**Skyline College Academic Senate**

**Minutes Draft** Thursday 17 January

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| **Exec Officers 2018-2019**Kate Williams Browne*President*Jesse Raskin*Vice President*Jing Folsom*Secretary*Mustafa Popal*Treasurer*[non-voting] Leigh Anne Shaw *Past President* | **Non-voting members Committee Chairs**Jessica Hurless*Curriculum*Nathan Jones*Educational Policy Chair*Rika Fabian*Professional Personnel Chair***Ex-Officio Representatives**Sherrie Prasad/Michelle Haggar*Classified Senate*Bianca Rowden-Quince/ Rika Fabian*AFT Rep*Michelle Chee*ASSC Rep*Courtney Mogg *GuidedPathways/DesignTeam Liaison*Bianca Rowden-Quince*OER Liaison [ASCCC]* | **Representatives****Divisions**Bianca Rowden-Quince*ASLT*Dick Claire/Dan Ming*BEPP*Courtney Mogg/RichardTorres*Counseling*Jarrod Feiner/Erinn Struss*Language Arts*AmberSteele/GabeSaucedo[S]*KAD*Bridget Fischer/Lisa Cresson[F] John Ulloa[S]*SSCA*Jing Folsom/Carla Grandy*SMT***Groups**Ronda Wimmer*CTE Liaison [ASCCC]*Barbara Corzonkoff/ Lisa Cresson *Adjunct* |

2:10pm – 4:00pm rm. 6203

*Mission: to empower and transform a global community of learners*

Opening Procedures [2:10]

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| **Item** | **Presenter** | **Time** | **Details** | **Action/ Info****/Procedure** |
| Call to order | President | 1 |  | Procedure |
| Roll/Introductions | Secretary | 1 | *Quorum is 7/13 voting members: 1 vote/each GC member,**1 vote/each Division and each Group*Members Present:Ex Committee: Kate Browne, Jesse Raskin, Jing Folsom (late)Committee Chairs: Jessica Hurles, Rika Fabian, Courtney Mal, Michelle Chee, Nathan Jones (late)Representatives: Dick Claire, Lisa Cresson, Courtney Mogg, Jarrod Feiner, Erinn Struss, Bridget Fischer, Carla Grandy, Ronda Wimmer, Barbara Corzonkoff, Jing Folsom (late), Amber Steele (late)2:14 Meeting starts. Attendance taken. We have quorum | Procedure |
| Consent agenda | President | 1 |  | Action/Materials |
| Adoption of today’s agenda | President | 1 | No additions or edits to the agenda, M: Dick /S: Jarrod Feiner | Action/Materials |
| Adoption of previous meetingminutes | Secretary | 1 | M: Briones /S: Bridget  | Action/Materials |
| Timekeeper | ----- | 1 | Lisa Cresson |  |
| Public Comment | Public | 4 | Dean of Global Studies: Russell WaldonIs very excited to join us. From College of the Canyons, 15 years Business Professor there, 3.5 Dean of Business there. Stay posted.Dr. Taylor-Mendoza: Hiring Update Jan. 25th will post, but the VPI will come Feb. 7th for the committee recommendationsStrategic Partnerships and Workforce Development Position (new division) (There will no longer be a director of Workforce)Business, Education, and Professional Programs DeanLanguage Arts Dean | Information |
|  | TOTAL | 10 |  |  |

Deep Dive Discussion [~2:20-3:50] Key Question- Why/What does the ASenate need to know/do?

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| **Item** | **Presenter** | **Time** | **Details** | **Action/ Info****/Discussion** |
| Quick updates for Spring term | Browne Raskin Shaw Senators & Reps | 10 | State: ASSC spring update of events & Skyline participation District & DAS items: Dual Enrollment, Prof Development. Local: Appointment of Bianca Rowden-Quince as ASCCC OER Liaison; upcoming nomination for RSS Diversity Award.Issues of urgency/info from Senators & RepresentativesKate Browne recommends that we check out the [ASCCC Newsletter](https://www.skylinecollege.edu/academicsenate/assets/spring2019/01172019/ASCCC%20newsletter%2001_2019.pdf) and upcoming events.Professional Development can help us with funding for the Faculty Leadership Institute and Curriculum InstituteReport on the Board MeetingStudy Session on Dual Enrollment and AB705. Kate Brown will be working with Aaron McVean and Leigh Anne for more information. Go to the district webpage and check out the board report.Browne: Board report online (District website)OER Liaisons 2019 Expectations (materials online)Rika: Hayward award no result yet. Regina Diversity award accepted nomination Due Feb 11, 2019, email will be sent soon.All faculty is eligible to apply.  | Info Materials |
| D3: Student-Ready Faculty & next stepsAs SMT rep, division meeting: present the ppt and show the survey | Raskin & Popal | 80 | Deep Dive Discussion to\*update all members with PPT/key points to take to your representative groups,\*get input & survey as soon as possible;\*prep work for writing a Resolution\*identifying the 10+1 ‘best match[es]’ for primary AS leadership focus1. Browne: take the key points to division meeting and get division feedback back to our meeting on Feb 21 to develop resolution for Student-Ready College (Faculty)
2. Jesse: present PPT slides: Resource for the data: CCC scorecard and AS webpage.
3. All AS members started the discussion based on the division to develop a strategy of presenting the information to their division/represent group

Amber group: we do the survey and bring the definition to the meeting to discuss (how the faculty can support).Lisa: get the survey to the faculty in each divisionBrowne: want all faculty buy in “student-ready”Erinn: after the survey, we need to develop a resolution to speak for faculty. Resolution takes more time to develop.Bianca proposed a process: 1. Survey about being student-ready (AS need feedback from faculty)2.when resolution draft is done, AS need feedback from faculty again3. Action step (need feedback from all faculty).Final points: revise survey and send out to AS member for suggestion and follow the proposed timeline to move forward.Here is proposed timeline for the process

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| **Student-Ready Faculty+ college** |
| Date |   |
| 17-Jan | Today |
| 1/20-2/15 | Survey input |
|   | 1. definition |
|   | 2. what are  |
|   | 3. what else might you do? (internal) |
|   | 4. what other actions would you recommend? (external) |
| 7-Feb | Division mtg: qs+survey |
| 21-Feb | AS D3-student ready” feedback” |
| 5-Mar | Division MTGs, action |
| 19-Mar | AS D3-resolution draft will be discussed for perfected resolution |
| 4-Apr | Spring break |
| 11-Apr | ASCCC plenary |
| 18-Apr | BOT 4/24 |

M: Amber/ S: Barbra | Discussion Materials |
|  | TOTAL | 90 |  |  |

Final Announcements and Adjournment [~3:50-4:00]

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| **Item** | **Presenter** | **Time** | **Details** | **Action/ Info** |
| AdjournmentNext Meeting Th 2/7/19 Reports/Updates/Business Topics so far: Education Master Plan,Administrative Openings & Process, Enrollment | Browne | 5 | M: Courtney; S: LisaMinutes submitted by: Jing Folsom | Action |
|  | TOTAL | 105 |  |  |