



Academic

Senate

Agenda

Thursday,
2:10pm – 4:00pm
rm. 6203

Mission: to empower and transform a global community of learners

Governing Council Officers	Committee Chairs & Ex-Officio Representatives	Division Representatives
2017-2018	Adam Windham/Jessica Hurless <i>Curriculum Co-chairs</i>	open <i>ASLT</i>
Kate Williams Browne <i>President</i>	Carla Grandy <i>Educational Policy Chair</i>	Dick Claire/---- <i>BEPP</i>
Jesse Raskin <i>Vice President</i>	Amber Steele <i>Professional Personnel Chair</i>	Kwame Thomas/---- <i>Counseling</i>
Terry Chang <i>Secretary</i>	Ronda Wimmer/ Barbara Corzonkoff <i>CTE Co-Liaisons</i>	Danielle Powell/---- <i>Language Arts</i>
Tiffany Schmierer <i>Treasurer</i>	Eric Brenner <i>AFT Rep (non-voting)</i>	---/Gabe Saucedo <i>KAD</i>
Leigh Anne Shaw <i>Past President</i>	Michelle Hagar <i>Classified Senate (non-voting)</i>	---- <i>SSCA</i>
	----	Nick Kapp/---- <i>SMT</i>
	<i>ASSC Rep (non-voting)</i>	Jessica Hurless [Fall] <i>AS Revision Task Group Chair</i>

	<i>SEED [non-voting]</i>	

Opening Procedures [2:10]

Item	Presenter	Time	Details	Action/Information
Call to order	President	1	Meeting started at 2:16	Procedure
Roll/Introductions	Secretary	1	Present: Kate Williams Browne, Jesse Ruskin, Terrence Chang, Leigh Anne Shaw, Jessica Hurless, Carla Grandy, Ronda Wimmer, Dan Ming, Nathan Jones, Paul Bridenbaugh, Jing Folsom, Amber Steele, Danielle Powell, Melissa Matthews, Tiffany Schmierer, Bianca (?), Luis Escobar, Jennifer Taylor-Mendoza, Tami Robinson, Lasana Hotep, James Houpis	Procedure
Consent agenda	President	1	Resolution honoring Leonard “Len” Herzstein, former Skyline ASenate President [1977-78 & 1982-84] Kate: Pull from consent and make an extra vote to make resolution particularly meaningful M: Raskin / S: by Hurless Passes unanimously	Action Materials
Adoption of today’s agenda	President	1	Kate: Move action items earlier to accommodate member that need to leave early M: Hurless /S: Jones Passes unanimously	Action
Adoption of the minutes of previous meeting	President	1	Kate: Previous minutes not available. M: /S:	Action
Timekeeper	----	1	Timekeeper: Shaw	

Public Comment	Public	4	None	Information
	TOTAL	10		

Standing Agenda Items [~2:20]

Item	Presenter	Time	Details	Action/ Information
Governing Council Reports	Reps and officers	10	<p>President's/Vice President</p> <ul style="list-style-type: none"> • College Governance Council [8/30] • Strategic Planning & Resources Council [TBA] • Teaching Professor Conference 6/2018 <p>Go to: https://www.magnapubs.com/2018-teaching-professor-conference/</p> <p>*District (DPGC [TBA], DAS [[8/28]</p> <ul style="list-style-type: none"> • State: Fall ASCCC events & meetings <p>Kate: College governance council meeting hasn't happened yet, nor has SPARC. Teacher professor conference (June 1 and 2nd in Atlanta). Accepting proposal for sessions. Will be posted to the Academic Senate website eventually. Ask around for interest to gather a team to send to the conference. Also attend district meetings, but hasn't happened yet. ASCCC (Academic Senate for California Community Colleges), CTE north meeting upcoming (Kate will attend). Twice a year ASCCC holds plenary (once in fall in once in spring).</p> <p>Shaw and Hurless: Discussion of locations of events. Some events unclear/unplanned.</p> <p>Raskin: Has been to both CTE and Curriculum Institute, builds better sense of what other colleges do and how he can improve his own classes and act as a faculty coach for his own faculty.</p> <p>CTE Regional North [9/22]; Area B [10/13], Fall Plenary [11/2-4]; Curriculum Regional North [11/17] Go to www.asccc.org/calendar/list/events</p> <p>Treasurer's Report: <i>Update & Membership dues</i> Standing Committee Reports</p> <ul style="list-style-type: none"> • Curriculum <p>Hurless: No meeting yet. First meeting August 30th. Looking over experimental courses and reviewing courses for Spring catalog. Will offer curriculum labs to get feedback about how to working with various components of curriculum design, such as curricunet. Labs happen 2nd and 4th Wednesdays, starting Sept. in room 2-117 B. Lab is 1 – 3 (even though</p>	Information

