
Senators Absent: Percy Carr, Charles Heimler, Clem Lundie, Mark Newton, Dieterich Nurnberg, Isai Ulate

I. Call to order: 2:10pm

II. Approval of agenda as amended - (M/S/A)

III. Approval of December 3, 2013 minutes - (M/S/A)

IV. Public Comments –

1. Janet Chang proposed the combination of the Safety and Facilities committees in the best interest of time, resources, overlap of membership, and best practices for efficiency. She’ll add it to the agenda for the next meeting.

2. VPAA Duncan Graham said Workforce Institute is reviewing a pilot program for an appliance repair technician. They’re working with Sears, the largest provider of residential appliance repair. There is the possibility for making it a credit program. This has the potential for high employment and high wages and may become a pipeline for HVAC repair. He is concerned with spring enrollments which are down 14% from last year. EVC is down 5%. Intersession is down about 14% also. EVC is up 67% and have added more sections.

3. Eric Narveson, president of EVC Academic Senate, reminded them that EVC had a power shut down during last year reducing their intersession to about 8 sections, which is the reason for the increase in this intersession. EVC merged Safety and Facilities years ago for the same reasons Janet cited. He’s working on an equivalency form with Vice-chancellor Kim Garcia. They want to remove the appeals statement in the form. Garcia’s staff is reviewing other college’s forms for best practices. Eric would like to create the form and bring it back for review in the spring or work in tandem with a joint EVC/SJCC committee. He has asked the EVC curriculum committee for an opinion on course separation. If the courses are separated, it’s permanent and cannot go back.

4. Leslie thanked everyone including the administration for their support of the Reading/Writing center. They’ve hit 1000 person enrollment this semester. Few colleges have a Reading/Writing center, tutoring center and an ESL lab. She’s grateful for the support of the school for the students.

5. Jesus was disappointed to see the CPC seeking to remove social justice from the mission statement. He wants the senate to pass a resolution endorsing the use of social justice in the mission statement.

6. Dr. Breland said there was a great process for the hiring list at the last meeting. He’s going forward with the first four on the list; dental assisting, counseling, ADS, and METAS, however, there’s a contingency that the counseling department complete its program review by February. If it does not, they will go forward with the 5th department on the list. PDD on January 24 will include an overview of planning and how it impacts an institution in terms of the ed plan, facilities master plan, and the strategic plan. We’ll review how the plans tie into the deliverables. He wants to review how we can re-do our charges to get things done.
8. Fabio invited EVC Academic Senate President, Eric Narveson, to today’s meeting. He thanked him for attending.

V. Committee appointments
A. Custodian I – Janet Chang, Noe Torres – Approved Without Objection
B. Vice-chancellor IT/CSO: Clem Lundie – M/S/A
C. Chancellor Secretary – no names submitted
D. Instructional Support Assistant DSPS: Karen Pullen – Approved Without Objection
F. Professional Improvement Committee: Ron Levesque - Approved Without Objection

VI. Action Items
3. EEO and Diversity Plan/Gonzalez
Title 5, Section 53024.1 requires each district to develop and maintain institutional commitment to diversity. Establishing and maintaining a richly diverse workforce is an on-going process that requires continued institutionalized effort. Districts shall locally develop, and implement on a continuing basis, indicators of institutional commitment to diversity.

Motion to adopt and accept the Equal Employment Opportunity and Diversity plan – M/S/A

http://www.boarddocs.com/ca/sjeccd/Board.nsf/files/9DP8CZ0D945A/$file/A-

4. Civility Statement/Lundie - tabled
5. SJCC ASG Resolution/Chuck Stevens director of legislative affairs for the ASG, brought a resolution requesting the addition of two students as advisory senators to the Academic Senate, and add two academic senators to the ASG. Chuck recommends senators serve by semester versus yearly.

Whereas; both the Academic Senate and the Associate Student Government serve similar purposes with regard to social justice, opportunity, and the shared governance process, while making decisions that affect the lives of students and policy regarding student welfare in and outside the call room
Whereas; both the Academic Senate and the Associated Student Government both serve the best interests of San Jose City College student body with regard to curriculum, student rights and responsibilities, and often collaborate on many issues regarding the San Jose City College Community as a whole

Whereas; many local Academic Senates throughout the state of California have one to two students that serve as advisory members; bringing student perspectives as well as the voice of the student body
Therefore be it resolved; that the SJCC Associated Student Government work with the SJCC Academic Senate to collaborate on issues affecting social justice, shared and participatory governance, and policies that encourage educational growth as a system partner to the ASG and Student Senate.
Therefore be it resolved; the SJCC Academic Senate allow for two (2) ASG student representatives sit as “Advisory voting members” appointed by the ASG and Student Senate President and ratified by the ASG and Student Senate Council majority.

Motion to adopt the ASG’s resolution – M/S/A
Motion to amend the motion to strike “voting” (last paragraph) from the resolution – M/S/A

VII. Information items (Senators are asked to introduce the topic, provide necessary documentation, and ask the Senate as a whole about their recommendation to move the item to next meeting as an Action Item – 6 minutes each)

1. Constitution revision/Muench
Introduce proposed amendments to the academic senate by the ad-hoc committee (emailed Nov. 18, 2013 to all faculty) - send suggestions and changes to Margaret Muench via email. Eric gave input about how EVC works with some of the issues.
2. Membership, Service Time, and Accountability in all SJCC committees/Adamczeski and Lazik; Madeline said the Academic Senate may want to revisit committee membership criteria, participation criteria, resignation protocol and length of tenure for committees. Jesus said these are great issues for the retreat. Years ago Elaine Ortiz-Kristich at EVC created a committee handbook which included the chairs
and charges. Madeline thanked Duncan and Margaret for combining the committee information. Check the Committee page of the website for more information.

