

San José City College
 Advisory Council
 Location: SC-204
 9:00-11:00 a.m. Minutes
 February 6, 2015

Members Present:

MS	FACULTY	CLASSIFIED	STUDENT
Sean Abel Dr. Elaine Burns	AS-Pat Space AS-Jesus Covarrubias AS-Javier Chapa	CSEA-Corinne Salazar CSEA-Deanna Herrera CSEA-Laura Garcia	Larry Harris Kulwaran Sandhu

- **Absent Members:** Joe Andrade, Duncan Graham, AFT 6157 Representative, Andrew Phelps, Alva Long
- **Committee Proxy:** Margaret Muench for Jesus Covarrubias
- **Minutes:** Sandra Gonzalez

Call to Order:

Meeting called to order by Deanna Herrera at 9:08 am

1. Welcome and Introductions:

2. Adoption of the Agenda:

- Elaine Burns Motion to approve agenda
Motion Carries

3. Approval of December 5, 2014 Minutes/Suggestions:

- Elaine Burns Motion to approve meeting minutes
Motion Carries

4. Public Comments (3 minutes):

- Samie Ibrahim, Chemistry Faculty and Co-Chair of the Middle Eastern History Month. Activities will begin just after the spring break. The key note speaker this year will be the President of San Jose State University, Mohammad Qayoumi. We will be hosting a poetry reading event in six languages. They will also have a group of musicians performing. The Middle Eastern History Month committee would like to that the diversity advisory committee for their support in the past and hope they can continue to support them this year as well. They would also like to invite President Dr. Breland to the events the committee will be hosting.

5. CAC Committee Comments (2 minutes):

- Larry Harris- Thanked Samie for putting together the events for Middle Eastern History Month.
- Margaret Muench asked if Michael Divinia was no longer on the committee. Since his name was not on the agenda.
 - Committee Co-Chair Deanna Herrera would check and clarify his membership status.

6. Action Item:

- Elect New Co-Chair:
 Elaine Burns Motion to Elect a New Co-Chair
Motion Carries

There were Nominations to elect Javier Chapa and Margaret Muench as Co-Chair. Margaret withdrew her name since she is sitting in as a proxy for Jesus Covarrubias. Vote carries to elect Javier Chapa as CAC Co-Chair

- **Bookstore Advisory Committee:**
Sean Abel Motions to create a Bookstore Advisory Committee to oversee the transition and to work out any issues, and to report to the College Advisory Council as an Ad-hoc committee to last as long as the book store deems necessary

Motion Carries

7. Information Items:

- **Bookstore Advisory Committee:** Chris Becker from Follett is requesting to start a Bookstore Advisory Committee. There have been issues with the ordering of textbooks, getting the correct editions, and the availability of the textbooks. This advisory committee will help in resolving those issues.
Sean Abel Motions to move the Bookstore Advisory Committee to an action item

Motion Carries

- **Spring 2015 Comprehensive Report Schedule:** There is a hand out showing the dates when each committee will give their comprehensive standing committee report. The Facilities/Safety committee will go first since this committee did not give a report last semester. The committee chairs will be sent an email reminder so they know when they have to report.
- **Campus Researcher- Joyce Lui Not taking a Leave of Absence:** There has been a misunderstanding among some people and we would like to clarify that Joyce Lui is not going out on leave. The researcher based at the EVC campus will be the one who will be out on leave.

8. Discussion Items:

- **Educational Master Plan:** There are two handouts one handout is a listing of dates where Cambridge West will be making progress presentations and Interview. The second handout is the schedule of interviews on February 19th and 20th. Cambridge West will be presenting to the College Advisory Council on February 20th. Members of Cambridge West will be holding interviews to meet with division deans, Academic Senate, and student government.

9. Agenda Items Requested and Referred to Other Committees:

10. Comprehensive Committee Reports (10 minutes each):

11. Standing Committee Updates (2 minutes):

- **Academic Senate:** SJCC will be hosting the State Academic Senate Executive Team meeting today, February 6, 2015, in SC-204. All of the Academic Senate presidents and executive teams throughout California will be meeting today. Motion passed to include the filling of classified positions in the resource allocation planning. There is a proposal to add articles to the bylaws one of them pertains to campus committees. They are hoping to add responsibilities of committee members. SJCC will be hosting an Academic Senate regional meeting in late March.
 - **IPCC:** Laura Garcia- The committee is moving forward with Curicunet which will

make the course curriculum process easier. Dean Sean Abel is scheduling training at the end of February. There will be different training modules.

- **Facilities/Safety Committee:** The committee met on Monday, February 2, 2015. Safety concerns and issues will be on the agenda regularly. The chair reviewed projects that are in the works and the upcoming fitness center.
 - **Diversity Advisory Committee:** Next meeting is on Monday February 9, 2015
 - **Campus Technology Committee:** No Report
 - **Finance Committee:** Next meeting is on Monday, February 9, 2015 at 3:00 PM
 - **Strategic Planning Committee:** The committee last meeting scheduled last semester was cancelled due to the storm and potential flooding. The committee is one meeting behind. The committee is still in the process of reviewing the strategies that were collected by the campus. One of the items that the committee has been working on is the cadet patrol. This addresses one of the KPI's that was collected in the fall semester.
 - **Student Success Committee:** The committee met on February 5, 2015 and reviewed the Student Equity plan and the Student Success Support Program; both reports have been submitted to the state. Reviewed the disproportionately disadvantaged students such as DSPS, foster youth, EOP&S, veterans, and evening students. Discussed the issue of sexual assault. The committee also discussed how to help these targeted student populations and also discussed distance ed., evening, and on-line services. Counseling office will be expanding their hours to include some Saturdays.
 - **President / Vice President's Updates:** President Breland- looking back on this past year we have come a long way with our standing committees and establishing co-chair models. President Breland thanked Deanna Herrera for her role as the co-chair of the College Advisory committee. SJCC will be hosting the statewide Academic Senate this is a great opportunity and good visibility for the campus.
The campus is moving right along with accreditation. Faculty evaluations for this cycle are just about complete. We are almost at 100% but we'll get there for the March 15th deadline and we'll be able to complete the SLO component of the process.
Campbell Unified School district has partnered with the San Jose Sharks are looking to donate some of their land to build a playground for the community. They have invited San Jose City College to help in a one day community project. Students, faculty, and students are invited to come out to volunteer in this project. This will be a great opportunity for us to connect with the families and community in the area. San Jose City College will donate parking spaces for the volunteers.
The Physical Education building is expected to move forward and ground breaking is expected to take place this summer. The administrative team will be working closely to make sure there is no disruption to instruction during the construction and to ensure that safety procedures are being adhered to.
- Dr. Elaine Burns:** There will be three major events this month celebrating Black History Month. The first event will be on Wednesday, February 11, 2015 from 6-8:30 pm in the Art Gallery. This is the grand opening of works by Michael Chukes "The Journey Continues", a former SJCC student. On February 19th Akoma African drums and dance will be performing, and on February 25th Langston Hughes Project with Dr. McCurdy in SC-204. More information will be sent out via email.

12. Other (2 minutes):

- **ASG: Announcements (2 minutes)**
 - There will a student organization fair held on Wednesday, February 11, 2015

- The AS will be celebrating the Lunar New Year on February 18th & 19th, 2015.
- There will be two T.V. screens in the student center to advertise student events.
- Jags Softball team kicked off on Thursday, February 5, 2015. There is a game on Saturday, February 7, 2015

Meeting Adjournment:

- **Meeting adjournment at 10:03 AM**