Skyline College — ACHIEVE — *Skyline Shines*

April 26, 2013   *Vol. 2 No. 29*

In this issue:

Skyline College Classified Staff Mini-Retreat

Classified Staff enjoyed a Spring "Mini-Retreat" on Friday, April 12, 2013. A leisurely lunch allowed staff to socialize and welcome several new employees to the Classified Council.   Following lunch, the workshop *Juggling Act: an Overview of Work/Life Balance* was presented by Karen Habegger of Claremont EAP. The workshop topic was selected as a result of a recent Classified Council survey, in which staff were asked to choose workshop subjects they were interested in attending.

Ms. Habegger engaged Skyline College staff in a lively conversation about the challenges of balancing the demands of work, family, friends, community, personal interests, and, of course, self. She has worked with employees at numerous multinational corporations including Google, Yahoo, Microsoft, AT&T, and Wells Fargo. An expert in group facilitation, Habegger was selected by Stanford Business School to present on the topic of "Working in an International Market."

Article submitted by Barbara Daley. Photos courtesy of Pat Tyler

President's Innovation Fund Request for Proposals

The 2013-2014 President's Innovation Fund Applications are due to the President's Office Wednesday, May 1, 2013 by 4:30 p.m. Don't miss this opportunity to realize your vision for these special programs, services and events! Over $100,000 was raised at the Breakfast this year. To download the application, please click here http://www.skylinecollege.edu/presidentsoffice/innovationfund.php.

Guys and Dolls Now Open!

Please come and support the performing arts programs this weekend at the swinging, gambling musical comedy, Guys and Dolls! With epic sets built by the Skyline College Theater Club, amazing lead singers and a vibrant cast of dancers, this show is will entertain, warm your heart and make you want to jump up out of your seat! in the early 50's in New York City, two couples and a gang of gamblers find unexpected love and friendship in the gritty world of floating crap games nightclubs and cheesecake!

This show is appropriate for the entire family, and we're offering two additional matinees this year!

Supported in part by the President's Innovation Fund, the President's Office and the Associated Students of Skyline College.
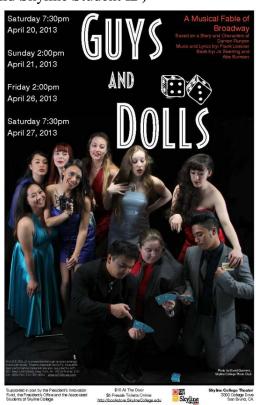Book by Jo Swerling & Abe Burrows
Based on a story and Characters of Damon Runyon
Music & Lyrics by Frank Loesser
Buy tickets in advance for half price!
Online Ticket Sales: http://bookstore.skylinecollege.edu/merchlist.aspx?ID=9920

Show Times:
Friday, April 26 - 2:00pm
Saturday, April 27 - 7:30pm
Skyline College Main Theater, Building 1
(ONLINE or from a cast & crew member)
$10.00 at the door ($5.00 with valid Skyline Student ID)

English Language Institute hosts ESL Registration Day April 27th

The ELI will be hosting ESL Registration Day on Saturday, April 27th. This popular outreach tradition is a fun event for all, enabling new second-language speakers to take care of the bulk of their registration steps all in one day. New ESL students can apply, take the placement test, get an orientation, make an appointment with a counselor, and learn all about financial aid in one day. The Child Development Center is open that day to allow parents with kids to complete their matriculation tasks.

Volunteer Phuong Ha assists a new student in filling out forms. Photo by Leigh Anne Shaw.

The day would not be possible without the help of several staff, all coordinated by ELI Program Services Coordinator Amber Wolak. Skyline College staff and student volunteers alike keep the day running smoothly.

Skyline College ESOL faculty and students volunteer their time to staff ESL Registration Day. Photo by Amber Wolak.

This event relies largely on word of mouth and referrals. For more information or to sign up for the event, new students can go to the ELI website at http://www.skylinecollege.edu/eli/index.php, email the ELI at skyeli@smccd.edu, or call (650) 738-4408.

