

College Governance Council
Wednesday, February 25, 2026
1:00-3:00 p.m.

Approved Minutes

Voting Members in Attendance: Lindsey Ayotte, Jose Milan, William Oo, Jarred Morris Ramos, Cassidy Ryan, Nadia Tariq, Jessica Truglio

Ex-Officio Non-Voting Members in Attendance: Nate Carter, Cherie Colin, Lauren Ford, Ingrid Vargas

Absent: Alvin Macaldo-Gubatina

Recorder: Theresa Tentés

- I. Call to Order/Establishing a Quorum/Roll Call
- II. Public Comment * - 5 Minutes
- III. Consent Items

Approval of Minutes

Minutes – January 28, 2026
(M/S Jessica Truglio/Jarred Morris Ramos) – Minutes approved.

- IV. Informational, New Business and Action Items

Associated Students of Skyline College – 5 Minutes

- a. ASSC Report

William Oo/Jarred Morris Ramos

Jarred Morris Ramos, Vice President of ASSC, reported on the organization’s recent and upcoming activities for February, highlighting that the month’s programming is centered on Black History Month and involves collaboration with Umoja, BSU, and other campus programs. He shared that a Black Panther Museum field trip, organized in partnership with ISP, took place the previous Friday, during which students visited the museum in Oakland and explored the surrounding area. He also noted that the Black History Mobile Museum was held the prior Wednesday in Room 6202, featuring various artifacts that contributed to an engaging educational experience. Looking ahead, he announced the upcoming “Sole Social” event, organized in collaboration with BSU and scheduled to take place in Fireside Dining from 11:00 a.m. to 2:00 p.m., which will include Black-owned businesses, Jamaican food, music, and games, and he encouraged attendees to participate. In addition, he reported that ASSC has been in discussions with SFSU regarding a potential collaboration for their Rhythms Music Festival,

with plans to support marketing and outreach efforts aimed at encouraging Skyline students to attend, including the provision of promotional materials and tickets.

Classified Senate – 5 Minutes

b. Classified Senate Report

Jose Milan/Nadia Tariq

Nadia Tariq, Vice President of the Classified Senate, reported that there have been relatively few major updates but highlighted several ongoing initiatives within the group. She announced the election of a new parliamentarian, Karmann Robbins, and noted that the Senate continues to review and discuss procedures related to Classified Professional Development funding, particularly the distinction between professional development opportunities and mandated trainings across different roles. She also shared that the Senate is collaborating with the CTL faculty coordinator to develop classified-focused flex opportunities, including workshops on broader topics such as conflict resolution. Given the high demand for district-offered workshops, the Senate is exploring the possibility of bringing such sessions to campus during an upcoming Flex Day, with coordination support from Lucia Lachmayr, the Skyline CTL coordinator.

Additionally, she reported efforts to launch a peer mentor initiative, in which experienced classified staff volunteer their time to support colleagues by sharing expertise in specific areas such as contract processing, event coordination, district forms, and hiring paperwork. This initiative aims to increase internal support and resource-sharing across campus. Finally, she noted that the Senate is working to improve engagement by identifying barriers to participation among Classified Staff, with plans to distribute a survey to gather feedback and better understand how to encourage greater involvement.

President Nate Carter reported that he wanted to emphasize a few key points and invite any questions or comments from attendees. He highlighted the topic of professional development, noting that the President's Office and Cabinet have received positive feedback regarding Spring Opening Day, particularly the decision to pause regular operations, which allowed greater participation from Classified Professionals and the broader campus community. He shared that leadership is now considering how to build on this success, especially with the upcoming Flex Day on April 16, and is engaging in ongoing discussions about how to continue creating similar opportunities for participation. He encouraged attendees to gather input from their colleagues and share ideas on how management can better support professional development through thoughtful scheduling and increased accessibility. He added that both he and members of Cabinet are interested in hearing feedback from the Classified Senate on how to sustain and improve these efforts moving forward.

Academic Senate - 5 Minutes

c. Academic Senate Report

Cassidy Ryan/Jessica Truglio

Cassidy Ryan, President of the Academic Senate, reported that there were no major updates at this time, as many initiatives are still in progress. She shared that the Senate is currently working on updating its bylaws, identifying outdated provisions that no longer apply, as well as opportunities to improve efficiency through potential new structures or processes, some of which may be brought forward to the College Governance Council (CGC). She expressed enthusiasm about these updates and the potential improvements they may bring.

In addition, she noted that President Nate Carter visited the Academic Senate the previous week, where they engaged in a thorough discussion regarding the AI Innovation Center and the Dreamscape Learn initiative. She reported that the Senate voted to move forward with further exploration of these efforts and that faculty are interested in learning more. She concluded by expressing appreciation for President Carter's visit and the productive conversation.

