

San Jose City College
ACADEMIC SENATE
Approved Minutes
March 19, 2019

Senators Present: Judith Bell, Michael Berke, Jose Cabrera, Bill Carlson, Guillermo Castilla, Carlos Chavez, Andres Rodriguez proxy for Lezra Chenportillo, Jesus Covarrubias, Phil Crawford, Nicolas Fraire, Chris Frazier, Rachel Hagan, Kathy Haven, Heather Jellison, Jagrup Kahlon, Madeline Adamczeski proxy for Iyun Lazik, Alex Lopez, Dennis Meakin, Olga Morales-Anaya, Kidane Sengal, Patricia Solano, Bob Wing

Parliamentarian: absent

Classified Senate: Andrea Lopez

Absent Senators: none

- I. The meeting was called to order at 2:10pm.**
- II. Approval of Agenda – Approved w/o objection**
- III. Approval of Minutes – Approved as amended w/o objection**
- IV. Public Comments - none**
- V. Committee Appointments**

1. Screening Committees

a. MSC Positions – Educational Administrator needs 3

Dean, Business & Workforce Dev., Position #S19013 – Jagrup Kahlon (Med. Asst.), ~~Heather Jellison (ESL)~~, Mark Branom (CA), Kidane Sengal (Business) – **Approved w/o objection**

b. Associate Director, Business & Workforce Dev., Position #S19014 – Jagrup Kahlon (Med. Asst.), ~~Phil Crawford (Soe. Sei.)~~, Meiko Daire (Counseling), David Lomax (Applied Sci.), Dennis Meakin (CTE), Mark Branom (CA)

Meiko, David, and Dennis were selected by vote.

Voting for Jagrup were (5): Kidane, Rachel, Bob, Judith, Carlos

Voting for Meiko were (19): Jesus, Heather, Kidane, Rachel, Olga, Bob, Kathy, Nic, Jagrup, Madeline, Patricia, Chris, Judith, Dennis, Carlos, Mike, Bill, Phil, Jose

Voting for David were (15): Jesus, Heather, Rachel, Olga, Bob, Kathy, Madeline, Chris, Judith, Dennis, Guillermo, Mike, Bill, Phil, Jose

Voting for Dennis were (14): Jesus, Heather, Olga, Kathy, Nic, Jagrup, Patricia, Chris, Dennis, Carlos, Guillermo, Bill, Phil, Jose

Voting for Mark were (7): Kidane, Nic, Jagrup, Madeline, Patricia, Guillermo, Mike

Classified Positions – each needs 1

a. Instructional Asst. II, Cosmetology, Position #S19018 – Gina del Rosario-Fontela (Cosmo) – **Approved w/o objection**

b. Instructional Asst. II, Cosmetology (Esthetician), Position #S19017 – Gina del Rosario-Fontela (Cosmo), Ada Weeks (Cosmo), Yelena Lipilina (Cosmo)

Yelena was selected by vote.

Voting for Ada were (10): Jesus, Rachel, Olga, Nic, Patricia Chris, Dennis, Carlos, Bill, Phil

Voting for Yelena were (11): Heather, Kidane, Bob, Kathy, Jagrup, Madeline, Judith, Guillermo, Mike, Jose, Alex, tie-breaker

Gina receive 0 votes.

c. Administrative Secretary, Bus. & Workforce Development, Position #S19019 – Maria Plancarte (Counseling) – **Approved w/o objection**

d. Senior Division Admin. Asst., Library & Learning Resources, Position #S19016 – Linda Meyer (Library) – **Approved w/o objection**

2. Standing Committees

e. TRC for Gabriel Santiago – Faculty selection: Pamela Turner, Administrator selection: Lezra Chenportillo (all Counseling) – **Approved w/o objection**

VI. Action Items

1. President terms for District Academic Senate (DAS) – Currently the DAS President serves a one year term. At the DAS meeting it was proposed that it be changed to a two year term.

Motion: SJCC Senate votes to keep the DAS presidency 1-year term as is – Unanimously Approved

The Senate discussed the commitment of two years, the importance of rotating the presidency between EVC and SJCC, the learning curve benefits of a 2-year term, and the DAS Bylaws mandating the 1-year term.

VII. Information items (6 minute limit/Possible Action)

1. Honors Program Update – Ilder Betancourt Lopez outlined the qualifications, application, essay, contract, projects, and plans to grow the program in coming years. With this semester's Honor's invitation email, 133 applications were received and there are 51 signed student contracts currently.
2. Distance Education revert the Online Teaching Eligibility Verification process to online instructors/courses only as it was originally intended – Audrey Blumeneau stated that the DE committee had not intended to include hybrid instructors in the eligibility verification process. She proposed removing the requirement for hybrid instructors for now and potentially set-up separate guidelines.

