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).

DRAFT Minutes for November 18, 2021

In Attendance

Voting Members

Executive Officers
- **President: Lindsey Ayotte [votes in ties]**
- **Vice President: Cassidy Ryan-White**
- **Secretary: Kim Saccio**
- **Treasurer: Rika Yonemura-Fabian**
- **Past President**: Kate Williams Browne [non-voting]

Senators

ASLT:
- **Ame Maloney**

BEPP
- *Dick Claire*
- **Filipp Gleyzer**

Counseling
- **Jacqueline Escobar**
- **Alberto Santellan**
- **Jessica Truglio**

GLPS
- TBD

Language Arts
- **Rachel Bell**
- **Jarrod Feiner**

Non-voting Members

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

Advisory Members

AFT
- *Marianne Kaletzky*

ASSC
- **Anthony Tran**

(Quorum – 24/25 voting members)

- **Danielle Powell**

KAD
- **Amber Steele**

SMT
- **Younga Choi**
- **Maryam Khan**
- **Kolo Wamba**

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

CTE Senate
- **Soledad McCarthy**

Part-Time Faculty
- **Timothy Rottenberg**
- **Jessica Silver-Sharp**
- **Sujatha (Suji) Venkataraman**

Voting members: 25
Simple majority: 13
2/3: 17

Classified Senate
- *Kennya Ruiz*
- **Marisa Thigpen**

PD/CTTL
- **Bianca Rowden-Quince**

SEEED
- TBD

Guided Pathways
- *Ernesto Hernandez*

OER
- **Ame Maloney**

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Guests

- Rob Williams
- Tammy Calderon
- Carla Grandy
- Janice Sapigao

1.0 Opening Procedures

1.1 Call to Order/Establish Quorum

Presenter: President Ayotte

Time: 1

Notes: Meeting called to order at 2:11pm.

1.2 Senate Networking

Presenter: President Ayotte

Time: 10

Notes: In breakout rooms, participants shared what they're looking forward to during Thanksgiving break.

1.3 Adoption of Agenda

Presenter: President Ayotte

Time: 1

Notes: Secretary Saccio motioned to approve; Senator Merrell seconded. No objections, agenda approved.

1.4 Adoption of Minutes

Presenter: President Ayotte

Time: 1

Notes: Vice President Ryan-White moved to approve minutes from November 4, 2021 meeting; Senator McCarthy seconded. No objections; minutes approved.

1.5 Adoption of Consent Agenda

Presenter: President Ayotte

Time: 1

Notes: Senator McCarthy moved to approve; Senator Truglio seconded. No objections, agenda approved.

1. **Computer Science Hiring Committee (Failed search in SP 21)**
   - Nick Langhoff, Chair, ENGR/COMP Faculty

- Norm DelPrado, NETX Faculty
- Denise Hum, MATH Faculty
- Marco Wehrfritz, Fabrication Lab Coordinator
- Jenny Le, STEM center counselor

2. **STEM Center Retention Specialist Hiring Committee (Faculty serving)**
    - Jenny Le, STEM center counselor
    - Tadaschi Tsuchida, MATH Faculty

3. **Anti-Asian Hate Task Force**
    - Melanie Espinueva, Counseling Faculty

1.6 Public Comment

Presenter: President Ayotte

Time: 3

Notes: Senator Maloney shared that new ZTC and LTC course indicators have been added to WebSchedule. Visit the Advanced Search page to see the new indicators plus their descriptors. Question: How was $40 settled on as indicator for "low cost"? Senator Maloney explained that this number came from survey results (900 students responded). Also, a discussion with statewide ZTC groups backed up this number. Question: Is it still possible to change the indicator for Spring 2022? Senator Maloney responded that information on textbook cost is being updated until the beginning of the semester.

2.0 New Senate Business

2.1 Professional Development Funds Update

Procedure | Information | Discussion | Action

Presenter: Rob Williams

Time: 15

Notes: Rob Williams reported that there is currently a large amount of money in the Article 13 fund. There was a large carry-over from previous years: $306,063. The 21-22 Yearly allocation is $140,207. Total amount available now is $446,150. Senator Wamba commented that the process is complicated, and perhaps that is why more people are not applying. Williams responded that the process has been streamlined, and he is explaining how in this update. Senator Merrell noted that she previously was denied an application for out-of-state professional development; Williams responded that this restriction has been lifted. Note that program requirements and application forms are located on the CTTL website. Professional Development Chair shared that the application system and timeline are the same across all three colleges in our district. Williams noted that applications do not get denied unless the conference involves travel to one of the 17 states that are covered under AB 1887 and thus prohibited. He also showed the current four-question application and commented that two questions have been removed. If an application gets a low score on the committee's rubric, the chair reaches out to the applicant and advises them on how to revise it so that it may be approved. Faculty Professional Development is being "rebranded" to encourage faculty to apply for Article 13 funding.