Management Council – 5 Minutes

d. Management Council Report

Lindsey Ayotte/
Dr. Alvin Macaldo-Gubatina

Lindsey Ayotte, Co-Chair for the Management Council, reported on two ongoing discussion items within the council. She shared that during the most recent meeting, members discussed Murison, a professional development opportunity for managers that utilizes AI-simulated case studies to provide real-time feedback. The council agreed to move forward with this initiative, with the next step being to determine which case studies to prioritize, a topic that will be addressed at the upcoming meeting.

She also reported on continued discussions regarding the Dreamscape initiative, noting that it was introduced as part of an initial “road show” presentation. Management Council members emphasized the importance of incorporating both student and faculty perspectives into the process. Key questions raised included considerations around curriculum integration, logistical planning such as location, and budgetary implications. She noted that Dr. Carter and Dr. Hernandez are expected to provide further updates and address these questions at the next meeting. Overall, she indicated that there appears to be general support across constituent groups for moving forward with the initiative, reflecting a shared interest in innovation.

President Nate Carter expressed appreciation for the recent discussions within Management Council and the Classified Senate, particularly around professional development initiatives. He highlighted the “Immersion” application as an example of innovative approaches being explored, noting that it incorporates new technologies into professional development for managers. While clarifying that the initiative is not specifically focused on artificial intelligence, he commended Management Council for

embracing forward-thinking and innovative methods. He encouraged all participatory governance groups to consider similar approaches, emphasizing that this is an opportune time for the college to demonstrate leadership in adopting new and creative strategies for professional development.

Administration

- e. Administrative Services Update – 5 minutes Dr. Nate Carter

President Nate Carter transitioned the meeting to administrative information items and reported on behalf of Administrative Services in the absence of Paul Cassidy. He announced that the college is looking forward to welcoming the new Vice President for Administrative Services, Debra Glenn, who is set to begin her role the following Monday. He shared that she will initially focus on a “deep dive” into Administrative Services, prioritizing relationship-building and gaining familiarity with the various units across campus during her first month.

He encouraged the campus community to continue working with the existing Administrative Services team for immediate needs and to support Debra Glenn as she joins mid-fiscal year. He also asked participatory governance groups, including Classified Senate and Academic Senate, to actively share information with her about their roles and processes to help her integrate effectively. Additionally, he suggested that groups consider inviting her to their meetings as appropriate to facilitate connection and understanding, noting that while she may not attend meetings immediately, she will be making time to meet with stakeholders. He concluded by inviting any questions related to Administrative Services and emphasized a commitment to follow up with answers as needed to ensure accountability.

- f. Instructional Update – 5 minutes Dr. Carol Hernandez

No report.

- g. Student Services Update – 5 minutes Dr. Lauren Ford

Dr. Lauren Ford, Interim Vice President of Student Services, provided several updates related to campus operations and ongoing processes. She reported that work on Building 2 is still underway and remains on schedule, with plans to begin coordinating with the Phase Two group to finalize move dates anticipated for June. She noted that additional information will be shared soon and that she will collaborate with Sherry to develop communication efforts in preparation for the April move, ensuring the campus community is informed about what to expect.

She also shared that the hiring process for the Dean of Equity and Student Support is ongoing, with an expected start date projected for May or June, depending on the

progression of interviews, while noting that an earlier start would be welcomed if possible.

Finally, she reminded the group of the importance of timely submissions as the fiscal year approaches close, encouraging staff to submit any outstanding receipts, reimbursements, or related items promptly to help ensure a smooth year-end closing process in June.

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

Ingrid Vargas, Dean of Planning, Research, Innovation and Effectiveness, provided an update on accreditation, reporting that the process is progressing smoothly. She shared that the peer review team is currently reviewing distance education courses through Canvas, with 15 courses randomly selected in accordance with ACCJC guidelines. The faculty and deans associated with those courses have been notified, and she clarified that the review is not an evaluation of individual instructors or courses, but rather a representation of the college as a whole. She noted that this phase is proceeding without issues.

Ingrid also reported that by March 4, the college expects to receive any requests from the peer review team for additional evidence related to the Institutional Self-Evaluation Report (ISER). She explained that this request would not necessarily be tied to the course review but would reflect the team's broader evaluation of the college's submission. Following their meeting later in March, the team will determine any focus areas for further inquiry and communicate these to the college, which will then have until September to provide additional information if needed. She concluded by affirming that the process is on track.