Motion: To revert the Online Teaching Eligibility Verification process to (fully) online instructors as it was intended – Failed by vote

Bob and Carlos voted for the motion; all others voted against it.

Audrey said accreditation only reviews fully online courses. The Senate discussed the need for clarity about what constitutes a hybrid course. VP Pratt added that the ACCJC defines hybrid courses as having one or more face-to-face meetings and reviews both fully online and hybrid. Edina Rutland reminded them of the need for accessibility in all courses. Senators discussed giving more time for eligibility training to hybrid instructors, the possibility of separate guidelines for hybrid instructors, and the need to offer students quality instruction.

3. Update on Guided Pathways (GP) –Takeo Kubo stated last summer they formed 3 workgroups; (a) intersegmental alignment, (b) improving basic skills which evolved to the AB705 workgroup (meets monthly), (c) and the cross functional inquiry group which maybe evolving into a steering committee. They held retreats with Rob Johnstone last fall and this spring. Following this semester's technology summit, they're suggesting a messaging system with ITSS to share technology concerns. Judith reviewed the draft of the institutional values statements they've developed around equity, opportunity, and social justice. Send feedback to Judith and Takeo. They discussed the possible composition of the GP Steering Committee. There will be a retreat on 26th of April.
4. Planning & Institutional Effectiveness's (PIE) recommendations for the Vision of Success Goals – Joyce Lui shared PIE's recommendations for SJCC's local goals for completion (20%), transfer (35%), unit accumulation (-9%), and workforce (10%) all within 5 years. In case our basic aid status changes, PIE set conservative goals. Joyce is processing the financial data with Marilyn Morikang. Joyce will return with an action item.
5. Accreditation Update with a focus on SLO assessment – Beth Pratt said the guidelines for the mid-term report have been received and there is an emphasis on the SLO assessment development process, and including developing assessment reflection. Joyce added that ACCJC now wants to know what's being done with the SLO data.
6. Alignment of SLO assessment questions in Program Review and TracDat; review of SLO assessment template – Judith and Michael have been aligning the SLO questions in TracDate with the Program Review questions. Judith reviewed a template to help with SLO assessment especially clarifying how the SLOs impact the course. Mike added this template will aid in SLO reflection.
7. Discussion of AA-T in Child and Adolescent Development, Global Studies Certificate – Mary Conroy reviewed the transfer degree courses handout for the AA-T in Child and Adolescent Development which may help students who want to teach K-8 and adolescents.

Motion: To approve the Child and Adolescent transfer model curriculum – Approved w/o objection

Mary reviewed the course handout for the certificate in Global Studies.

Motion: To approve the Global Studies Certificate – Approved w/o objection

Amendment: To include Political Science 5, International Law/Human Rights, under the "OR" section – Approved w/o objection

VIII. Committee Reports (1 minute each)

1. Presidents Report: Alex thanked everyone for contributing to the successes at SJCC and those who presented at the Board of Trustees meeting last Tuesday. He discussed resource allocation with Chancellor Breland and the District performance audit completing in April. He presented the class safety issue with David Lomax at the AFT meeting. He and Jose will attend the Area B meeting in Monterey on March 22nd and invited all senators. SJCC has 13 senators attending the Plenary in San Mateo on April 11-13.
2. Executive Committee: Phil reported the Reassigned Time committee will meet this Thursday. He agrees with faculty concerns about the process. Send feedback to Phil and Heather. Chris will attend the RP Group meeting on the 3rd – 4th. Chris will also attend their meeting at De Anza on April 11th. The Board of Governors approved the new Ed Code language. Ben Seaberry asked for participation on his survey.
3. Program Review: Judith reported there is a contract now with eLumen. It needs signatures from Jorge and Roland. They are waiting on Colleague data for pilot participation.
4. IPCC: Andres reported discussing the State Chancellor's office memo which states changes to the certificate of achievement requiring 60 units or more must be sent to the Chancellor's office (8-16 is optional). They approved 19 course revision proposals, 3 new course proposals, 3 program revisions, and 4 new program proposals.
5. Classified Senate: Andrea reported that CSEA is discussing summer Friday campus shut downs. There's no decision yet.

IX. The chair adjourned the meeting at 4:20pm.