

**Skyline College Academic Senate**

**Minutes Draft** Thursday 7 February

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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 Yonemura-Fabian  *Professional Personnel Chair*  **Ex-Officio Representatives**  Sherrie Prasad/Michelle Haggar  *Classified Senate*  Bianca Rowden-Quince  *AFT Rep*  Michelle Chee  *ASSC Rep*  Courtney Mogg *GuidedPathways/DesignTeam Liaison*  Bianca Rowden-Quince  *OER Liaison* | **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*  Barbara Corzonkoff/ Lisa Cresson *Adjunct Senators* |

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 | 4 | Quorum is 7/13 voting members: 1 vote/each GC member, 1 vote/each Division and each Group  *Michael Reiner, Guided Pathways Director & Interim PRIE Dean*  Absent: Leigh Anne Shaw | Procedure |
| Consent agenda | President | 1 | *SMT Division Faculty Tenure Committee membership [continuing]:*  *Nick Kapp* | Action/ Materials |
|  |  |  | *Joaquin Contreras-Rivera* |  |
|  |  |  | *Soodi Zamani*  *Approved* |  |
| Adoption of today’s agenda | President | 1 | M: /S:  M: Corzonkoff/S:Claire | Action/  Materials |
| Adoption of previous meeting  minutes | Secretary | 1 | M: /S:  M: Claire/S: Grandy | Action/  Materials |
| Timekeeper | ----- | 1 | Yonemura-Fabian |  |
| Public Comment | Public | 1 | none | Information |
|  | TOTAL | 10 |  |  |

RUB [Reports,Updates,Business] Standing Agenda Items [~2:30-3:50]: Why/What does the ASenate need to know/do?

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| **Item** | **Presenter** | **Time** | **Details** | **Action/ Info**  **/Discussion** |
| Appointments [AS] | Raskin | 5 | MOT appointments [Tammy Calderon & ],  No appointment made  Language Arts Equivalency Committee: *Dean J. Carranza, Faculty*  *J. Bowsher, M. Murphy , D. Clay*  Interim Dean Gibson explained the SMCCD Board Policy on equivalency committees | Info |
| Screening Committees   1. Grant-funded positions: Committees    1. COUN/STEM center Gen.Counselor [Fac]    2. SMT/STEM center Retention Specialist [Classified]    3. SMT/STEM center InstAide [Classified] 2. Full-time Faculty Positions    1. COUN/Career Counselor    2. SMT/Physics 3.SMT/Biology   III, Administrator/Staff Positions  1 SMT/ Allied Health Director [Classified].   1. Dean [BEPP] 2. Dean [LA] 3. Dean [SPWD] | L. Escobar  R.Hernandez  J.Taylor- Mendoza | 5  5 | ***Grant-funded Positions***  General Counselor/ STEM Center- chair TBD by committee Suzanne Poma – Counseling FT Faculty  Kwame Thomas – Counseling FT Faculty Nick Langhoff – Grant Faculty Lead Tadashi Tsuchida – Math Faculty  Luis Escobar- Dean COUN  M: Dick/S:Barbara  Approved, no votes against, no abstentions  SMT/STEM Center Retention Specialist, Full Time *(Department Of Education-HSI) 5 year grant to support STEM Center program)* Nadia Tariq (Respiratory Care Program Services Coordinator) Marco Wehrfritz (Innovation Center Lab Tech)  Tadashi Tsuchida (Mathematics-Faculty) Carla Grandy (Geology-Faculty)  Phillip Williams (Mathematics-Faculty) Ray Hernandez (Dean SMT, Chair)  M: Mustafa/S:Lisa  Approved, no votes against, no abstentions  STEM Center Instructional Aide II - Full Time  *(Department Of Education-HSI) 5 year grant to support STEM Center program*  Ana Gutierrez-Gamez (STEM Center Program Services Coordinator)  Hong Guo (Learning Center Instructional Aide II)  Nick Langhoff (Engineering, Computer Science, Physics-Faculty) Stephen Fredricks (Mathematics-Faculty)  Denise Hum (Mathematics-Faculty) Ray Hernandez (Dean SMT, Chair)  M: Mustafa/S:Carla  Approved, no votes against, no abstentions  ***Faculty Positions- faculty chairs to be determined by committee***  Counseling Full Time Faculty, Career Counselor Lavinia Zanassi – Career Counselor FT Faculty Lorraine DeMello – FT Counseling Faculty  Andrea Vizenor – Director of Career & Workforce Programs Jose Milan – Career Services Classified Staff  Luis Escobar- Dean COUN  M: Mustafa/S: Jarrod  Approved, no votes against, no abstentions  Physics Full Time Faculty – Replacement Ilkka Koskelo Adam Windham (Physics-Faculty)  Safiyyah Forbes (Chemistry-Faculty)  Nick Langhoff (Engineering, Computer Science, Physics-Faculty) Marco Wehrfritz (Innovation Center Lab Tech)  Ray Hernandez (Dean SMT)  M: Mustafa/S:Lisa  Approved, no votes against, no abstentions  Biology Full Time Faculty (Anatomy/Physiology) – Replacement Sandra Hsu  Nick Kapp (Biology-Faculty)  Carina Anttila-Suarez (Biology-Faculty) Brian Daniel (Respiratory Care-Faculty) Kylin Johnson (Biology Lab Tech)  M: Dick/S:Mustafa  Approved, no votes against, no abstentions | Discussion/ Action |

