

San Jose City College
ACADEMIC SENATE

Approved Minutes

April 21, 2020

Senators Present: President Alex Lopez, Vice President Judith Bell, Treasurer Heather Jellison, Executive Member Kathy Haven, Executive Member Olga Morales-Anaya, Dedrick Griffin proxy for Michael Berke, Jose Cabrera, Bill Carlson, Guillermo Castilla, Carlos Chavez, Jesus Covarrubias, Mary Crocker Cook, Jonathan Cronan, Chris Frazier, Michelle Gregor, David Hammerbeck, Lorraine Levy, Scott Miller, Jennifer Nestojko, Wendy Pio, Doug Robb, Kidane Sengal, and Bob Wing.

Absent senators: Patricia Solano

Parliamentarian: Lorenzo Cuesta

Classified Senate: President Andrea Lopez

- I. The meeting called to order at 2:10pm via Zoom.**
- II. Approval of Agenda – Approved as amended w/o objection**
- III. Approval of Minutes – Approved w/o objection**
- IV. Public Comments –**
 - A. Leslie Rice, SJCC ESL faculty, encouraged everyone to get students needed technology like Notebooks and Internet. She asks the college decision makers to decide quickly on summer/fall instruction and to error on the side of safety for all employees and students.

V. Committee Appointments

Standing Committee

- A. Finance Committee (1 needed to replace Charles Heimler) – Clem Lundie (CIS), ~~Kidane Sengal (Business)~~, and Isai Ulate (Applied Science)

Isai selected by vote.

Voting for Clem (1): Kidane

Voting for Isai (13): Bob, Jennifer, Olga, Scott, Lorraine, Dedrick, Michelle, Mary, Jesus, Carlos, Bill, Jose, David

Voting for Kathy (7): Doug, Heather, Kathy, Chris, Jonathan, Guillermo, Judith

VI. Action Items

- A. Emergency pandemic deadline extension for academic grading of Pass/No Pass flow chart – Olga Morales-Anaya

Motion: To push the Pass/No Pass deadline to the end of the semester – replaced below

Discussion: There was concern for A&R to allow students to the end of the semester to declare. Other community colleges are allowing students to decide at the end of their semester. The flowchart is confusing to faculty. They questioned possible negatives to extending the deadline. Some major courses and Financial Aid will not be affected this semester because of the pandemic. Faculty have had difficulty with giving students clarity about repeatability and helping them decide whether or not to withdraw. Students should be directed to Counselors for help with these decisions. Though the CSU/UC statement is somewhat confusing, it states that all courses may be taken for Pass/No Pass.

Motion/S: To use the CSU/UC language to clarify and extend the Pass/No pass option to credit classes to the end of the spring 2020 semester – Approved w/o objection

Kathy and Olga volunteered to review the CSU/UC language for the motion to extend.

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

- A. CTE Department request to extend Spring semester – Jonathan Cronan said they would like to extend the semester until June 5th. The students work with dangerous equipment and need hands-on instruction beyond the available simulation software.

Motion: To extend the semester until June 30th for all CE programs -

Discussion: There was concern for student safety. Jonathan said the lab is large and attending students can be staggered and labs cleaned following each class. There was concern for the calendar and (faculty) pay. Alex will take the calendar and pay issues to the Union. Dean, Minh Hoa added Construction, Cosmo, Esthetics, and Dental Assisting need hands-on labs as well. VP Pratt added there is an extended term form in place until June 30th, however, we must abide by the County's shelter-in-place dates.

Amended Motion: To extend the semester until June 30th for all CE programs – Approved w/o objection

- B. OEI consortium MOU – Audrey Blumeneau is working with VP Pratt and President Tomaneng to join the California Virtual Campus Online Education Initiative (CVC OEI). EVC joined summer 2018. The process to join the consortium is now a rolling admission. OEI provides support to the community college system for online teaching, technology resources to faculty and students, research, and policy documentation. The consortium of colleges expands the delivery of courses through technology. Students who take online courses with consortium colleges do not have to submit multiple registrations for different colleges. Audrey will return with the affirmation to join the consortium and a resolution to become a consortium member. The DE committee will discuss this in next Monday's meeting at 3pm. Lorraine is a member of the DE committee and has supported joining the OEI for four years.
- C. Update on spring and fall distance education addendum and what it means for curriculum and accreditation – Dr. Pratt said they submitted a DE addendum for the spring which allowed flexibility. For the summer/fall DE addendum we need to provide all the DE courses, their plans, and timelines to get classes approved by IPCC and the Senate. We need a timeline to provide professional development to DE faculty and re-allocate funding for their training. We have to prove that Title V guidelines are met. We need IPCC to approve courses with the DE supplement and correspondence courses over the summer. The addendum reports are due: to the Chancellor's office on May 20th for summer, July 1st for fall; to ACCJC on June 1st for summer, August 1st for fall. The ACCJC Substance Change reports are due by August 1st. Audrey and the PD committee will create the DE professional development training and timeline. The Title V Distance Education (DE) focus now includes student-to-student collaboration. Dr. Joyce Lui said students need clear decision making, quality instruction, and contact among faculty and students.
- D. Bylaws Update and Qualtrics for electronic senate voting – Jennifer Nestojko said the committee recommends amending the bylaws to add language to extend voting in the event of an emergency Lorenzo said this already exists within the bylaws.

