

College Council
September 28, 2011
Draft Minutes

Attendance: Linda Allen, Maggie Baez, Heidi Hansen, Fermin Irigoyen, Joe Madrigal, Leigh Anne Shaw, Regina Stanback Stroud, Mike Williamson, Edwina Yuan. Recorder: Linda Bertellotti.

Approval of August 24 Minutes

The August minutes were approved with one correction. M/S/U Irigoyen/Shaw

Constituent Reports

ASSC: Elections were held and the ASSC tripled in size and is now a full council. A retreat was held in mid-September and it was very successful. The ASSC is working on improving communications with the student trustee. An event will be held on October 12 to celebrate Latino heritage month and another event for Halloween. There are three new clubs: Heart Wrenchers Club, Quantitative Science Club, which is engineering-based, and the Environmental Club, which was reinstated.

Classified Council: The Classified Council is working on a See's Candy fundraiser to be held in a couple of weeks. They are also working on payroll deductions to raise funds for next year's classified student scholarship. The council is working on becoming a Senate and it is a state process. Linda and Maggie have been visiting new classified staff and welcoming them to Skyline.

Academic Senate: The Academic Senate reported on the following items:

- The Academic Senate announced that it is working on a resolution and other ways of educating the public about the positive impact of Measure H on educational programs and services.
- The Academic Senate leadership attended the Academic Senate Leadership Institute that was sponsored by the state Academic Senate.
- Steve Aurilio was appointed to chair the Education Policy Committee.
- The President's provided an update at the September 9th Academic Senate Meeting.
- Donna Bestock attended the September 9th meeting and provided an accreditation process update. Faculty representatives were approved for the accreditation steering committee.
- Faculty representatives were approved for the VPSS screening committee.
- An ad hoc committee was formed to review the faculty handbook.
- The Academic Senate would like to set up a formal institutional research board to look at internal and external research proposals and will look at other college IRBs to see how they are set up. Fermin is meeting with Jing Luan and will also meet with Rob Johnstone to get more information.
- The senate is also looking forward to presentations from the Sustainable Campus Initiative and Child Development Center. Fermin suggests the CDC talk to other groups on campus.

Fee Policy Update-Madrigal

A Gwamail message explaining the new process for students paying their fees and a third party vendor will be used for the student payment plan was distributed. Eloisa Briones is conducting a training session for staff on how to explain the policy to students. Posters are also being distributed around the campus. Joe Madrigal asked for feedback and he will pass it along to Eloisa. It is a district wide effort and the procedures are the same across the district. There was a discussion around student fees for BOG recipients. Heidi will contact the Skyline View to publicize the information.

Student Grievance Procedures: Madrigal

Joe is encouraging faculty and instructional deans to review the student grievance procedures, specifically the section on grade grievances. Regina suggested removing prerequisite challenge from the grade grievance since it is a matriculation requirement that the college have a process for challenging prerequisites. She stated that a challenge to a prerequisite is not a grievance. Additionally, the timelines for prerequisite challenges are defined in the matriculation regulations and plans and may differ from the timeline of a grade grievance. The draft policy would allow students up to a year from the time of the incident in discussion in which to file a grievance.

Joe sent a copy to Amory Cariadus and she will be presenting it to the students. Joe will send an electronic copy to the council. Joe would also like the Academic Senate look it over and make any recommendations to the deans who can then provide recommendations to the Vice Presidents. The VPI and VPSS offices are responsible for the document and it will be a procedure, but it needs to go to the board for information. It is not a policy, so it does not need to go to the board. The policy already exists. It will go to Classified Council. Joe would like to revisit it at a future meeting.

Visually-impaired student access

Leigh Anne Shaw announced that there have been some way-finding issues for visually impaired students. Leigh Anne would like to find out if there is technology available that can be used to help students with way finding such as building identification upon entry. The Learning Center asked that this issue be raised. Joe will first talk to DSPS and then whatever is learned from them, Regina will discuss with Jack Herbert in Cabinet and then Jose Nunez in CIP.

Leadership Retreat Invitation

The college administration will hold a leadership retreat to be held October 21 at Allied Arts Center in Menlo Park. Would like the constituents to come to lunch and have a discussion on shared governance with the constituency leadership to develop a process for the governance evaluation which is being worked on. Regina will look at the schedule and may push lunch back a bit to accommodate students' schedule.

Facilities Update:

Regina reported that discussions are still focused on finalizing the items for Building 4 including the roof terrace. She also reported that code changes are resulting in planned coffee bar, dining hall and server modifications. The executive leadership at Skyline College visited Building 10 at CSM and got inspirations on the types of service and products they felt should also be available

to the Skyline College community. A coffee shop space in the empty area adjacent to the food service area is being planned for a January 2012 opening. The menus have undergone some modification to bring in additional options for students. Heidi asked that more vegetarian options be added to the menu and Leigh Anne requested sugar-free options. Regina will present these suggestions to Tom Bauer. She has asked that the staff lounge accommodations be modified to be a bit more welcoming as well.

Additionally, relocation of the networking classes to allow for accessibility is currently underway. CIP is considering additional seating to be located in front of Building 6. Joe Madrigal will solicit input from the students through ASSC and Amory Cariadus.

Mike reported that a submitted grant resulted in the donation of 3 electric car charging stations. Finally, modifications will be made to the curb in Lot M to allow for safe entrance and exiting.

Thematic Governance Model

There was no feedback from College Council on the Thematic Governance Model. Regina can review it and make changes, but wanted to make sure they are happy with it.

Next College Council Agenda –to-date

- SEEED/Student Equity Committee Update
- Accreditation
- Constituency Report
- Governance Evaluation