

**San Jose City College**  
**ACADEMIC SENATE**  
**Approved Minutes**  
**December 15, 2020**

**Senators Present:** President Alex Lopez, Vice President Judith Bell, Treasurer Heather Jellison, Executive Senator Elena Dutra, Executive Senator Jose Cabrera, John Banks, Carlos Chavez, Mary Crocker Cook, Jonathan Cronan, Jackie Gamboa, Juan Gamboa, Michelle Gregor, Dedrick Griffin, Rachel Hagan, Rich Harlan, Kathy Haven, Clem Lundie, Scott Miller, Olga Morales-Anaya, Jennifer Nestojko, Wendy Pio, Doug Robb, and Bob Wing.

Absent senators: David Hammerbeck (excused)

Parliamentarian: Lorenzo Cuesta

Classified Senate: Andrea Lopez

IPCC: Lezra Chenportillo

- I. The meeting called to order at 2:10pm via Zoom.**
- II. Approval of Agenda – Approved w/o objection**
- III. Approval of Minutes – Approved w/o objection**
- IV. Public Comments –**

- A. Dr. Elizabeth Pratt acknowledged the IPCC for their hard work, collaboration, faculty support, and completing the DE supplements. She thanked Lezra Chenportillo, Mark Branom, Thuy Cao, Padma Manian, Andreas Rodriguez, Gabe Santiago, Duncan Graham, Misty Stroud, Julinda LeDee, Kristen Ruano, and over the summer, Guillermo Castilla and Mary Conroy. There were over 400 DE supplements completed over the last 9 months.
- B. President Tomaneng will be prioritizing 2-3 additional faculty positions due to retirements. When school starts she will ask for the Senate’s endorsement of the Educational Master Plan development process, committee composition, and timeline. Dr. Tomaneng gave her thanks to the IPCC and all who have continued the work of the college through committees during the past 9 months. She wished all a restful holiday break.
- C. Lezra reminded all that today is the last day to apply to the CSUs and UCs. She appreciated the IPCC, counselors, and especially Carol Vasquez for her work at the Transfer Center.

**V. Committee Appointments – All Approved w/o objection**

**TRC Committee**

- A. TRC for Andrea Powell (Dental Asst.) – Edna Dolatre (Dental Asst.) and Jagrup Kahlon (Medical Asst.)

**Standing Committee**

- B. 2021-22 NIA Taskforce (3) – Shelley Giacalone (Comm. Studies), Gina Ronzano (Counseling), Rich Harlan (Construction)

**VI. Action Items**

- A. Approval of the Academic Senate Ground Rules from the Bylaws Committee – Jennifer Nestojko (Jennifer/Judith) **Motion: To approve the Ground Rules – Approved w/o objection**  
Jennifer said they added “urgent” situations were placed under Approval of Agenda, and added the third category of Information/Possible Action Items.
- B. Senate Spring 2021 Calendar – Heather Jellison reviewed the calendar dates. (Heather/Judith) **Motion: To approve the spring senate calendar**  
Discussion: Heather noted March 30 was added because the first Tuesday in April is during spring break. Bob noted March 30 (5<sup>th</sup> Tuesday) is against the Bylaws. Lorenzo suggested adopting the calendar without March 30 now, and amending the Bylaws to remove meeting on “1<sup>st</sup> & 3<sup>rd</sup> Tuesday” on the first meeting in February.  
(John/Judith) **Amendment: To remove March 30<sup>th</sup> from the spring calendar – Approved w/o objection**

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

- A. Credit for Prior Learning Certification – Gabriel Santiago, the college Articulation Officer, said he presented the AP/BP to the SJCC, EVC and District Senates last month. The policy will appear on the

District's Board agenda tonight so that it will be certified before the state's deadline of December 31. The senate approved taskforce will meet early in 2021.

