



College Governance Council

Wednesday, March 25, 2026

1:00-3:00 p.m.

Approved Minutes

Voting Members in Attendance: Lindsey Ayotte, Alvin Macaldo-Gubatina, Jarred Morris Ramos, Cassidy Ryan, Nadia Tariq, Jessica Truglio

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

Absent: Jose Milan, William Oo

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

William Oo/Jarred Morris Ramos

Jarred Morris Ramos, Vice President of ASSC, reported on recent and upcoming student government activities. He shared that March programming focused on Women’s History Month, including a panel event held on March 8 and a vendor and art fair on March 17, marking the conclusion of those efforts. Looking ahead, he noted that ASSC will shift its focus after spring break to student elections in April, with election packets due on April 9 and results expected by April 25.

He also highlighted that planning is underway for upcoming events in May, which will include programming for AAPI Heritage Month as well as commencement-related activities. Additionally, he reported that ASSC recently voted in support of continuing to explore the Innovation Hub initiative.

President Nate Carter followed by expressing appreciation for the recent ASSC meeting, noting the strong engagement from students and their thoughtful questions. He reaffirmed the administration’s support for students and welcomed continued dialogue on initiatives such as the Innovation Hub.

Classified Senate – 5 Minutes

b. Classified Senate Report

Jose Milan/Nadia Tariq

Jose Milan, President of the Classified Senate, reported that the Senate’s most recent meeting was postponed due to scheduling conflicts and competing commitments among members, with plans to reconvene the following week. He shared that, despite the delay, the Senate has been actively planning its upcoming summer retreat in collaboration with the Equity Division. This includes identifying and inviting keynote speakers, particularly those connected to the Learning Equity Series, to build on conversations from the previous year’s retreat. The goal is to select a speaker soon and finalize a date, likely in late June or early July, to maintain continuity in these discussions.

He also noted that the Classified Senate is now fully staffed and meeting biweekly, which has strengthened its ability to collaborate and move initiatives forward. In terms of professional development, the Senate has enhanced its Professional Development Committee by adding an additional member, Roger, who brings expertise in reviewing applications and helping streamline the process. This addition aims to reduce delays by ensuring applications are reviewed and refined before reaching the full committee.

Nadia Tariq added that the Senate has formally approved continuing to explore the Dreamscape Learn initiative. President Nate Carter acknowledged the update and expressed appreciation for the participation and input from Classified Senate.

Academic Senate - 5 Minutes

c. Academic Senate Report

Cassidy Ryan/Jessica Truglio

Cassidy Ryan, President of the Academic Senate, reported on several key updates at both the local and district levels. She shared that Academic Senate is moving forward with the creation of a Career and Technical Education (CTE) Committee, set to launch in Fall 2026. This committee will include a CTE Chair who will serve on the Senate, along with representatives from each CTE program or department and an ex officio dean. She noted enthusiasm for this development as part of strengthening CTE representation and collaboration.

She also reported progress on Senate bylaws, with an initial portion already approved to support the upcoming election cycle. Academic Senate will confirm its election committee on April 23, after which elections will begin. This year’s elections are particularly significant, as they will include positions such as President, Treasurer, all division senators, adjunct senators, and the Curriculum Chair. She added that due to institutional growth, some divisions will gain additional Senate representation, making outreach and engagement especially important.

Regarding broader initiatives, she confirmed that Academic Senate voted to support continued exploration of the Dreamscape Learn initiative, with further discussion expected at the board level. At the district level, she highlighted three major ongoing discussions: the development of a more streamlined, centralized equivalency process; updates to hiring and screening procedures; and continued exploration of a potential compressed academic calendar. She noted that while the compressed calendar remains under consideration, it is a long-term possibility, likely several years away, and would require extensive coordination, particularly with CTE programs. She concluded by emphasizing that these discussions are ongoing and involve many logistical considerations across multiple areas.

Management Council – 5 Minutes

d. Management Council Report

Lindsey Ayotte/
Dr. Alvin Macaldo-Gubatina

Alvin Macaldo-Gubatina, Co-Chair of Management Council, reported that the council is currently in its election cycle and is seeking two new chairs to serve for the 2026–2028 term, noting that nominations have already been received. He also shared that Management Council finalized its selected focus areas for the Immersion professional development initiative, which include topics such as addressing performance decline, building confidence, leading through uncertainty, supporting colleagues after missteps, assisting distressed team members, navigating resistance to decisions, and communicating changing priorities. These topics were identified as particularly valuable for the management team’s development.

