San Jose City College
ACADEMIC SENATE

Approved Minutes
December 4, 2012

Senators Present: Charles Heimler, Fabio Gonzalez, Joseph King, Jose Cabrera, Elena Dutra, Dan McElroy, Janet Chang, Philip Crawford, Deborah Huntze-Rooney, Iyun Lazik, Margaret Muench, Mark Newton, Leslie Rice, Sydney Sukuta IPCC, Isai Ulate, Ada Weeks, Robert Wing, Tin Quach, David Yancey

Senators Absent: Gary Ledesma (proxy for Jesus Covarrubias), Dieterich Nurnberg, Karen Pullen, Sid Singh

I. Call to order/Self-introductions by Senators and Guests: 2:15 pm

II. Approval of agenda: (M/S/A) as amended

III. Approval of November 20, 2012 minutes: (M/S/A) as amended

IV. Adjourn into CLOSED SESSION – No items listed therefore no need to adjourn

V. Re-convene into OPEN SESSION/ Report of Actions taken in CLOSED SESSION

VI. Senator’s Comments (each is limited to 3 minutes on items not appearing on the agenda)
   
   Margaret thanked Charles for his email distinguishing his statements as an individual from those as a senate representative.
   
   Leslie wasn’t sure if everyone received Charles’ clarifying email. She will attend a board meeting to express her horror about the presidents receiving raises during these times.
   
   Phil is not opposed to anybody receiving a raise. He’s concerned about the gap in pay. The dean’s and vice-president’s salaries are too low to attract good people.
   
   Janet said referring to salaries to attract good people studies have shown that business model does not work. Health Services has received a $100,000 grant for smoking cessation and needs the senate’s approval before it goes to the board. This is time sensitive because activities start in December. Janet Reid at Evergreen and Lisa Little were key team leaders in receiving the grant.

   Motion to put the smoking cessation $100,000 grant on the agenda; M/S/A

   David attended the community college council meeting in Oakland last week. He met the new chancellor, Brice Harris. The labor council lost only 4 campaigns in the November election. Because Measure D passed 40,000 will receive a $2 raise. He thanked everyone for their support. The California Federation of Teachers’ new focus will be, “Building a Quality Public Education,” for the next two years. The convention will be in March in Sacramento. That will be the theme of the convention that will be in March in Sacramento.

   Joseph said he and Lenora are working on the dues request to be distributed in January. He is stepping down as treasurer and from the executive committee. He wants to devote his remaining two years to creating a safe space for gay/lesbian/transgender students.

VII. Public Comments (Each comment is limited to 3 minutes on any item not on the agenda. The law does not permit action or extended discussion on any item not on the agenda except for special circumstance. If Senate action is requested, it may be placed on the agenda a subsequent meeting.)

   • Dr. Jeffrey Smith questioned why anthropology was dropped from the agenda. He’s tried to get a program review from his dean. One new class was added back to the schedule. A comprehensive program review is
scheduled in two years. He encouraged the senate to put anthropology back on the agenda. Charles and Leslie encouraged Jeffrey to go to the dean to request the hours to get the program review done and to work with Professor Rice as resource.

VIII. Committees:
A. Reports from Executive Committee, Facilities, Finance, Campus Technology, SLOAC, Program Review, Curriculum, FA, Distance Education, District Budget, District Council

Executive Committee/Fabio: Fabio distributed a new re-assign time workflow chart draft to be put on the agenda for next time. He asked for email feedback. Joseph said Fabio took the lead and did a great job on this. Charles was asked to help mediate the dispute of the Thanksgiving incident with Percy Carr. Charles felt this was an academic freedom issue. The NAACP has requested Dr. Kavalier to investigate the charges of poor campus climate. This item will be on the next board agenda. The campus safety committee was trying to set policy about how campus police treats students but the committee has been inactive. The chair has not replied Charles’ email.

Facilities/Charles: Charles is replacing Percy Carr. In yesterday’s meeting they discussed the need for more bike racks and implementing the 2004 bond with the PE building. They discussed plans to demolish the 100/200/300 buildings to make room for a new theater. Sydney was invited by Gilbane to attend their meetings, but he hasn’t been told about the move yet. Isai said Sydney will remain in the 100 building.

Finance/Joseph: Joseph said they approved the department request form and it will go to the deans. Spending patterns will be reviewed with requests. Finance will distribute a timeline at the next meeting. No agreement has been met to have Dr. Kavalier report the differences between finance and her approvals.

Campus Technology/Robert: Robert advised the committee that the senate did not approve the proposed changes to the charge. They discussed the webpage updates which may be done next year, and how technology funds will be spent. CTC has approved turnitin.com as the institutional anti-plagiarism site.

SLOAC/ Leslie: Leslie said they’re assessing ISLOs. She’s offering 1 hour workshops this Friday and next Monday. Contact Leslie for help. The TracDat and SLOAC team are very patient.

Program Review/Leslie: Leslie’s group has reviewed 6 program reviews. The committee is providing feedback to all of the drafts. The final draft is due February 2013. The prior reviews are sent out through Mary Conroy and the division deans.

IPCC/Sydney: Sydney said Linda Meyer has been elected co-chair. One more faculty member is needed as a proxy for Dorothy for the spring. They’re giving curriculum review process workshops in December. There is a Sacramento mandate to implement the AA-T and AS-T transfer certificates. They’ve approved 11 SJCC and 4 district courses. 10 courses were tabled because they were not ready. IPCC is working smoothly with the amazing executive committee. There is no problem with Linda Meyer as co-chair and the senate strongly supports IPCC.