11. Possible Reassigned Time for Accreditation-related positions - SLO Chair, Program Review Chair, Strategic Planning Chair/Rice; Leslie proposed appointing permanent chairs or co-chairs for SLO, Program Review and Strategic Planning. Serious commitment requires institutionalized positions. She does not want to go on warning or probation again. She will make a motion next meeting to have 40% reassign time for each chair in these areas. Send feedback to Leslie. Eric said EVC has combined Program Review and Strategic planning committees into Institutional Effectiveness committee with the chair receiving 40% reassign time. Phil added that the adjunct are the only faculty not being paid for their service in the meeting. He presented his survey finding that of 104 respondents, 96% of adjunct said they should be paid for committee work.

6. Security Master Plan/Crawford; Phil said there is no legitimate expectation of privacy in places open to public view. He’s been assured by the police department and the chancellor that the camera use is for crime or incident evidence and not against faculty/staff for discipline. EVC uses the cameras currently. Seher said the security master plan is a district plan of which the cameras are only a part. It’s about keeping our students and ourselves safe. Chief Aguirre said the public safety cameras have helped already at EVC and are a component of the overall plan. The cameras are not for spying on anyone on campus. Each of the other recommendations of the plan will be brought to the constituent groups for discussion. The police department has been trained and has strict guidelines for reviewing the camera footage. Video evidence is only released to the district attorney’s office. Cameras will be placed in high traffic areas i.e., the library, bookstore, cafeteria, and the lobby of the student center. Locations will be public information.

7. Report on State information topics from VPAA Graham (Study Skills Initiative, SB86/Adult Ed) – Crawford/Adamczeski; Madeline shared her notes from the November 26th meeting. It was advised that the Academic Senate’s charge focus on student success. This may be revisited during the senate’s retreat. How student programs and student success strategies may be brought to scale? The senate may take leadership in deciding data format and what data is most useful to drive decisions in hiring, program improvement, faculty development, and resource allocation as we’re moving from FTES apportionment to the locally supported basic aid funding models. Fall 2014 accreditation self-evaluation will begin. How should we structure our shared governance? The senate may want to recommend an ad hoc committee to begin aligning standards for accreditation. Committees may need to be re-structured and/or merged. What is SJCC’s brand-what makes us unique?

8. Moodle update and Remote Learner beginning Intersession 2014 – Adamczeski; Madeline said the upgrade was not approved by the senate. Phil said the DE committee is not meeting. Janet encouraged faculty to make students use Moodle. Leslie said there is no permanent DE coordinator-no one watching the store. The only support is the Help Desk.

9. Proposed Registration Model for Enrollment Priorities Fall 2014 – Hagan; Rachel distributed the enrollment priorities handout showing the breakdown of priorities. Special programs will have first priority. She encouraged faculty to remind students that accumulating fees and changing majors can effect where they fall in priority. Fabio said this is driven by law, SB1456. Send questions to Rachel and Fabio. Janet said the Student Success committee meets on 1st and 3rd Thursday with Dr. Burns in SC104 at 2:30pm. Rachel said the more students added to the priority list does a disservice to other students especially in the science classes.

10. Law Program 2+2+3 – Crawford; Dr. Breland said this is an opportunity for colleges to participate in the California state bar’s program to get access to law school. 20 schools will be selected to have a clear pathway to law school with guaranteed admission and priority registration to one of four law schools. We’re submitted an application and letter of interest, and are now gathering letters of support from the constituency groups, our district, county supervisors and local judges and attorneys. He asked for a signed letter of support from the senate by the end of December. Phil declared this issue as urgent.

Motion for the senate president to send a letter of support to Dr. Breland – M/S/A
VIII. Committee Reports (1 minute each)

1. IPCC/Linda said they are continuing to discuss the components of the program development/discontinuance process and hope to have an outline/prototype of the policy and procedure by mid-spring semester.

2. Hiring Committee/Phil shared with the committee some of the hiring process issues, i.e., timing (hiring in June), the committees not coming back to the senate if no one is hired, and adjunct and students not receiving payment for committee work. The committee wants the senate to send them its issues with the hiring process. Email issues to Phil.

3. BSI/Rachel said there were 12 proposals for spring funding. Decisions will be released later this week. She encouraged faculty to attend conferences. Funds are still money available.

4. Executive Committee report on motions/resolutions passed by the SJCC Academic Senate/
   a. Fabio read the BOT’s response to the decline of the winemaking course. Some of the board concerns were the addition of a winemaking course when other courses were being eliminated and the message given to students about alcohol. The BOT suggested the course be re-submitted with revised language. They have not received a revision.
   b. District council cancelled its meeting. Fabio will attend the next meeting.
   c. Fabio wrote a letter on behalf of the senate about its concern about the BOT moving so fast on the Carver Model. The chancellor’s response was that the BOT has not approved the Carver Model, only documenting the consensus for each of its pieces. Leslie noted that there are DVDs of the Carver Model available at the district office.
   d. Fabio distributed the spring 2014 Academic Senate calendar. The first spring meeting will be February 18th, and the last meeting will be May 6th.
   e. Fabio invited the senate to the EOP&S annual toy drive on December 19th in the small gym. They’re expecting about 200 students and children. They are still taking donations and need a Santa.
   f. Fabio sent a call for volunteers to join the senate. Khalid White was the only responder. He couldn’t attend today because his daughter was sick. There was no response from area 2 and 6. They received 2 names from mathematics and will discuss them on the retreat.
   g. Fabio submitted his timesheet for his work as of Charles’ resignation.

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