

Skyline College Council
April 22, 2009

Meeting Minutes

Attendance: Lori Adrian, Mauricio Flores-Hernandez, Ray Hernandez, Sandra Hsu, Adolfo Leiva, Vicki Morrow, Regina Stanback-Stroud. Recorder: Linda Bertellotti

Absent: Linda Herda, Brittany Piccolotti

Classified Employee of the Year

Vicki announced that Barbara Daley is one of five classified employees statewide being recognized by the Board of Governors (BOG) at their May board meeting in Lake Tahoe. CSEA will publish a news article, Sandy will publish a release and Vicki will announce it in Skyline Shines. The article is also on the BOG web site.

Review of March 25 minutes

The minutes were approved as written.

Budget update

Vicki said there is a move federally to help public entities find a way to recoup funds which were lost in the Lehman Brothers collapse. The ballot measures on the May special election are not doing well and if they lose, there will be a hole in the budget which pushes up the deficit. The budget was based on revenue assumptions which were too high. Kathy Blackwood is projecting worst-case numbers over the next three years. She is looking at the resource allocation model and the College Budget Committee will study the scenarios and there will probably be cuts. The CBC may want to hold an Open Forum in mid-May to present the situation because the district and college will be addressing the problem over the summer and she does not want faculty and classified staff to worry about something being done over the summer without their knowledge. Ray said the Academic Senate Plenary Session felt all groups should be proactive so Skyline's Academic Senate will meet and talk about the situation, realizing that it will not be good. In the face of it all, Vicki said Skyline is buffered because the load and enrollment is good, but it does not shield the college in the second and third years.

40th Anniversary planning

Sandy is asking people to join the planning committee.

District Shared Governance Council (DSGC) update

Prior to the DSGC meeting, Vicki said the District Strategic Planning group met and reviewed the more than 50 goals in the strategic plan. The colleges were each asked to prioritize that list and Skyline's IPC was the group that did it here. From that list, three goals were selected for the first focus in the group's work:

- Student Success – addressing the achievement gap.

- Integrated research that would be available and accessible – Looking to develop a common tool for evaluation.
- Take advantage of Workforce Development opportunities – Asking VPs to create a reporting mechanism to monitor system development and success.

Regarding enhancing workforce development partnerships, Adolfo reported that Jing announced that his office would be the contact point between SMCCCD and the Workforce Development Board. Vicki will get clarification.

Overall, the conversations centered on how the colleges would assess the workforce development goal and Jing suggested that the Vice Presidents of Instruction would take the lead in determining the best way to do that.

The other topics discussed were:

- Jing reported that SMCCCD was working with the Workforce Investment Board and Adolfo reported that they are also working on other grant streams.
- There was a faculty survey on plus/minus grading and it received 2/3 approval. It was sent to the Associated Students at the three campuses and Mauricio reported that the student governments do not support it. He said Virginia Rosales is talking about it at the April 22 board meeting.
- Jim Keller gave an extensive report on the budget update.

Smoking policy implementation update

In the March meeting, Lori reported that the Smoking Policy Subcommittee of the Health and Safety Committee reviewed the draft plan, the designated smoking areas, signage, the educational and communication campaign rollout and enforcement. There were recommendations that this body made regarding signage that were helpful. They want to post signs about the policy very soon, link the information on the new policy to WebSmart, post the new policy on the electronic sign boards and other venues and inform the students during the initial orientation. Lori will talk to Eric Raznick about getting the information on the web. At the April 14 Smoking Policy Task Force meeting, Richard Inokuchi and Mike Celeste recommended designated areas in or near the vicinity and 20 feet from entrances at: Building 1 loading dock, building 2, building 5, near the west entrance to staff lot 8, and the south entrance of Pac Heights. Golda is arranging for a tour of these areas for Vicki, Sandy, Lori, Caroline, and the task force members to see if there is a need to designate additional areas. A variety of signs will be posted and there will be multiple ways of getting the word out. Ray said there is a sub-group of the task force working on the FAQ sheet. Ray suggested that the perimeter of the smoke-free zone be shown on the map. Ash receptacles will be changed to the kind that pull in the smoke and Lori circulated examples. Action items include identifying the number of smoking areas and ashtrays needed, create a budget for the ashtrays, and then purchase them. Sherri mentioned to Lori that the Health Center has a budget that can help pay for some of the cost. In April or May, the PIO office will design A-frame signs that will be mounted on stakes that can be placed around campus. Later, more permanent signs will be created after the CIP projects are completed. Funds will be identified for temporary and permanent signs. Ray is providing leadership for the educational roll-out and he is

hoping that the ASSC and the Health Center will join the sub-committee that he is convening on it. The PIO is creating a bookmark that can be given out. Emily Risk, nurse from the Health Center, will also distribute information at the April 23 health fair. Regarding enforcement of the designated smoking areas, it will be everyone's responsibility to provide non-aggressive enforcement. Lori said CSM was going to implement their smoking policy (designated areas in parking lots only) in the summer and then the fall, but is now postponing it until spring 2010. Cañada is looking into a similar policy.

