



**College Governance Council**  
Wednesday, February 26, 2025  
1:00-3:00 p.m.

Approved Minutes

**Voting Members in Attendance:** Lauren Ford, Alvin Malcaldo-Gubatina, Jose Milan, Irah Tancioco, Nadia Tariq, Jessica Truglio

**Ex-Officio Non-Voting Members in Attendance:** Cherie Colin, Luis Escobar, Kristy Lisle, Joe Morello, Newin Orante, Ingrid Vargas.

**Recorder:** Theresa Tentes

I. Call to Order/Establishing a Quorum/Roll Call  
Voting members Absent: Gerson Fernandez

II. Public Comment \* - 5 Minutes

III. Consent Items

Approval of Minutes – January 22, 2025  
(M/S Lauren Ford/Jessica Truglio) Unanimously

IV. Informational, New Business and Action Items

Associated Students of Skyline College – 5 Minutes

a. ASSC Report

Irah Tancioco/Gerson Fernandez

Irah Tancioco, President of ASSC, began by expressing her gratitude and noted that she is still settling back in after their recent event. She shared that the Black History Month programming had just wrapped up and was a great success, thanking everyone who attended and supported the events. Irah mentioned it was wonderful to see familiar faces at the programs. Looking ahead, she noted that the ASSC is now preparing for Women's History Month in March. The focus will be on ensuring that all events are intentional and provide space for healing and open conversations about the experiences of women during this time. She concluded her remarks by thanking everyone once again.

Classified Senate – 5 Minutes

## b. Classified Senate Report

Jose Milan/Nadia Tariq

Jose Milan, President of the Classified Senate, shared that one of their primary goals is to promote consistent communication and alignment across the district, particularly with sister colleges. He emphasized the need for professional development funding to be standardized districtwide so that employees—especially part-time staff or those transitioning between colleges—can expect the same level of access to resources regardless of location. Although discussions are still ongoing, CSM and Cañada College have begun implementing caps on professional development funding based on NCORE opportunities. This topic will be further discussed at Skyline to ensure equitable access while also being mindful of budget limitations, especially since NCORE is no longer funded through the district and employees are now required to use their own professional development funds for participation. Jose also shared that the Classified Senates recently held a productive meeting with counterparts from CSM and Cañada and are in the process of finalizing the location for the upcoming districtwide Classified Professional Development Institute. While spring break is being considered for scheduling to allow greater accessibility, concerns remain about availability among staff during that time. The location will likely be either at a library or one of the three campuses. A key agenda item under consideration is bringing in an attorney to provide guidance and support around the shifting political climate and its impact on students. This is intended to equip all departments—whether they interact with students directly or indirectly—with the knowledge and tools to assist those affected. As the agenda for the institute is finalized, more detailed information will be shared. Jose concluded by noting that the Classified Senate is preparing for a full and robust meeting in March.

Academic Senate - 5 Minutes

## c. Academic Senate Report

Jessica Truglio

Jessica Truglio, Vice President of the Academic Senate, provided several updates. She shared that the Senate recently held a meeting and is preparing for another one in a week and a half. One of the key initiatives underway is the formation of a task group to support AB 1111, with the goal of including a senator from each division. They are close to finalizing the group and hope to approve it at the next meeting. Additionally, a call for faculty nominations to serve on the VPI Screening Committee received a strong response, and the Academic Senate will be voting on those appointments at the meeting on March 6. Jessica noted she would share the results with Theresa Tentes in the President's Office once finalized. She also reported that the Senate has filled all adjunct senator positions, following some recent changes, and expressed enthusiasm about this progress. To ensure Skyline maintains its two voting representatives on the District Academic Senate—especially during Cassidy's temporary step-down—Rick Hough has been asked to serve alongside Jessica Truglio, who is currently covering both the President and Vice President roles. Their first District Academic Senate meeting together is expected next week. Finally, she mentioned that upcoming Academic Senate elections are scheduled for April; however, due to scheduling conflicts with Spring Break and a Flex Day, there are no formal meetings that month. As a result, much of the election process will be conducted via email to meet the early May deadline outlined in

the Senate bylaws. Jessica concluded by affirming that they will work through the logistics to ensure everything moves forward smoothly.