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2.2 Honors Transfer Program

Procedure | Information | Discussion | Action

Presenter: Janice Sapigao

Time: 15

Notes: Janice Sapigao seeks input regarding faculty compensation for the Honors Transfer Program. Faculty mentors put 2-10 hours of uncompensated work into support for an individual student. Since we do not have dedicated honors courses, students need to negotiate honors contracts with individual professors. Sometimes students cannot complete their honors program because they cannot find enough professors who are willing to serve as faculty mentors. She notes that CSM does pay their faculty honors mentors, while Skyline faculty are not. (CSM instructors who teach set honors courses are paid 2 hours at a lab rate.) It is the 20th anniversary of the Honors Transfer Program. How can part-time and full-time faculty honors mentors be compensated?

- Senator McCarthy asked if we are collecting data on how many instructors are declining student requests to be honors mentors. Sapigao said they are not.
- Treasurer Yonemura-Fabian pointed out that the new AFT contract outlines a point system that includes faculty supporting independent study. This could be a way forward to get honors mentors paid.
- Past President Browne discussed student requirements with Janice Sapigao. To participate in Honors Transfer Program, students need to take 15 units or four courses. This requirement allows for some flexibility in scheduling. Browne noted that while CSM has identified honors courses, Skyline does not. Also, CSM instructors are compensated (to some extent) for their work with Honors students. Browne commented that using the points system would be complicated given disparities in how faculty are compensated across the district..
- Senator Wamba has been an honors faculty mentor for Skyline and CSM students. He was compensated for his work with the CSM student. This is an example of how our students are at a disadvantage.
- Senator Steele wonders how CSM honors mentors are being paid – what budget is being used? Is there a specific budget for the honors program at CSM. She also notes that at CSM the honors program is housed in VPI office; here at Skyline the honors program is housed in the Social Sciences division.
- Curriculum Chair Hurless shared that she constantly learns and grows as she works with her honors students, so was wondering if Article 13 funds could be used. Senator Steele explained how the Article 13 funds work (taken from full-time faculty salaries, etc.) – this is not an appropriate source for Honors.
- Senator Navari commented that this is another example of inequities between the three colleges in our system. What mechanisms exist for appealing glaring inequities like this? Vice President Ryan-White responded in chat: "That's a great idea for a deep dive Maybe a task group in the future?" Past President Browne invited us to bring this to the District Academic Senate. President Ayotte agreed and invited Sapigao and her honors colleague to join her.
- Professional Development Chair Rowden-Quince suggested that Sapigao examine the original PIF application and use that to advocate for a steady funding source, and she volunteered to assist.
- Ed Policy Chair Escobar commented that a task force on this issue would be a good idea – this is an equity issue regarding program funding at Skyline in addition to faculty compensation.

![Skyline College logo]

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2.3 VPI Hiring Committee

Procedure | Information | Discussion | Action

Presenter: President Ayotte

Time: 30

Notes: The VPI job description may be reviewed online. President Ayotte provided some background for this discussion. Vice President Ryan-White shared the timeline:

- May 2022, Board Approval
- April (1st wk), Final Interviews and Forum
- March 14-17, First Level Interview
- March 1-3, Paper Screening
- February 25, Position Announcement Closes
- Jan (last wk), Full Committee & EEO Orientation
- December 13, Position Announcement Opens

President Ayotte shared a list of faculty who have served on administrative hiring committees in the past. Senator McCarthy motioned to begin taking nominations from the floor; Treasurer Yonemura-Fabian seconded. We are looking to put forward three or four faculty.