Compressed Calendar Committee survey draft

Adolfo said the Compressed Calendar Committee was unable to meet this month. It will roll over into the fall and is expected to meet through at least the December. Skyline has designed its draft of the survey and it was posted on the Sharepoint site. The other colleges were asked to view it, but they have not met to go through it as a group. As it stands, the good news is that the committee is moving forward. Skyline will employ the survey. The district-wide group will meet again in the fall. They are working with Rob to modify the online survey and they hope to have it distributed the first week of May. The survey is designed for administrators and classified staff. A slightly different survey will be created for faculty. Adolfo said the purpose of the survey is to create dialogue within the campus and within the district and identify avenues for sharing information. There will be an informational piece in the email with a link to take the survey. Sandra suggested listing the benefits. Adolfo said they were concerned about putting the benefits out there because it might limit the response from those departments that have not addressed it. Joe Morello will present information about it at the April 24 Academic Senate meeting.

Regina has concerns around the survey. At no point should the survey ask respondents whether or not they support it because the feasibility study has not been done. Vicki said it is not intended to be a vote issue, but she shares Regina's concern about the questions that act like votes because not enough information has been presented. Lori said more open-ended questions related to the programmatic benefits and the challenges/concerns of the 16-week calendar should be created. Vicki said the feasibility study should start with the data and then the analysis should be done, and that has not yet happened.

Opening Day plans

The district-wide Opening Day will be held again at Skyline on Monday, August 17. Normally, the district festivities would be held at CSM this year but their campus construction makes it too difficult. Skyline will follow the usual plan: once the district events are finished on Monday, there will be flex activities in the afternoon. On Tuesday, August 18, Skyline will hold its Opening Day presentation, followed by the group photo, Academic Senate and Classified Council meetings, and then lunch. Vicki said the new ASSC President and Vice President will be voted in before the end of this semester and they are encouraged to attend Skyline's Opening Day presentation and could hold their ASSC Governing Council meeting if they want after the morning break. Mauricio said the ASSC elections will be held from May 18-22 and voting will be online, using G numbers, and students will have 24-hour access. The student trustee election will be held

at the same time, along with various other positions. Mauricio will explain the Opening Day responsibilities to the new ASSC President and introduce the new president at the May College Council meeting.

Other news

- The Hermanos and Hermanas Clubs held their leadership events. Adolfo said there was tremendous participation, great guest speakers and a lot of personal connections made as well as networking opportunities. He presented the agendas and photos. Both events were held at the Westin SFO Hotel and dinner was at the Basque Cultural Center. Leo and Virginia Rosales presented information about their lives, their pasts and it was very emotional. Leo invited groups up to do a drum circle exercise. It was nice to see the faces of the students and the impact that Leo and Virginia have had. Lori suggested that Adolfo share the photos with South San Francisco High School.

Updates from constituent groups

- The Classified Staff Retreat will be held on April 30-May1 and a half day on May 8. There are 16 confirmed participants for the two days. Adolfo said they realized that they held it later this year and it is tougher to get people to participate this late in the semester. Next year, they will hold it earlier.
- Mauricio said the ASSC attended the budget rally in Sacramento on March 16 and there were more than 40 students from Skyline, more than 100 from CSM and 20 from Cañada. In mid-April, Mauricio attended the Phi Theta Kappa International Convention in Dallas. Skyline won four chapter awards and Ashley Good received an individual award. Mauricio was nominated as an outstanding member and, although he did not win, he was honored to be a nominee.
- Ray reported that Jerry Ciruolo is retiring and would like to be faculty marshal at Commencement. The Academic Senate will confirm it at its next meeting. Ray found out that Bob Millar is also retiring and he will find out if there can be two faculty marshals as he would like to have them both participate.

Next meeting: May 27

Agenda

- Skyline Shines Award selection at the first part of the meeting
- Introduction of new ASSC President and Vice President
- DSGC update
- Compressed calendar