**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 meetingminutes | 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 madeLanguage 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 Committees1. 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 Positions1 SMT/ Allied Health Director [Classified].1. Dean [BEPP]
2. Dean [LA]
3. Dean [SPWD]
 | L. EscobarR.HernandezJ.Taylor- Mendoza | 55 | ***Grant-funded Positions***General Counselor/ STEM Center- chair TBD by committee Suzanne Poma – Counseling FT FacultyKwame Thomas – Counseling FT Faculty Nick Langhoff – Grant Faculty Lead Tadashi Tsuchida – Math FacultyLuis Escobar- Dean COUNM: Dick/S:BarbaraApproved, no votes against, no abstentionsSMT/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:LisaApproved, no votes against, no abstentionsSTEM 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:CarlaApproved, 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 FacultyAndrea Vizenor – Director of Career & Workforce Programs Jose Milan – Career Services Classified StaffLuis Escobar- Dean COUN M: Mustafa/S: JarrodApproved, no votes against, no abstentionsPhysics 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:LisaApproved, no votes against, no abstentionsBiology Full Time Faculty (Anatomy/Physiology) – Replacement Sandra HsuNick Kapp (Biology-Faculty)Carina Anttila-Suarez (Biology-Faculty) Brian Daniel (Respiratory Care-Faculty) Kylin Johnson (Biology Lab Tech)M: Dick/S:MustafaApproved, 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:WimmerApproved, no votes against, no abstentionsDean: 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: DanApproved, no votes against, no abstentionsDean: Language ArtsRobert 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 & BiancaCommittee didn’t get approved Motion to send it back, M: Jesse; S : JarrodDean: 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)QuestionJesse:: the difference of Dean and DirectorVPI Answer: from equity point of view, Power and weight of a dean hold is more than a directorJesse: This division teaches any classes or has FTE?VPI: yes and no, It depends.COOP class will be under this divisionRonda: non-tenured faculty on a committee vs a tenured facultyIf we don’t approve this dean positionMotion to approve this position:M : Bridget; S: JingABSTENTION: 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 ReportStanding 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]:

BiancaASCCC 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 amFeb 8 – OER for policical scienceFeb 15 – president’s day weekend, no webinarFeb 22 OER basicis I-WHY OERMar 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 teamStudents 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 fordiscussion by Institutional Effectiveness Coordinator Karen WongEducation Master Plan Why?* Strategic goal identification and alignment
* Systematic approach
* Compliance
* Fostering collective ownership

Extensive college- wide inputMission/vision/values via the IEC, SPARC, CGCFall 15; addition of the baccalaureateSpring 18; addition of data-based inquiryStrategic goals and initiatives in the spring 18Governance committees such as IEC, SPARC, CGCChanges since last planHighlighted the skyline college promiseUpdate MVVUpdated strategic goals and prioritiesSkyline college scorecard: update | Discussion Materials |
| High school/ DualEnrollment | Vizenor | 15 | Strong Workforce Program on Dual enrollment will be updated fordiscussion by Strong Workforce Director Andrea VizenorMeeting with High school teachers and 509 students enrolled across all four dual enrollment programsOver 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 discussionJesse: 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 problemsPaul: 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** |
| AdjournmentNext Meeting Th 2/21/19[D3] *Student-Ready data results, Sky President plan* | Browne | 5 | M: Bridget/ S: BarbaraMinutes submitted by : Jing Folsom | Action |
|  | TOTAL | 110 |  |  |