



## **Skyline Shines**

Victoria P. Morrow, President  
October 27, 2006

### **All College Forum on the new buildings, roadways, entrances**

This fall we are doing the planning for the new and renovated buildings we identified in our Facilities Master Plan (go to this website for the Plan: <http://www.skylinecollege.edu/skynotes/>). The architectural firm Kwan Henmi is working with us on the new buildings, roadways, parking and the entrances to the college. They have been meeting with the groups of people whose programs and activities will go into the new buildings—the “building user groups”. In order for the college as a whole to learn about this planning and to offer ideas and feedback on the preliminary work to date, we are holding an all college forum. Here are the details:

### All-College Forum

See the preliminary conceptual drawings for these new buildings:

Multicultural Center  
Cosmetology/Wellness Center  
Automotive Transmission

Tuesday, Nov. 14, 2006

2:15 – 4:00 p.m.

Room 2306

### **Building 7 update**

Recently I provided you with an update concerning the response from the Northern California Cancer Center and indicated that as soon as we had more information, I would share it. In response to concerns about the air quality in Building 7, the Industrial Hygienist who performed the indoor air quality testing has provided us a preliminary report that there were no unusual results in the indoor environmental quality. The results reflect that the air quality is typical to air quality in any indoor office space. The written report will be submitted within the next 15 days. As soon as we receive it, I will disseminate it and provide any additional information that is available.

### **High school counselor breakfast brings 36 counselors to college**

36 high school counselors and career specialists came to Skyline for the annual breakfast event to brief them on what Skyline has to offer for their students. They got to meet our Campus Ambassadors, the well-trained students who serve their fellows at the Information desk in the One Stop, staff lunch tables at the high schools and perform a variety of outreach events in the community. The program also included presentations from faculty and staff regarding Concurrent Enrollment, AB 540, the Guaranteed Enrollment Priority Program (GEPP), computerized placement testing at the high schools, the Biotechnology Program, Cosmetology Program and

Honors Transfer Program. Those counselors new to their positions stayed for a tour of Skyline. Thanks to these people for making it happen: Skyline's Outreach Team (Kenny Gonzalez, Sherri Hancock, Angelica Gorostiza, Mandy Liang, Linda Van Sciver, Pablo Gonzalez, Maria Escobar, Jennifer Hughes, Shelly Hausman, and all of the campus ambassadors), as well as the presenters--Joyce Lee, Dr. Leslie Shelton, William Watson, and Mandy Liang.

**“The FOB Show” presented at Skyline College**

An exploration of the immigrant experience, “The FOB Show” was presented to a standing-room-only crowd at Skyline College’s Main Theatre on October 21. The program explored the immigrant experience with a rich mixture of sketch comedy, scripted drama, shadow puppetry, animation, video, and movement pieces. It tackled issues and situations familiar to an immigrant’s heart such as what it feels like to leave something behind and experiencing culture shock. The show was co-produced as a joint educational effort with the Kababayan Program and the Filipino Student Union of Skyline College. The photo depicts the cast from “The FOB Show.”



**New backpacking class at Skyline**

Students in Skyline’s first ever Backpacking class have just completed their coursework with Jan Fosberg. Their final was an overnight trip in Sunol Regional Wilderness hiking with loaded packs. Linda Herda, from Security/switchboard, was among those who trained for and completed the backpack trip. Here they are just before setting out.



#### **Planning and research update: Skyline's Balanced Scorecard**

The Opening Day packets (archived at <http://www.skylinecollege.edu/skynotes/>) I included a page on the Balanced Scorecard (BSC) which the Skyline College Institutional Planning Committee has been developing. The BSC is designed to enhance our existing college-wide planning process. It helps us answer the broad question, "How are we doing?" The BSC translates the college's vision and mission into meaningful indicators which are directly linked to our college goals and strategies. The BSC provides a vehicle for collaborative decision-making by measuring, tracking and communicating performance of goals and strategies. The Balanced Scorecard makes use of a set of core indicators that define and measure institutional effectiveness. This effectiveness is viewed from the following four perspectives, each with a balance of financial and non-financial indicators and measures:

- Internal Stakeholders
- External Stakeholders
- Financial and Operational Performance
- Growth and Innovation

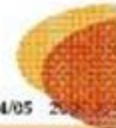
The BSC incorporates a balance of lead indicators which identify what the college puts into the system to drive performance, and lag indicators which identify outputs or explanations of institutional performance. These outcomes are reported through a Scorecard which tells how well the college is performing. The Scorecard uses benchmarks which were established through a collaborative process of research, analysis and negotiation among the various constituency groups across the college. These benchmarks provide the means for assessing goals and adjusting strategies for meeting these goals. The many facets of the Balanced Scorecard can be viewed and explored at

<http://www.smccd.edu/accounts/skypro/balancedscorecard/home.htm>. Here is a taste of the final Scorecard itself.





