



Classified Senate Meeting Minutes  
October 5th, 2017 1:45pm-2:30pm

**Classified Present:** Michele Haggart, Belinda Chan, Timurhan Vengco, Gretel Barreto, Lori Fisher, Connor Fitzpatrick, Sandra Hatzistratis, Katrina Pantig, Vivian Paw, Kristina Brower, Chikako Walker, Maggie Li, Barbara Lamson, and Grace Beltran.

**Special Guest Present:** Jim Houpis Dean of Academic Support and Learning Technology.

1. Approve/Discuss April and September Meeting Minutes
  - a. Connor Fitzpatrick made motion and Kristina Brower seconded.
2. Committee Updates
  - a. **Timurhan Vengco – College Success Initiative (CSI) Committee:**
    - i. Timurhan Vengco is now the Classified Senate rep for CSI
    - ii. CSI committee, formerly the Basic Skills Initiative, focuses on how to best support students in basic skill courses, programs, and services to help them achieve their degree, certifications, and transfer goals.
    - iii. It has four subcommittees that focus and discuss particular strategies to support student success in particular areas of basic skills. They are 1. English 2. ESOL 3. Math and 4. Reading Apprenticeship
    - iv. If interested in participating in the subcommittee see Timurhan, Professor Serena Chu-Mraz and/or Dr. Jim Houpis. CSI meets first Monday of every month 2pm-4pm Building 4-301. Their website: [www.skylinecollege.edu/collegesuccessinitiative/index.php](http://www.skylinecollege.edu/collegesuccessinitiative/index.php)
  - b. **Katrina Pantig – Design Team (Guided Pathways):**
    - i. General: As part of the Skyline College Promise to help students “Get in, Get through, and Graduate on time”. The Skyline College Promise has three components: 1. Meta Majors and Guided Pathways 2. Promise Scholar Program 3. Teaching and Learning
    - ii. Design Team:
      1. A body of faculty, students, and administrators that works collaboratively to guide the comprehensive redesign of the college.
      2. Guided Pathways—Is about course completion and graduating on time. A student comes to Skyline College and creates a Student Educational Plan (SEP) with their counselor. Once they identify their particular career interest/major, there is a pathway, which is a recommended sequence of courses individualized to each student.
      3. Meta Majors—a modification of the school’s course catalog. It currently has too many options for majors & courses. Overwhelming for students to choose an interest of study and not user friendly for both counselors and students. The idea behind Meta Majors is to take all the estimated 300+ degrees & certificates and place them in organized categories “or meta major”. Making it easier to communicate how to choose a major.
      4. How to get involved—by participating in an inquiry team. The design team wants all voices represented, including Classified Staff. There are six different teams: 1. Exploratory Course, 2. Foundation (Affective Domain), 3. G.E

Redesign. 4. High Impact Practices (HIPS), 5. Student Support Services and 6. Undeclared Student Experience. Participating in these groups means researching, exploring and working on recommendations to report to the Design Team.

5. For more information: [www.skylinecollege.edu/metamajors](http://www.skylinecollege.edu/metamajors)

**c. Katrina Pantig – SEED Committee**

- i. In light of the black face incident that happened on campus last spring, the district and our campus are making recommendations to help create a more equitable and safe environment for the campus.
- ii. Some recommendations include a mandatory district-wide training on cultural proficiency institute, a flex day workshop on race and racism, and a division wide flex day keynote speaker.
- iii. Stay tuned on opportunities on campus for professional development geared towards educational equity and cultural fluency.

**d. Barbara Lamson – Skyline College adopted Budget:**

- i. Skyline College's Adopted Fund 1 site allocation for 2017-18 is \$ 41,772,341 compared to \$39,346,696 for 2016-17. The 2017-18 allocation increased by \$2,425,645 from 2016-17. We are community funded through property taxes and not funded by the state. Below is the distribution of this increase between Committed Expenditures and New Funding for 2017-18
  1. Comp adjustments for COLA, Step & Column increases \$1,287,208
  2. Innovation funding for 2017-18 (gets the most money but its divided by each campus. Total Innovation Fund \$500,000
    - a. ASAP implementation \$150,000
    - b. STEM Center \$100,000
    - c. Bay Area Entrepreneurship Center \$80,000
    - d. SparkPoint Center \$50,000
    - e. Guardian Scholars Program \$45,000
    - f. CIPHER \$20,000
    - g. Dream Center \$20,000
    - h. Rock the School Bells \$20,000
    - i. Title IX \$15,000
- ii. Less funding from Prop 30. It has decreased by 8% from 2016-17 to \$498,046. The college continues to use this allocation to supplement the fund 1 budget for permanent instructional salaries and benefits.
- iii. New funding
  1. International Student Growth \$647,136
  2. CPI on non-personnel expenditures \$49,439
  3. Share of remaining funds \$380,423
  4. Correction of the FY15/16 budget overstatement (2<sup>nd</sup> of 3—payback from error that happened in 15/16) \$438,561
  5. Net new funding \$638,437
    - a. Site Allocation Increase from 2016-2017 \$2,425,645

iv. 98 or 99% of our budget goes to Salary

**e. Michele Haggar - The District Participatory Governance Council Meeting (DPGC)**

- i. What they do: Review board policies
- ii. The District has recently adopted a resolution (added additional requirements to travel procedures)—No business related travel will be approve or permitted to states with discriminatory laws against Lesbians, Gays, bisexual or transgender people. The

California attorney general per AB1887 publishes a list of such states that the district will recognize as discriminatory. The list of those states are: Alabama, Kansas, Kentucky, Mississippi, North Carolina, North Dakota, Tennessee and Texas. If you plan to travel to any of those states for professional development, do not ask for funds because you will not get them.

- iii. Public Safety: A reminder, The Public Safety Study Process is still happening. At this point, they will not be adding guns to public safety.
- iv. Board Policies that need review:
  1. Political Activity (what political activity is or is not allowed.)
  2. Credit by examination (deals with students taking exams to pass a course)
  3. Articulation
3. Guest Speaker – Jim Houpis Dean of Academic Support and Learning Technology (ASLT)
  - a. Classified development funds limited to \$1,000. However, if there is a professional development opportunity that exceeds more than \$1,000, you could discuss it with your supervisor/department and ask for more. If you need support with asking or have any questions, see Classified President Michele Haggart or Dean of Academic Support and Learning Technology Jim Houpis.
4. Volunteer Opportunities
  - a. Alcatraz: 1 spot remaining
  - b. Classified Senate Sponsored 5K Run/Walk for Hurricane Harvey/ Irma Victims Fundraiser—TBA
5. Fundraiser Reminders:
  - a. See's Candy
    - i. October 4<sup>th</sup> through November 9 2017. Write checks to Skyline College but indicate See's on the memo line. All orders, checks and money due November 9 2017 at noon and must be turned in to Kathy Fitzpatrick located in building 1-108.
  - b. SHN
    - i. Selected performances of "Aladdin" and "An American in Paris". By purchasing tickets for selected discounted performances, \$5.00 from each discounted ticket will go to the Skyline College Student Scholarship program.
6. Announcements
  - a. Fall Potluck (on site)- Thursday November 9<sup>th</sup> from 12noon-2pm. (still need volunteers to coordinate)
  - b. Holiday Social (off Site)- Thursday December 7<sup>th</sup>, starting at 5:00pm (location TBD and still need volunteers)
7. Timurhan Vengco made motion and seconded by Connor Fitzpatrick to adjourn the meeting at 2:50pm