- B. Professional Development update for January PDD – Jackie Gamboa said the Professional Development Day (PDD) will be held on Friday, January 22, with Dr. Cesar Cruz as the keynote speaker. He will address campus mental health and wellness. SJCC is splitting the cost with EVC. Jackie and Cindy are still open to workshop proposals.
- C. Information gathering: tools needed to improve instruction for Spring 2021 – Dr. Jose Cabrera asked for feedback on tools to better promote student engagement and active learning. He gave examples of safe, supportive online learning, active learning, being present, chunking lessons into smaller pieces, group work, initiating student contact, and embracing multi-media assignments. Dr. Cabrera proposed a poll to get feedback for more tools needed to deliver a better learning experience.  
**(Jose) Motion: To have senators send feedback on the poll to Alex or Judith – Approved w/o objection**
- D. Status of the Senate Budget – Heather Jellison said after reviewing the senate budget, the Fall Plenary costs have not hit the budget yet. Only the Parliamentarian's contract was encumbered so far. She will report in February.
- E. Pay for Associate Faculty – Heather Jellison reported the work continues but there has been no movement yet. She will contact the Union to make sure it's a negotiated item.
- F. Board Policy (BP) 5050 first review – Andrea Lopez said BP 5050 Student Success and Support Program, was highlighted for concerns at the last Board meeting. She asked the Senate to support the committee's changes (in purple on the policy). This will return for approval.
- G. Non Instructional Assignment (NIA) Timeline for 2021-2022 Assignments – Dr. Misty Stroud said the projected target reduction is about 40%. She reviewed the 2021 timeline highlighting: January 27 to send the NIA job descriptions to the Senate, March 15 to announce them to the faculty, March 26 applications are due, April 1 & 2 potential interviews and April 9 announcement of NIA contracts. Discussion: Jackie asked if the taskforce considered feedback from current coordinators. Alex said yes and the descriptions come back for Senate approval. Rachel and Dedrick asked for rationale/justifications for job description changes. Judith added the District isn't supporting the colleges adequately and she wants to advocate for more money from the District.

### **VIII. Committee Reports**

- A. President's report: Alex reported from President Tomaneng's email that the college hired William Reyes as the Dean of Humanities and Social Science to start in January. Chancellor Breland has agreed to allow SJCC to proceed with hiring two more to replace retirees, Bob Wing and Maricela Martinez. Alex thanked Bob for his senate service and his keen eye for process. The Metas Director interviews are moving forward. President Tomaneng is moving forward with the Diversity Advisory group. The RP Research Group has been put on hold. New board members will be celebrated at the Board of Trustees meeting tonight. The research allocation meeting is tomorrow morning. Alex thanked everyone for being there our students. He encouraged everyone to check-in with colleagues.
- B. Executive Reports: Judith is working on an agenda item form based on Bob's suggestion. She thanked Marilyn Morikang for her service as she moves on to West Valley. There is a new Dean of Workforce who starts in January. President Tomaneng added he is J. Edward Stevenson from East Los Angeles College.
- C. Olga thanked Bob for his Academic Senate service. She also thanked the counselors and faculty for all of their student support.
- D. Bob thanked the Senate for its work in making the college better for our students.
- E. Michelle reported she has a remote student who is thankful for the check-in emails from the SJCC. The student felt supported by the college.
- F. SLOAC/Program Review: Judith said the eLumen training is going well with large turn-outs. They are planning spring trainings. The committee is set to do validations. Judith thanked Michelle Gregor for her inspiration with working with students online.
- G. Clem and Mark Branom appreciated Maricela for her student support and understanding of CTE department.
- H. OER: Mark said in conjunction with the Library they are sending out email to help find more resources and he will be conducting a PDD workshop.

- I. Audrey will continue with training. ITSS has postponed the Zoom LTI which means we have more time to download reports. Mark added it's still a good idea to save Zoom reports now that they are available and not wait.

**IX. The chair adjourned the meeting at 3:25pm.**