# Balanced Scorecard



Strategies, Indicators and Outcome Measures	2001/02	2002/03	2003/04	2004/05	2005/06
1.1 Grant Procurement: Amount of Grant Allocations	●	●	●	●	●
1.1 Program & Service Enhancements: Amount of PIF Funding	NA	●	●	●	●
1.1 Program & Service Enhancements: No. of New Courses/Programs Approved	●	●	○	○	●
1.1 Program & Service Enhancements: Percent Technology-Mediated Instruction	●	●	●	●	●
1.2 Access: Counselor to Student Ratio (FA/SP)	●	●	●	●	●
1.2 Access: Financial Aid Recipient Rate	●	●	●	●	●
1.2 Employability: VTEA Coee Indicator - Retention	●	●	●	●	NA
1.2 Persistence: Term Persistence Rates	●	●	●	●	●
1.2 Retention: Retention Rates	●	●	●	●	●
1.2 Satisfaction/Perception: Student Satisfaction Overall Ratings	●	NA	NA	NA	●
1.2 Success: All Courses Successful Completion Rate	●	●	●	●	●
1.2 Success: Basic Skills Improvement Rates (PFE)	●	●	●	●	NA
1.2 Success: SRTK Transfer Rate	●	●	●	●	NA
1.2 Success: SRTK Transfer-Prepared Rate (Completion)	●	●	●	●	NA
1.3 Satisfaction/Perception: Community Perception Overall Ratings	NA	NA	NA	NA	NA
1.1 Program & Service Quality: No. of Program Reviews Completed	NA	○	●	●	●
2.2 Employee Satisfaction/Perception: Employee Satisfaction Overall Rating	NA	NA	NA	NA	NA
2.3 Campus Safety: SRTK Crime Statistics (No. of Offenses)	●	●	●	○	NA
2.2 Employee Satisfaction: Employee Perception of Governance Process	NA	NA	NA	NA	NA
3.1 Satisfaction/Perception: Community Perception Overall Ratings	NA	NA	NA	NA	NA
3.2 Marketing & Public Relations: No. of Marketing and PR Events	NA	NA	●	●	●
4.1 Budget Efficiency: Actual Expenditures to Total Budget Ratio	●	●	●	●	●
4.1 Efficiency: Fill Rates	●	●	●	●	●
4.1 Efficiency: Load	●	●	●	●	●
4.1 Productivity: FTES	●	●	●	●	●
4.1 Productivity: WSCH	●	●	●	●	●
4.2 Facilities Planning: Capital Improvement Expenditures	○	○	●	●	●
5.1 Staff Development Opportunities: Amnt Professional Development Funds	●	●	●	●	●
5.1 Staff Development Opportunities: No. of CLT Trainings/Participants	NA	●	●	○	●

Filled Circle = Meets or exceeds benchmark. Half Filled Circle = Slightly below benchmark. Open Circle = Well below benchmark. NA = Data not available.

## President's Report to the Board of Trustees

The report I gave this Wednesday is available at this address:

<http://www.skylinecollege.edu/skynotes/>

## College Council update

1. **Fresh Look Project update:** A survey of students' media preferences is underway, concluding today. We have received about 1000 student responses, far exceeding our expectations. The data will help us to plan our outreach to and communication with students and will inform the review we are doing of our catalog, class schedule and other

publications. The online ordering system for letterhead is almost ready to go and when it is, notice will be disseminated by Sandy Irber's office.

