

**San Jose City College**  
**ACADEMIC SENATE**  
**Un-Approved Minutes**  
**September 4, 2018**

**Senators Present:** Judith Bell, Michael Berke, Jose Cabrera, Bill Carlson, Guillermo Castilla, Carlos Chavez, 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, Kidane Sengal, Patricia Solano, Bob Wing

Parliamentarian: Lorenzo Cuesta

Absent Senators: Olga Morales-Anaya (excused)

- I. The meeting was called to order at 2:10pm. Quorum was declared with 17 senators.**
- II. Approval of Agenda – Approved without objection**
- III. Approval of Minutes – Approved as amended without objection**
- IV. Public Comments**
  - 1. Eric Narveson (EVC) co-chair of the Resource Allocation Model Taskforce said the RAM would be available in October and needs to be vetted by the senate during the week of Thanksgiving.

**V. Committee Appointments**

- 1. Standing Committees – **Senate Approved without objection or by vote**

<b>Basic Skills (2 from each dept.)</b>	<b>College Advisory Council (4)</b>	<b>Distance Education (DE) (at least 6)</b>	<b>Diversity Action (DAC) 3 2-yr.seats</b>
Heather Jellison (ESL)	Leslyn McCallum (Comm. Studies)	Dan McElroy (CIS)	Mele'ana Akolo (Antro.)
Marlise Edwards (Engl.)		Gerald Grudzen (Soc. Sci.)	Waylon Baker (Comm. Studies)
Madhavi Sudarsana (ECE)		Jessica Smay (Sci.)	
Elena Dutra (Counseling)		Padma Manian (History)	
Gabriela Rios (Math)		Carlos Chavez (Counseling)	
Patricia Solano (Math)		Will Reyes (Counseling)	
<b>Facilities, Safety &amp; Tech (3)</b>	<b>Finance (3) by vote</b>	<b>Institutional Policies &amp; Curriculum (IPCC) (2, 3-year seats)</b>	<b>Planning &amp; Institutional Effectiveness (4)</b>
Scott Miller (EMS)	Linda Ferrell (Acctg.)	Chair - Lezra Chenportillo (Counseling)	Judith Bell (Art)
Dennis Meakin (CTE)	Chris Frazier (Math)	Mark Branom (CIS)	Lucas Randall (Math)
Phil Crawford (Soc. Sci.)	Bill Carlson (Chem.)	Mary Conroy (Psych)	
		Guillermo Castilla (Physics)	
		Andrés Rodríguez (Ethnic Studies)	

<b>Professional Development (4)</b>	<b>Professional Improvement (3)</b>	<b>Program Review (8)</b>	<b>Scholarship</b>
Heather Jellison (ESL)	Linda Ferrell-AFT (Acctg.)	Chair - Judith Bell (Art)	Heidi Kozlowski (English)
Shelley Giacalone (Comm. Studies)	Nanda Jain (Math)	Leslie Takei (ESL)	Kim Nguyen (Chem.)
Sid Singh (Math)		Rachel Hagan (Counseling)	Thuy Cao (Counseling)
Gina Ronzano (Counseling)			Azar Sioshansi (Math)
			Sid Singh (Math)
			Nanda Jain (Math)
<b>South Bay Consortia ESL Workgroup</b>	<b>SLOAC (faculty from each dept.)</b>	<b>Student Success &amp; Equity (4)</b>	<b>District Budget (2)</b>
Zerrin Erkal (ESL)	Meiko Daire (Counseling)	Heather Jellison (ESL)	Chris Frazier (Math)
Leslie Takei (ESL)		Meiko Daire (Counseling)	
		Fabio Gonzalez (Counseling)	
<b>District Council (AS Pres. &amp; 1 Sen.)</b>	<b>District Professional Recognition (3) by vote</b>	<b>District Technology (2)</b>	<b>Resource Allocation Model Taskforce (2)</b>
Phil Crawford (Soc.Sci.)	Chair - Leslie Rice (ESL)	Heidi Kozlowski (English)	Chris Frazier (Math)
	Olga Morales-Anaya (EOP&S)	Bob Wing (Library)	
	Thuy Cao (Counseling)		
	<del>Sid Singh (Math)*</del>		

**Finance committee voting results: Linda-19, Chris-19, and Bill-16**

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

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

Voting for Bill were (16): Kidane, Bob, Mike, Rachel, Judith, Chris, Kathy, Nic, Jagrup, Madeline, Carlos, Dennis, Jesus, Phil, Guillermo, Bill

Voting for John were (3): Jose, Pat, Heather

**District Professional Recognition voting results: Olga-19, Thuy-13, Sid-15**

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

Voting for Thuy were (13): Jose, Kidane, Bob, Mike, Pat, Jagrup, Carlos, Dennis, Heather, Jesus, Phil, Guillermo, Bill

Voting for Azar were (10): Kidane, Pat, Rachel, Judith, Chris, Kathy, Nic, Madeline, Heather, Jesus

Voting for Sid were (15): Jose, Bob, Mike, Rachel, Judith, Chris, Kathy, Nic, Jagrup, Madeline, Carlos, Dennis, Phil, Guillermo, Bill

\*Note – Sid Singh had a time conflict and withdrew from the DO Recognition Committee.