- Senator Escobar nominated Curriculum Chair Hurless; Hurless accepted the nomination and shared why she would be beneficial to this committee.
- Senator Maloney nominated Professional Development Chair Rowden-Quince; she accepted the nomination and shared how her expertise would benefit the committee.
- President Ayotte nominated Vice President Ryan-White; she accepted the nomination and explained why she would be important to the committee.
- Past President Browne asked if students will be on this screening committee. She nominated Senator Rottenberg because it is important to have a part-time voice on this committee. He requested a discussion before accepting: Would anyone like to speak on the necessity for part-time faculty on this VPI search committee? Professional Development Chair Rowden-Quince emphasized that adjunct faculty need to be included in this process. Senator Rottenberg accepted the nomination and shared the expertise and experience that make him a good fit for this role.
- Senator Santellan nominated Ed Policy Chair Escobar; she accepted, and shared how her expertise and Counseling perspective can benefit the VPI screening committee.
- Curriculum Chair Hurless asked if someone in STEM and SSCA is interested in serving – those two divisions contain a large proportion of our instructional faculty. She offered to step aside in favor of one of these faculty, since Ed Policy Chair Escobar has extensive Curriculum experience.
- Professional Development Chair Rowden-Quince asked if we can advocate for more faculty representation. Vice President Ryan-White shared that VPSS Orante requested three faculty for the committee. Several people advocated for advancing more faculty regardless of this request.
- President Ayotte stated that while the goal is to advance faculty to the VPI committee today, we may elect to push this decision off to the next meeting. Vice President Ryan-White posted a link to the

Administrative and Classified Staff Selection Procedures, noting that the committee is limited to no more than 11 members total. She noted that if we advance more faculty other constituent groups such as students may not be represented.

- Senator Steele asked if Treasurer Yonemura-Fabian could serve as AFT rep; Yonemura-Fabian stated that Professional Development Chair Rowden-Quince is also an AFT rep.
- Senator Steele nominated Senator Navari, who denied the nomination.
- Senator Wamba asked nominees to share which of them have had disagreements with our VPIs. Several nominees and a few senators shared their experiences.
- President Ayotte stated that we will vote for four faculty; Vice President Ryan-White disagreed, suggesting that we approve all five to advance – and then advocate that all five be included.
- President Ayotte asked Senator McCarthy to take into consideration this friendly amendment to vote to approve all five faculty members present today, and she agreed.
- Amended motion is to approve all five nominees: Jacqueline Escobar, Jessica Hurless, Timothy Rottenberg, Bianca Rowden-Quince, and Cassidy Ryan-White. Seeing no objections, this motion is approved.
- President Ayotte motioned to table 2.5 Division Updates in the interests of time; Vice President Ryan-White seconded. No objections, so motion is approved.

2.4 Appointment of Secretary Position

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

Presenter: President Ayotte

Time: 5

Notes: A campus wide call went out to all faculty members about the secretary position needing to be filled. Only one nomination was received: Senator Truglio. President Ayotte explained that since this is a replacement, Senate can appoint a new Secretary without a full election. Senator Santellan motioned to approve Senator Truglio as Secretary to complete Secretary Saccio's term (Spring 2022 – Spring 2023); Senator Steele seconded. Approved with 20 votes.

2.5 Division Updates from Senators

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

Presenter: President Ayotte

Time: 20

Notes: This item was tabled due to lack of time.

3.0 Standing Agenda Items

3.1 President's Report

Procedure | **Information** | **Discussion** | **Action**
Presenter(s): President Ayotte

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Time: 5

Notes: No report at this time.

3.2 Committee Reports

Procedure | _Information_ | Discussion | Action

Presenter: Standing Committee Chairs

Time: 5

Notes:

- Professional Personnel Chair Rowden-Quince reminded Senate that Hayward Award nominations are due by end of day next Wednesday (11/24/21). Senator Rottenberg asked if there's a list of faculty who have previously been nominated, or who have won the award. Rowden-Quince replied that Skyline College has not won the award in the previous five years.

- Vice President Ryan-White reported that FTEFAC recommendations for hiring are now with CGC. She also shared that the list of questions re. return to campus were sent to President Moreno, who is now working on answers. Some of the questions will be addressed in the Return to Campus forum on Friday, and some will be posted to the District FAQ.

4.0 Announcement and Closing Procedures

4.1. Announcements

Presenter: President Ayotte

Time: 1

Notes: President Ayotte shared that the Class Cancellation Task Group produced a draft of the guidance document. The VPI is now working with deans to finalize the document.

4.2. Motion to Adjourn

Presenter: President Ayotte

Time: 0

Notes: Senator Truglio motioned to adjourn; Senator Steele seconded. Meeting adjourned with a simple majority vote. The last meeting of the Fall 2021 semester will be Thursday December 2, 2021. If you would like to request an item be put on the agenda (Discussion, action or information) please submit your request for the next meeting by Tuesday November 23, 2021 by 12:00pm. You can request an agenda item here.

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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

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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