

**San Jose City College**  
**ACADEMIC SENATE**  
**Approved Minutes**  
**March 5, 2019**

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

Parliamentarian: Lorenzo Cuesta

Classified Senate: Andrea Lopez

Absent Senators: Kidane Sengal, Patricia Solano

- 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**

1. President Roland Montemayor introduced Dr. Elizabeth Pratt, the Vice President of Academic Affairs and Cam Olson, the new Athletic Director.

**V. Committee Appointments**

1. Screening Committees  
Faculty Position – needs 3
  - a. Chemistry Instructor (#F19001P) – Kim Loan Nguyen (Chem.), Carlos Rojo (Bio.), Bill Carlson (Chem.), Michelle Gregor (Art), Angela Tran (Math), Jose Cabrera (Chem.), Madeline Adamczeski (Chem.)  
**Jose, Madeline, and Carlos Rojo were approved by vote.**  
Voting for Kim (4): Jagrup, Michael, Chris, Rachel  
Voting Carlos (8): Jesus, Kathy, Nic, Olga, Dennis, Guillermo, Phil, Jose  
Voting for Bill (1): Bob  
Voting for Michelle (3): Judith, Michael, Heather  
Voting for Angela (0)  
Voting for Jose (15): Jesus, Kathy, Nic, Olga, Judith, Jagrup, Michael, Dennis, Guillermo, Chris, Bob, Rachel, Phil, Heather, Jose  
Voting for Madeline (14): Jesus, Kathy, Nic, Olga, Judith, Jagrup, Dennis, Guillermo, Chris, Bob, Rachel, Phil, Heather, Jose
  - b. General Counselor, Milpitas Extension (ME) - Temporary, Position #F19012 – Meiko Daire (Counseling), Yesenia Escobar (Counseling) – **Approved w/o objection**
2. Standing Committees
  - a. Labor Studies Viability/Workgroup – Heather Jellison (ESL), Marlise Edwards (Engl.), Phil Crawford (AJ) – **Approved w/o objection**
  - b. (needs 1) Professional Improvement Committee (PIC) – Wendy Pio (Dental Asst.) – **Approved w/o objection**

**VI. Action Items**

1. Review and provide feedback to reassigned time (Non-Instructional Assignments) descriptions. Bob commented that there are a wide variety of requirements and they should be standardized. Judith brought faculty feedback that this process seems arbitrary and not transparent.  
**Motion: To strike any reference to full-time faculty unless it's statutorily required – Unanimously approved**  
Judith added that all of the duties need to be included so that the load reflects the work involved.  
**Motion: To require that the coordinator be SJCC faculty member – Approved by vote**  
Chris voted against the motion; all others voted for it.  
**Amendment: To require the coordinator be qualified to be a SJCC faculty member – Unanimously approved**  
Discussion: Jose said they should trust the administrators to make the best selection. The Senate discussed that this may mean classified employees could apply for these positions.

**Amendment: To get approval from AFT and CSEA – Failed by vote**

Bob, Judith, and Chris voted for the motion; all others voted against.

Phil commented that the AFT and CSEA should negotiate this.

The Senate reviewed each of the faculty non-instructional assignments and found that most requirements could be changed to read, “Liaise with SLOAC, Program Review, and/or Planning and Institutional Effectiveness (PIE) meetings and distribute information to department, instead of, “Attendance as ex-officio to SLOAC, Program Review, and/or Planning and Institutional Effectiveness (PIE) meetings and distribute information to department.

**Motion: To have all of the descriptions state, “Be a SJCC faculty member,” as a desired qualification – Approved w/o objection**

**Motion: To have item #12 name the appropriate department in all of the Science Coordinator duties for dual enrollment – Approved w/o objection**

The Senate reviewed all of the 2019-20 NIA job descriptions and made its recommendations to the Reassigned Time Committee including the motions noted.

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

1. Discussion of AA-T in Law, Public Policy, and Society proposal – Phil said the Pathway to Law School has over 100 students and because of its success, an appropriate degree is needed. Dean Ilder Betancourt Lopez reviewed the proposal. Ilder said they’re moving through the IPCC process. The Senate reviewed the degree proposal.