Management Council – 5 Minutes

d. Management Council Report

Lauren Ford/Alvin Macaldo-Gubatina

Lauren Ford, Co-Chair of the Management Council, shared several updates from their recent meeting. The group discussed the latest NCORE updates, specifically focusing on how to support staff in applying for professional development funding to attend. They also reviewed the newly implemented field trip process, with a presentation from Aria Frangos, Maricela Gonzalez, and Golda Margate that walked through the new online forms. The feedback from attendees was very positive, and the new system was seen as a helpful step toward streamlining the process. Lauren noted that in a separate meeting, there was interest in exploring the possibility of transitioning some professional development forms to a similar online format. Additionally, Joe Morello provided important reminders regarding end-of-year processes and the need to ensure timely closeout of items. The council also heard a valuable presentation from Hinda Chalew on marketing updates. The meeting concluded with a focused discussion on professional development for managers, specifically around continuing conversations related to feedback, performance reviews, and progressive discipline.

Administration

e. President's Update – 5 minutes

Dr. Newin Orante

Dr. Newin Orante, President of Skyline College, provided an update on the structure and proposed changes to the Global Learning Programs and Services (GLPS) division. He explained that there has been ongoing discussion since Fall regarding the centralization of the International Education Program at the district level. This program includes the International Student Program (ISP), led by Clair Yeo-Sugajski, the Study Abroad Program, coordinated by Zaid Gori, and Passport Services. Previously, these services were housed under the GLPS division, which had a dedicated Dean and Division Assistant. In addition to International Education, GLPS also included two Learning Communities: Umoja-ASTEP and CIPHER/RTSB, coordinated by faculty members Daniel Powell and Nate Nevado. Dr. Orante outlined the current personnel involved in International Education at Skyline—Zaid Gori, Kelly Li, Claire Yeo-Sugajski, Thanh Nguyen, Carlos Romero, and an Office Assistant Guadalupe Vozar and Mario Acuna - highlighting that a vacancy is in the process of being filled. As part of the district's new structure, many of these services—particularly Study Abroad and Passport Services—will now report directly to Saroj Quinn, the new Executive Director of International Education at the District Office. However, the International Student Program will maintain its college-level reporting structure with Claire continuing to report locally while also coordinating with Saroj. Due to the centralization of a significant portion of GLPS functions, Dr. Orante shared that it no longer justifies the need for a dedicated Dean at Skyline. Therefore, he will be recommending to the CGC (College Governance Council) a vote to dissolve the GLPS division. The resulting salary savings could be reallocated to support larger divisions such as Social Science & Creative Arts and STEM,

which have growing needs. Dr. Orante concluded by noting that this proposal will be brought back to CGC for a formal vote in March.

Dr. Newin Orante provided an important update regarding recent federal developments impacting DEI (Diversity, Equity, and Inclusion) efforts, particularly their implications for Skyline College. He shared that a number of executive orders from the current federal administration have raised concerns nationally, especially for programs receiving federal funding. On February 11th, a list was released identifying federally funded programs potentially out of compliance with these new executive orders—one of which included a Skyline College NSF grant valued at approximately \$1.5 million. This grant primarily supports STEM students through scholarships. Although no further federal communication has been received since the initial notice, the situation remains fluid. Additionally, on February 14th, the Department of Education issued a “Dear Colleague” letter stating that institutions found in violation would have 14 days to correct issues or risk forfeiture of funds, with the deadline falling on March 1st. Dr. Orante clarified that the letter does not carry the force of law and lacks formal guidance, and that California’s Prop 209 provides legal safeguards that institutions are currently compliant with. Skyline College’s Cabinet has participated in multiple webinars—coordinated with legal experts, the Community College League of California (CCLC), and the State Chancellor’s Office—to better understand the implications. Internally, Cabinet is gathering information from all departments receiving federal aid to ensure transparency, answer questions, and provide support as needed. Dr. Orante credited Dr. Kristy Lisle for recommending a broader campus-wide discussion to address growing concern and anxiety. He emphasized the need to stay informed, remain vigilant, and be proactive, noting that Skyline is collaborating closely with both the district and state leadership. Additionally, the Board of Trustees has requested an update on the matter, signaling increasing institutional awareness. The college is also conducting an internal inventory of federal funding commitments—including personnel, discretionary, and student aid—in anticipation of potential impacts, so that Skyline can explore how to sustain critical services locally should federal support be withdrawn. Dr. Orante concluded by acknowledging the uncertainty of the situation, reaffirming his commitment to advocacy, information-sharing, and campus-wide engagement as the college navigates this complex and evolving issue.

