

San Jose City College
ACADEMIC SENATE

Approved Minutes

December 5, 2017 (At the Flames Restaurant)

Senators Present: Michael Berke, Jose Cabrera, Carlos Chavez, Jesus Covarrubias, Phil Crawford, Barry Del Buono, Nicolas Fraire, Chris Frazier, Bill Carlson proxy for Nisha Guha, Rachel Hagan, Heather Jellison, Jagrup Kahlon, Iyun Lazik, Alex Lopez, Chris March, Eve Mathias, Dennis Meakin, Olga Morales-Anaya, Karen Pullen

Parliamentarian: Lorenzo Cuesta

Absent Senators: Guillermo Castilla, Mo Lahai, Isai Ulate, Bob Wing (excused)

I. The meeting was called to order at 2:10pm at the Flames Restaurant, San Jose.

II. Approval of Agenda – Approved as amended without objection

III. Approval of Minutes – Approved without objection

IV. Public Comments - none

1. Alice van Ommeren, D.O. Executive Director of Institutional Effectiveness & Research, gave an update on the strategic priorities. They set six priorities and assigned facilitators a year ago. They're finalizing the strategic objections and outcomes. The first reading by the Board of Trustees will happen on December 12th.
2. Doug Smith, Vice Chancellor Administrative Services, distributed an Outreach Program flyer and explained the Board's ad hoc sub-committees' outreach to minority owned/small businesses. Sam Ho, the Outreach Coordinator, added they're trying to improve opportunities for local small businesses. \$748M from the community will be invested in the colleges' infrastructure. They will invite small businesses to 1-hour workshops to make them aware of the district opportunities. He asked for the senate's support to make the community aware of the outreach.

V. Committee Appointments

1. Evaluation Committees - none
2. Screening Committees

- a. CTE Assessment Taskforce (3 faculty) – Sandra Honesto (Cosmo), Isai Ulate (App. Sci.), Chris March (Mach. Tech.), Jagrup Kahlon (Med. Asstg.), Clem Lundie (CIS), Maricela Martinez (Counseling), Phil Crawford (Soc. Sci.), Mary Cook (ADS), Gina Del Rosario-Fontela (Cosmo), Toshio Asai (Psych)

Jagrup, Maricela, Isai, Chris M, and Phil were selected by vote.

Voting for Sandra were (3): Iyun, Alex, Olga

Voting for Isai were (10): Jose, Carlos, Phil, Barry, Nic, Bill, Iyun, Alex, Dennis, Olga

Voting for Chris M were (14): Michael, Carlos, Phil, Barry, Nic, Chris F, Bill, Rachel, Jagrup, Iyun, Alex, Chris M, Eve, Dennis

Voting for Jagrup were (14): Michael, Jose, Carlos, Phil, Barry Nic, Chris F, Rachel, Jagrup, Iyun, Chris M, Eve, Dennis, Olga

Voting for Clem were (4): Bill, Rachel, Alex, Eve

Voting for Maricela were (8): Michael, Carlos, Chris F, Rachel, Jagrup, Chris M, Olga, Jesus (tie-breaker)

Voting for Phil were (16): Michael, Jose, Carlos, Phil, Barry, Nic, Chris F, Bill, Rachel, Jagrup, Iyun, Alex, Chris M, Eve, Dennis, Olga

Voting for Mary were (7): Michael, Jose, Barry, Chris F, Bill, Eve, Dennis

Voting for Gina were (5): Jose, Phil, Nic, Jagrup, Chris M

Toshio received 0 votes.

VI. Action Items

1. Approval of 2017-2019 Integrated Plan: BSI, SSSP, SEP – Robert Gutierrez
Motion: To approve the plan – Unanimously approved
2. Board Policies needing review: *BP4250, BP4225, AP4225, AP4230, AP4235, AP4240* – Fabio
Motion: To approve – Unanimously approved
3. *BP7250* Senate proposal – **deferred to a later meeting**
4. Program Review's hybrid form – Jesus

Motion: To approve the form – Unanimously approved

VII. Information/possible action items

1. Maxient reporting tool and Case Management & Student Conduct student issues – Sophia de la Fuente and Blake Balajadia provided an update of the Maxient tool to track/report/audit student complaints. There were 29 cases reported since August of this year. Most cases have to do with case management issues. Sophia added that about half of these cases have mental health, domestic violence, or homelessness issues. She added that open enrollment is now for Covered California. The Risk Assessment Intervention Team will host a campus meeting from 2-4pm next Tuesday with an open forum for sexual harassment. Maxient is proving data to track trends for discussion and action. Students can use the concern form to report also.
2. Community College Center for Economic Mobility – Dean Vujjeni and Executive Director William Watson discussed the Workforce Institute’s repurposing, re-branding, and re-location. William said the Workforce Institute is re-purposing to support students through focusing on economic mobility. They will re-locate to the 5th floor of the district office by mid-spring semester. Workforce wants to add value, support the college missions, support the faculty, and build relationships across community partners. They’ve started an Open Door campaign to recruit more students.
3. Proposal for an Associate Degree for Transfer in Spanish – Jesus read Rebecca’s statement and the senators reviewed the course sheet.

Motion: To approve the transfer degree – Unanimously approved

Karen added some of the courses are pending but can move through the IPCC process to be ready for fall.

4. ACCJC Follow up report – Dr. Joyce Lui presented the draft of the follow-up report, and reviewed the summary of the corrective action to meet each of recommendations 1, 3, and 5-10. She added the college gets the job done but doesn’t document well and communicate the need for documentation with each other. Joyce may return with the final draft on the first spring senate meeting. Mike added the team wants senate feedback on the draft by the 15th before sending it campus-wide.
5. EZ Degree Task Force Recommendations – Chris Frazier said the goal of the EZ Degree grant was zero textbook cost. They found that the grant was not possible without a lot of administrator/faculty work. The task force recommends going forward with the Z Degree, not with the EZ Degree, and to file an amendment to the original grant to be brought to the senate for approval.

Motion: To adopt the task force’s recommendation – Approved w/o objection

VIII. Committee Reports (1 minute each)

1. President’s Report: Jesus said there are ongoing conversations with the Trustees about the (Bond) resolution and Measure X. He distributed 10+1 cards. He thanked President Breland for the day’s joint holiday celebration. The Spring Plenary is April 12-14 in San Mateo.
2. Reassigned time: Phil reported the call will go out for 40% reassigned time for the Non Credit Coordinator next semester.
3. District Senate: Fabio congratulated Jesus for running the senate so smoothly. He thanked the President (Breland) and the leadership team for working with the senate.
4. Facilities, Safety & Technology: Iyun reported the PE building (construction) is going well. 1-2 weeks ago a fence fell on a student and there was a delay in getting help. They’re working on improving communication with the contractors. She will be part of the new bond process.
5. SLOAC: Mike reported there will be SLO sessions this Friday, 10am-12pm, 12pm-2pm, and 2pm-4pm to support faculty with assessments. SLOAC meets tomorrow. They’re discussing whether to allow faculty to use CurricUNET or TracDat this semester.
6. Finance: Chris F reported they’re moving forward with this year’s budget. They’re concerned with how to fold the RAM decisions into the college’s strategic planning.
7. President Breland thanked the Senate for its work and Jesus for his leadership. He added the SJCC Senate is making itself known at the state level. He wants to scale up the partnership for next year. Next year will be busy again with Guided Pathways, the accreditation visit, and the Apprenticeship Program.

IX. The chair adjourned the meeting at 3:40pm.