

Skyline College Council
September 23, 2009

Meeting Minutes

Attendance: Lori Adrian, Donna Bestock (for Regina Stanback Stroud), Denisse Gonzalez, Linda Herda, Ray Hernandez, Fermin Irigoyen, Adolfo Leiva, Vicki Morrow, Jacqueline Solorzano. Guest: Rakefet Avramovitz.
Recorder: Linda Bertellotti

Absent: Regina Stanback Stroud

Review and approval of Minutes of August 26

The minutes were approved as written.

ACCJC October 2009 Follow-up Report

Preparation of the report was complete and it was presented to the Academic Senate and ASSC and will be presented to the Classified Council, as well as Management Council. There were good questions asked about what it means and the process, but there were no changes to the content. There will be some reconciliation with the other two campuses in case they have changes. It will be revised and reviewed by College Council before the final document is submitted to the Chancellor. Donna will send it out to both the Classified and Management Councils, give a limited amount of time for feedback and then send it by email to College Council showing tracked changes. It will then be moved and approved. Adolfo said Classified Council elections are October 1 and the Governing Council will meet that day.

Plus/Minus grading update

The District Academic Senate President invited all faculty to participate in a discussion on plus/minus grading. Ray distributed a copy of the Board Report no. 09-4-2B from April 22, 2009. The first page has the recommendation to the Board on the pilot study. Students voiced their concerns at that meeting and as a result the recommendation was changed following the Board Meeting. All faculty in the district were asked to voluntarily participate starting in fall 2009 and it will finish at the end of fall 2010. There is an inconsistency in the recommendation and the FAQs on page 2. Faculty that chose to participate are submitting standard grades and plus/minus grades if they choose. The data will be extracted, but will only be reported as standard grades. Faculty can start mid-way during the semester and there are no issues with what appears in the syllabi. So, before the grades are recorded officially the extractions are done. This is voluntary for faculty. The constituent groups will review what the data mean and the concerns so a decision can be made.

Leadership Retreat update

The College Council will gather along with the Management Council for dinner at West Coast Café in San Bruno on Thursday night and for a half day on Friday here at the college and undertake professional development activities that will be of interest to

college leadership. Dinner will be informal and there will be a gift exchange (inexpensive gifts) following the dinner.

District Shared Governance Committee (DSGC) update

The DSGC met on September 21 and items presented are to be taken back to the local college constituencies for review. There were outstanding policies that went out to the constituencies and they were addressed. Ray reviewed the list. Adolfo said these were changes to the rules and regulations that were more involved and required the constituent groups to weigh in. Everything else was voted on and recommended to the board. Those pulled out for the constituency consideration were:

- Prohibition of harassment
- Emergency Response Plan
- Student equity
- Speech, time, place and manner
- Student credit card marketing
- Athletics

Some are new policies which have been recommended by the Community College League of California (CCLC) and others have been policies the district has had and the language change is recommended by CCLC.

In addition, there were three that were also added at the meeting:

- Safety, injury and illness prevention program 2.28 policy
- Student conduct with respect to illegal possession weapons 7.69 policy
- Student disciplinary sanctions, 7.70 – this was created to combine policies 7.71 and 7.72.

Lori said the Vice Presidents are working on the illegal weapons possession item and are looking at toy guns. It was implied in the old policy that legal weapons were okay. She said that the item on time, place and manner is important because it has implications for groups and outside organizations coming on campus, and also the posting of materials.

Ray will look on the Share Point site to see if the items are available electronically and if not, Lori will ask Barbara Christensen to provide them. Lori will also want Amory Cariadus to look at them.

Discussion on September 2 shooter incident

Denisse said questions have come up pertaining to safety on campus and student leaders are hoping for a second debriefing to provide updates from the first debriefing and where Skyline is with emergency training. Vicki offered to come to ASSC leadership and Student Organizations and Clubs Council (SOCC) meetings, along with Brian Tupper, and Denisse approved. Denisse distributed a list of questions that students have been asking, which was reviewed by College Council. Vicki could draft up answers, bring a draft to that meeting, and see if those answers are adequate. Denisse said they would like to invite club leaders to present questions. Lori said the students could submit questions electronically like the e- suggestion box currently being used. Denisse would like to reach a large audience and suggested a mass email be sent to all students and they can submit questions.

Vicki reviewed what she knows about the shooting and talked about some of the responses regarding graffiti, emergency training drills, and public address system speaker installation at Pacific Heights. Other items include:

- There was discussion about the “blue phone,” which is costly, but Lori said it does provide surveillance cameras and an alarm. She said it would be discussed further with the Construction Planning Department.
- Emergency communications were reviewed. The text message problem was already being looked at prior to Skyline’s incident by District IT Director Eric Raznick and he is finding a new provider that will ensure immediate delivery of emergency text messages.
- It is hoped by the end of the semester, electronic LED message boards will be installed in each building lobby, which will be controlled centrally to disseminate messages.
- There will also be a phone blast to employees and email to all students, staff and faculty. Rakefet asked what kinds of incidents will trigger information going out to groups and which groups and Vicki said it is a judgment call. She wants to get it out as quickly as possible, depending on the type of problem, but now the college is providing more than it normally would to help reassure people in the aftermath of the incident.

Unity Day: Jacqui said the ASSC will be doing things such as Unity Day to help promote awareness of violence on campus as well as other things. She will be working with the Commissioner of Activities and SOCC on it. Vicki wants to communicate the policy on gun possession. She is concerned about frightening people without changing the behavior of those that carry guns. Vicki asked if this issue is one of the topics for Unity Day and Denisse and Jacqui said it is. Lori and Vicki offered their support to help with the program. Lori suggested that they talk to the learning community leaders for their input.

Free for all

Swine flu shots: Vicki will put something in *Skyline Shines* and there will be an update from the Health Center on when vaccine is available. Lori said a lot of colleges are installing hand sanitizers on their campuses so she will follow up with the Health Center and perhaps the ASSC would want to partner.

Program Improvement Viability (PIV): Fermin asked if there can be reports on the development of this process because it affects all constituencies. PIV is an Academic Senate process and Vicki suggested including it as a standing agenda item in College Council. Christine Roumbanis will review it at the Friday, September 26 Academic Senate meeting. It is under the purview of Academic Senate, primarily the Curriculum Committee.

Food Vending policy: Academic Senate leaders are looking at the district’s food vending policy. The colleges are not falling under county Health Department compliance. Student Activities is finding that food has to be pre-packaged or prepared by a restaurant or licensed food handler. The colleges have to follow basic health guidelines such as

using hairnets, gloves, etc., for serving food. There will be a moratorium on food vending by student groups and other groups, including Classified Council, immediately. It will be sorted out by the district's legal counsel, auxiliary services and Kathy Blackwood. In fairness, the district will need to apply something across the board. It probably will not pertain to potluck events, but to any function where food is sold.

Classified retreat: Linda reported that Classified Council will have an off-campus retreat in the spring, courtesy of funding from PEDAC. It will be held at the Mercy Center in Burlingame.

Possible smoking policy and lung health follow-up: As part of his Master's degree program, Ray worked out in the community and said there is an opportunity to bring a group to Skyline that may work for about a year looking at the college's smoking policy and issues. Ray has talked to Lori and Rob about it. The San Francisco State Masters of Public Health Program may be sending a group of their grad students to do a follow-up study on issues surrounding lung health. It will go through the Research Committee as well.

ASSC President to present to Board of Trustees: Denisse will be presenting information on the ASSC goals at the September 23 Board Meeting.

Next meeting: October 28