

Skyline College Council
May 25, 2005

MEETING MINUTES

In Attendance: V. Morrow, I. Barcala, M. Cabrigas, C. Campillo, N. Kapp,
J. Redwine, R. Stanback-Stroud, Facilities: R. Inokuchi,
Recorder: L. Ghio

Facilities and Construction Update

Richard Inokuchi presented an update on capital improvement and athletic field projects at Skyline. Projects that are planned for summer 2005 include:

- Pacific Heights modifications to accommodate the Building 8 swing
- Building 1 facelift
- Building 3 seismic retrofit and modernization
- Building 2 zone controls
- Building 8 seismic retrofit and modernization
- “One Off” projects, which include road repairs, and painting, flooring and ramp replacement for portable units
- HVAC projects throughout campus
- Athletic field improvements, which include completion of the track and lower soccer field DSPTS access, baseball and upper soccer field construction, tennis courts, and outdoor restroom facility

Richard noted that steel plates will be brought in on May 26 to temporarily smooth out the loop road on the south side of the campus. Underground streams have created large potholes in the roadbed and Swinerton has contracted with a civil engineer to investigate the problem. The complete Facilities and Construction update is enclosed with these minutes.

Approval of April Minutes

The April minutes were approved with the following corrections:

- Under the section entitled, “Smoking on Campus Update,” delete the duplicate reference in sentence two (“problems with”) and revise the first two words in sentence three to read “The committee is continuing to study where designated smoking areas should be.”
- The CIP updates were too lengthy and Vicki Morrow requested that Richard Inokuchi send the CIP updates electronically and incorporate them into the minutes rather than retyping the project details.

The council discussed the Fresh Look Project, which was proposed at the April meeting. A comment was made to add campus clean-up to the Fresh Look Project. Carla Campillo noted that problems with the stairwell in Building 2 were cleaned up. Nick Kapp said we will have to monitor clean-up activities on a constant basis. He suggests directing people to the website to submit facilities requests. Vicki will promote campus clean-up in Skyline Shines. Carla

suggests that College Council tours the campus in the fall to monitor the clean-up and she will ask the Academic Senate to include facilities requests through the website as an agenda item.

Student Center Quotation Voting Results

Vicki presented the scoring results on the five proposals submitted for inscription on the Building 6 Student Center. Voters were asked to rank the following quotations from #1 (least acceptable choice) to #5 (the best choice). Campus-wide electronic voting occurred on May 23-24, 2005 and 358 people voted. The scores listed below are a sum total of all of the ranked choices submitted for each quote.

<u>Quote</u>	<u>Scores</u>
You must be the change you wish to see in the world. – <i>Mahatma Gandhi</i>	1,145
Study as if you were to live forever. Live as if you were to die tomorrow. – <i>St. Isidore of Seville</i>	1,014
The highest result of education is tolerance. – <i>Helen Keller</i>	954
Education is a process of living and not a preparation for future living. – <i>John Dewey</i>	897
The well-educated alone are free. – <i>Epictetus</i>	844

The three top choices will be submitted to the Board of Trustees for approval with a recommendation from Vicki to select the top scoring quote. The board could override her recommendation, but more than likely will approve it. Vicki noted that the electronic voting process was very simple and thanked Christine Case for setting this up.

EEOAC Report on Proposed Charge and Name

College Council reviewed the following proposal submitted by the EEOAC regarding its charge and name.

Proposed charge:

Assist Skyline College in fulfilling its commitment to celebrate the intellectual, educational, and social benefits of diversity. In doing so, the committee will:

- Provide stewardship for the college's value related to campus climate;
- Oversee the college's equality in employment opportunities and make recommendations to the district EEOAC regarding fair and effective hiring policies;
- Support, provide or promote training in cultural proficiency;
- Provide support and assistance to equity and diversity-related projects and activities, and facilitate engagement in campus issues related to equity and diversity;
- Support and promote educational initiatives that result in intercultural awareness and respect for diversity in students, faculty and staff.

Proposed name:

Stewardship for Equity, Equal Employment and Diversity (SEED) Advisory Committee.

The council approved the proposed charge and name of the EEOAC and believes it will make the EEOAC active in the Campus Change Network and their work on access, equity, and diversity. Nick asked if the other colleges had renamed their EEOAC. CSM renamed their group Diversity in Action. Carla Campillo asked if Bullet 5 took into consideration that we are doing MOT training. Vicki said that we are doing a lot of things that are related. Sometimes they overlap and sometimes they are independent. She does not want to squelch the independent ideas, but would like to address them and offer support so that the same people who organize programs from year to year don't experience burnout.

As this is a recommended change to a college-wide committee, it will be reviewed by Academic Senate. Regina said that typically a task force is formed and it is reviewed by the various constituents. Nick recommends that we either accept or reject the proposal now. The next College Council meeting is September 28. Carla noted that there will be two Academic Senate meetings. Regina feels it should be reviewed earlier than late September.

The council approved the proposed charge and name of the EEOAC and believes it will make the EEOAC active in the Campus Change Network and their work on access, equity, and diversity.