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|  |  | 5 | Ray Hernandez (Dean SMT)  ***Administrator/Staff Positions***  SMT/ Director Allied Health & Respiratory Care – Gretchen Keys resigned as of February 2019 (Replacement)  Brian Daniel (Respiratory Care-Faculty) Alice Erskine (Surgical Technology-Faculty)  Nadia Tariq (Respiratory Care-Program Services Coordinator) Lee Guion (Respiratory Care Advisory Board Chair-Community Member)  Ray Hernandez (Dean SMT, Chair)  M: Mustafa/S:Wimmer  Approved, no votes against, no abstentions  Dean: Business, Education, & Professional Programs Ruben Parra (Auto-Faculty)  Soledad McCarthy (Business-Faculty)  Kate Williams Browne (Education/Child Development-Faculty) Angelica Gorostiza (Staff, BEPP)  Jim Houpis (Admin) Wissem Bennani (Admin)  Ray Hernandez (Dean SMT, Chair)  M: Mustafa/S: Dan  Approved, no votes against, no abstentions  Dean: Language Arts  Robert Williams (LA-Faculty) Lucia Lachmayr (LA-Faculty) Luciana Castro (LA-Faculty) Kennya Ruiz (Staff)  Gabriela Nocito (Admin) Joe Morello (Admin)  **Danni Redding-Lapuz (Dean LA, Chair)**  M: Dick/S:Erinn to pass the committee Feb 11,  Oppose: Nathan & Bianca  Committee didn’t get approved  Motion to send it back, M: Jesse; S : Jarrod  Dean: Strategic Partnerships and Workforce Development Cassidy Ryan (BEPP-Faculty)  Nick Kapp (SMT-Faculty) Amir Esfahani (Art-Faculty) Linda Truong (Staff)  Will Minnich (Admin) Russell Waldo (Admin)  Christine Roumbanis (Dean BEPP, Chair)  Question  Jesse:: the difference of Dean and Director  VPI Answer: from equity point of view, Power and weight of a dean hold is more than a director  Jesse: This division teaches any classes or has FTE?  VPI: yes and no, It depends.COOP class will be under this division  Ronda: non-tenured faculty on a committee vs a tenured faculty  If we don’t approve this dean position  Motion to approve this position:  M : Bridget; S: Jing  ABSTENTION: Ronda, Lisa, 2 more others |  |
| Executive Council Reports | Reps and officers | 2 | President’s/Vice President:  \*College Governing Council *[2/13 no report]*  \*District Academic Senate [*2/11, no report]*  \*District Participatory Governing Council [*2/4,no report]*  \*State: see website for institutes & plenary [www.asccc.org](http://www.asccc.org/) Treasurer’s Report  Standing Committee Reports   * [Curriculum](http://www.skylinecollege.edu/curriculumcommittee/index.php): continue see more curriculum, meeting was interrupted by different holidays, Four engineering degrees was approved * [Ed Policy](http://www.skylinecollege.edu/educationalpolicy/index.php) *[no mtg yet]Nathan: Karen: academic freedom, policy, committee for president, AB 705;* * [Professional Personnel](http://www.skylinecollege.edu/academicsenate/professionalpersonnel.php) *[RSS update] 6 nomination for Reigna* * Liaisons Reports (GP, OER, CTE) Ronda: Money distribution in CTE, bay area total reallocation, * *[OER/ZTC report]* Governance Committee Reports [10+1 related]:   Bianca  ASCCC OERI: A 5-YEAR PROJECT (~1 MILLION/year) to implement OER system-wide, coordinating state level activities to increase OER availability and supporting local OER implementation.  OER webinars-all begin at 9:30 am  Feb 8 – OER for policical science  Feb 15 – president’s day weekend, no webinar  Feb 22 OER basicis I-WHY OER  Mar 1, OER basics II – Finding OER  **Mar 8 OER for math and using MyOpen math to support the implementation of AB 705 – 2 HOURS (important to us)**  ZTC / OER incentive programs: Pia, Amy, Bianca as a team  Students can search courses for ZTC /OER  Skyline College students have saved over $1,000,000  [e.g.,Accreditation, ACED, CSI/College Success, FTEF, Outreach, PD, SEEED, SPARC/IEC, Tech] *[SPARC, report]* | Materials |
|  |  | 3 |  |
|  |  | 10 |  |
|  |  | 2 |  |
| Organization Reports | Reps | 3 | [ASSC](http://www.skylinecollege.edu/studentgovernment/index.php) Retreat: student ready acti; celevrate Spanish heritage month, coolabratd  :AFT: yes, binaca: next ex meeting, wed 2:10 to 5 at Canada College contract negioation updates; office hours: 1-2 pm,  Classified Senate *[planning mtg 2/12]no report* | Information |
| Representative Reports | Reps | 5 | Division Senators, Adjunct Representatives no report | Information |