			<p>regular meetings are 2 – 4)</p> <ul style="list-style-type: none"> • Ed Policy <p>Grandy: Looking forward to meetings next week and figuring out a plan of action.</p> <ul style="list-style-type: none"> • Professional Personnel <p>Steele: Need to check e-mail from PD committee confirming membership. No other updates. Steele feels like she works with separate people for certain awards, but not quite unified. Unclear about committee. Committee not so much a committee. Steele feels more like a representative.</p> <p>Browne: Maybe clarify responsibilities?</p> <p>Steele: Responsibilities spread out.</p>	
Organization Reports	Reps	10	<p>ASSC None</p> <p>AFT : <i>Negotiation & Contract Update</i></p> <p>Brenner: Hopes people have read the e-mail update. Raises should appear in September paycheck. Retroactive raises should appear in Oct. pay check</p> <p>Raskin: Contract says employees pay more for health care?</p> <p>Brenner: Depends on level of coverage. No pay for single person on Kaiser program.</p> <p>Raskin: Clarification on retirement as well</p> <p>Brenner: Percentage that we contribute to retirement also goes up, also dependent on situation. Percentage increase we see is the actual percent increase, but less than according to the old formula due to the new way wages are calculated.</p> <p>Powell: Where did the extra money that we didn't get go?</p> <p>Brenner: Kept by district in CalSTRS. Fact finder did not look at the amount of money held by the district. We know that the extra money is being allocated to future projects.</p> <p>Jones: 3.25 Percent?</p> <p>Brenner: 3.25 % increase applies to new contract (retro active from fall). This semester we get an additional 1.75 %. Plus additional 1% off schedule. Not as good as we thought we should have gotten.</p> <p>Chang: Adjuncts?</p>	Information

			<p>Brenner: Also applies to adjunct pay scales.</p> <p>Powell: Do you move up or down up a step every year?</p> <p>Brenner and Steele: You move up a step depending no record. Raise percentage on top of step increases</p> <p>Folsom: Step increase calculated based on FTE load.</p> <p>Brenner: Have to look at schedule. Full-time vs. adjunct schedules are different.</p> <p>Powell: Method was incorrect on website</p> <p>Browne: Some of the disconnect might be due to changing personal, but also having some flexibility. Problem is without a formula, determination of pay might be unclear.</p> <p>Brenner: Fact-finder took longer than planned, which was responsible for the delay.</p> <p>Browne: We should keep asking questions. The more understanding the better. Contract is only good to 2019.</p> <p>Brenner: We're already in second year of the contract. There will be an open forum for people to ask questions.</p> <p>Classified Senate None</p> <p>SEED None</p>	
Division Reports	Reps	10	<p>Division reps announcement, concerns, accolades</p> <p>Powell: Changes within division (within language arts). Dean has reassigned time for Meta-majors projects. Chris Gibson (Language arts coordinator) has stepped partly into role. Two people sharing the role of dean. All dean specific responsibilities still handled by Mary.</p> <p>Bridenbaugh: Tami Robinson is now the interim dean. Had first division meeting. Maybe there will be a search in the spring. Unclear what the next steps. Administration might be waiting until after meta-majors redesign has happened (pure speculation).</p> <p>Brenner (ASLT): Screening committee to replace Dennis. College made offers, but candidates turned down offers.</p> <p>Bianca: To add to ASLT update. We have seven new full-time faculties. New members have been meeting with CTTL.</p>	Information

			Boot-up camp is now renamed "New Faculty Academy." New faculty members are excited and inspired about working at Skyline. Invitation to meet new faculty.	
	TOTAL	30		

New Senate Business [~2:50]

Item	Presenter	Time	Details	Action/ Information
Screening Committee	Mathews	5	<p><i>From Summer Exec Committee [approved]</i> Assistive Technology Specialist Melissa Matthews, counselor DRC & chair of the committee Lasana Hotep, Dean Student Equity Lucia Lachmayr, Faculty Jessica Truglio is LD Specialist/DRC, Faculty Max Hartman, DRC Director Cañada</p> <p>Browne: Summer executive committee. Committee worked well. Committees had been approved over the summer, but looking for official approval.</p> <p>Mathews: Looking to replace Assistive Technology Specialist. First search did not find viable candidates. Moved Jessica Trujillo into committee to accommodate screening committee schedule. (Former member away on vacation)</p> <p>M: Shaw / S: Bridenbaugh Passes unanimously</p>	Action
Screening Committee	Escobar, L.	5	<p><i>From Summer Exec Committee [approved]</i> Director, Skyline Promise Scholarship Director Grace Beltran ,Classified Nate Nevado, Faculty Kim Davalos, Faculty (Current Promise Scholars Counselor) Chad Thompson, Administrator Joe Morello, Dean Luis Escobar , Supervising Manager [Dean] Michael Stokes</p> <p>Escobar: Looking to recruit 300 students into Promise Program. Director will be in charge of managing up to 800 students. Each member on committee will work with the directly closely.</p> <p>Browne: Explanation of rational for selecting committee was helpful. Position is grant funded. Hoping person will start in October.</p> <p>Powell: Michael stokes was on committee</p> <p>Escobar: Stokes was left off due to a time conflict, but that has been resolved. So Stokes should be on committee, but not faculty</p> <p>M: Schmierer / S: Steele Passes unanimously</p>	Action
Interim VP-Instruction Jennifer Taylor-Mendoza	Taylor-Mendoza	10	Introduction of Skyline's new Interim Vice-President of Instruction and discussion of plans, ideas, and first impressions.	Discussion