FA/Yancey: David said the board gave the presidents’ a 5% raise in steps over four years via a resolution that all employee salaries and benefits in the district should not be lower than the median in Bay 10. The FA will do a salary study and take this resolution to the negotiating table.

B. Committee appointments:
Standing Committee Faculty Vacancies: Strategic Planning (2), Finance (1), CPC (2), CTC (5).
Chancellors Civility committee, Program Review (4)
Charles Heimler is stepping off as chair and member of strategic planning committee. Only Isai Ulate remains as the faculty member.
Calls for committee members go out to all the faculty.

Motion to approve Joseph to the Civility committee; M/S/A
Leslie thanked Charles for his hours on the strategic planning committee.

IX. Action Items

A. Review of Mission Statements/Gonzalez
   Motion to approve the district vision goals statement; M/S/A
   Discussion: Leslie said nothing has changed in the statement and she urged everyone not to approve the statement.

B. Faculty Hiring Priority Recommendation List/Heimler
   Communication Studies - Leslyn McCallum requested support for a third full-time position for Communication Studies. Their courses are increasing and many have need of certificate approval. They have large waiting lists. They have as many sections as EVC. They have 3 full-timers and 2 part-timers. SJCC has 2-full-timers and 8 adjuncts. They still can’t find adjunct to fill 3 sections. They continue to show high retention and high student success. They’re nailing all of the strategic goals. They’re an integral part of global studies and the global studies certificate part of the intercultural communications class.
   Ranking results
   1. General Counseling
   2. Counseling--Articulation Officer
   3. Math
   4. DSPS Counselor
   5. Physics
   6. Distance Education
   Motion to recommend this ranking to the college; M/S/A

C. Joint Board Policy Resolution with EVC Senate: “Restore Funding Closest to the Student”/Heimler and Clark
   Motion to accept the resolution with Mark/Margaret’s changes; M/S
   Motion to amend as read; M/S/A
   Discussion: The district office vision for the $1.5-$2 million reserve is to restore district positions. Add, “be it resolved,” to the resolution. Margaret suggested in paragraph five striking the phrase after, “made only after all other options are exhausted.” The resolution should have been passed without these changes since Evergreen has already accepted it. (In paragraph five) Mark suggested changing the phrase, “including taking the highest possible ratio of cuts to non-academic college district operations and personnel;” to, “including cuts to non-academic district office operations.” All of the suggestions should be incorporated and brought back to both senates for final approval.

D. Ad Hoc Workgroup on Program Discontinuance/Certificate Discontinuance/King
   Motion for program discontinuance that the Academic Senate creates an ad hoc working group to create a working paper for program discontinuance and that this group returns to the senate with recommendations for implementation; M/S/A

E. Proposed resolution to amend Dean of Humanities and Social Studies job description
   Motion:
   Whereas the Division of Humanities and Social Science is one of the largest divisions on campus; and
   Whereas the Division is strongly in need of a full time Dean and administrator; and
   Whereas the College Administration and the District Human Resources office unilaterally, and without division faculty or faculty senate consultation, changed the job description of the Dean of H&SS assigning 20% of this Dean’s responsibilities to general college administration on Saturdays;
   Now, therefore be it resolved that the Academic Senate seeks to amend this job description restoring the Dean of H&SS position to 100% Monday through Friday and reinstituting the Saturday and Evening Administrator functions to be staffed, as historically done, on a rotational basis. M/S/A
Discussion: The number of dean positions has been reduced and they have more responsibilities. The math/science dean position has shifted more toward college-wide duties and away from the division. The executive committee will take the resolution to the college president.

F. Approval of the Smoking Cessation $100,000 grant; M/S/A

X. Information items:

A. IPCC update from the executive committee/Heimler: Charles said there is a problem with the charge in that of the 9 members, 3 are administrators who should not have a vote. The faculty wants open communication with the senate and IPCC. The senate needs to change the charge. IPCC has the senate’s support. IPCC members should not be re-affirmed at the same time. This will be added to the next agenda. The senate gives direction to IPCC.

B. Plans for Vocational Programs Buildings Spaces/Ulate: Isai said they’ve decided to keep a portion of the 100 and 200 buildings. He asked the senate support and review the renovation plans. Greg Nelson said building 100 is valued by the state at $11M and if the renovations exceed 50%, the entire building must be seismically retrofit. The college has opted to stay within the $7M construction costs. Margaret said bypassing the seismic retrofit sounds like a safety issue. The GE building is not retrofit either.

C. Public Records Information Request on PE/Business Office/Crawford
Phil was told the college president is doing much of the PE administrative functions. The incoming money could be spent on a needed PE dean. There is an existing job description for dean of PE and Applied Sciences. There are two faculty members doing some of the administrative duties. He asks on a future agenda to combine the Applied Sciences, PE and Athletics (divisions) and get a dean. Debbie said they’ve tried combining Applied Sciences and PE and it didn’t work. Debbie will return with feedback from her department about a dean for Kinesiology & Wellness/PE in the spring.

D. Reassigned Time Position Request Process Timeline/Gonzalez & King (see Executive Committee report)

E. Hiring Committees for H &SS Dean/Crawford (see Action item E)

XI. Motion to extend executive powers of the Senate per Senate Constitution during Intersession Term; M/S/A

XII. Motion to extend the meeting to 4:30; M/S/A

XIII. Motion to adjourn at (4:25); M/S/A

Future meeting schedule:
Executive Committee: December 11, 2-3 pm, Academic Senate Conference Room, 2nd floor Student Center
Senate: February 19, 2-4 pm, Student Center 204

Agenda items are due to the Senate office on the Monday, eight days before each senate meeting.