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| Ed Master Plan | Wong | 15 | BOT-approved Ed Master Plan will be presented summarized for  discussion by Institutional Effectiveness Coordinator Karen Wong  Education Master Plan Why?   * Strategic goal identification and alignment * Systematic approach * Compliance * Fostering collective ownership   Extensive college- wide input  Mission/vision/values via the IEC, SPARC, CGC  Fall 15; addition of the baccalaureate  Spring 18; addition of data-based inquiry  Strategic goals and initiatives in the spring 18  Governance committees such as IEC, SPARC, CGC  Changes since last plan  Highlighted the skyline college promise  Update MVV  Updated strategic goals and priorities  Skyline college scorecard: update | Discussion Materials |
| High school/ Dual  Enrollment | Vizenor | 15 | Strong Workforce Program on Dual enrollment will be updated for  discussion by Strong Workforce Director Andrea Vizenor  Meeting with High school teachers and  509 students enrolled across all four dual enrollment programs  Over 90% student success rate (students completing with A,B and C grade)  Through dual enrollment, high school students can finish one year college classes in high school.  Question for Andrea: Guideline for teachers be student ready and student be college ready, dialog around to develop the guideline for teachers who is involved in dual enrollment.  Website contains lots information. Workforce website is a good resource for information. | Discussion Materials |
| Skyline Enrollment | Raskin Taylor- Mendoza & Cassidy | 25 | Enrollment will be introduced by VP-AS Jesse Raskin, summarized by VPI Jennifer Taylor-Mendoza, questions on financial rationale and details by Finance & Operations Manager Paul Cassidy,  followed by discussion  Jesse: concerns about enrollment, class cut.  Paul Cassidy, Finance and Operations Manager. Slide showing the skyline enrollment based on FTES. From 2013-2018, it declined. There is about $700,000 increase from 2013 to 2018 when the enrollment is down.  Questions about section fill rate:  Lisa: how to calculate the part time students?  Paul answer: all are converted to full time students.  Jesse: we are community supported college, so the gap was supported by the community, the question is when the gap dollar starts to matter or cause problems  Paul: We need to take other factors into consideration. Balance all parts, one dollar more to support one part, there is one dollar less on other parts.  Dick: How are indirectly cost change in ration to decrease enrollment?  Mustafa: If there is a guideline to cut courses? College redesign align with re-look at the enrollment.  VPI: We began to look at the issues with different aspects.  Rika: Is there a list of cancelled classes?  Ronda: between making decision, bring faculty into the discussion about the impact of cancelling class.  Answer: It was a hard decision to cut any classes, but tried to impact less students. | Discussion Materials |
|  | TOTAL | 95 |  |  |

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

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| **Item** | **Presenter** | **Time** | **Details** | **Action/ Info** |
| Adjournment  Next Meeting Th 2/21/19  [D3] *Student-Ready data results, Sky President plan* | Browne | 5 | M: Bridget/ S: Barbara  Minutes submitted by : Jing Folsom | Action |
|  | TOTAL | 110 |  |  |