Dr. Newin Orante shared several additional announcements and updates. He reminded the group that April 17th is Skyline College’s Flex Day Community Day, a non-instructional day dedicated to professional development and community building. In the morning, managers, classified professionals, and faculty will engage in training sessions. In the afternoon, the college community is invited to come together informally—without a formal program—for fellowship and relationship-building outside the context of work. This marks the second year of this tradition, and the planning committee is organizing a range of fun activities, including face painting for children and other community-friendly offerings. More details and promotional materials will be shared soon.

Dr. Orante also recapped the success of the second annual Sunset Soirée, held the previous Thursday. The event, co-hosted by the President’s Council and the Chambers of

Commerce from Daly City-Colma, and South San Francisco, brought local business leaders, industry partners, and government representatives to the Skyline College campus. He highlighted the importance of events like these in reestablishing relationships with community partners, including San Bruno, Brisbane, and Pacifica, and noted the connections made with local biotech professionals and potential future collaborators. These events support the College's broader goal of inviting the community to "come up the hill" and engage meaningfully with the campus. The Sunset Soirée also served as a springboard for the upcoming President's Breakfast on March 20th, through which the President's Council aims to raise \$120,000 for next year's President's Innovation Fund.

Finally, Dr. Orante provided a preview of Black Student Success Week, which will take place April 21–25 across California community colleges. Themed "Lift Up, Level Up", the week will include daily statewide webinars from 12:00 to 1:00 PM followed by campus-based discussions from 1:00 to 2:00 PM. Dr. Orante mentioned that programming details are beginning to appear on the event website and emphasized the importance of year-round engagement with Black student success—not limited to February's Black History Month. He also noted his recent meeting with leaders from the Black Student Union (BSU) and Associated Students to explore opportunities for partnership and meaningful collaboration throughout the week.

f. Administrative Services Update – 5 minutes Joe Morello

There was no report provided.

g. Instructional Update – 5 minutes Dr. Kristy Lisle

Dr. Kristy Lisle, Interim Vice President of Instruction, shared several important updates. She announced the upcoming tenure celebration, scheduled for March 20th at 4:15 PM in the Fireside Dining Hall, and encouraged all interested to attend in support of the newly tenured faculty. She also introduced a new book circle featuring *Cultures of Growth* by Mary Murphy, a student of Carol Dweck, which explores how organizations can foster a growth mindset culture. The circle is hosted by Professional Development coordinators Lucia Lachmayr and Simantini Karve. Free copies of the book are available in the VPI Office—those interested can contact Maricela Gonzalez to receive a copy and get meeting invites. The first meeting will be held on March 14 in a hybrid format (Zoom or in-person).

Dr. Lisle also provided an update on the Program Mapper, which was recently taken offline due to inaccuracies. She has been collaborating with Jackie Escobar, Ellen Murray, Sherrie Prasad, and the Curriculum Committee leadership to determine how to ensure faster and more accurate updates. It was determined that the current CurricUNET software lacks the capabilities needed for proper integration with Program Mapper. However, the district is in the process of updating CurricUNET, and once complete, more efficient, less manual updates will be possible. This action was taken with accreditation in mind, as accurate program information is critical.