In addition, he reported that Management Council voted in favor of continuing to explore the Dreamscape Learn initiative. Clarification was provided that access to the Immersion program is expected to begin no earlier than May 1, aligning with fiscal planning considerations.

President Nate Carter responded by expressing support for expanding professional development opportunities across all constituency groups, including Classified Senate, Academic Senate, and Management Council. He emphasized the value of scalable and accessible professional development resources and reaffirmed his commitment to supporting initiatives that enhance learning and growth for employees across the college.

Administration

e. Administrative Services Update – 5 minutes

Paul Cassidy

Paul Cassidy, Finance and Operations Manager, reported that Administrative Services is actively working with deans, division assistants, and other staff to resolve any outstanding payables as the college enters the mini close period. He noted that this includes payments related to dining services and other vendors, emphasizing the importance of clearing these items in a timely manner.

He also reminded the campus community that mini close is currently underway and that divisions are being asked to submit any outstanding reimbursements and travel-related expenses promptly. Specifically, he encouraged all employees who travel on behalf of the college to submit reimbursement requests within one week of returning, particularly during May and June, to ensure all items are processed before the fiscal year closes.

f. Instructional Update – 5 minutes Dr. Carol Hernandez

Dr. Carol Hernandez, Vice President of Instruction, reported on several ongoing efforts within the division. She shared that the hiring process for Chemistry faculty has recently concluded, with an announcement expected soon. She noted that recruitment efforts are still underway for positions in Physics, History, Ethnic Studies, Communication, and various classified roles, indicating that the coming months will be particularly busy with interviews.

She also reported that summer and fall course schedules have been submitted by divisions and are currently under review for accuracy before being finalized and published by the end of the month. In addition, she and the deans are working on planning a strategic retreat focused on instruction, with the goal of identifying two to three key priorities for the upcoming academic year.

Finally, she noted that the division continues to refine scheduling and course cancellation timelines to improve planning and efficiency, emphasizing that these efforts are ongoing as the semester progresses.

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

Dr. Lauren Ford, Interim Vice President of Student Services, provided several brief but important updates. She announced a change to the Building Two relocation plan, explaining that instead of two phases in April and June, the move will now occur in a single phase after the semester concludes. The transition will take place throughout June in a structured, “scaffolded” approach, with clear communications, calendars, and signage to help guide students and staff—particularly those relocating from Buildings 1 and 19—during the process.

She also shared that the college has begun work on an enrollment management plan aimed at better aligning academic programs and student services with community needs, including those of adult learners and workforce demands. A small team is currently working with consultants to gather data, and broader campus input will be requested in the coming weeks. Recommendations from this effort are expected by the end of the semester and will be brought back to CGC for review.

Finally, she introduced upcoming updates related to financial aid, noting significant changes tied to Course Programs of Study (CPOS), which affect how students receive funding based on their registered courses. She explained that initial communications have

already been sent out and invited Will and Ari from Enrollment Services to provide a more detailed presentation to the group.

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

Ingrid Vargas, Dean of Planning, Research, Innovation and Effectiveness, provided an accreditation update, sharing that the college has successfully passed another major milestone. She reported that the peer review team recently met in person in Los Angeles to review the Institutional Self-Evaluation Report (ISER) and returned with no questions or concerns, placing the college in a strong position ahead of the upcoming site visit in September.

She also announced that the college passed its Distance Education Regular and Substantive Interaction (RSI) review, recognizing this as a significant achievement. Ingrid expressed appreciation for the contributions of faculty, the dean, and the Center for Transformative Teaching and Learning (CTTL), with special acknowledgment of Kim Saccio and Chris Collins for their leadership and support in preparing faculty for this process. She highlighted that Skyline has been a district leader in distance education for many years, noting that its efforts helped guide the entire district to successfully meet RSI standards, particularly through initiatives like the implementation of Canvas during the COVID-19 period. She concluded by thanking all those involved for their continued dedication and work.

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

Cherie, Director of Community Relations and Marketing, provided several updates and acknowledgments related to campus events and communications. She began by expressing gratitude to everyone who contributed to the success of the President's Breakfast, highlighting the collective effort that made the event run smoothly. She recognized Jarred for his speech, the Social Science and Creative Arts Division for their musical performances, and the quality of food and décor, including floral arrangements. She reported that the event has raised over \$85,000 so far, with fundraising continuing through June 30, and noted that the breakfast has gained strong recognition as a prominent community event. She also thanked the deans for their contributions to the gallery walk, sharing that the materials created may be repurposed for accreditation efforts to showcase campus achievements.

