

**San Jose City College**  
**ACADEMIC SENATE**  
**Approved Minutes**  
**October 1, 2019**

**Senators Present:** Judith Bell, Dedrick Griffin proxy for Michael Berke, Jose Cabrera, Bill Carlson, Guillermo Castilla, Carlos Chavez, Lezra Chenportillo, Jesus Covarrubias, Mary Crocker Cook, Jonathan Cronan, Chris Frazier, Michelle Gregor, David Hammerbeck, Kathy Haven, Heather Jellison, Lorraine Levy, Alex Lopez, Scott Miller, Olga Morales-Anaya, Jennifer Nestojko, Wendy Pio, Doug Robb, Kidane Sengal, Patricia Solano  
Parliamentarian: Lorenzo Cuesta

Classified Senate: Andrea Lopez

Absent Senators: Bob Wing, excused

- I. The meeting called to order at 2:10pm.**
- II. Approval of Agenda – Approved as amended w/o objection**
- III. Approval of Minutes – Approved w/o objection**
- VII. Information Item moved w/o objection;** Adjunct Election Teller Committee update – Bill reported the election results as 20 for Phil Crawford, 54 for David Hammerbeck. 12 ballots were disqualified; 3 were not on the adjunct list, 4 had unsealed outer envelopes, and 5 had missing inner envelopes. 86 total ballots received. Senators welcomed David.

**IV. Public Comments – none**

**V. Committee Appointments**

1. Screening/Standing Committees – **All approved w/o objection or by vote where noted.**
  - a. Instructional Assistant II, Cosmetology, Position #S19018 (need 1 to replace Gina del Rosario-Fontela) – Sandra Honesto (Cosmo), Carol Ramirez (Cosmo)  
**Carol (15) selected by vote.**  
Voting for Sandra (7): Mary, Guillermo, Lorraine, David, Scott, Olga, Kathy  
All others voted for Carol (15).
  - b. Centennial Celebration Committee – Shelley Giacalone (Comm. Studies)
  - c. Vietnamese Focus (2) – Doriann Tran (Counseling)
  - d. Strategic Plan Action Group (4) – Charles Heimler (Engl.), Mary Conroy (Psych), Judith Bell (Art)
  - e. Scholarship – Elena Dutra (Counseling)
  - f. Program Review Reader – Elena Dutra (Counseling)
  - g. Senate Constitution, Bylaws, Ground Rules Update –
2. Tenure Review/Evaluation Committees  
TRC
  - a. Wendy Pio (Dental Asst.) to replace Gina del Rosario-Fontela for Edna Dolatre (Dental Asst.)
  - b. Linda Ferrell (Acct.) and Jagrup Kahlon (Med. Asstg.) for Jesse Votaw (Real Estate)
  - c. Scott Inguito replacing Michelle Blair as peer evaluator for Dedrick Griffin (both Engl.)  
Evaluation
    - a. Will Reyes peer evaluator for Ben Grainger (both Counseling)
    - b. Beverly Stewart peer evaluator for Sabrina Hagmann (both Counseling)
    - c. Maricela Martinez peer evaluator for Julie Nguyen(both Counseling)
    - d. Maricela Martinez peer evaluator for Maria Plancarte (both Counseling)
    - d. Mary Conroy as peer evaluator for Laura Sanchez (both Psych)
    - e. Ada Weeks as peer evaluator for Yelena Lipilina (both Cosmo.)
    - f. Leslie Rice (ESL) as peer evaluator for Jessica Breheny (Engl.)
    - g. Alex Lopez peer evaluator for Fabio Gonzalez (both Counseling)
    - h. Pamela Turner peer evaluator of Doriann Tran (both Counseling)

**VI. Action Items**

1. Senators attending ASCCC Fall Plenary, November 7-9 in Newport Beach – Alex  
**Motion/S: To send Carlos, Heather, Guillermo, Chris, Kathy, plus Judith, and Alex to the Fall Plenary – Approved w/o objection**

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

1. Form a sub-committee to develop a process for SJCC Innovation funds available for new projects – Dr. Pratt said under the new RAM each college will receive \$500,000 and may determine how to use it. She and President Montemayor are proposing a competition for innovative projects using these funds. They're forming a workgroup consisting of all constituency groups to determine a rubric for this funding focused on instruction and working across departments. They request four faculty to join this workgroup.