Additionally, Dr. Lisle is working with the Academic Senate on forming a districtwide task force to explore software solutions for streamlining the tenure review process, moving away from PDF-based systems. She welcomed anyone interested in learning more to reach out directly. Lastly, when asked about where students should go to access recommended course sequences, she confirmed that Degree Works is the best resource for that information.

h. Student Services Update – 5 minutes

Dr. Luis Escobar

Dr. Luis Escobar, Acting Vice President of Student Services, began by clarifying a point regarding Degree Works: while it is the appropriate platform for students to view their educational plans, there is no pre-loaded recommended course sequence unless a student has already worked with a counselor to create a plan. He then provided an update on the 2025–2028 Equity Plan. Although the plan is officially due in November 2025, it must go through the full governance approval process—including the District Board—requiring a near-final draft by early September 2025. Given the busy nature of the fall semester, much of the plan writing will occur in late spring and into summer. The planning process is already underway, and while there are still five primary metrics guiding the plan—similar to the previous iteration—a key difference is that the Chancellor’s Office has pre-identified disproportionately impacted student populations for each metric. Skyline will be responsible for developing strategies that directly respond to these identified populations.

The college will again utilize metric leads to guide subgroups in developing these strategies. Additionally, during Flex Day on April 17th, a dedicated session will provide campus wide feedback opportunities on all five metrics. Feedback collected will then be used to refine strategies post-Flex. The planning process will also involve reviewing the final two years of the Enrollment Management Plan (EMP) and elements from the previous equity plan to ensure alignment and continuity. Dr. Escobar will soon begin presenting this plan to key campus stakeholder groups—including the Academic Senate, Classified Senate, and ASSC—to raise awareness, outline the process, and solicit feedback.

He also shared that earlier that day, Skyline hosted a districtwide counseling faculty meeting in Building 6, with over 80 counselors from across the district in attendance. This was a significant gathering—the first of its kind in nearly a decade—and provided a valuable space for collaboration and knowledge-sharing amid evolving practices in counseling. He further announced the upcoming second annual Latinx Graduation May 15 from 5-7 p.m. in building 12. Finally, Dr. Escobar invited the campus to participate in the relaunch of Skyline’s Undocu Coalition, encouraging those interested in supporting undocumented students to join or share the opportunity within their networks.



- i. Planning Research and Institutional – 5 minutes Ingrid Vargas  
Effectiveness Update

Ingrid Vargas, Dean of Planning, Research, Innovation, and Effectiveness, provided an update on the Institutional Self-Evaluation Report (ISER). She shared that the ISER is currently undergoing internal review by selected campus experts to ensure its accuracy before being made available to the broader college community. The finalized draft will be posted to the public website on March 6, at which point community-wide feedback will be invited. In the interim, the SPARC (Strategic Planning and Allocation of Resources Committee) meeting scheduled for tomorrow will dedicate half of its session to reviewing student success items under Standard II of the ISER. The following SPARC meeting will focus on Standard III content. Ingrid emphasized that these meetings are open to the entire college community and encouraged participation as an additional way to provide feedback. Any input gathered from SPARC will be considered for inclusion in the version that is posted online. She mentioned that the SPARC website contains agendas and Zoom links, and suggested possibly sending a campus wide reminder so that interested individuals can easily join the discussions.

- j. Marketing, Communications, - 5 minutes Cherie Colin  
Public Relations Update

Cherie Colin, Director of Community Relations and Marketing, provided details about several upcoming events. She confirmed that the Community Day celebration will be held on April 17th, beginning at 3:30 p.m. and running until at least 5:30 p.m. She also announced the President's Breakfast, scheduled for March 20th at 7:30 a.m. in the Farallon Room. Attendees can RSVP via the provided link; tickets are \$100 each, with all proceeds benefiting the President's Innovation Fund through the Skyline College Foundation. The event will include a video featuring the recent R.I.D.E. Conference, a student speaker, and vocal performances by student musicians, promising an engaging and enjoyable morning from 7:30 to 9:00 a.m. Cherie noted that those unable to attend the breakfast are welcome to make a donation through the same RSVP page.

#### Constituent Committee Reports

**SPARC – Joe Morello and Ingrid Vargas (5 minutes)**

**ACTION ITEM:**

Motion to Recommend the SPARC-proposed updates to the Skyline College Mission-Vision-Values to the College President and the SMCCCD Board of Trustees for final approval.

(M/S Lauren Ford/Nadia Tariq) Approved

IEC – Karen Wong, Torria Davis and Tony Viertel (20 minutes)

- ACCJC Institutional Goal Procedures – Second Read and Action Item (Karen Wong)

**ACTION ITEM:**

IEC is recommending to the institution to adopt the Institutional Goal Procedures to be compliant with the requirements of ACCJC.