ESL Registration Day is generously co-sponsored by the CSI and SparkPoint at Skyline College

ASTEP Scholarship Created

To honor the passing of his mother, Helga Burnham Watson, SparkPoint Director William Watson, and his husband, James Ball, have created a memorial scholarship. The $1,000.00 scholarship will be awarded annually to an ASTEP student with a minimum 3.0 GPA who has a demonstrated commitment to social justice and equity, with plans to transfer to a baccalaureate degree granting institution.

Helga Burnham Watson (1922-2013) was a community organizer for voter registration drives in 1960s rural Mississippi. Despite multiple threats to her safety by members of the Ku Klux Klan and John Birch Society, she ran for public office to promote voter participation among African Americans. She was an active member of the NAACP, the Scott County Improvement Association, and the Scott County Democratic Coordinating Committee where she worked to incorporate the gains of the Mississippi Freedom Democratic Party into a more inclusive Democratic Party in Mississippi

For anyone wishing to contribute to the scholarship, donations can be made by automatic deduction (Contact Roxanne Brewer, San Mateo County Community Colleges Foundation, brewerr@smccd.edu | 650- 358-6849), or by visiting the San Mateo County Community Colleges Foundation donation website at: https://www.givedirect.org/give/givefrm.asp?cid=1031.

First Year Experience (FYE) hosts Associated Students of Skyline College (ASSC) Presidential Debate

On Tuesday, April 16, the First Year Experience (FYE) program hosted an ASSC presidential debate. Vince Meschi and Kayla Razavi, the candidates running for ASSC president, responded to numerous questions from FYE students on topics surrounding budget focus, motivating students to succeed academically, encouraging students to be involved on campus and what type of events would be brought to Skyline College. Voting for ASSC candidates in all positions begins soon.

Article by Vanson Nguyen

Skyline College Learning Communities 2.0

A group of 20 Skyline College faculty participated in a Learning Communities retreat on March 28 and 29, 2013. Dr. Joye Hardiman, a consultant affiliated with the Washington Center, the National Resource Center for Learning Communities, led the faculty through workshops in which they developed learning community plans that addressed Skyline College's general education requirements. Faculty also designed learning community curriculum and assignments that integrated two or more disciplines under a guiding course theme or question. Learning communities are expanding at Skyline College and there are opportunities for faculty to become involved. Faculty members who are interested in learning more about learning communities or potentially becoming involved in a learning community should contact their dean or Mary Gutierrez at gutierrezm@smccd.edu.

Article by Mary Gutierrez.

Skyline Shines Award Nominations

The 2013 Skyline Shines Award Nominations are now open! The purpose of the awards is to recognize individuals or groups who help Skyline College to shine in terms of its quality of programs and services and its reputation for quality. Two awards will be made annually, one to a member or group of Skyline College employees and one to a member or group from the community. Please submit your nomination(s) by Monday, May 13, 2013 at 4:30 p.m. to the President's Office. The link to the application is as follows http://skylinecollege.edu/presidentsoffice/skylineshinesawards.php.

Annual Skyline College Juried Student Art Exhibition
Now Open in the Art Gallery

Featuring over 140 paintings, drawings, sculptures, photographs, prints, and ceramics. The exhibition will be on view from April 22 – May 16. The Gallery will be open Mondays through Thursdays, please check our website for listing of hours:

www.smccd.edu/accounts/skygallery
www.facebook.com/skygallery

This is Bananas, Acrylic on Canvas by Daniel Sandoval
Juror's Merit Award Winner for Painting

Rising Up, Steel Sculpture, Jana Nisbet
Juror's Merit Award Winner for Sculpture

Accreditation Update

The 3rd Accreditation Open Forum held on April 23, 2013 was a success. Skyline College students, faculty, staff and administration enjoyed lunch, provided comments and offered suggestions for the final Accreditation Self Evaluation Report. We reviewed the accreditation timeline of where we are and where we are going. Thanks to Dean Ray Hernandez for leading a discussion on the Delineation of the Functions Map which is intended to illustrate how the three colleges and the district manage the distribution of responsibility by function. A special thanks to Vice President of Instruction Sarah Perkins for leading a lengthy discussion about The Rubric for Evaluating Institutional Effectiveness. The Rubric for Evaluating Institutional Effectiveness was developed to assist colleges as they conduct their Self-evaluation and it also helps in assisting external review teams as they examine institutional quality during accreditation reviews. The Rubric gives institutional members, evaluators, and the Commission a common language to use in describing the institution's practices in three key areas of the continuous quality improvement process: Program Review, Integrated Planning and Student Learning Outcomes.

