

College Council
February 22, 2012
Draft Minutes

Attendance: Linda Allen, Maggie Baez, Joi Blake, Heidi Hansen, Fermin Irigoyen, Leigh Anne Shaw, Regina Stanback Stroud and Mike Williamson

Absent: Edwin Yuan

Approval of January 25, 2012 Minutes

Make change to Page 1 Classified Senate to Classified Council

Minutes approved with one change to Page 1, Classified Senate Report to Classified Council Report

Commencement Speaker

Dr. Joi Blake, Vice President of Student Services brought up the idea of having a commencement speaker at graduation. She has already spoken with Amory Cariadus, Coordinator of Student Activities and the management council and the idea was well received. College Governance Council members supported the idea. Few suggestions were recommended for the commencement speaker by the members:

1. Maintain the student speaker in addition to the commencement speaker
2. Consider alumnae from Skyline College or someone from the community
3. Work with commencement committee to develop a criteria
4. Create a rich ceremony, a stage for the academy to show their accomplishment and success of students.
5. Consider having the academic senate say a few words at commencement as well.

Farmer's Market

An organization is interested in using the Skyline College parking lot for farmer's market on the weekends. This may interfere with the local farmer's market around the area. Eloisa Briones will provide more information at the next meeting.

Constituents Reports

ASSC Report

The ASSC reported that they are funding 3 buses for March in March event. They are recruiting 365 students for the meeting in Sacramento. Lunch will be provided for the students.

They are also recruiting a team for Relay for Life which will be held at Capuchino High School.

The ASSC is organizing their election which will be take place in March. New ballots have been released and nominee will be in by election date.

The ASSC also met with veterans. Heidi will provide an update to Dr. Joi Blake after talking to council.

Classified Council Report

Currently doing a scholarship fundraiser with See's Candies. All orders are due by March 12th. Will place fundraiser information in Skyline Shines.

Academic Senate Report

The Academic Senate reported that they are currently working on developing an Institutional Review board process to ensure research conducted on human subjects be ethical and preserve the rights and welfare of subjects.

They are also working on a pilot for plus and minus grading policy. Each individual senate will evaluate this and District wants to move quickly. Feedback from the council members were:

1. Does this impact student's GPAs?
2. Things are moving fast for students especially with new policy on registration deadlines and grading policy changes.
3. This will create a lot of overtime work for faculty and staff.

Accreditation

Fermin Irigoyen reported that two writing workshops have been held. Dennis Wolbers provided a review on the process that will be used for evidence storage. The accreditation team has assembled and is in process of printing the first draft.

Standard II

Leigh Anne Shaw shared that the Standard II committee had a kickoff meeting and everyone was engaged. Mike informed that the committee has been requested to submit their drafts before the end of the spring semester.

Regina reported that the various governance committees are in the process of updated the plans. IPC will be reviewing the plans for integration and coherence.

SLO

Regina commented that by the time of the SLO report, we need to be at proficiency level.

Comments from the members were:

- To get to proficiency, we need to make it part of the courses
- How do we evaluate if we are at proficiency level?
- What is the definition of proficiency?
 - Establish the SLO and take the assessment and use it for your course outline/syllabus.
- One of the issues is that 5-10% of the courses are taught by adjunct who don't understand the process of SLO.
- 11 schools were audited and 7 were sanctioned.
- What is the assessment?
 - Use the principles of asaps. Assess the effectiveness of course curriculum. Take a survey and if you find a gap, modify your course design.

Suggestions from the members:

- Take the proficiency definition and apply it to Standard II.

- Group of full time faculty can help adjuncts understand SLO or bring in paid faculties to train on SLOs.
- Provide Tips for the syllabus
- Do a mock run
- At Mills College, syllabi are posted to sharepoint. Skyline College should utilize sharepoint
- Be consistent with language and provide information on Skyline Shines
- Utilize Curricunet

Building 6 modification update

Regina reported that LPAS has presented some concepts to the CIP committee. The concepts include furniture solutions that create different zones in the cafeteria. Additionally, the room that is designated as the faculty and staff lounge will be relocated to a room on the second floor. The walls of the faculty staff lounge will be removed to open up the area and is expected to provide 51+ additional seats. LPAS presented soft seating solutions and designs for the student/cyber lounge. LPAS will be sharing the concepts with the user-group members.

President's Breakfast

Regina reminded the council that the President's Breakfast is on March 15th at 7:30am held at the SSF Conference Center. The breakfast committee has been able to raise more sponsorship this year than this time last year. The members of the President's Council were asked to bring in a new large donor over \$500. Everyone is making the ask to folks they haven't asked before. Associated students has donated \$5,000. Regina has made the ask to Auxiliary Services and her wife's associates as well. The President's Council has been a great advocate for Skyline College and the Foundation has been able to raise \$200,000 for the three colleges.

Final Grade Deadlines

Mike Williamson, Interim VP of Instruction informed the council of the change in the final grade deadline dates. Summer session will end on August 9th and the final grade deadline will be at 9am on August 13th. Fall session will end on Wednesday, December 19th and the final grade deadline will be at 9am on Friday, December 21st.

Plan Ahead Pay Ahead

Mike Williamson distributed the drop date deadline draft. The ASSC President expressed concern about the drop date and having to have all of the fees paid upfront for the fall semester several months ahead of class start time. She asked that the policy be revisited to allow students to have the summer to raise money for their fall registration. Dr. Blake will take the issue back to the taskforce. One of the suggestions from the council members were to have a separate due date for summer and fall registrations.