President Nate Carter responded by expressing appreciation for the update and optimism about the process, noting that accreditation is an opportunity for continuous improvement rather than a judgment. He acknowledged the possibility of a short turnaround should additional information be requested and thanked Ingrid and the team in advance for their efforts in responding promptly if needed.

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

Cherie Colin, Director of Community Relations and Marketing, reported that preparations are underway for the upcoming President's Breakfast, scheduled for March 19, noting that planning efforts are actively in progress to bring the campus community together, including faculty and staff. She expressed appreciation for payroll donors who contribute through paycheck deductions and acknowledged their ongoing support, while also inviting others to participate by completing a donation form if interested. She reminded constituent representatives that they have been provided with a sponsored seat and

encouraged their attendance, and extended an open invitation to the broader community, noting that tickets are available for purchase and describing the event as an inspiring experience.

In addition, she shared that a student media preferences survey will be launched the following week. The survey aims to gather insights into the types of media students consume and the platforms they use, such as streaming services or traditional television. She noted that the goal is to collect approximately 300 responses and that the survey will take about 15 minutes to complete. Faculty will be asked to help promote participation by announcing it in their classes, and she added that incentives, including Amazon gift card prizes, will be offered to encourage student engagement. She concluded by noting that these are the primary updates at this time.

j. President's Update – 15 minutes

Dr. Nate Carter

President Nate Carter reported on two key items during his update. First, he emphasized the importance of recognizing classified professionals and announced a call for nominations for the California Community College Classified Employee of the Year award. He highlighted the critical role classified staff play as a primary point of connection for students and underscored how recognition contributes to building a strong campus culture and community. He encouraged all members of the college community to participate in the nomination process, noting that nominees must meet specific criteria, including a minimum of five years of service within the San Mateo Community College District. While acknowledging that the process may require time and effort, he stressed its value in honoring the significant contributions of colleagues and urged groups to discuss and promote nominations broadly before the upcoming deadline. He also noted the parallel recognition of faculty through tenure awards, reinforcing the importance of celebrating all employee groups.

Secondly, he provided an update on the Innovation Hub and the Dreamscape Learn initiative, noting ongoing discussions and engagement across participatory governance groups. He clarified that the overarching goal of the Innovation Hub is to broaden student access to emerging technologies, such as virtual reality, in ways that support learning, career exploration, and economic mobility. He encouraged stakeholders to remain focused on this mission while continuing to ask important logistical and implementation questions. He shared that there has been positive momentum, with some groups expressing support for continued exploration, and noted that Dreamscape Learn representatives may visit campus, potentially in April, to provide demonstrations and answer questions.

He also reflected on recent discussions with students, highlighting concerns related to accessibility, including scheduling challenges, device availability, and accommodations for students with disabilities. He acknowledged the importance of these considerations and emphasized that any future implementation would need to address flexibility, equitable access, and inclusive design. Additionally, he noted that the technology could

be used both within courses and as a broader educational resource available to all students, even outside of specific class requirements. He concluded by expressing appreciation for the ongoing dialogue and encouraged continued engagement as the college evaluates the initiative.

Constituent Committee Reports

Strategic Planning and Allocation of Resources Committee (SPARC)

Ingrid Vargas provided an overview of a proposal from the Strategic Planning and Allocation of Resources Committee (SPARC) regarding a potential change to its meeting frequency. She began by explaining that SPARC, established in 2014 through the merger of the College Budget Committee and the Institutional Planning Committee, is one of seven constituent committees that report to the College Governance Council (CGC). Its primary role is to coordinate, integrate, and communicate college-wide planning and budgeting, including aligning major plans—such as the Education Master Plan (EMP), technology plan, and student equity plan—and making budget recommendations related to Fund 1.

She noted that SPARC has a large membership of approximately 34 individuals, including leadership and representatives from across divisions, and currently meets twice per month for a total of four hours. However, she explained that the committee's workload has decreased since 2022, when oversight of program review was reassigned to the Institutional Effectiveness Committee (IEC), making the current meeting schedule less necessary.

As a result, SPARC is proposing that its meetings be reduced to one two-hour meeting per month, held on the second Thursday, eliminating the additional monthly meeting. She added that in cases where urgent decisions are needed, votes could be conducted electronically via email or survey. Ingrid emphasized that this is a first reading of the proposal, with no action being taken at this time, and that it will return to CGC the following month for further discussion and potential approval.

President Nate Carter responded by affirming the importance of evaluating how time is used across committees, noting that similar reflections are taking place at the Cabinet level. He expressed support for examining meeting structures to improve efficiency and effectiveness and looked forward to a more in-depth discussion and feedback on the proposal at the next meeting.

V. Adjournment

Next Meeting March 25, 2026

**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.*