Many suggestions were received and will be included in the Self-evaluation as examples from participants which demonstrate continuous quality improvement at the college. For example, the English faculty used results from the SLOAC process to make changes to their programs. This example and many others will be incorporated into the final accreditation Self-evaluation.

Thank you to everyone who attended and participated in the dialogue. Special kudos to the students for their contributions. We look forward to showing the Accreditation Committee how Skyline College really does Shine.

Article by Donna Bestock and Christine Roumbanis.

Governance: College Governance Council

The College Governance Council met on Wednesday, April 24, 2013 at 2:10-4:00 pm in Building 4, Room 4343. These are the draft notes summarizing the events of the meeting.

Attendance: Joi Blake, Barbara Daley, Sarah Perkins, Jose Sanchez Sosa, Leigh Anne Shaw, Regina Stanback Stroud
Absent: Linda Allen, Kate Browne, Katelyn Smathers
Recorder: Theresa Tentes

Approval of March 27, 2013 Minutes
(M/S/U) Blake/Sanchez Sosa. The CGC approved the March 27, 2013 minutes.

<u>**Classified Council Report**</u>
Barbara Daley, Vice President of Classified Council, reported to CGC on behalf of Linda Allen who is currently on vacation this week. She announced that Classified Council cannot support the merging of IPC and CBC yet because they need more information regarding the makeup of the new committee, how many Classified Staff would be members and how would it affect their workload as members of the new committee. The Classified Council could not make a recommendation at this time until they have more information.

At the last Classified Council meeting Linda Allen discussed the Novi Survey, the IPC Research Form and the Educational Master Plan. She encouraged all Classified Staff to visit the PRIE website.

Heather Smith from the SparkPoint Center gave a presentation on BACC and CLASP partnership. The Classified Council held a One-Hour Classified Staff Mini-Retreat on Friday, April 12. The topic was Juggling Act: Overview of Work/Life Balance and it was facilitated by Claremont EAP. The topic was chosen based on a survey of Classified Staff.

Barbara mentioned to the College Governance Council a concern with regards to the Second Harvest Food Bank bins that are located throughout the campus. Nancy Lam asked Classified Council who is responsible because there are some bins that are full. The topic will be presented to the Managers at the next Managers Council.

This June there will be a 3-day Classified Leadership Institute being offered by State Classified Senate in Sacramento, June 13-15, 2013. Classified Staff is encouraged to attend.

The next Classified Council meeting will be a Potluck, Thursday, May 2nd. The Classified Council plans to have a presentation by Donna Bestock and Christine Roumbanis who will give an update of the Accreditation Draft; a discussion of the election of new Executive Board members for 2013-2014; organizing a Summer Retreat; and continuing to work on the revisions to the Classified Council by laws to work toward becoming a Classified Senate.
It was suggested by Dr. Sarah Perkins to ensure that the Classified Council website reflects the work of becoming a Classified Senate.

<u>**ASSC Report**</u>
Jose Sanchez Sosa, President of Associated Student of Skyline College, reported on the successful hAPI Festival held Wednesday, April 17th from 11-2:30 in the Quad. Over 1000 people passed through the festival and participated in the event. Also the same week the San Francisco Poet Laureate, Alejandro Murguia and singer songwriter Diana Gameros presented poetry and music Friday, April 19th.

Academic Senate Report

Leigh Anne Shaw, President of Skyline College Academic Senate, attended the Academic Senate Plenary Session held April 18-20, 2013. Beth Smith of Grossmont College was introduced as the new State Academic Senate President. Leigh Anne worked with Beth on a State Equity Group.