**Motion/S: To support this workgroup – Approved w/o objection**

2. Professional Relationships committee – Judith said this discussion started with the Senate last spring. The committee would be the place to express the voice of the campus and handle arising issues more in depth. This will help with collegiality, and communicating face-to-face. All constituency groups should participate.

**Motion/S: To have Senate support – Approved w/o objection**

Andrea added this could be the place for conflict resolution, which SJCC has not had. Kathy suggested including HR in this committee. Alex said the committee is to return with its charge recommendation. Judith envisioned this committee reporting to the CAC. Lorenzo said if the Senate forms the committee it would belong to the Senate.

3. Program Review (PR), SLO, Guided Pathways (GP) updates and information on where we are and where we need to be (Senate retreat update) – Judith said Lezra, the co-chair for GP, and 4 others attended a conference on Friday. There is a student success conference in Burlingame next week by the CCC Student Success Network (CCCSN). They are creating a library of materials to preserve conference information/materials for workgroups. The newly created mapping workgroup needs more faculty. All of the academic Program Reviews were distributed. Go to Shusaku for data. The Planning section of the form has major changes now tying together SLO, PR and finance. If requesting fund 10, you need to tie funds to an SLO or PSLO. Need more readers. SLOs are due next week. There will be more revisions to the SLO process, especially how to shift the assessment culture. She will ask that a classified professional deal with the accounts. Andrea suggested the accounts should go to ITSS.
4. Process for academic departments to request new positions for next year – Heather distributed the 2018 Faculty Hiring Request form to make changes for 2019. Alex said that according to President Montemayor there would be only one replacement of last year's retirements. The Senate will continue to advocate for more faculty hires.

**Motion/S: To make the form due on October 12<sup>th</sup>, 2019, and discussed at the October 15<sup>th</sup> senate meeting – Approved w/o objection**

5. Provide feedback to District AP/BP Committee; Packet A: BP7250, AP4020, AP4055, AP5030; Packet B: AP3410, AP3518, AP3560, AP,4103, AP4110, AP4220, AP4230, AP4250, AP4610, AP5030 AP5055, AP5075, AP5130, AP5300, AP7212, AP7240, AP7360, AP 7365; Packet D: BP2315, BP2720, BP3550, BP3880, BP4100 and 6750. – Alex said 3yrs ago the Senate demanded the AP/BPs get approval from the faculty, MSC and classified professionals. A District Policy Committee formed to review the board policies replacing the Matriculation committee. Andrea said sections AP7360 and 7365 were lined out because the AFT and CSEA agreed this section should not be included as it was negotiated. Send feedback to Alex and Andrea Lopez

**Motion: To move to the next level – Approved w/o objection**

6. Resource Allocation update on the implementation of the funding formula as agreed to with the Board of Trustees – Jesus said there are still issues to work through. They discussed including up to 7 faculty. The Chancellor wants to include other constituency groups and fewer faculty. Alex reminded the Chancellor that the faculty cannot give away its responsibility on this 10+1 issue. These will be open meetings. Jesus will take back input to the Chancellor.

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

1. Presidents Report: Alex said the way the Finance committee reports caused confusion especially to the adjunct faculty. Jorge and the District Budget committee will work on making reports more accurate. Alex inaccurately stated that he removed Jesus Covarrubias as the past president. Jesus is not on the executive committee. Alex leans on the institutional knowledge of past presidents. All of the senate and executive committee meetings are in your agenda and on the senate website.

2. Executive Reports: Heather reported Dr. Marlise Edwards in Language Arts concerns that the Journalism program viability review committee's recommendations have not been implemented. The part-time faculty have not received more institutional support. She requests the Senate mandate following the committee's recommendations.
3. Senator Reports: Olga reported EOP&S is hosting the student's week of action for undocumented students and Dreamers. Some students were fearful after receiving ICE alerts on their phone. There will be an immigration forum update.
4. Finance: Chris reported they appointed a president and started reviewing a charge that would be more useful with the RAM at their last meeting.
5. IPCC: Olga reported for Lezra the ADT in History is going forward and should reach the Tech Review next week.
6. BSI: Heather reported there are BSI funds available. The BSI form is on its webpage. Make sure to label the application for BSI.
7. District AP/BP Committee: Andrea reported they are continuing to review the AP/BPs. Send information about missing policies/procedures to Andrea or Jesus.

**IX. The chair adjourned the meeting at 3:35pm.**