She further announced that construction on Building 2 is nearing completion, with a tentative ribbon-cutting ceremony scheduled for May 11, encouraging attendees to mark their calendars as final details are confirmed. Lastly, she reminded the campus community about established posting guidelines for flyers, including the requirement for review and approval through Student Life, and encouraged individuals to follow these procedures or reach out with any questions.

j. President's Update – 15 minutes

Dr. Nate Carter

President Nate Carter reflected on the success of the President's Breakfast, describing it as an inspiring and meaningful event that brought together both the campus and the broader community to celebrate Skyline College. He expressed deep appreciation for the collective effort that made the event possible, recognizing staff in the President's Office, including Theresa Tentes, Yamila Dielacher, and Cherie Colin, as well as the many Classified Professionals and faculty who volunteered their time early in the morning. He emphasized how the event showcased the strength, spirit, and value of the college, highlighting it as an important opportunity to engage community partners and demonstrate the institution's impact.

He also referenced the importance of community pride and visibility, using a personal anecdote to underscore the significance of celebrating and promoting the college's achievements. He noted that events like the President's Breakfast serve as a key moment to highlight the work being done for students and to strengthen partnerships that support the college's mission.

In addition, he addressed the upcoming Board of Trustees discussion regarding the Innovation Hub and Dreamscape Learn initiative. He explained that the purpose of the board item is to seek guidance and support, particularly around potential sole-source considerations, and emphasized that board input is a necessary step before moving forward. He acknowledged the strong interest across campus in innovation and virtual reality initiatives and assured the group that, pending the board's direction, there will be continued efforts to engage the campus community—including faculty and classified professionals—in collaborative planning and implementation. He concluded by noting that further communication and next steps will be shared following the board meeting and invited any questions from attendees.

Constituent Committee Reports

Institutional Effectiveness Committee (IEC)

Karen Wong, Tri-Chair of the Institutional Effectiveness Committee (IEC), presented updates on the revised program review templates and provided an overview of the program review process at Skyline College. The Task Group members are: Karen Wong, Lindsey Ayotte, Norm Del Prado, Brian Daniel, Erinn Struss, Ronda Wimmer, Kalia Chavez, Zahra Mojtahedi.

She explained that program review is a central component of integrated planning and resource allocation, operating on a seven-year cycle through Comprehensive Program Review (CPR), with two interim Program Review Updates (PRUs). These processes are supported by annual resource requests tied to strategic goals, which ultimately inform division-level planning through Administrative Leadership Unit Reviews (ALUR).

Karen outlined the rationale for updating the templates, noting that improvements in data dashboards and program data now require more robust analysis, and that previous templates did not sufficiently emphasize ongoing evaluation of program effectiveness. Additionally, feedback from earlier cohorts that piloted the templates contributed to refining the revisions.

She described the collaborative development process, which involved faculty representatives across divisions, input from participatory governance groups, and multiple rounds of review and revision. The updated templates were unanimously approved by IEC and are now being brought forward to CGC for review and adoption.

Karen encouraged members to review both the clean and annotated versions of the templates before the next meeting, where the proposal will be brought forward for a formal vote. She also accepted an invitation to present the updates to Management Council to further support campus-wide understanding and feedback.

Technology Advisory Committee (TAC)

Kim Saccio, Adjunct Faculty - Distance Education Coordinator and member of the Technology Advisory Committee (TAC), along with Nancy Somjit, Instructional Technologist and TAC tri-chair, presented an overview of the updated College Technology Plan.

Kim explained that the current technology plan, last finalized in 2017 and covering 2018–2022, is outdated and in need of revision. TAC began redevelopment of the plan in Fall 2023, choosing to streamline the document into a more practical and flexible framework rather than a lengthy, prescriptive report. The new plan focuses on recommendations and alignment with the Education Master Plan, ACCJC standards, and the district's technology plan. Input was gathered from multiple participatory governance groups, and their feedback has been incorporated into the current draft.

Nancy then outlined the structure of the draft plan, which is organized into five key areas: technology supporting college operations and academics; infrastructure planning and replacement; security and reliability; training and support; and policies related to technology use and distance education. She highlighted that the plan includes tools such as Canvas and Degree Works, addresses infrastructure management and cybersecurity measures, and outlines support systems for students, faculty, and staff. It also incorporates policies such as those governing distance education, accessibility, and technology use.

The presenters emphasized that this is a draft plan and encouraged members to review it in detail before it returns to CGC for a vote in April.

V. Adjournment

Next Meeting April 22, 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.*