2. **ASSC update:** The ASSC leadership, including Luis Padilla, President, and Silvia Cervantes, Vice President, attended the California Community Colleges Student Leadership Conference and enjoyed a rich opportunity for learning and sharing with other student leaders across the state. They are planning events at Skyline for Halloween and Thanksgiving, including a food drive.
3. **Accreditation**
  - a) **Update:** Ray Hernandez, Co-Chair of the Accreditation Steering Committee, reported on the work the standard committees are doing to compile the second draft of the college's self-study, slated to be released before the end of this semester.
  - b) **Employee Voice Survey:** The survey, the data from which will be essential to the writing teams, is complete, the results are being compiled, and there will be college wide briefings provided by Cathy Hasson on November 6 and 7. There will also be a report at the next College Council meeting.
  - c) **Institutional SLOs (Student Learning Outcomes):** Draft degree SLOs have been forwarded from the Curriculum Committee to the SLOAC (Student Learning Outcomes Assessment Cycle) Committee. They will review them and lead a college wide dialogue on them. Ultimately, the Curriculum Committee will be responsible for approval of the degree level SLOs.
  - d) **Progress made on engaging students in the accreditation self-study process:** Ray expressed his appreciation to Luis and Silvia for their recruitment of students to participate in the accreditation standard writing teams, and noted that their perspectives will be invaluable.
4. **Commencement: consideration of a change in the time of the event to earlier in the evening:** The Council voted to move the time of commencement to 5 pm on Friday, May 25 instead of the usual 8 pm. That will allow grads and their families to gather for dinner and celebration afterward and, at the same time, minimize the disruption to the work schedules of those with daytime jobs. The Commencement Committee will review the time after this year's event, as part of their usual debriefing, and they will report to the College Council. There was a discussion in the College Council of the value to students of as many faculty as possible attending Commencement. The Council also provided recommendations on how to publicize the time change to ensure that students, faculty and staff are fully aware of the new start time.
5. **Proposal for merger of the Health and Safety Committee and the Emergency Response Committee:** postponed until November due to Lori Adrian's absence to participate in an accreditation site visit.
6. **Update on the selection of a name for the "No Name Café":** Five proposed names will be submitted for a college-wide online poll in early November. We have been waiting for the other surveys in progress to be completed before launching this one. We will use the same instant runoff approach we have used for other decisions, such as the Building 6 inscription.
7. **Full-time faculty allocation process:** Regina Stanback Stroud reported that the FTEF Allocation Committee has prioritized the positions requested for fall 2007 and has submitted their recommendation to the Academic Senate. The Senate will consider it today, and will then report their recommendation to the Vice Presidents for Instruction and Student Services. They will then make a recommendation to me. Once I have acted on the prioritization, the determination of how many positions we are able to fill will depend upon the budget for next year, and the College Budget Committee will make a recommendation to me about that in the early spring.
8. **Technology Advisory Committee:** Regina reported that the Technology Advisory Committee has begun to meet again and has set goals for the year. They are developing a Technology Plan for the college.
9. **Board policy on smoking: revision to the policy:** The Council discussed the proposed revision to the Board of Trustees policy on smoking. The revision would allow any of the college presidents to adopt a more restrictive policy than the state law, as long

as that is done in consultation with the College Council. (The Board adopted that policy revision this Wednesday night. It is available on the district downloads, District Rules Regulations 2.27.)

**10. Review and updating of the College Council Agenda Planning Table:** The Council reviewed the Agenda Planning Table to ensure that necessary items are scheduled in a timely way, and will continue to do so at each meeting.

**11. Next meeting: November 15.** The meeting dates for November and December were shifted from the usual fourth Wednesday due to conflicts with the holidays.

### Coming up

#### Friday, October 27

- "American Blackout: Take a Stand!" Adewole event, 12:30-3:30 p.m., Main Theatre
- Men's Soccer at Foothill College, 2 p.m.
- Women's Volleyball vs. Foothill College, at Skyline, 6:30 p.m.
- Women's Soccer at DeAnza College, 4 p.m.
- Wrestling vs. Santa Rosa at Skyline, 6 p.m.
- Music of the Middle East- Drumming, 11:10 a.m., Room 1111

#### Saturday, October 28

- Wrestling All Star meet at Cuesta, 9 a.m.

#### Monday, October 30

- Faculty Art Exhibit continues, hours vary
- Passionately PINK For The Cure, wear pink and donate!

#### Tuesday, October 31

- Men's Soccer at Ohlone College, 4 p.m.
- Women's Soccer at Cabrillo College, 4 p.m.
- "Trick or Treat" by Child Development Center, 10:30 a.m., throughout campus

#### Wednesday, November 1

- Dia de los Muertos (All Souls' Day) Celebration, 10:45 a.m. to 1 p.m., Quad and Theatre
- Women's Volleyball vs. Hartnell College, at Skyline, 6:30 p.m.

#### Friday, November 3

- Transfer Day, 10 a.m. to 1 p.m., Cafeteria
- Men's Soccer, CCSF at Skyline, 2 p.m.
- Women's Soccer, at West Valley College, 3 p.m.
- "Once Were Warriors" Polynesian Club Film Event, 6 p.m., Room 2306

For more on this week's events, see the event calendar at

[www.smccd.net/accounts/skypio/calendar.html](http://www.smccd.net/accounts/skypio/calendar.html)

To add events to the calendar, visit [www.smccd.net/accounts/skypio/events.html](http://www.smccd.net/accounts/skypio/events.html)



**Do you have an item for *Skyline Shines*?**

If you do, just email me about it. Thanks.

**For state level information on community colleges, see these websites:**

- The Chancellor's Office in Sacramento: <http://www.cccco.edu/>
- The Community College League of California: <http://www.ccleague.org/>
- The Research and Planning Group: <http://www.rpgroup.org/>

***Skyline Shines*** is archived at <http://www.skylinecollege.edu/skynotes/>.