## 2. Screening Committees

Faculty (requires 3 faculty)

- a. General Counselor (Temporary), (Position #1800080) – Rachel Hagan (Counseling), Valentin Garcia (Counseling), Beverly Stewart (Counseling), Carlos Chavez (Counseling)

**Rachel-19, Carlos-16, and Valentin-12 were approved by vote.**

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

Voting for Valentin were (12): Jose, Kidane, Bob, Mike, Pat, Judith, Chris, Madeline, Dennis, Heather, Phil, Bill

Voting for Beverly were (10): Jose, Mike, Rachel, Judith, Kathy, Nic, Jagrup, Carlos, Jesus, Guillermo

Voting for Carlos were (16): Kidane, Bob, Pat, Rachel, Chris, Kathy, Nic, Jagrup, Madeline, Carlos, Dennis, Heather, Jesus, Phil, Guillermo, Bill

Classified Positions (requires 1 faculty)

- b. Staff Accountant, Position #1800074 – Clem Lundie (CIS) – **Approved w/o objection**

- c. Program Specialist Metas (Position #1800077) – Yesenia Escobar (Counseling) – **Approved w/o objection**

3. TRC - Karen Hurst (Bio. Sci.) to replace Pete D'eliscu for Carlos Rojo's (Bio. Sci.)TRC – **Approved w/o objection**

## VI. Action Items

1. SJCC Academic Senate Budget for 2018-2019 Academic School Year – Phil Crawford  
**Postponed to the next meeting w/o objection**

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

1. Enrollment Management (EM) update – Alex said the EM Committee, Fabio, Rachel, Jose, and he attended an EM summer institute. The senate reviewed Ilder's handout, "SJCC Enrollment Management Goals." Guillermo found many missing items in the handout: API, matrix, links to marketing plan, strategic plan, educational master plan, alignment to district goals, the funding formula, mention of the CC survey working with Student Services, and how student data will inform the enrollment management plan. The rejected program review productivity numbers are still listed. He cited violations of accreditation standards 1, 3, and 4. Guillermo suggested reviewing other college's EM plans, hiring a consultant and including AB705 and Guided Pathways. Alex added this is a work in progress and he will take these recommendations back to the committee. This will return to the senate. Rachel said they're working with two members of the IEPI for assistance and will reach out to others on campus. Jorge added strategic enrollment management should be used to serve more students, as well as a tool to understanding who our students are and why 15,000 within our area choose De Anza. It should be data driven and supported by technology. The district's core data needs to improve.

## VIII. Committee Reports

1. President's Report: Alex attended conferences, leadership institutes, hiring committees, and the senate retreat over this summer. Based on senate retreat, the focus of this year's priority list will be involvement in faculty hires, strengthening the relationship with the union, increase/improve participation with committees/taskforce/shared governance, increase senate input in institutional structures/processes/10+1, and strengthening the senate's role in institutional decisions.
2. Jesus attended the first meeting of the District Academic Senate (DAC). He was concerned with its lack of focus. He reminded them (DAC) that nothing happens without consent of both colleges.
3. Jose requests ideas and articles to continue the senate newsletter. He sees this as a way of increasing communication and informing the Board.
4. Phil reported that with the passage of Janus decision faculty are no longer required to pay union dues so it's important to work well with the union.
5. DO Budget – Chris is concerned with how the Budget Committee is being run. He wants them to follow the rules. Guillermo added that the DO received a raise of 14% while the colleges received 6%.
6. District Academic Senate (DAC) – Alex reported that as the vice president they've agreed that he will be present when the District Senate President meets with the Chancellor so that both colleges are represented.

7. Guided Pathways – Judith reported the group’s focus will be program mapping and meta majors. She wants coordinated efforts with the Senate. Release time at SJCC is 20%, at Cabrillo it’s 100%. She suggested 40% release time. She, Chris, and Lezra attended this summer’s Curriculum Institute.
8. Mike reported he will serve on the CCC Academic Senate Standards and Practices Committee.
9. Library – Bob reminded all to encourage students to make use of the LRC, tutors, and Reading & Writing Center. The Library also has new cameras and equipment. Heather reported that ESL has help for any English as a second language student whether or not they’re enrolled in an ESL class.
10. Nicolas reported that he, Heather, Olive Petrosyan and EVC faculty attended the CCC Part-time Leadership Institute. He reviewed a part-time survey that may be good for this district as well.
11. Madeline reminded them that the Metas Center is a good resource and the peer leaders are currently doing out-reach.
12. Dennis and three other faculty attended a Virtual Design Construction course at Stanford that’s being taught at Eastside Union High School (District). They would like to bring the curriculum to SJCC to facilitate transfer on to Stanford.
13. Phil reported that Re-assigned Time needs to start the process earlier. They’re working with the administration to get additional time.
14. Program Review - Judith reported they introduced the new forms and did a workshop at PDD. They are working on a scoring rubric.
15. District Technology – Bob reported that the state approved \$6M for a new Library system statewide to colleges that opt-in. We have not opted-in yet but are discussing it with EVC.
16. IPCC – Lezra reported IPCC will use this opportunity to institutionalize and create a curriculum handbook. They attended the Curriculum Institute this summer. Valentin Garcia is the Articulation Officer for the fall. Counseling will start hiring for the permanent position in January. The first IPCC meeting will be on October 9<sup>th</sup> and the tech meeting on September 24<sup>th</sup>.

**IX. The chair adjourned the meeting at 3:45pm.**