

Educational Policy Committee Meeting
Minutes for September 4, 2018
 2:00 p.m.- 3:00 p.m.- Room: 6205

The Educational Policy Committee meets regularly on the first Tuesday of every month during the semester. Meetings are held at 2:00 p.m. in Building 6, Room 6205. Date, time, and location may change as needed.

Educational Policy Committee Members

Nathan Jones, Chair

Jim Bowsher, LA Rep	Michael Cross, LA Rep
Carlos Colombetti, SS/CA Rep	Luis Escobar, Dean Counseling
Rayne Frantzen, ASSC Rep	Rick Hough, SMT Rep
Michele Haggar, Classified Senate	Joseph Morello, Jr., Dean KAD
William Minnich, Dean, Enrollment Services	Marisa Thigpen, ASL Rep
Hui Pate, BEEP Rep	Vacant, COUN Rep
Carlos Romero, COUN Rep	

Ex Officio Members

Angelica Garcia, VP Student Services

Meeting Dates/Time/Location

First Tuesday of Month
2:00 p.m.- 3:00 p.m.
Building 6, Room 6205

Committee Members: Nathan Jones (Chair); Carlos Colombetti; William Minnich; Hui Pate; Joe Morello; Rick Hough; Marisa Thigpen; Rayne Frantzen

Members Not Present: Jim Bowsher, Luis Escobar, Michele Haggar, Michael Cross, Carlos Romero.

Guest: None
Scribe: Rayne Frantzen

Motion/Second/Carried = MSC
Timekeeper: Nathan Jones

I.	CALL TO ORDER:	2:05 PM by Nathan Jones
II.	QUORUM (Quorum = 50% + 1)	Yes: (8 members present)
III.	ADOPTION OF TODAY'S AGENDA:	MSC: Joe/William/Carried
IV.	APPROVAL OF PREVIOUS MINUTES:	MSC: Joe/William/Carried
V.	PUBLIC PRESENTATIONS BY GUESTS:	As follows: None
VI.	OLD BUSINESS:	As follows: See below
VII.	NEW BUSINESS:	As follows: See below
VIII.	GUEST SPEAKER:	As follows: None

VI. Old Business:

Faculty Hand Book Updated

- a. Everything is completed.

Recap Last Month's Meeting:

1. Compendium of Committees IP of being approved.

VII. New Business:

1. Welcomes and Introductions

- a. All new and returning EPC members were formally introduced providing information regarding which departments and divisions they respectfully represent.
- b. Compendium of Committees to be approved

2. Tenured Track Faculty and Selection Committees Selection

a. The topic for discussion was the formation of Selection Committees and how tenured tracked faculty are impacted and influenced in the process. The concern focused on how individuals are concerned about their status and influence on committees when they are in the middle of their tenure process, and how it impacts them professionally because of their peculiar status, of not being officially tenured. What are the policies in place to ease tension of fear and what proposals could be made to make the process better. Skyline's AFT representative, Nathan Jones suggested there is a contract involved and the policies should be analyzed to see what pluses and minuses exist and how there needs to be language safeguard these faculty members.

b. The tenure process was explained by EPC chair providing insights and information with regards to applications, interviewing, president's recommendation to BOT, etc.

c. The Academic Senate is required to approve all screening committees with discipline expertise, diversity and equity. Questions came up regarding the process and procedures and who is selected and how. Insights were suggested on various ways the process could be handled. Discussion table until next meeting.

3. International Student Policy-Grades, Drops, Withdrawals, Visas

Faculty members have concerns about policies regarding the success of international students. We are looking for ways to ensure these students' success. Conversation also focused on dropping a course, taking a withdrawal and the impact it would have on their visa status and academics. ASSC is working on Social Media/Outreach committee in order to inform all students on resources available on campus. EPC is requesting a checklist and documents.

4. DPGC District Participatory Governance Council

Academic Senate Presidents provides EPC Chair with the DPGC agendas, minutes, notes and updates so that the EPC can be informed of district policies that may impact Skyline College and San Mateo Community College District as a whole. We are asked to review the DPGC agenda and to collectively decide on what policies when think need to be addressed for updates, modification, or whether they are ok as written. Once we have completed reviewing the DPGC documentation, we should organize our detailed notes and send our feedback to our Academic Senate President Kathryn Browne, so that she can make the necessary recommendation of our concerned to the District.

5. Educational Policy Committee Web Site Update

With the upcoming Accreditation Site Visit scheduled for fall 2019, the Committee has begun focusing on the Educational Policy web site to ensure that it is current, complete, and continues to meet the goals of providing a resource for documentation, information, and transparency that accurately reflects the work, progress, and accomplishments of the Educational Policy Committee. We are being supported and assisted on this project by Dr. Angelica Garcia Vice President of Student Services, and by SMCCD Web Designer Analyst.

Announcements: None

Educational Policy Committee Members:

The EPC welcomes Carlos Romero as our Counseling Representative.

Items of Discussion for Upcoming EPC Meetings:

EPC Committee members, along with outside faculty, staff, and administrators, are invited to make suggestions for items of discussion for the Educational Policy Committee. Agendas must be sent out no later than 72 hours before committee meetings. Anyone having an item for the agenda should provide it to the EPC Chair no later than 5 working days prior to next EPC meeting date. Thank you!
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Adjournment:

No other business was discussed, and the meeting was adjourned at 3:00 p.m.

Next Meeting:

Next EPC meeting: **Tuesday, October 2, 2018 at 2:00 p.m. in Room 6-6205.**

Thanks to everyone for attending and participating in the work of this Committee.
You are all very much appreciated!

Nathan Jones, Chair
Educational Policy Committee