At the Plenary Session Leigh Anne attended a couple of interesting sessions. One was a workshop regarding awards that the State Academic Senate offers each year. There is a problem with getting nominees for the awards. She also attended a workshop **"The Scorecard, Disproportionate Impact, and Student Equity"**.

Currently the Skyline College Academic Senate elections calls for nominees have been sent to all faculty. In preparation for the end of the year festivities a request to faculty for the Meyer award has been sent. Leigh Anne is requesting a list of all full-time faculty hired in the last 5 years in order to choose the Meyer award recipient. Academic Senate is also considering the faculty marshal for Commencement.

The state equity group is talking about integrating the equity plan into existing plans and reports such as BSI, Accreditation and Matriculation Plan. Leigh Anne also would like to examine communication flow of information.

Delineation of Function Map

(M/S/U) Perkins/Blake. Sarah recommended the Delineation of Function Map as presented.

Accreditation Oversight Committee

Dr. Sarah Perkins proposed to the College Governance Council the need to add the Accreditation Oversight Committee to the Compendium of Committees. The representation on the committee would be from each constituent group on campus and they would meet once a semester. The group will not be a decision making committee.

A recommendation of the new committee will be made at the next meeting. Each constituent group will discuss the new committee at their next meetings.

Participatory Governance

(M/S/U) Perkins/Shaw. Move approval to changing the reference to Participatory Governance and have it reflect in the charter and bylaws.

Dr. Regina Stanback Stroud reported to CGC regarding shifting from Shared Governance to Participatory Governance. The word Shared Governance to Participatory Governance has been revised to the bylaws.

Planning and Governance Document

(M/S/U) Blake/Daley. Move to approve recommendation of Planning and Governance document to the President.

Announcements

Dr. Joi Blake announced that the 2013 Commencement Speaker is Juan Sepúlveda, Senior Advisor for Hispanic Affairs for the Democratic Committee and the former Director of the White House Initiative on Education Excellence for Hispanic Students.

Adjourned

3:35 p.m.

Governance: College Budget Committee

The College Budget Committee met on April 25, 2013 with Leigh Anne Shaw and Eloisa Briones as co-chairs.

District Committee on Budget and Finance (DCBF) Report At its April 16th meeting, Executive Vice Chancellor Kathy Blackwood provided an update on the Governor's Budget proposal for 2013-2014. The Legislature did not support most of the proposals. To date,

- The 90-unit cap has been rejected.
- The proposal to shift Adult Education to Community Colleges has been rejected, however the Department of Finance is working on a new one.
- Budget to include $197 million to provide for 1.65% COLA, 1.4% for access/restoration and $30m for the Student Success & Support Program (formerly Matriculation) which requires a 3:1 match.
- SB806 has been proposed to include all faculty in the 50% law which means not only instructional but also non-instructional faculty (librarians and counselors).

The announcement of the May Revise is scheduled for May 14. Kathy also shared that property taxes in San Mateo County have increased by 4%. The three colleges will offer more sections to meet the state funded FTES cap.

CBC reviewed the Draft Proposal for New Resource Allocation that is being discussed at DCBF.

A new component/adjustment being considered is a minimum staffing level to operate a college. There was a concern over the language of "minimum staffing" which may not be an accurate assumption for colleges of different size. A lengthy discussion ensued with a recommendation that the factor of college size be primary in developing this model. Assumptions for Instructional Staffing were reviewed as well. Overall, it was shown that Skyline College and Cañada College are less staffed than CSM, and this model appeared to recognize that inequity. Feedback from CBC will be reported to DCBF as discussions on improving the district resource allocation model continue.

Merging of IPC and CBC

CBC continued to discuss the idea of merging the Institutional Planning Council (IPC) and the College Budget Committee (CBC), possibly beginning in FY2013-14. At the IPC meeting of April 24, 2013, there was overall support for merging the two committees but needed scenarios to understand how it would work. The goals of merging IPC and CBC as one committee are:

1) To integrate financial resource planning with institutional planning;
2) To keep IPC and CBC informed of the college's various plans, goals and strategic priorities which are the base foundation for decision-making in the allocation of resources; and
3) To systematically assess the effective use of financial resources and use the results of the evaluation as the basis of improvement of the institution (Accreditation Standard III.4)

The committee considered these scenarios:

1) Status quo: IPC and CBC remain separate;
2) Merge IPC and CBC so that all committee members participate in all aspects of budget and planning;
3) IPC becomes the "parent" to CBC, meaning CBC becomes a subcommittee of IPC.