Health and Safety Committee Recommendation on Smoking Spaces

After receiving input from faculty, staff, and students, the Health and Safety Committee has proposed four locations for designated smoking areas. Judith Redwine presented the recommended locations, which are as follows:

Proposed Designated Smoking Areas

1. One of the circular seating areas in the quad between Buildings 2 and 3.
2. By the inner wall of Building 7 to the right at the top of the stairs. There are currently two benches in the area with another bench nearby. None of the windows on the wall open.
3. At the corner of Building 1 below the stairs and across from the corner of Building 8.
4. Twenty feet from the south entry of Pacific Heights.

It is further recommended that pole structures with Plexiglas be placed around the areas to provide wind shelter and a waterproof covering be placed over each area as a rain/mist shelter. Signs would be placed near the entry of the area to indicate that it is a designated smoking area.

Judith said there are a lot of people in the campus community who want designated smoking places. Regarding enforcement of the smoking policy, Vicki noted that you cannot cite someone who is smoking elsewhere unless you have a campus policy. Judith said that signage and peer pressure has helped with the enforcement but it is still affecting teachers and students in certain classrooms. Ilka Barcala feels that rather than spend the money to build stations the campus should just ban smoking altogether. Nick suggested that we offer smoking cessation programs instead of spending money on structures. Carla suggested a campus-wide forum on the problem, although she would be concerned that people will use the forum as a complaint session. The committee discussed combining the concepts:

- Cessation/education classes
- Use smoking demographics to determine how to take through a cessation policy

- Identify designated spaces
- Determine how to address it as a health issue – treat it as an addiction
- Educate non-smokers on how and when to approach smokers

College Council agreed that it would like to take on the project. Vicki asked whether the Health and Safety Committee or College Council should take a leadership role. Ilka suggested that the ASSC spearhead the project and the group agreed that it would have more of an impact. Nick suggests that faculty members Brian Daniel and Ray Hernandez, along with students in the Respiratory Therapy program, be given an opportunity to collaborate. Vicki suggests that we table the discussion until fall when we have a new VPSS, new ASSC council and Academic Senate vice president. The college-wide forum would address designated spaces, education, and enforcement issues and would launch at the beginning of fall. Regina suggests that the council work on the objectives and goals and include all key student groups, such as Phi Theta Kappa, the Black Student Union, and MESA. Nick proposed that a grant be written to get funding for materials. The following tasks were agreed upon:

- Carla will ask Brian Daniel and Ray Hernandez to participate
- Judith will ask a Health and Safety Committee member to participate
- As faculty development coordinator, Phyllis Taylor could bring in guest speakers
- ASSC will participate

Campus Change Network Update

The first meeting of the Campus Change Network at Skyline was held on May 16. Regina noted that all groups were targeted because of their wide range of responsibilities and the network is pleased that many faculty, staff, and students are engaged in the issues. She believes that the groups came well-prepared and that our attempts to base discussions on data and institutional processes made a difference. People came with data, handouts, and research to substantiate their statements. Rachel Bell prepared an outline that presented ideas based in some cases on anecdotal information, along with actual data. California Tomorrow is pleased because the Skyline Campus Change Network has identified four areas in which to make sustainable changes. These include the first semester experience for students, outreach, campus transportation, and campus orientation. Regina compiled feedback received from California Tomorrow, which was distributed along with the invitation to the May 16 meeting, Rachel Bell's outline, and the meeting agenda. Vicki noted that Ron Galatolo and trustees Miljanich and Mandelkern praised the program at the recent Board of Trustees meeting.

Student Learning Outcomes (SLO) Update:

Regina said that Karen Wong has a couple of SLO projects underway. On August 16, a steering committee will be trained to help get the departments trained on SLOs. A speaker will also be coming to that meeting. Prior to that meeting, we are sending a team to the UC Berkeley Assessment Institute on August 7-11. The cost was reduced to \$275 per person. Regina's strategy is to go ahead and cover the cost and then submit a request to the Professional Development Committee to approve the payment. Karen is coordinating a committee with Skyline, CSM and Cañada to train 100 faculty members at a full-day meeting. Skyline will try to get CSM and Cañada to help cover the cost. Judith added that the Student Services division developed a first draft of their SLOs at their spring retreat.

Disabled Access at Pacific Heights

With the swing of Cosmetology to Pacific Heights and adaptive P.E. classes, there is a greater need to improve access for disabled students and cosmetology clients. One restroom needs to be adapted, although it is sized for handicapped access. The restroom will be unisex and will not be used by others. The front door is very heavy and hard to open. Richard approached José Nuñez and an electric door will be installed. Richard noted that we may not be able to bring the restroom up to code completely. Doug Henry is checking what is needed to make the remaining restrooms compliant. He is checking with DSA. Judith added that the Pac Heights building can no longer be considered temporary. It will remain in use as a permanent structure until at least 2010.

Summer Meeting Schedule

Vicki asked the group if they wanted to set up routing meetings or on an as-needed basis. She would like the July 27 meeting to stand. Summer meetings will tentatively be held on June 22, July 27 and August 24 from 2:15-4:15 p.m.