

**San Jose City College**  
**ACADEMIC SENATE**  
**Approved Minutes**  
**February 19, 2019**

**Senators Present:** Judith Bell, Jose Cabrera, Bill Carlson, Guillermo Castilla, Jesus Covarrubias, Phil Crawford, Nicolas Fraire, Chris Frazier, Valetin Garcia proxy for Rachel Hagan, Kathy Haven, Heather Jellison, Jagrup Kahlon, Madeline Adamczeski proxy for Iyun Lazik, Dennis Meakin, Yesenia Escobar Mendoza proxy for Olga Morales-Anaya, Kidane Sengal, Patricia Solano, Bob Wing

**Parliamentarian:** Tami Dunning for Lorenzo Cuesta

**Classified Senate:** Andrea Lopez (absent)

**Absent Senators:** Michael Berke, Carlos Chavez, Lezra Chenportillo, Alex Lopez (all excused)

- I. The meeting was called to order at 2:10pm.**
- II. Approval of Agenda – Approved w/o objection**
- III. Approval of Minutes – Approved w/o objection**
- IV. Public Comments**
  1. Ana Guadarrama, Anahi Lopez, and Cynthia Espinoza from ALMASS invited all to its 2<sup>nd</sup> annual conference on March 9 in the SJCC Theater, from 8:30am – 12:30pm.
  2. Cam Olson introduced himself as the new Athletic Director (AD) as of January 25<sup>th</sup>. He was previously the Interim AD at Fresno City.

**V. Committee Appointments**

1. Standing Committees
  - a. South Bay Consortium for Adult Education (SBCAE)  
Basic Skills - Jennifer Nestojko (Lang. Arts)  
ESL Workgroup - Zerrin Erkal (ESL), Leslie Takei (ESL), Huimin McKinlay (ESL)  
Heather talked with Kishan who stated Jennifer, Zerrin, and Leslie were already serving and there was no need to add new faculty. The Senate wants to confirm that these are serving currently.
2. Full-time Temporary Counseling Faculty Evaluation Committee:
  - a. Evaluation Committee for Tina Dang: Gina Ronzano – **Approved w/o objection**

**VI. Action Items**

1. Senate response to the chaptering of AB 705. Incorporation of AB 705 and AB 1805 – Chris said this could be an information item. The deadline was 4pm yesterday and he responded as an individual and stated that the Senate was unable to submit because of the Brown Act. They will respond on by March 1<sup>st</sup> and vote on March 18<sup>th</sup> whether or not to accept the changes. He sent his comments to Alex. In the future he would like the Board of Governors to allow appropriate time for Senate action.
2. ASCCC Spring Plenary (Millbrae, April 11-13) Attendees Selection,  
Interested Senators: Alex, Phil, Heather, Jesus, Carlos, Jose, Kathy, Judith, Bill, Mike, Guillermo, and Dennis – **Approved w/o objection**  
(Chris and Jagrup have other funding)
3. Senate feedback for Administration for Non-Instructional Assignments – Heather reviewed some of the non-instructional (reassigned time) job descriptions. The Senate discussed the Guided Pathways Coordinator descriptions and an AB705 Coordinator duties.

**Motion: To include AB705 coordination duties campus wide with the Guided Pathways Coordinator – Approved w/o objection**

**Motion: To recommend increasing the loading to 40% (for Guided Pathways) – Approved w/o objection**

The Senate discussed including the AB705 duties across all of the ESL, English, SAS, CTE, and Math coordinators and making sure all duties were listed. They also discussed allowing the Reassigned Time Committee to set the loading percentage. Judith added that coordinators need common language about SLOs.

**Motion: To give full authority to the (Reassigned Time) committee to adopt the descriptions – Failed for lack of second**

**Motion: To postpone to the next meeting and review the descriptions – Approved w/o objection**

The Senate discussed the possibility of pushing the “Submit by” date beyond March 7<sup>th</sup>.

## VII. Discussion items (6 minute limit/Possible Action)

1. Discussion of student caps in the construction labs – Dennis said David Lomax shared that his class cap of 30 students is too high for the safety of the students. David is requesting assistance from the AFT also. David shared with Phil that he believes the class size should be about 20. The Senate discussed class size/cap is an overlapping issue between it and the AFT. Madeline added that the cap for her Chemistry class was worked out between, her, her administrator and the AFT.

**Motion: To ask the AFT to move on the Construction lab cap issue as quickly as possible - Approved w/o objection**

**Amendment: To ask the AFT to include reviewing other department's requesting reduced caps as well – Failed by vote**

Jagrup, Nicolas, and Phil voted for the amendment; all others voted against.

2. Explanation of organization chart on South Bay Consortium for Adult Education (SBCAE) – Phil reviewed the SBCAE organizational chart. The SBCAE is an advisory group consisting of 4 community colleges and Adult Education districts. He is concerned about how many SJECCD funds are going to the SBCAE. The Workforce Institute has evolved to the Center for Economic Mobility. The Adult Education is funded by the SBCAE. Chris said that the Senate voted 5-6 years ago for this to be self-funding. Phil added that the District audit would be completed around May.

3. Strategic Planning Activity – Judith Bell and Joyce Lui

*The goal is for faculty members (Judith and Jose) to lead an activity to gather strategic plan ideas and concepts from academic senate. It will most likely include a post-it activity for academic senate to give their input around various ideas connected to what PIE has been working on.*

Judith said Planning & Institutional Effectiveness (PIE) committee didn't meet due to last Thursday's power outage. She distributed a feedback form (will also be available online) which asks for feedback in 3 areas; curriculum/21<sup>st</sup> Century Skills/transferable skills, institutional effectiveness, and continuous campus improvements. Guillermo added that there are changes in the last 2-3 years including, AB705, Guided Pathways, new funding formula, and the state chancellor has changed the student metric. He said the current SWOT analysis is 3-4 years old.

**Motion: To request the Research Planning office (PIE) make a presentation using the new state funding formula, the new scorecard report/metric, and gather more data for the SWOT analysis – Approved w/o objection**

## VIII. Committee Reports (1 minute each)

1. Presidents Report: Jose said there's no president's report due to Alex's attendance at the conference.
2. Executive Committee Report: Phil attended the last meeting with the Chancellor and Alex. They discussed expanding non-credit possibly to a college, CTE, and the progress of the Harvey Rose audit. Chris expects more funds to be found in the audit. Chris said the new interpretation of AB705 in the Ed Code is different than was previously shared.
3. Facilities: Dennis reported they're working with Dean Harris to establish new focus groups on the swimming pool and the Child Development Center. Invites will be sent.
4. Guided Pathways: Judith reported they will have summits/retreats coming later this semester. The next summit will focus on technology and the student interface. Rob Johnstone is coming in March.
5. IPCC: Andres Rodriguez reported they approved 5 course revisions. Two program proposals were approved for Emerging Tech Entrepreneurship Certificates of Achievement Levels 1 & 2.
6. Program Review: Judith reported they're focusing on updating student services and administrative affairs forms this spring. They're having trouble with the D.O. getting the eLumen contract signed.
7. District Technology: Bob reported they're planning a usage survey for the whole district. Please submit any ideas to increase participation to Bob.
8. Basic Skills: Heather reported there are conference funds still available for Math, ESL, English, and Reading.
9. AFT: Phil reported they may send only the president to the 100<sup>th</sup> Anniversary of the CFT (California Federation of Teachers).

## IX. The chair adjourned the meeting at 3:25pm.