



Skyline College Academic Senate

Thursdays, 2:10pm-4:40pm

Join us on Zoom: <https://smccd.zoom.us/j/97624129227>

Academic Senate: “the organization whose primary function, as the representative of the faculty, is to make recommendations to the administration of the college and to the Board of Trustees with respect to [academic and professional matters](#)” (CA CCR Title 5).

Minutes for February 4, 2021

In Attendance

(Quorum – 22/23 voting members)

Voting Members

Executive Officers

- **President:** Leigh Anne Shaw [votes in ties]
- **Vice President:** Jesse Raskin
- **Secretary:** Kim Saccio-Kent
- **Treasurer:** Rika Yonemura-Fabian
- **Past President:** Kate Williams Browne [non-voting]

- *Jarrod Feiner – not present*
- **Vincent Chandler**

Senators

ASLT:

- Pia Walawalkar (Fall 2020)
- Ame Maloney (Spring 2021)

BEPP

- Dick Claire
- Filipp Gleyser

Counseling

- Jacqueline Escobar
- Alberto Santellan
- Jessica Truglio

Language Arts

- Lindsey Ayotte

KAD

- *Dino Nomicos (Fall 2020) - not present*
- **Kevin Corsiglia (Spring 2021)**

SSCA

- **Amir Esfahani**
- **Jennifer Merrill**
- **Jude Navari**

SMT

- **Carina Anttila-Suarez**
- **Younga Choi**
- **Maryam Khan**

CTE Liaison

- **Cassidy Ryan-White**

Part-Time Faculty

- **Pablo Ramirez**
- **Tim Rottenberg**
- **Sujatha (Suji) Veknataraman**

Non-voting Members

Governance Committee Chairs

- **Curriculum:** Jessica Hurless
- **Educational Policy:** Jacqueline Escobar
- **Professional Personnel:** Bianca Rowden-Quince

Advisory Members

AFT

- *Marianne Kaletzky – not present*

ASSC

- *Thomas Gower – not present*

Classified Senate

- *Marisa Thigpen – not present*
- *Flor Lopez – not present*

PD/CTTL

- **Nicole Porter**

SEED

- *Nathan Jones – not present*

Guided Pathways

- **Ernesto Hernandez**

OER

- **Ame Maloney**



Skyline College Academic Senate

Thursdays, 2:10pm-4:00pm

Join us on Zoom: <https://smccd.zoom.us/j/97624129227>

Academic Senate: “the organization whose primary function, as the representative of the faculty, is to make recommendations to the administration of the college and to the Board of Trustees with respect to [academic and professional matters](#)” (CA CCR Title 5).

Guests

- Mandy Lucas
- Carla Grandy
- Danni Redding Lapuz
- Kim Lin
- Aaron McVean
- Dr. Melissa Moreno
- Zahra Mojtahedi

1.0 Opening Procedures

1.1 Call to Order

Presenter: Shaw

Time: 1

Notes:

1.2 Adoption of Agenda

Presenter: Shaw

Time: 1

Notes: Motion: AM / Second: RC

1.3 Adoption of Minutes

Presenter: Shaw

Time: 1

Notes: Motion: PW / Second: KSK

1.4 Consent Agenda

Presenter: Shaw

Time: 0

Notes:

1.5 Public Comment

Presenter: Shaw

Time: 3

Notes: Rika – three ethnic studies courses were approved by curriculum committee; full-time ES hire approved for next round. Kate – Daly City is celebrating virtual Black History Month celebration this weekend. Feb 20, 10:30-12:30. Jessica – Re. multiple measures resolution; asks that Exec Committee prioritize this topic on the agenda for Feb 18. Jennifer shared this link to a colleague’s Facebook page, just published a book titled “Black Male Violence in Perspective: <https://www.facebook.com/events/1269465743448702/>. Vincent – shared that Pablo Ramirez has been accepted to a PhD program. Lindsay shared that, pending an official nomination, she is considering running for Academic Senate President.



Skyline College Academic Senate

Thursdays, 2:10pm-4:00pm

Join us on Zoom: <https://smccd.zoom.us/j/97624129227>

Academic Senate: “the organization whose primary function, as the representative of the faculty, is to make recommendations to the administration of the college and to the Board of Trustees with respect to [academic and professional matters](#)” (CA CCR Title 5).

2.0 New Senate Business

2.1 Statement on Pedagogically Sound Class Size

Procedure | **Information** | **Discussion** | **Action**

Presenter: Raskin, Yonemura Fabian

Time: 10

Notes: Jesse presented proposed language; Senate reviewed. Younga asked what the proposed maximum class size would be. Jesse clarified that departments will need to determine maximum class sizes. Leigh Anne explained that class size is under the AFT’s purview, brought attention to the fact that statement focuses on pedagogy, which is within Senate purview. Jude commented that he thought this was already in effect. What are we targeting with this statement? **GET J’s response from Otter.** Jesse is asking that Senate review language; this is being brought to a vote in the next meeting.