(M/S Nadia Tariq/Alvin Macaldo-Gubatina) Approved

- Comprehensive Program Review (CPR) Share Outs (Karen Wong)
  - Save the date – April 14, 4:30 p.m., Farallon Room

Torria Davis, Tri-Chair of the Institutional Effectiveness Committee (IEC), began by outlining the committee's core responsibilities, which include fostering a culture of inquiry through program review, analyzing institutional effectiveness, and communicating findings to support collegewide understanding of strengths and challenges. This work informs institutional priorities and is closely aligned with the college's mission, vision, and values. The college's integrated planning model—developed collaboratively with the campus community and aligned with the District Strategic Plan—guides the development of the Educational Master Plan and strategic goals. Torria explained that IEC functions as a constituent committee representing classified professionals, faculty, administrators, and students, with the ability to make recommendations directly to the College Governance Council (CGC). On the program planning side, she noted the college follows a seven-year comprehensive program review cycle, supplemented by biennial updates and annual resource requests, which are prioritized at the division level.

Karen Wong, also a Tri-Chair, expanded on the committee's recent and ongoing activities. Last year, IEC supported 10 programs undergoing comprehensive program review (CPR) and hosted the second annual CPR Share Out, an event combining poster presentations with a panel discussion to encourage cross-program dialogue and surface common themes. She highlighted IEC's role in supporting campus climate surveys, particularly a student-focused survey in 2023 that examined classroom environments, belonging, and potential bias. During the pandemic, IEC also revised the college's Institutional Student Learning Outcomes (ISLOs)—including critical and creative thinking, effective communication, information literacy, lifelong wellness, and community engagement—to better reflect 21st-century competencies. These updates were approved by CGC. Additionally, the committee has been reviewing results from the Employee Campus Climate Survey in alignment with EMP Goal 5: fostering a thriving learning and work environment.



IEC is currently supporting nine programs in the comprehensive review process and will host the third annual CPR Share Out on Monday, April 14, from 2:00 to 4:30 p.m. in Building 12 (Farallon Room). The event includes an informal poster session followed by a facilitated panel. This year, instead of standardized questions, programs will select from a pool of 30 to guide the discussion. Karen highlighted impactful outcomes from previous share outs, such as increased degrees awarded through wraparound support and online program expansion—paralegal, for example, saw over a 200% increase in certificates issued after launching an accessible online program. Other examples included chemistry’s partnerships with San Jose State and Blue Marble Space to secure student internships, and cosmetology’s inclusive expansion to barbering to attract more male students. The event also promotes Credit for Prior Learning, an initiative to accelerate degree completion for returning adult learners by recognizing real-world experience. Karen encouraged all to attend—even if only partially—and to help spread the word.

Ingrid Vargas emphasized the importance of the Comprehensive Program Review (CPR) Share Outs, describing them as one of the few—if not the only—opportunities for the college community to hear directly from individual programs about the impactful work they are doing. She noted that these sessions not only highlight program achievements but also foster meaningful dialogue about challenges and how programs have addressed them, creating valuable learning opportunities across departments. Ingrid strongly encouraged everyone to attend, emphasizing that program teams greatly appreciate the presence of college leadership at the event. After investing significant time and effort into their reviews, these programs deserve recognition and support. She urged colleagues to prioritize the event in their calendars, reminding them that it only occurs once a year.

V. Adjournment – March 26, 2025

*\*Public Comment. Members of the Skyline College community and the public may address the College Governance Council on items appearing on the agenda by submitting a request in the chat box (Zoom) or a comment slip (in person) at the start of the meeting. Speakers must limit their remarks to a maximum of three minutes. If there are a large number of speakers, the President may use discretion to reduce the comment time in order to keep all public comment time to 20 minutes or less, in order to be able to have enough time for the Council to conduct its business. In accordance with the Americans with Disabilities Act, the Council will make reasonable efforts to accommodate persons with qualified disabilities. If you require accommodation, please contact Theresa Tentes at [tentes@smccd.edu](mailto:tentes@smccd.edu) at least 48 hours in advance of the meeting.*