Terry Chang 8/17/17 4:18 PM
Comment: Added in later. Left off by mistake.

		<p>Browne: We've invited Taylor-Mendoza to welcome her and give her an opportunity to ask us questions.</p> <p>Taylor-Mendoza: Started in Pasadena. Learned to work with several programs and faculty. Had a great experience because it felt like a think tank. Pursued full-time tenured position in San Bernardino. Originally from Southern California. Went to Claremont for PhD. Worked as a counselor and as an adjunct in psychology. Perfect opportunity to provide counseling and be in the classroom. Such as understanding prerequisites or lack of prerequisites and how to accommodate varying levels of preparation. Worked with current VP of ASCCC, John Stanzas. Learned to advocate for students and collaborate with faculty. Part of statewide senate. Part of leadership institute. Appointed to statewide curriculum senate. A lot of involvement in senate. Worked with CTA, effectively AFT. Served for two years as treasurer. Looking into fact finding. Loves participatory governance. Started at Camino College. Her experiences position her in way that she can help students. Welcome to personal conversations.</p> <p>Hurlless: She's wearing Dodger blue</p> <p>Taylor-Mendoza: Raised by single mom. Baseball was a very integrated part of childhood. Household is split. Husband is a Giants fan.</p> <p>Wimmer: Introduces self. Do you have any experience with CTE programs?</p> <p>TM: Experience with Excel (?) program. Adult school excel. Having clear pathways from adult school to community college.</p> <p>Wimmer: Concern is how CTE is view from different perspectives. Perspectives don't line up. Sometimes advice on deaf years because of lack of understanding. For example, CTE certificate or programs are often thought of as other degrees, but they don't quite fit that analogy. These misunderstandings might cause problems further down the road</p> <p>TM: Important to keep these issues in mind while the redesign is underway.</p> <p>Wimmer: Come by to get a massage and body work.</p> <p>TM: Impressed by facility.</p> <p>Shaw: Curious to see how work has CSM has done with CTE will influence/inspire what we're doing.</p> <p>TM: Working with Christine who worked with Andrea, so not closely working with CTE at CSM</p> <p>Shaw: Faculty got CTE training because we were doing meta-majors training.</p> <p>TM: Maybe we can do that here?</p>	
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			<p>Browne: Further discussion about incorporating CTE training</p> <p>TM: Do you feel like whole college is involved in work?</p> <p>Shaw: Yes, a large focus. But CTE work is mostly administration compared to faculty.</p> <p>Wimmer: Andrea focus on advertising. Branding CTE.</p> <p>Browne: Connections to CTE work could be shared with faculty to improve program. What's your first impression?</p> <p>TM: Been in district for 7 years. Has had opportunity to observe Skyline from the outside (from CSM). Skyline is direct and intentional. Focus on students. Regina (president) is focus on students. Deans are supportive of faculty. Faculty members are really engaged. Faculty letting students in, being very opening. Glad that passion and values matches at Skyline matches her own. Communication is always key and can always get better. Wants to work on improving communication with faculty. Get more of them involved in programs, like the college redesign. Checking in with everyone before moving on. Tendency to over communicate. Team is important. Make sure arms are link (like with student services). Challenges are opportunities.</p> <p>Browne: We want you to feel like that this (Senate) is a place where you can come.</p> <p>TM: Previously (personally) very involved in statewide programs/initiatives. Encouraged rest of senate to get involved.</p> <p>Browne: There's a lot of ways we can learn from others</p> <p>TM: Meta-majors pathways supported by AS.</p>	
Governing Council membership 2017-18	Browne	10	<p>Discussion of Governing Council openings and endorsement of all membership to date</p> <p>Browne: We went over some of the new members at the beginning of the meeting. Suggest that we table this until Sept. 7 when we say we're all in. ASSC should be there next meeting as well.</p> <p>Hurless: Recommends we do the same for AS revision task group.</p>	Discussion/Action
AS Revision Task Group Update	Hurless	10	<p>Discussion of remaining work for Task Group and call for membership for Fall term</p>	Discussion/Action
Skyline's Integrated Plan 2017-2019	Houpis Hotep Escobar	15	<p>Discussion of the Plan, its components, timeline and progress so far</p> <p>Houpis: Thanks for having the three amigos. [There are three funded committees and programs with the goal of improving student success.</p> <p>Escobar: Chancellor's office making a greater effort to integrate three programs to a great degree. Three programs and committees: SSSP, CSI, SEED. For example, SSSP focuses on basic skills, some overlap with CSI. SSSP meets biweekly. It's an advisory and operational committee. Meets more often than CSI and SEED because of faculty implementation. Timeline. Looking to comeback in Sept. for more details and revisit SPARC. Oct. go to College</p>	Discussion