2.2 Proposed revision of SCAS Bylaws

Procedure | **Information** | **Discussion** | **Action**

Presenter: Yonemura-Fabian

Time: 10

Notes: Article 5, Section B: Elections of Division Senators. Currently serving division senators are in charge of running the election process, which could be making it difficult for newcomers to make it through the election process. Leigh Anne brought up that we need to clarify quorum in the bylaws, given that meetings are on Zoom now. There are other issues that need to be brought up, including appointment to IEC tri-chair. Rika is asking for volunteers for a committee to work on a revision to bylaws. Bianca, Ame, Lindsey, Cassidy, and Leigh Anne put themselves forward.

2.3 COVID-19 and Fall 2021/Spring 2022

Procedure | **Information** | **Discussion** | **Action**

Presenter: Shaw

Time: 30

Notes: Discussion on tentative plans for Fall 2021/Spring 2022. Executive Vice Chancellor Aaron McVean will be present to ask any questions. Jeremy Wallace/DAS sent out a survey on 2/1 assessing comfort levels of faculty – please complete that survey if you have not already. DAS supports extending NP option into Spring 2021. CCCC is extending continuance into the EW grade. Aaron said that as a district we are extending EW through Spring 2021. LA also brought up free COVID testing at CSM; information has been provided in email and Canvas. Free testing extends to members of community as well.

- Summer 2021 – most classes online, no change in current practice
- Fall 2021 – explore bringing hard-to-convert courses back, at decreased capacity, with protocols.

Aaron: What does it really mean to be “hard to convert”? District is looking to expand the definition based on data gathered from struggling disciplines/courses. Also, no one will be forced to teach face-to-face in Fall 2021.

Jessica – Are we considering options for students who are not comfortable returning to campus? Aaron – there is a tradeoff. Will there be enough transportation running? Will students want to enroll in Fall? Unknowns.

Jacque – Registration for Fall 2021 begins in May. When can we expect a decision? Aaron said that final Decision



Skyline College Academic Senate

Thursdays, 2:10pm-4:00pm

Join us on Zoom: <https://smccd.zoom.us/j/97624129227>

Academic Senate: “the organization whose primary function, as the representative of the faculty, is to make recommendations to the administration of the college and to the Board of Trustees with respect to [academic and professional matters](#)” (CA CCR Title 5).

from Board of Trustees is expected on February 27. Nicole asked if there is a transition plan in the works. Aaron says that this comes into play when we know which classes are coming back onto campus. They already have protocols in place (for STEM labs, etc.). Alberto asked about Counseling – Aaron said commitment is no one will be forced back to campus. Counseling is especially tricky for social distancing, since everyone has been moved to PCH, which has very little room. He reiterated that whatever is working now, should stay remote in Fall 2021. Instructions and students services sides are being considered separately – decision re instruction needs to happen first, since class schedule needs to be finalized. Jesse asked if there is space for conversations about how best to use our physical space going forward. Aaron – there is a lot that we can do effectively in the online environment. We need to recognize what we’ve been forced to learn, and let that change how we’re scheduling our classes – for space considerations as well as to best serve students who need flexibility. He thinks that some folks will not want to return to what we were doing before. There is space for that. Jesse – is there any talk about faculty being able to come back and use their offices? Aaron – as purple tier lifts to yellow eventually, we can look at getting people back in the office on a schedule. He expects that by Fall 2021 we should be able to have regular Campus access to faculty and staff at least – he hopes. Mandy asked if SMCCD has plans to collaborate with health care to provide vaccinations. Aaron replied that County health department has not wanted to work with SMCCD.

- Spring 2022 – plans being considered. Expand and continue bringing classes back to face-to-face.

All plans are contingent upon: vaccination rollout, CA infection rates/hospital rates, state and county mandates, capacity for scaling of rapid testing or on-demand testing, and physical capacity for scaling protocols

2.4 Campus Climate Work Group

Procedure | **Information** | **Discussion** | **Action**

Presenter: Moreno

Time: 15

Notes: President Moreno shared the charge and progress of the work of the Campus Climate Work Group. Dr. Moreno shared that Campus Climate Work Group is now called the Campus Climate Taskforce. She gave background of events that lead to McPhail report. Plan was to release the report alongside a series of courageous conversations – and then COVID hit. Report is now posted on College Governance Council website – they are having conversations around what to do with findings. CGC voted to create Campus Climate Taskforce, which includes: Suji V, Lavina, Kristina B, Cheryl Johnson, Dr. Moreno, plus two students. So, two faculty, two staff, two admins, two students. First meeting was on January 25, to review McPhail report and its recommendations – which to implement, and how/when. Further effort needed? We still need a campus-wide climate survey. For McPhail Report, only 29 members of community were interviewed. CCT will disband when the work is complete. Currently CCT members are ranking and prioritizing recommendations. Next meeting is February 8. Questions? Will there be follow up? The CCT is not a decision making body; it reports back to the College Governance Council. Note: [The McPhail Report, linked here](#), is available in September 23 CGC minutes.

