shared an update from the Institutional Effectiveness Committee (IEC) regarding their co-coordination and support for programs undergoing program review. This review process involves a comprehensive analysis of the effectiveness of each program and helps shape their future action plans. Karen highlighted the Comprehensive Program Review (CPR) Share Outs, a key event scheduled for Monday, April 14th. The event is currently planned from 2:00 PM to 4:00 PM, with a possible extension to 4:30 PM to accommodate the nine programs currently undergoing comprehensive program review.

The CPR Share Outs provide a valuable opportunity to learn about the outstanding work being conducted across the campus and to understand the challenges faced by various programs. Designed to promote collaboration and connection, the event helps participants move beyond individual silos to engage in collective problem-solving. The first 30 minutes will feature poster sessions, akin to a conference setup, where each program will display posters highlighting their achievements, challenges, or other noteworthy aspects. Attendees can interact informally with program representatives during this time.

Following the poster sessions, a panel discussion will take place. Programs will have the opportunity to choose two or three questions from a provided list to address during the panel, fostering cross-disciplinary discussions and idea sharing. Karen encouraged attendees, especially campus leaders, to mark their calendars and participate actively in this exciting event. She noted that final scheduling details would be communicated in the spring once the IEC finalizes plans. Questions or comments on the CPR Share Outs were welcomed, but none were raised during the session. Karen expressed enthusiasm for the event, highlighting the importance of showcasing the impactful work happening across campus.

NEW BUSINESS

Needed: Time Set Aside College-wide to Engage in Outcomes Assessment
Input from CGC about next steps.

https://docs.google.com/presentation/d/1zH_hEpNyWIUoP9Nij9MoaVoXxtojuNi/edit?usp=sharing&oid=106077962206322021227&rtpof=true&sd=true

Karen Wong presented the third item from the Institutional Effectiveness Committee (IEC), focusing on outcomes assessment. She explained that this involves evaluating the knowledge, skills, and attitudinal dispositions students gain from interacting with programs or taking courses. Karen emphasized the importance of fostering engagement and dialogue around outcomes assessment, as it provides a mechanism for evaluating program efficacy and promoting faculty and staff discussions on key competencies, authentic assessments, and evaluative criteria.

Karen highlighted a key issue: while assessments are being conducted, there is limited time for meaningful discussions about the results. This concern arose when the IEC considered whether to change the three-year instructional calendar but ultimately retained it. The question remains whether the college should designate campus-wide time for outcomes assessment or allow divisions to set their schedules based on their unique needs. Outcomes assessment serves purposes beyond accreditation, including strengthening student learning, sparking faculty conversations about course outcomes, and helping students connect coursework to broader institutional learning outcomes (e.g., critical thinking, effective communication, and lifelong wellness).

Karen shared data showing that 34% of course-level outcomes (SLOs) and 39% of program-level outcomes (PSLOs) had been assessed in the current three-year cycle (2022-2025). She emphasized the need to increase engagement and provide structured opportunities for dialogue and assessment work. The group discussed challenges around communicating expectations for annual assessments versus updates required during program review cycles, highlighting the need for clearer messaging about timelines and responsibilities.

Lauren Ford raised concerns about the perceived disconnect between the different assessment activities (SLOs, PSLOs, CPR, and PRU) and their timelines. Karen clarified that annual assessments should align with program review processes, noting that maintaining updated assessment data simplifies the program review process. Karen acknowledged the need for better communication and committed to addressing this.

Dr. Orante and Ingrid Vargas supported revisiting this discussion in February to develop a consensus on formalizing engagement with outcomes assessment. Dr. Orante proposed scheduling committee presentations proactively in the spring to facilitate regular, substantive discussions on topics impacting the college. Karen thanked the group for their input and reiterated the importance of supporting faculty and staff in their assessment work, emphasizing the value of intentional and collaborative efforts to strengthen student outcomes.

V. Adjournment – January 22, 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.*