**Motion: To endorse the AA-T in Law, Public Policy and Society – Approved w/o objection**

2. The Communication Studies Department requests changing the use of the acronym COMS to COMM – Jesus said they’re aligning SJCC with SJSU. Valentin added that the name change has to go through IPCC, the State, and may take a year to complete.

**Motion: To support the name change – Approved w/o objection**

3. Joyce and Shusaku to discuss Strategic Planning Data Request/Motion from Academic Senate from 2/19/19. Joyce needed more clarity on the Senate’s motion for more data. Shusaku asked the Senate to confirm its request he restated in 3 parts; 1-How the funding amount SJCC receives change if the district changes from being a basic aid to an apportionment district, 2-Explain the new metrics in the Vision for Success framework by the Chancellor’s office and provide SJCC’s historical data on the new metrics, 3-Specify SWOT analysis data that needs updating and their priorities.

Joyce said they will coordinate the fiscal numbers with Marilyn Morikang, Director of Fiscal Services. Joyce will present the data on Vision for Success at the next senate meeting. Chris will work with Joyce and Marilyn on the data and the (fiscal) numbers.

4. AB 1809 represents the trailer bill language to the state budget established for the 2018-2019 fiscal year. The bill established the new Student-Centered Funding Formula and creates additional requirements, including the need for each college to set local goals in alignment with the “Vision for Success.” – Joyce said the deadline to submit the SJCC goals to the state chancellor’s office is the end of May. The dashboard is not done but PIE will review the data and Joyce will present recommendations at the next meeting. She asked for the Senate’s support to move forward. The Vision goals include completion, transfer, workforce, and equity.

**Motion: To endorse the strategic planning data request – Approved w/o objection**

5. Music Recording Arts Certificate Program – Jesus Covarrubias said they’re rebuilding the Music curriculum. Students have several potential career paths including studio engineer, independent music producer and game audio producer. Ilder added this instruction will aid students in producing music more professionally with apps like SoundCloud. The Senate reviewed the certificate proposal.

**Motion: To endorse the Music Recording Arts Certificate – Approved w/o objection**

6. Discussion of AA-T in Theatre Arts proposal – Dean Betancourt Lopez said a transfer agreement exists at the State. The Theater Arts department has grown from 14 to 40 students this year. Faculty have chosen plays that speak to our students and values. The Senate reviewed the degree proposal.

**Motion: To endorse the AA-T in Theater Arts – Approved w/o objection**

7. Discussion of AS-T Nutrition and Dietetics proposal – Dean Ilder Betancourt Lopez said the curriculum is currently undergoing the CID process. The Nutrition field has projected growth of 15% in 10 years. The Senate reviewed the degree proposal.

**Motion: To endorse the AS-T Nutrition and Dietetics – Approved w/o objection**

**VIII. Committee Reports (1 minute each)**

1. Presidents Report: Alex reported that the district has given 5 new positions and is filling in the Student Health Coordinator. The Executive met with President Montemayor and he's decided to move forward to fill Computer Information Systems, Psychology, Multimedia, AJ/Political Science, and Music positions. We are waiting for the performance audit of the District.
2. Executive Committee: Jose reported we're on the verge of submitting the National Science Foundation STEM Grant led by Robert Gutierrez.
3. Senator's Reports: Nicolas reported that SJCC softball team has been selected as the California Community College Athletic Scholar Team recipient with a 3.43 team GPA. The Lady Jags softball team won this 2 years ago.
4. Program Review: Judith will bring changes to the academic form to the next senate meeting.
5. SLOAC: Michael reported SLOs are due in TracDat on Friday.
6. Guided Pathways (GP): Judith reported GP has two upcoming events. On March 13<sup>th</sup> Rob Johnstone will visit. They have a spring retreat on March 15<sup>th</sup>. She would like more senate support. They will work on mapping design and guiding principles.
7. IPCC: Mary Conroy reported they've approved 4 course deactivations, 1 new course proposals (FCS 18), and 9 course revisions. Mary added that IPCC is tracking courses due for revisions and have notified the deans.
8. Finance: Chris reported the committee has collected all of the requests and they have increased. They're reviewing what can be allocated through VATEA, Perkins, other various grants and putting together recommendations. Questica is helping them stay on track.

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