Motion/S: To postpone Academic Senate elections to fall semester – Approved by vote

Voting to postpone (11): Kidane, Doug, Jennifer, Scott, Lorraine, Chris, Jonathan, Mary, Carlos, Guillermo, Bill

Voting not to postpone (9): Bob, Olga, Heather, Kathy, Dedrick, Michelle, Jesus, Jose, Judith

Discussion: Some opposed the motion because there is no lack of available technology. Some opposed because this would cause too many problems for the fall and affect faculty loading. Postponing would be an opportunity to beta test the District system with a senate evaluation survey. The Constitution says the election will be in April. It was suggested to add a mail-in ballot for those who cannot vote electronically. Lorenzo suggested doing what's most practical during this emergency. It was suggested to review what the Union does for its election.

- E. Election Updates – Alex said there will be a different timeline for the fall. He reviewed the nominations so far.

Nominations received: **Area 2 – ART & HUMANITIES**, Judith Bell (Art) and Anita Reyes (Theater Arts)

Area 4 – BUSINESS: Clem Lundie (CIS)

Area 6 – COUNSELING & HEALTH SERVICES: Valentin Garcia (Counseling)

Area 8 – LANGUAGE ARTS: Rufus Blair (Sign Language) and Dedrick Griffin (English)

Area 10 – MATHEMATICS: no nominations received

Area 12 – SOCIAL SCIENCE: Juan Gamboa (Ethnic Studies) and Mary Conroy, (Psychology)

Full-Time At Large – (2) Devin Aye (Kinesiology), Heidi Kozlowski (Language Arts), Elena Dutra (Counseling), ~~Fabio Gonzalez (Counseling)~~, Guillermo Castilla (Physics)

Adjunct At Large – (2) Bill Carlson (Chemistry), Jacqueline Gamboa (Ethnic Studies), Kathy Haven (ESL)

Elections will be held for Full-time and Adjunct At Large, and Areas 2, 8, and 12. If needed, a runoff election may run Wednesday, May 6 – Wednesday, May 13.

Motion/S: To re-advertise everything in the fall (date?)

Motion/S: To postpone the motion to the next meeting – Approved w/o objection

- F. New Election Calendar proposed dates (April 23rd – April 30th) – Heather Jellison – **Tabled for next meeting**
- G. Guidance for Accommodations – Dr. Edina Rutland said accommodations for students with disabilities must still be provided during this emergency. She reviewed the *Guidance for Accommodations for Students with Educational Limitations in a Pandemic* document which she will forward to everyone. All online and digital instructional materials must be accessible. Student Accessibility Services (SAS) is a resource to help with questions but is not responsible for converting documents into accessible formats. Audrey is providing wonderful support. Dr. Rutland outlined faculty responsibility for testing, remote instruction, and lectures. Students need to communicate with SAS for accommodations and forward the form to their instructors. Lorenzo reminded everyone that students with assistive devices must receive twice the amount of time to receive the information.

VIII. Committee Reports (1 minute each)

- A. Presidents Report: Alex reported attending lots of meetings last week during spring break. He is advocating for the District's decision regarding summer session, and more faculty DE training. He's working with Professional Develop (PD) and DE to move training forward. Wages are for the Union to discuss.
- B. Heather reported the Journalism Department won 4 awards for community college Journalism: 4th place for Graphics for Editorial Cartoon, 2nd place for Opinion Article, and two honorable mentions for Newspaper Writing for a Profile Feature and Column Writing for Newspaper.
- C. Doug reported all spring freshman and sophomore student athletes were awarded an extra year of eligibility.
- D. Carlos reported his pride for Counselors who within 16 hours of campus closing met with students on Zoom. Students can go to SJCC to make appointments online. Faculty should send students to Counselors for questions about Pass/No pass.
- E. Bob reported the Librarians are still available to assist students. They will set up Zoom sessions to help students. He encouraged faculty to spread the word.
- F. SLOAC: Judith reported that the committee voted to support the adoption of eLumen as assessment software. She will bring this to the next Senate meeting and ask the senate what sort of disaggregation of student data through grading it wants.
- G. Program Review (PR): Judith reported they will meet on Thursday to discuss changes to the PR form.
- H. Finance: Chris reported they will present their draft to the College Advisory Committee (CAC) on Friday. There is still no real guidance from the Chancellor or Vice Chancellor on whether the budget should go up or down. Finance seems to favor sending all professional develop funds to the Professional Development Committee.

IX. The chair adjourned the meeting at 4:41pm.