The name of a merged committee would be changed to reflect the integration of both committees. The committee actively engaged in discussing the pros and cons of each scenario.

Merging will strengthen the integration of the planning and budget process as decisions in the allocation of resources will be grounded on institutional plans, goals and strategies. This will also enhance the planning and budgeting cycle to include a regular assessment at the end of each year. A motion was passed and approved to combine the two committees and look at membership to ensure adequate representation: Morello/S: Zamani. While it might be difficult to change this structure for Fall 2013, it could happen. The College Governance Council will make the final decision based on recommendations from IPC and CBC.

Next Meeting: CBC is scheduled to meet on May 9, 2013.

In case you missed it…

Kappa Beta Delta International Scholarships

Kappa Beta Delta International announced eleven students were awarded scholarships for 2013. Two of those scholarships went to Skyline College students Jason Chan and Monica Diliberto. Kappa Beta Delta is the international honor society for associate degree business programs accredited by the Accreditation Council for Business Schools and Programs (ACBSP). Skyline College became the first community college in California to earn Business Program accreditation from ACBSP last year. Congratulations Jason and Monica.

Jason Chan & Monica Diliberto

Article by Linda Whitten.

Skyline College Student
Wins First Public Safety Scholarship

Administration of Justice major, Gilbert Arellano, received the first Richard L. Resurreccion Public Safety Scholarship at the Phi Theta Kappa convention on April 5, 2013.

This scholarship is for members of Phi Theta Kappa who demonstrate potential for involvement in public safety or service while enrolled in an associate degree public safety program (e.g. Criminal Justice, Emergency Medical Services). Applicants may be part-time, full-time or international students. Applicants must have a minimum 3.5 GPA on all course work and complete by June at least 50 percent of coursework in an associate degree public safety program at a two-year college. Applicants with previous associate, bachelor's, or master's degrees are eligible.

Please encourage your students to apply for the 2013 scholarship. Applications are due April 30 at ptk.org.

Article by Dr. Christine Case.

Coming Up

Friday, April 26, 2013
- 11:00 a.m. – 1:00 p.m., Science and Research Club - Research Symposium, Skyline College, Building 2, Room 2306
- 1:00 p.m. – 2:00 p.m., Latin American Student Organization (LASO) – Meeting, Skyline College, Building 4, Room 4240
- 1:00 p.m. – 4:00 p.m., Science and Research Club - Poster Session, Skyline College, Building 6, Cafeteria
- 2:00 p.m. – 4:00 p.m., Skyline College's Performing Arts Programs presents: Guys and Dolls, Skyline College Main Theater, Building 1

Saturday, April 27, 2013
- 7:30 p.m. – 9:30 p.m., Skyline College's Performing Arts Programs presents: Guys and Dolls, Skyline College Main Theater, Building 1

Monday, April 29, 2013
- 4:00 p.m.- 6:00 p.m., Annual Skyline College Juried Student Art Exhibition, Skyline College, Art Gallery, Room 1-121

Tuesday, April 30, 2013
- 12:00 – 2:00 p.m., Annual Skyline College Juried Student Art Exhibition, Skyline College, Art Gallery, Room 1-121
- 1:00 a.m. – 12:00 p.m., Transfer Center – UC DAVIS Visit: Tracy King, Skyline College, Building 2, ROOM 2227
- 12:35 p.m. – 1:35 p.m., Transfer Center – I've been accepted to UC Davis, now what? Skyline College, Building 6, Room 6203
- 2:30 p.m. – 3:30 p.m., Skyline College Environmental Club - Go Green, Skyline College, Building 7, Room 7109
- 3:00 p.m. – 4:00 p.m., Skyline College – Badminton vs. CCSF, Skyline College, GYM, Room 3-200
- Time TBA, Skyline College – Baseball PLAY-IN, Skyline College