Terry Chang 8/19/17 10:55 AM
Comment: Committees: Student Success and Support Program (SSSP), College Success Initiative (CSI), Stewardship for Equity, Equal Employment and Diversity (SEED)

		<p>Governance Council and College President's Office to look for approval of plan. November board of trustees. Integrated plan due in December.</p> <p>Shaw: Is there a SSSP committee?</p> <p>Luis: The committee is an operational committee.</p> <p>Shaw: How were faculty selected?</p> <p>Luis: Mostly student services faculty/staff</p> <p>Shaw: Who is on it? What are their responsibilities? Concern about faculty doing work on committees. We should have a thumb on what committees and have a say on selection.</p> <p>Luis: We call them work committees. It's operational. Different members take on different roles. They help inform initiatives that we're putting forward. Looking to revisit the committee to integrate it into Academic Senate</p> <p>Brown: Would be helpful is awareness of committee to AS was more prominent. We want to be inclusive in these groups. So that we know about them and that we can be supportive of them. Who are the faculty that you've been working with?</p> <p>Escobar: Jackie Escobar (SSSP coordinator), Lorraine DeMello, many more names...</p> <p>Browne: These work groups are doing great work. They're doing work that will impact the rest of faculty. Want to increase awareness to Academic Senate so that information can be shared out. The issue of committees also came up in AS revision task group. Want to clarify task groups and work groups, task forces. Which ones are still active, how to differentiation responsibilities and expectations between them.</p> <p>Houpis: Faculty members on CSI</p> <p>Hotep: SEED is on the website. Membership on website.</p> <p>Houpis: No expected changes. Mostly communications.</p> <p>Raskin: Will we get anything for the Integrated plan like grant money?</p> <p>Hotep: No grants.</p> <p>Luis: All these reports may be a pain, but they help to avoid redundancy.</p> <p>Raskin: How does the redesign team stay aware of efforts in integrated plan.</p> <p>Escobar: For example, undeclared students, which are taken care of by SSSP. The redesign will help extend efforts made by smaller programs to large population.</p>	
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			<p>Hotep: State is hoping to see collaboration between programs. Hoping to make sure students are impacted by funds.</p> <p>Bianca: State is looking for measureable change.</p> <p>Browne: We're not going to get 20 million dollars. Should figure out ways to scale up efforts to make spending more optimized.</p> <p>Shaw: Level of integration?</p> <p>Response: One integrated item at least</p> <p>Hotep: Level of integration is up to us (the college)</p> <p>Escobar: This is the year were we see the results of a lot of our work that we've put in (pilot programs).</p> <p>Hotep: 3 separate programs, but looking to show that all three are working together.</p> <p>Brown: Would like a regular connection to the three different programs.</p> <p>Escobar: Maybe put people who are involved in SEED also on SSSP to increase communication and collaboration.</p> <p>Houpis: The one concern he has, measuring success by the amount of funding received. College is conserving more than they're receiving.</p> <p>Escobar: Chancellor publishes allocation for SSSP. Each college makes different decisions, which may or may not be within regulations.</p> <p>Shaw: One last word. Shocked about one last committee without faculty involvement (through the academic senate).</p> <p>Browne and Wimmer: Academic Senate should be a hub.</p> <p>Browne: Representation has been localized. Some deans appointed, some selected, some reps volunteer.</p> <p>Hurless: Committee has to be a committee listed on the compendium of committee. Are those committee members getting credit?</p>	
	TOTAL	55		

Final Announcements and Adjournment [-3:55]

Item	Presenter	Time	Details	Action/ Information
Adjournment Next Mtg Th 9/7		1	M: Bridenbaugh /S: Ming Meeting Adjourned ~ 4:10 Minutes submitted by: Terrence Chang	action
	TOTAL	96		