2.5 Appoint Interim IEC Co-Chair

Procedure | **Information** | **Discussion** | **Action**

Presenter: Shaw

Time: 5



Skyline College Academic Senate

Thursdays, 2:10pm-4:00pm

Join us on Zoom: <https://smccd.zoom.us/j/97624129227>

Academic Senate: “the organization whose primary function, as the representative of the faculty, is to make recommendations to the administration of the college and to the Board of Trustees with respect to [academic and professional matters](#)” (CA CCR Title 5).

Notes: The Institutional Effectiveness Committee has been restructured to oversee Comprehensive Program Review and will be led by a tri-chairship including an Academic Senate-appointed faculty member; this member has not yet been appointed. The senate has not yet determined how this position shall be appointed. The senate is hereby asked to appoint a faculty member for Spring 2021 to serve as tri-chair as well as to advise on the structuring of the position starting in Fall 2021. Vincent Chandler has agreed to serve. Nominations are welcome from the floor; nominees must be present to confirm willingness to serve. Jessica asked for clarity around just approving Vincent for the Spring 2021; this is a new process. Leigh Anne responded that details need to be decided re. this position. Will it be appointed? Will it be elected? Perhaps AS Vice President will serve ex-officio. Because we don't know the answers yet, we propose that Vincent be put forward this semester so that the Senate has a seat at the IEC. Vincent responded that he is not interested in being interim IEC tri-chair; it would not be helpful to him as tenure-track faculty. Lindsey moved to nominate Vincent Chandler to serve as IEC tri-chair through Spring 2022; Dick Claire seconded. Bianca would like the discussion on how to place IEC Co-Chair in governance structure; Leigh Anne would like current IEC tri-chair to inform this process (how to manage appointment or election going forward). Kim called roll – we have quorum. Approved

2.6 Guided Pathways and CP Scale of Adoption Assessment

Procedure | Information | Discussion | Action

Presenter: Shaw and Hernandez

Time: 15

Notes: The Senate is asked to review [the Scale of Adoption Assessment \(SOAA\) in the senate Google folder](#) as well as [Ernesto Hernandez' presentation from Jan. 21 meeting](#). The Academic Senate is asked to support the CP Scale of Adoption Assessment (SOAA). The Academic Senate commits to engaging faculty further in the work of Guided Pathways, which will include a direct line to the Senate. Ernesto shared members of design team; two key faculty vacancies need to be filled. These are openings for faculty in two of the Meta Majors. SOAA is a requirement for accessing Guided Pathways funding. Most important next steps:

- (1) create program pathway tool by Spring 2020. Faculty engagement is needed to map all degrees and certificate (this was last done in 2017).
- (2) Implement Student Success Teams. Need faculty interested in applying for pilot of Student Success Teams, and faculty interested in the Design Team to develop and implement SSTs

Discussion: How to ensure faculty participation in Guided Pathways implementation. Guided Pathways funding is ending, so perhaps a Task Force would be appropriate for this purpose.

Jessica: It can be a one-time lift to get faculty involved in program, but we need to institutionalize continuous faculty involvement.

Motion to approve the SOAA: Dick Claire; /S: Ame Maloney. Approved.

3.0 Standing Agenda Items

3.1 President's Report

Procedure | Information | Discussion | Action

Presenter(s): Shaw

Time: 5



Skyline College Academic Senate

Thursdays, 2:10pm-4:00pm

Join us on Zoom: <https://smccd.zoom.us/j/97624129227>

Academic Senate: “the organization whose primary function, as the representative of the faculty, is to make recommendations to the administration of the college and to the Board of Trustees with respect to [academic and professional matters](#)” (CA CCR Title 5).

Notes: The video is available on YouTube: <https://youtu.be/2NRKopTQglw>.

3.2 Committee Reports

Procedure | Information | Discussion | Action

Presenter: None

Time: 0

Notes: Apart from urgent updates in writing, committee reports will be held on the second senate meeting of the month.

4.0 Announcement and Closing Procedures

4.1. Announcements

Presenter: Shaw

Time: 1

Notes: no announcements

4.2. Motion to Adjourn

Presenter: Shaw

Time: 0

Notes: voted to adjourn.

Next meeting will be February 18, 2021.

Academic and Professional Matters, AB 1725 “10 + 1”

1. Curriculum, including establishing prerequisites and placing courses within disciplines
2. Degree and certificate requirements
3. Grading policies
4. Educational program development
5. Standards or policies regarding student preparation and success
6. District and college governance structures, as related to faculty roles
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports
8. Policies for faculty professional development activities
9. Processes for program review
10. Processes for institutional planning and budget development
11. Other academic and professional matters as are mutually agreed upon between the governing board and the academic senate