Wednesday, May 1, 2013
- 9:00 a.m. – 11:00 a.m., Annual Skyline College Juried Student Art Exhibition, Skyline College, Art Gallery, Room 1-121
- 8:30 a.m. – 12:30 p.m., San Mateo Job Fair - In partnership with San Francisco Workforce Services Center, Skyline College, Building 6, Dining Hall
- 1:00 p.m. – 4:00 p.m., BACC Workshop by SparkPoint & Financial Aid, Skyline College, Library Computer Lab
- 2:00 p.m. – 2:30 p.m., Congresswoman Jackie Speier, Skyline College, Building 1, Theater
- 4:00 p.m. – 6:00 p.m., Financial Aid Application Labs, Skyline College, Building 2, Room 2117-B

Thursday, May 2, 2013
- 11:00 a.m. – 3:00 p.m., Annual Skyline College Juried Student Art Exhibition, Skyline College, Art Gallery, Room 1-121
- 10:30 a.m., -12:30 p.m., Transfer Center – UC Berkley Visit: Gina Morris, Skyline College, Building 2, Room 2-227
- 2:00 p.m. – 4:30 p.m., Financial Aid Application Labs, Skyline College, Building 2, Room 2117-B
- 2:10 p.m. -3:30 p.m., Sustainability Ambassador Network, Building 6, Room 6203
- 6:30 p.m. – 8:00 p.m., Engineering Night - Panel Discussion with Local Bay Area Engineers, Skyline College, Building 6, Room 6204 - 6206

Friday, May 3, 2013
- 1:00 p.m. – 2:00 p.m., Latin American Student Organization (LASO) – Meeting, Skyline College, Building 4, Room 4240
- Time TBA, Skyline College – Baseball PLAYOFFS, Skyline College

For the latest information on events and activities happening at Skyline College, please view our calendar at the following link: http://www.skylinecollege.edu/events/index.php

If you would like to include your college event or activity on the calendar, please submit the event, date, time and location to Cherie M. Napier via email at napierc@smccd.edu.

Guidelines for Skyline Shines Submissions

Many of you submit material to be included in Skyline Shines. Thanks so much for taking to time to help me keep the college informed. Here are a few guidelines that will facilitate the publication of Skyline Shines each week:

Send submission to skylineshines@smccd.edu

- **Submit your article by 3:00 p.m. on Thursdays; articles received after this time will appear in the following week¹s issue.**
- Place your submission in a Word document with your pictures pasted in the document.
- Use medium sized pictures that are equal to 1/4 or 1/2 of a page. Do not place pictures next to each other, they must be on separate lines.
- Use Times New Roman 12pt. font that is justified to the left for the body of the article.
- Please make sure your article is single spaced.
- Don¹t forget to add a headline/title using 18 pt. bold font that is justified to the center
- Use the following commonly accepted abbreviations: a.m. or p.m. (i.e. ³The event will be held from 8:00 a.m. 1:30 p.m.² ³The workshop is scheduled to run from 9:30 a.m. Noon.²
- Spell out numbers of one or two words. Use figures for numbers that require more than two words to spell out. (i.e., ³Almost eight years ago I began taking ceramics courses.² And ³I counted 176 records on the shelf.²).
- If a sentence begins with a number, spell out the number or rewrite the sentence.
- Use the month, day, a comma and the year to indicate the date (i.e., ³March 4, 2011² not ³March 4th, 2011 or March 2nd, 2011²).
- Add the word College when you refer to the name Skyline (i.e., Skyline College instead of Skyline).

Do you have a suggestion?
One way to submit it is through our general **e-Suggestion Box**, via the hyperlink in the box below
http://skylinecollege.edu/publicinformationoffice/feedback.php

Feedback and Suggestion Box

For state level information on community colleges, see these websites:
· The California Community College Chancellor¹s Office in Sacramento: http://www.cccco.edu/
· The Community College League of California: http://www.ccleague.org/
· The Research and Planning Group: http://www.rpgroup.org/
Skyline Shines is archived at http://www.skylinecollege.edu/presidentsoffice/skylineshines.php